

# Agenda

## Lyon County School District Board of Trustees

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

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the order shown on this meeting notice.

Public Comment to the Lyon County School District Board of Trustees

In the event that you are unable to attend the LCSD Board of Trustees meeting, you may submit public comment by 3:00 pm the day before the board meeting by [clicking here](#). Public comment will be forwarded to all LCSD Trustees prior to the board meeting. Please note that this link is monitored for public comment only.

1. 6:30 PM CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. WELCOME OF GUESTS
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES 6
6. BOARD MEMBER REPORTS
7. ATTITUDE OF GRATITUDE 24
8. SUPERINTENDENT REPORT
9. PUBLIC PARTICIPATION: Items LISTED on the Agenda: At this time, the public is invited to address the Board on items listed on the agenda over which the Board has jurisdiction.  
If you wish to speak, please step up to the front table, be seated, and state your name. Your comments must be limited to no more than three minutes per agenda item with a maximum of ten minutes total. In consideration of others, avoid repetition or designate a spokesperson to speak on behalf of our 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 will be monitored by the Board President.
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.                                                                                                                                                              | 33         |
| B. Request for Early Graduation/HSE (confidential)                                                                                                                                                                                                                                               |            |
| C. Personnel Reports                                                                                                                                                                                                                                                                             | 40         |
| D. Travel                                                                                                                                                                                                                                                                                        | 44         |
| E. IT Department Report                                                                                                                                                                                                                                                                          | 56         |
| F. MOU - Jobs for America's Graduates - JAG-NV                                                                                                                                                                                                                                                   | 58         |
| G. District Financial Report                                                                                                                                                                                                                                                                     | 72         |
| Vouchers 1171, 1173, 1177, 1179, 1188, 1205, 1217.                                                                                                                                                                                                                                               |            |
| Total \$585,464.77                                                                                                                                                                                                                                                                               |            |
| <b>11. END OF CONSENT AGENDA: MOTION TO APPROVE</b>                                                                                                                                                                                                                                              |            |
| <b>12. ACCEPTANCE OF DONATIONS</b>                                                                                                                                                                                                                                                               | <b>152</b> |
| <b>13. (For Possible Action)</b> 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.               | <b>155</b> |
| <b>14. (For Possible Action)</b> 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.                                                                   | <b>276</b> |
| <b>15. (For Possible Action)</b> 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.         | <b>346</b> |
| <b>16. (For Possible Action)</b> Discussion and possible action regarding updates from the Dayton area principals Chase Woodford, Michael Walker, Rachel Hansen, Kevin Kranjcec, Julie Bumgardner.                                                                                               | <b>352</b> |
| <b>17. (For Possible Action)</b> 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. | <b>357</b> |
| <b>18. (For Possible Action)</b> Discussion and possible action regarding the mid-year review of the Superintendent. This item is being presented by Board President Phil Cowee.                                                                                                                 | <b>367</b> |
| <b>19. (For Possible Action)</b> Discussion and possible action regarding the annual LCSD Board Self-Evaluation. This item is being presented by Board President Phil Cowee.                                                                                                                     | <b>455</b> |



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| 20. <b>(For Possible Action)</b> 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.                                                                           | 515 |
| 21. <b>(For Possible Action)</b> 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                                                                                                                  | 517 |
| 22. <b>(For Possible Action)</b> 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. | 519 |
| 23. <b>(For Possible Action)</b> 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.                                                                                    | 523 |
| 24. <b>(For Possible Action)</b> 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.                                                                                         | 525 |
| 25. <b>(For Possible Action)</b> 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.                                                                                         | 528 |
| 26. <b>(For Possible Action)</b> 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.                                                                   | 537 |
| 27. <b>(For Possible Action)</b> 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.                                                                          | 554 |
| 28. <b>(For Possible Action)</b> Discussion and possible action regarding revisions to the LCSD Policy GBCD: Transitional Duty as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.                                                                              | 557 |
| 29. <b>(For Possible Action)</b> 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.                                                                                       | 559 |
| 30. <b>(For Possible Action)</b> Discussion and possible action regarding new LCSD Policy GBCF: 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.                                                      | 562 |
| 31. <b>(For Possible Action)</b> Discussion and possible action regarding revisions to the LCSD Policy GBCG: 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.                                               | 569 |

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 **571**

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.

|                                                                                                |     |
|------------------------------------------------------------------------------------------------|-----|
| A. Policy GBBO: Staff Orientation                                                              | 573 |
| B. Policy GBBP: Information Technology                                                         | 575 |
| C. Policy GBBPA: Social Networking, Social Media                                               | 584 |
| D. Policy GBBQ: Outside Employment                                                             | 592 |
| E. Policy GBBR: Employees with Communicable Disease including HIV                              | 597 |
| F. Policy GBBT: Workplace Safety                                                               | 601 |
| G. Policy GBBU: Use of Tobacco, Smoking, and Similar Products                                  | 603 |
| H. Policy GBBV: Children, Animals, and Visitors in the Workplace                               | 605 |
| I. Policy GBBW: Reporting Arrests, Charges, Convictions, Investigations, and Change of License | 607 |
| J. Policy GBBX: Remote Work                                                                    | 612 |
| K. Policy JFCC: Safe and Respectful Learning Environment                                       | 619 |

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.

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.

36. ADJOURN:

If you have questions or public records requests, please contact the LCSD Communications and Public Relations Officer at ([Communications@lyoncsd.org](mailto:Communications@lyoncsd.org)).

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The notice for this meeting was posted at the Lyon County School District Administrative Office and posted to the Lyon County School District website (<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 opportunities, 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 Ave., Yerington, NV 89447, email [mheim@lyoncsd.org](mailto:mheim@lyoncsd.org), or call (775) 463-6800 Ext. 10034 at least one week prior to the meeting.*

# MINUTES

## **Lyon County School District Board of Trustees**

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A meeting of the Board of Trustees of Lyon County School District was held November 19, 2024, beginning at 6:30 PM at Yerington Intermediate School, at the Multipurpose Room Across Pearl Street from the School Entrance, 215 Pearl St., Yerington, NV 89447.

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 Trustee Farr.

3. WELCOME OF GUESTS

President Cowee welcomed the guests.

Board members in attendance:

President Phil Cowee

Clerk Bridget Peterson

Trustee Darin Farr

Trustee Neal McIntyre II - via zoom

Trustee Tom Hendrix

Trustee Sherry Parsons

Trustee Holly Villines

Executive Cabinet in attendance:

Superintendent Tim Logan

Deputy Superintendent Dawn Huckaby

Executive Director of Operations Harman Bains

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

Legal Counsel Carolyn Renner

PD & Data manager Damon Etter, Fiscal Services Officer Kyle Rodriguez, Operations & Maintenance Supervisor Kirk McCallum, Communications and Public Relations Officer Erika Cowger, Administrative Assistant Margaret Heim, Principals Kathy Bomba-Edgerton, Scott Gillespie, Shannon Coombs, Assistant Principals Ally Sceirine, Tony Wilson, Tiffany Townley, and staff/guests Kevin D. Kruse, Eddie Shope, Dawn Carson, Shane Wake, Nicole Barona, Eliana Barona, Doug Hancock, Iris Hancock, Annette VanMeter, David VanMeter, Dan Combo, Jerry Bryant, Kristin Reagan, Matthew Strahl, Keith Trout, Lillian Thomas, Megan Cordova, Sarah Hunter, Auburn Roe, Jacob Singley, Jazzmin Bryan, Loraine

DeLaTorre, Joseph D. Baptist, Bianca Campbell, Jamie Campbell, Carla Espitia, Carson Horton, Annabella Villa, Jeanne Pierce, Shannon Murphy.

#### 4. APPROVAL OF AGENDA

Clerk Peterson made a motion to approve the agenda as presented.  
It was seconded by Trustee Villines.  
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 Clerk Peterson.  
Trustee Parsons questioned how her comments were reflected in the minutes.  
The motion to approve the minutes as presented carried 6-1. Trustee Parson voted nay.

#### 6. BOARD MEMBER REPORTS

The board members reported on various events.  
Trustee Parsons congratulated the winners of the election.  
Trustee Hendrix visited SSES during the quarterly assembly and noted the increased parental involvement. He visited SSMS classes, and also saw the local Fire District there talking to students about helping the community.  
Trustee Farr attended a National School Board Association (NSBA) conference in Las Vegas and heard about a reading program that he would like to see implemented at LCSD. He is working on a Fernley student recognition program as well. He appreciated the Veteran's assembly at FIS.  
Clerk Peterson attended a Veterans' celebration in Dayton, with singing and a helicopter landing. FIS luncheon visit with students, parents, grandparents.  
Trustee Villines went to the YIS bookfair and was happy to see kids excited about it. She commended the librarian and all who are passionate about getting kids involved.  
President Cowee participated in site visits in the Fernley schools.

#### 7. ATTITUDE OF GRATITUDE

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

#### 8. SUPERINTENDENT REPORT

Superintendent Tim Logan introduced legal counsel Carolyn Renner.  
He thanked Yerington Intermediate School (YIS) for hosting our meeting. He attended Veterans Day events across the district. He reported that the Nevada Association of School Superintendents (NASS) met with Governor Lombardo and presented Work-Based Learning (WBL) and Career and Technical Education (CTE). He pitched the Student Resource Officer (SRO) program to the governor as well, as this is a program in need of future funding.

Principals Shannon Coombs, Scott Gillespie, Kathy Bomba-Edgerton, and Duane Mattice introduced their new staff.

Superintendent Logan expressed his thankfulness for all of the LCSD staff.

New staff were invited to leave the meeting if needed.

9. **PUBLIC PARTICIPATION:** Items LISTED on the Agenda: At this time, the public is invited to address the Board on items listed on the agenda over which the Board has jurisdiction.

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Public comment for items on the agenda.

Joseph Baptist spoke as representative of the Lyon County Education Association (LCEA) and is currently a 4th grade teacher at Yerington Elementary School. He spoke on item 23, Policy GBBPA, and suggested that changes be looked at further, due to the limitations imposed on employees in sections 6C and 7H of the policy. Item 24 GBBQ Outside Employment, section 1, suggests that the revision to require district approval on outside employment is not appropriate.

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. Budget Transfers

C. Request for Early Graduation/HSE (confidential)

D. Personnel Reports

E. Travel

F. School Performance Plans

G. Class Size Reduction - Quarterly Report

H. IT Department Report

I. Northwest Regional Professional Development Program Annual Report

J. Memorandum of Understanding per AB245, Domestic Violence Intervention

K. District Financial Report

Vouchers 1109, 1124, 10054, ,1123, 1127, 1149, 1151, 1162

Checks 2532-2772

Total \$1,448,248.15

11. **END OF CONSENT AGENDA: MOTION TO APPROVE**

Trustee Hendrix made a motion to approve the consent agenda excluding item 10F, School Performance Plans (SPP).

It was seconded by Trustee Parsons.

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

Item 10 F. Trustee Hendrix asked about the consistency of strategies across the district.

Deputy Superintendent Huckaby mentioned the similarities in what the individual schools are doing in the performance plans.

He asked about measurements of performance and metrics for setting goals.

She explained that the school administrators and teams meet regularly during Data-dig-days and on different levels to review the multiple sources of data and address needs, adjustments and progress. There is no single metric for goals as they are individual and have their own objectives and focuses. The plans include objects and measurable goals. Each school does needs assessment on classroom levels regularly. New curriculum helps with this on a classroom level, teachers are looking at these regularly, teams review it and administrators review it regularly.

Superintendent Logan noted that these are individual school performance plans, not district plans. They are based on three areas of focus; student success, adult learning culture, and connectedness. The state looks for these areas being addressed in the plans. The report shows the measurements during checkpoints during the year. The district meets with the administrators going through goals discussing how they are being accomplished.

Clerk Peterson spoke on her involvement as a parent with performance plan teams in different schools and saw how each site looks at their individual needs in creating their goals.

Trustee Farr spoke about the data team meetings he participated in as a teacher, looking at the progress of each student. They meet frequently to monitor, observe and develop the SPP.

Deputy Superintendent Huckaby talked about the many checks along the way before sending data to the state.

Trustee Villines made a motion to accept this item, 10 F.

Trustee Farr seconded.

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

## 12. ACCEPTANCE OF DONATIONS

Trustee Villines made a motion to approve the generous donations made to our schools.

It was seconded by Clerk Peterson.

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

## 13. **(For Possible Action)** Discussion and possible action regarding JAG Nevada and a memorandum of understanding with LCSD. This item is being presented by Deputy Superintendent Dawn Huckaby and JAG NV Executive Director Dr. René Cantú.

Deputy Superintendent Huckaby presented Jobs for America's Graduates (JAG NV) Executive Director Rene Cantu. The Memorandum of Understanding (MOU) will come at a later date.



Mr. Cantu spoke about the existing program and partnership with the district. He spoke about their mission to empower students with what they need, practical skills, to finish high school and become work ready. They are already working in our schools, Fernley High School and Dayton Intermediate and High School. Students get practical skills like writing a resume, a cover letter, showing up on time, and the mission overlaps with the elements in the Portrait of a Learner (POL). He spoke about the specialist working with the students. Where WBL and CTE provide hard skills, JAG includes the soft skills. They target young people who need resources to reengage with school, looking at absenteeism, low grades, behavior issues. The JAG specialist is trained in trauma-informed care. The teacher knows how to go deeper and mentor the whole student. Follow up is provided to the students, up to 12 months after graduation and job placement to support the path to career for their successful future. Many students pursue secondary education. The employment rate is 93%, full-time work. Trustee Farr asked about parent engagement. Mr. Cantu mentioned that there is no formal piece for parental engagement but specialists are encouraged to connect with them.

Trustee Parsons noted the cost of the specialist and who pays for it.

Mr. Cantu explained that at the beginning, the state paid through the governor's budget, then corporate and private sources with the state to make up the difference. The standard program, one employee, plus benefits and administrative costs, comes to about \$115,000 per year. The Covid pandemic changed the funding when district salaries were increased and JAG could not afford specialists. JAGNV raised their salary to the median level in order to make it work, and asked districts to contribute one fifth per year. There is a sliding fee scale for the rural areas. The specialist enters the data daily. All students are welcome in the program, including 504 and IEP students. No one is excluded. Data and analysis can be provided to the district upon request.

Trustee Villines made a motion that the Board of Trustees approve the presentation regarding Jobs for America's Graduates.

It was seconded by Trustee Hendrix.

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

14. **(For Possible Action)** Discussion and possible action regarding the Junior Achievement Program. This item is being presented by Trustee Holly Villines, Yerington City Councilman Jerry Bryant, Junior Achievement of Northern Nevada Chief Executive Officer Len Stevens and Chief Operating Officer Kristen Reagan.

Trustee Villines introduced Jerry Bryant, Yerington Councilman.

Mr. Bryant has four students in the Yerington schools. He became interested in the Junior Achievement program through encouragement from his family. The work-readiness and entrepreneurship was appealing. He reached out to the district CTE specialist to see if the program could be used at Yerington High School (YHS) to complement what is already being taught, at no cost. The purpose was to introduce personal finance in the Economics class. He spoke about the curriculum and the subjects being discussed in the classroom. The senior class is being exposed to real personal finance situations. The full program can be integrated into all grades, K - 12. He spoke on the benefits for students having this exposure early on. Community members can volunteer to teach these classes. Stats show kids end up in a career that affected them in some way in school. The Bite of Reality program is another program that complements what students are learning. Recruitment for volunteers is key.



Trustee Villines commented that it offers more than the YHS class alone, the financial literacy part, once a week in the Economics class. YHS offers this once a week for 6 weeks in Economics doing personal finance. Half the senior class this semester, the other half next semester.

Clerk Peterson asked how volunteers could participate. It was determined that they simply contact the district office or principal. Both teachers and administrators have expressed interest.

It is integrated into an existing class, one period a week, for six weeks to supplement the class. No need to rearrange the schedule.

Clerk Peterson made a motion to approve the presentation regarding the Junior Achievement Program.

Trustee Farr seconded.

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

A ten minute break was called.

15. **(For Possible Action)** Discussion and possible action regarding the FY24 Certified Financial Audit. This item is being presented by Executive Director of Operations Harman Bains and Fiscal Services Officer Kyle Rodriguez.

Mr. Rodriguez spoke about the annual audit. It was determined that the district has a clean or unmodified opinion, for the second year in a row. This reflects a stable and supportive environment with funds allocated efficiently and responsibly. He thanked his team and was proud of the great work they consistently do. He commented briefly on the separate funds. There will be no corrective action plan needed this year.

President Cowee commended him on the best and earliest report thus far.

Trustee Hendrix congratulated them on the unmodified status.

Trustee Farr commented that it was comprehensive, well done, and a triple credit rating.

Clerk Peterson made a motion to approve the FY24 Certified Financial Audit.

Trustee Parsons seconded.

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

16. **(For Possible Action)** Discussion and possible action regarding the appointment of an auditing firm to conduct the FY25 Certified Financial Audit. This item is being presented by Executive Director of Operations Harman Bains and Fiscal Services Officer Kyle Rodriguez.

Mr. Rodriguez spoke on the recommendation of contracting with the auditing firm, Silva, Sceirine & Associates for fiscal year 2025. They have unparalleled knowledge of rural school finance. There is an increase in their fee of \$3200.

Trustee Farr made a motion that the Board of Trustees approve the reappointment of Silva, Sceirine & Associates, LLC for the fiscal year 2025 Audit in the amount not to exceed \$82,900.00 to be paid from the general fund.

Clerk Peterson seconded.

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

17. **(For Possible Action)** Discussion and possible action regarding updates from the Yerington and Smith Valley area principals Shannon Coombs, Scott Gillespie, Kathy Bomba-Edgerton, and Duane Mattice.

The Smith Valley and Yerington attendance area principals, Shannon Coombs, Scott Gillespie, Kathy Bomba-Edgerton and Duane Mattice shared their school highlights and goals.

Clerk Peterson made a motion to approve the update.

Trustee Villines seconded.

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

18. **(For Possible Action)** Discussion and possible action regarding a report on the LCSD Class of 2024 Graduation Rates. This item is being presented by Executive Director of Education Services Jim Gianotti.

Mr. Gianotti presented the graduation rates for the Class of 2024. He highlighted the successful increase of more than a percentage rate. He noted that an adjusted or alternate diploma or Adult Ed diploma do not count toward the graduation rate, even though they did complete the requirements.

Clerk Peterson made a motion that the Board of Trustees approve the report on Lyon County School District Class of 2024 Graduation Rates.

Trustee McIntyre II seconded.

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

19. **(For Possible Action)** Discussion and possible action regarding the results of the 2024 Spring assessments (CRT, SBAC, CTE, ACT, WIDA). This item is being presented by the Executive Directors of Educational Services Heather Moyle and Jim Gianotti.

Mrs. Moyle introduced Professional Data (PD) and data manager Damon Etter.

Mr. Gianotti presented the results of the Spring 2024 Assessments. He highlighted information that reflects growth in various areas.

Mr. Etter referred to the report and the emphasis toward learning to build confidence and success in students, not discourage them. He spoke on the Norm-Referenced Assessment and Criterion-Referenced Assessment. Norm-Referenced compares each student against other students of the same age, whereas Criterion-Referenced Assessments compares the students to standards, where results arrive much later than what is useful, "lag data".

Mr. Gianotti touched on the American College Test (ACT) college entrance exam. Though not a proficiency test, the state of Nevada uses it as a college and career readiness tool and scores are tied to the funding of CTE programs.

Regarding Measures of Academic Progress, Mr. Etter spoke on RIT scores and the levels of questioning for kids to answer. There is room for improvement across the board but there are also signs of growth..

Heather Moyle spoke about the WIDA assessments that English Learner (EL) students annually take in speaking, listening, reading and writing subjects. Students are receptive and score high in listening. Speaking in the English language is an area of growth. A great practice is in classrooms that work in circles at the beginning of the day, allowing for

conversation and language immersion that last throughout the day. Another promising piece of data is an increase in individual growth goals throughout the year.

Mr. Gianotti highlighted the increase in CTE completers and certificate earners by almost 100 students. Currently, 161 students are participating in work-based learning.

Trustee Farr noted that he is not a fan of SBAC as it doesn't help students when results are late and useless. However, he approves of MAP testing, with timely results to make a change in student learning.

LCSD is working to increase the number of CTE dual credit classes, Multi-Craft Core Curriculum (MC3) certification and 14 trade unions. Three teachers are trained in MC3 classes, which gives students the certificate to graduate and go into apprenticeship immediately. OSHA is one of the industry credentials available.

There was discussion regarding the ACT as a measure of student proficiency, and the search to find an alternative in lieu of the ACT. What would be the measure of curriculum? There used to be a high school proficiency exam, which motivated students but caused some students not to graduate. The ACT is used by the other counties and allows for comparison. We need to look at where we are going wrong. Trustee Parsons stressed that data shows that student scores begin to drop in middle school and can't make it up.

Mr. Gianotti pointed out that median scores in high school MAP data, norm referenced tests, were at 50% in the median percentile, a healthy score, showing that students have skills and can perform better than what is reflected on the ACT.

President Cowee noted that Nevada tests 100% of students, where California tests 4% of students that are college bound. Students are not interested in or motivated to do well unless they are college bound. Unless students are trained in taking tests, they can't do well, so they should not be judged on it.

Trustee Parsons commented on the MAPS testing showing Lyon's score at 9%. Nye County has a higher absentee rate but is still higher in the MAPS scores. The other counties have the same problems but Lyon is still at the bottom.

They spoke about the 8 states that require high school students to take the ACT. Page 14 in the report shows that Nevada's average composite score is fairly similar to them. If students take the ACT multiple times, we only use the first score. They also brought up the decline in scores after the proficiency exams, necessary to graduate, were discontinued, and the learning loss during and after the pandemic. Scores declined across the nation.

Mr. Gianotti brought up the board adopted curriculum changes, ALEKs, SELs, NCRCs, professional development for staff, supplemental programs and curriculum, data digs, and other steps to improve academic achievement. The mission is to graduate them life and career ready. They won't need the ACT, if they are already in college with their associate's degree. The district is focused on making things better.

Trustee Hendrix noted increased scores in other counties and stresses there is something to be learned there.

It was pointed out that their classes are much smaller which allows for better ratio for better scores.

There was discussion regarding the Measures of Academic Progress (MAP) assessments and what the scores mean for student achievement. The average median score shows kids are not losing knowledge, they are growing. The district moved the focus off the number, took the pressure off the test, and the focus changed to the importance of the individual student, the Portrait of a Learner, the development of the student. Sometimes this is reflected in the ACT

score, sometimes not.

There was some discussion regarding what colleges are looking for in applicants and the importance of the ACT score.

Clerk Peterson made a motion to approve the report of the 2024 Spring assessment data.

Trustee Villines seconded.

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

20. **(For Possible Action)** Discussion and possible action regarding revisions to the LCSD Policy JFCC: Safe and Respectful Learning Environment as a first reading. This item is being presented by Deputy Superintendent Dawn Huckaby.

JFCC Safe and Respectful Learning Environment first reading

Mrs. Huckaby spoke on the revisions.

Trustee Villines made a motion to approve the revisions to Policy JFCC: Safe and Respectful Learning Environment (Anti-Bullying) as a first reading.

Trustee Farr seconded.

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

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

Trustee Parsons asked if the revisions to the policies were all from the state and POOLPACT, or if other edits were done.

Mrs. Hogan explained that there were edits for clarity of language, strikeouts, edits to make the policies fit to Lyon County, etc. besides legislative and POOLPACT suggestions. There is no way to generalize the changes.

In this policy revision, a signature acknowledgment form was added to ensure that incoming employees are made aware of policies and procedures.

There was discussion regarding the opportunity to review the policies before the final reading. Trustee Parsons commented that the amount of material to review was too much for one month.

Preparation for the board to review was also extensive, and the materials also went out to the associations for review as well. The purpose is to get through the revisions, so all stakeholders have current and accurate policy to follow.

Trustee Parsons requested to have the NRS available to review together with the policies.

Legal counsel directed the discussion back to the item on the table.

Trustee Hendrix made a motion to approve revisions to the LCSD Policy GBBO: Staff Orientation as a first reading.

Clerk Peterson seconded.

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

22. **(For Possible Action)** Discussion and possible action regarding revisions to the LCSD Policy GBBP: Information Technology 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 the revisions to Policy GBBP: Information Technology as a first reading.

Trustee Villines seconded.

Trustee Hendrix read a portion from the first page, 2nd paragraph regarding personal cell phones or devices being accessed due to investigations with written consent of the employee. He would like this verbiage to remain on the policy.

The change is a direct recommendation from POOLPACT. There was discussion regarding the policy revisions giving notice to employees that the district will have rights if the employee accesses district network information. In context, this is only in regard to conduct that would violate district policy or harm the district. The clarity of the language was in question.

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

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

Clerk Peterson commented that because of the public comment on this policy she would like clarification included in the second draft. There was discussion around posting the name of the district in social media posts and the implications that come, even inadvertently, with that connection. The policy is meant to promote awareness and professional boundaries. Superintendent Logan confirmed that the union was given the policy revision, but there had been no response. Discussion revolved around the use of the district social media sites and the need to have one authorized person, the public information officer, speaking for the district. Also, posting the name, logo and trademark is discouraged, as the association can cause unintended implications. There is a disclaimer for ease of use included in the policy. The language and clarity were in question.

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

Trustee McIntyre II seconded.

Trustee Hendrix suggested different language to clarify section 6b, adding "on behalf of the district", because it restricts and is vague. There was discussion that this section is only for the district's social media accounts.

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

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

Policy GBBQ: Outside Employment revisions aid in avoiding conflicts of interest and include a requirement of written approval to engage in outside employment. This is meant to ensure employment with the district is not compromised, to avoid any dilemmas or impropriety.

Trustee Hendrix noted that the Appendix A requires a staff member to get approval for an outside job.

The point is not to prevent another job. The point is when there is a conflict in employment

and the district job is impacted. The policy creates transparency and allows the district to have something in writing for when a problem or conflict occurs.

Trustee Hendrix pointed out that the requirement to get written approval is where there is a problem.

There was discussion around scenarios where the policy would protect both sides. Questions arose: how will the district handle employees who already have second jobs? Is it anyone's business to know about second jobs?

There is the option for the district to rewrite the policy with these concerns in mind and bring it back for a final reading. In a case where an employee may already have received approval for a second job and there was a change in administration, the written approval would be in their file. Implementing the policy could be presented with a designated day to go into effect, where any second jobs are communicated to admin, or any new jobs are communicated to admin. The policy as it is currently written says that jobs should be disclosed already.

Trustee Parsons spoke on restrictions being placed on new hires.

Trustee Peterson suggested that it would be better to require notification only, not approval. She made a motion to send the policy back to be rewritten to require notification rather than approval.

Trustee Villines seconded.

There was more discussion regarding disclosure or notification rather than approval. This issue has been a standard topic in many industries.

Trustee Hendrix would exclude Appendix A.

Trustee Parsons spoke about the amount of new information on the agenda, and lack of time to discuss the topics with constituents.

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

25. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy GBBR: Employees with Communicable Disease including HIV as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

Revisions to Policy GBBR: Employees with Communicable Disease including HIV clarifies that employees will not be reduced sick leave accruals for time spent obtaining the needed medical certificates fitness for duty updates

Trustee Farr made a motion to approve revisions to LCSD Board Policy GBBR: Employees with a Communicable Disease Including HIV for a first reading.

Clerk Peterson seconded.

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

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

Revisions to Policy GBBT: Workplace Safety confirm that employees must comply with NV OSHA regulations and require signed Nevada Workplace Safety Rights and Responsibilities forms.

Clerk Peterson made a motion that the Board of Trustees approve revisions to LCSD Board Policy GBBT: Workplace Safety for a first reading.



Trustee Villines seconded.

Legal counsel confirmed that the only instance to abstain from a vote is if a board member has a pecuniary interest in the outcome of the vote.

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

27. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy GBBU: Use of Tobacco, Smoking, and Similar Products as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

Revisions to Policy GBBU: Use of Tobacco, and Similar Products provide details regarding definitions of products.

Clerk Peterson made a motion that the Board of Trustees approve revisions to LCSD Board Policy GBBU: Use of Tobacco, Smoking, and Similar Products as a first reading.

Trustee Hendrix seconded.

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

28. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy GBBV: Children, Animals, and Visitors in the Workplace as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

Revisions to Policy GBBV: Children, Animals, and Visitors in the Workplace now provides additional language that the district understands and recognizes occasional visits from family members or friends during work hours and allows the visits as long as they are not disruptive to the learning environment. The policy also references the policy EA regarding Service Animals.

Trustee Villines made a motion to approve revisions to Board Policy GBBV: Children, Animals, and Visitors in the Workplace for a first reading.

Trustee Farr seconded.

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

29. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy GBBW: Reporting Arrests, Charges, Convictions, Investigations, and Change of License as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

Revisions to Policy GBBW: Reporting Arrests, Charges, Convictions, Investigations, and Change of License add language involving child abuse or neglect charges, including volunteers.

Clerk Peterson made a motion that the Board of Trustees approve revisions to LCSD Board Policy GBBW: Reporting Arrests, Charges, Convictions, Investigations, and Change of License for a first reading.

Trustee Hendrix seconded.

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

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

Revisions to Policy GBBX: Remote Work add language, replaces the word "telecommuting" with "remote work".

Trustee Farr made a motion that the Board of Trustees approve revisions to LCSD Board Policy GBBX: Remote Work for a first reading.

Trustee Villines seconded.

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

31. **(For Possible Action)** Discussion and possible action regarding deletion of LCSD Policy GBCH: Accumulation and Payment of Unused Paid Leave for Licensed Employees as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

Deletion of GBCH: Accumulation and Payment of Unused Paid Leave for Licensed Employees is no longer needed in policy because it is incorporated in these contracts.

Trustee Farr made a motion that the Board of Trustees approve the deletion of LCSD Board Policy GBCH: Accumulation and Payment of Unused Paid Leave for 12-month Licensed Employees.

It was seconded by Clerk Peterson.

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

32. **(For Possible Action)** Discussion and possible action regarding revisions to the following LCSD Policies as a second and final reading. Recommended changes were made to Policy GBBE per the board's request and EDBB per feedback. No other changes were made after the first reading. Any member of the board may request that a policy be removed and acted upon separately.

Policies presented as a second reading were brought forward as a group. Trustee Hendrix requested Policy GBBN: Phones and Other Communication Devices be pulled from the list to vote on separately.

Trustee Villines made a motion to approve the listed policies GBBE, GBBF, GBBG, GBBH, GBBI, GBBJ, GBBK, GBBL, GBBM, and EDBB, with the exclusion of GBBN, as a second and final reading.

Trustee Farr seconded.

Trustee Peterson thanked teacher Jodi Erickson from FHS who took the time to compile the staff member feedback for the board consideration in this draft.

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

Trustee Hendrix suggested allowing "because it may be beneficial for the employee and the district to use their personal cell phone, and employee may use their personal cell phone, without being compensated, if they choose." So, they would not be in violation of the policy. It was determined that the policy is for those few employees who have the opportunity to receive a district cell phone, not general staff members. They would not be in violation of



the policy.

Trustee Villines made a motion to approve Policy GBBN as second and final reading.  
Trustee Farr seconded.

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

- A. Policy GBBE: Drug and Alcohol-Free Workplace
- B. Policy GBBF: Prohibition of Workplace Violence
- C. Policy GBBG: Criminal Defense Costs of Employees
- D. Policy GBBH: Employment of Relatives
- E. Policy GBBI: Conflict of Interest
- F. Policy GBBJ: Code of Ethical Standards
- G. Policy GBBK: Prohibited Activity
- H. Policy GBBL: Solicitation Prohibited
- I. Policy GBBM: Use of District Property
- J. Policy GBBN: Phone Policy
- K. Policy EDBB: Use of Cell Phones and other Electronic Devices.

33. **(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.

The next board meeting will be held on Tuesday, December 17 at Sutro Elementary School.

Topics may include:

Amended Budget and CIP

Facility projects

Informal review of the superintendent

Board Self Evaluation

Policy revisions

Item 24 GBBQ revised - outside employment

Trustee Farr would like an item on ROTC

34. **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.

Jamie Campbell came as a concerned mother of FHS Cheer student. She expressed frustration at the treatment and termination of the Cheer coach. She and the students with her wanted to make the board aware of the situation.

Students introduced themselves as Bianca Campbell, Anabella, Carson, and Iliana.

Shannon Murphy spoke as a mother of an EVES 4th grader. She expressed her frustration regarding an EVES teacher. Her comments are attached to the minutes.

### 35. ADJOURN

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The notice for this meeting was posted on November 13, 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](mailto:mheim@lyoncsd.org); or by calling (775) 463-6800 ext. 10034, at least one week prior to the meeting.*



Good Evening. My name is Shannon Murphy,  
I'm the mother of a 4<sup>th</sup> grade Student at East Valley.  
And I sit her incredibly frustrated and dissapointed.

On October 21st my daughter was intentionally targeted  
by a teacher over politics. This teacher lives on our  
street and at the time, we had opposing political signs.

All of the trustees were emailed earlier this afternoon  
detailing out the initial incident, and brought up to speed  
including the most recent developments.

Please understand my Complaint is not political. I have  
never mentioned political affiliation in any of my  
communications. My complaint is solely the unprofessional  
manner in which this has been handled.

My last communication with Mr. Jones was on Nov 1st  
where he informed me that he cannot do anything as  
this is now in the hands of Lyon County Sheriffs Dept.

I immediately went home and contacted the Sheriffs Dept  
to ensure they have all of my correct contact information.  
Since that morning, I have contacted the Sheriffs Dept  
3 additional times, trying to find this report.

Yesterday Nov 18<sup>th</sup> I went to the substation hoping  
to get something in writing<sup>21</sup>. There has been no incidents  
involving my name or address. Furthermore, when I provided



# the teacher's address, I was informed that no incident or report has been associated with her address in at least 3 years. She lied. She never filed a report. She was dodging accountability.

So, whose hands does this lie in now?

My daughter goes to school knowing the leadership does not support her. Knowing that she does not have a voice. She avoids going down Burr Street, a street we've lived on for nearly 9 years. She is the collateral damage in all of this.

As for Mr Jones saying this is in the hands of Lyon County Sheriff's Dept. I will gladly initiate and spearhead that campaign. However, I will come with actual reports and a TPO against this teacher.

Given her pattern of behavior, and unstable reactions to the allegations, I'm unsure of what she's capable of doing ~~next~~ in retaliation of me pursuing this issue further, and I will protect my child.

I came here tonight so every board member, everyone in attendance and everyone watching online is aware of the gross incompetence that took place at East Valley

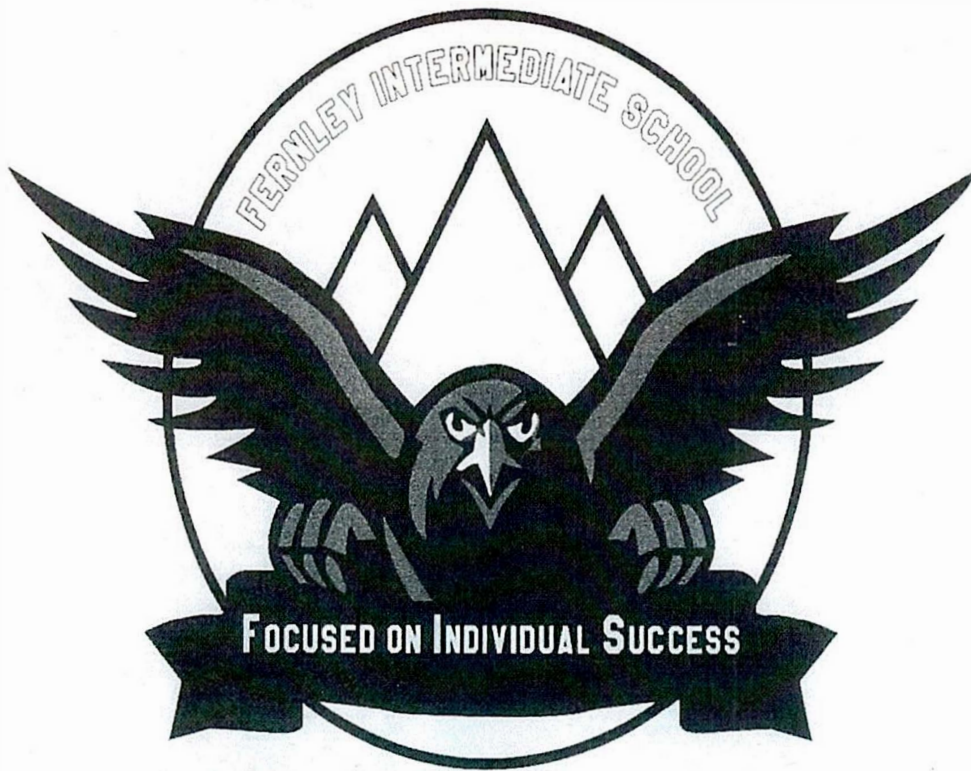
I will not stop being a voice for my child. This needs to be addressed and disciplinary action needs to take place.



This is shameful and both Mr Jones + Ms Robertson should be embarrassed by their cowardice behavior

I have not taken to social media nor made this public beyond my own circle. But that will be my next step. I'm done playing this game with the teacher and principal. ~~I am extremely~~ and extremely disappointed. I appreciate your time and I look forward to a response from the district.





# ATTITUDE OF GRATITUDE

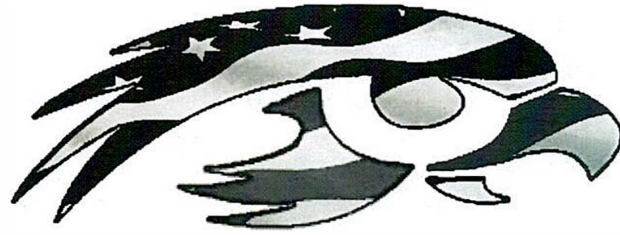
My name is Logan and I  
am successful at Fernley Intermediate School because<sup>24</sup>  
of my bus driver Mr Ross Bus 4

I want to thank him/her for,  
He takes me to school and  
home and he is very nice.

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## Attitude of Gratitude

**My name is** Hope Mathews, **and I am successful at**  
**Silver Stage High School because of** Mr. paitt.

**They help me succeed by:** always being positive  
and making it so everyone is in a good  
mood and making the assignments easy.  
and always inspires me to be a  
better person

**I want to thank and acknowledge them for:** making  
advisory easy and always making it  
so fun. also for being such a great  
teacher who looks at me like a person  
and not just a student.





**YERINGTON**  
ELEMENTARY  
SCHOOL

# Attitude of Gratitude

My name is Andrew and I am successful at my school, Yerington  
Elementary because of MOM.

I want to thank him/her for:

for giving birth to me

26



# Attitude of Gratitude

**"We must find time to stop and thank the people who make a difference in our lives." -John F. Kennedy**

My name is Ayden Cook and I am successful  
at Silver Stage High School because of Mrs. Connolly.

I want to thank him/her for helping me out during math and teaching  
In a way I will actually learn and retain information  
So I can be successful.



# ATTITUDE OF GRATITUDE



My name is BR Y Q A and I am successful at  
student name

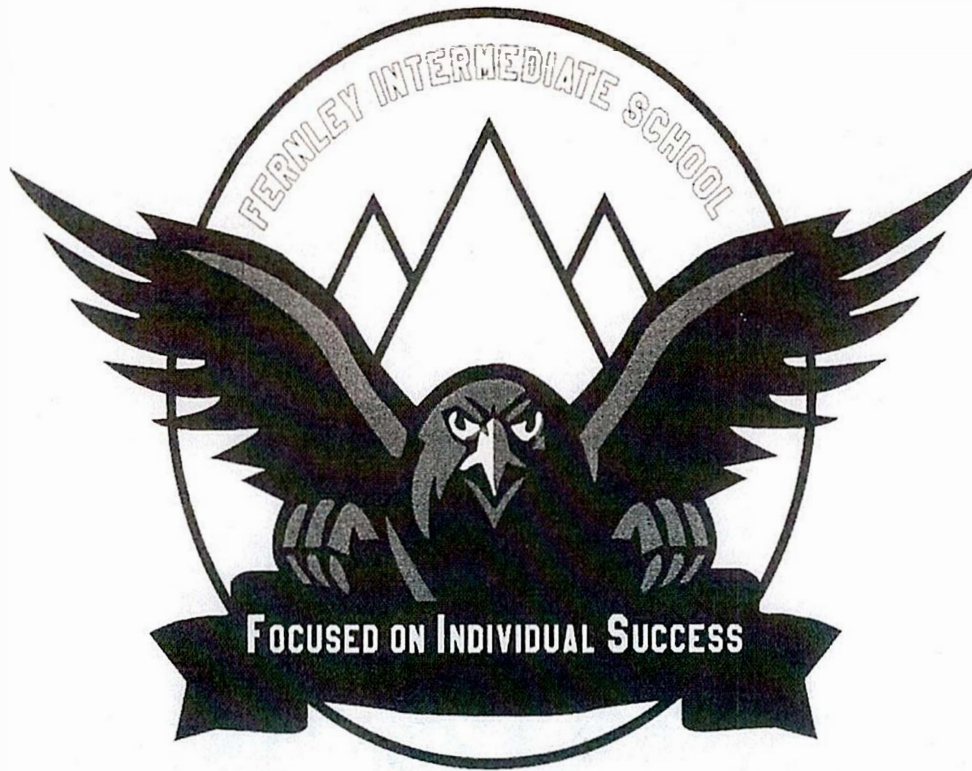
Riverview Elementary School because of Ms. Gaitan  
school name teacher/staff member's name

I want to thank him/her for always helping  
me calm down when  
I get mad in library.

28

Signed: BR Y Q A  
student signature





# ATTITUDE OF GRATITUDE

My name is Annie Stafford and I am successful at Fernley Intermediate School because 29 of Mrs. Ward.

I want to thank him/her for, teaching me math and science. When  
she teaches us she makes it fun  
because we do experiments and  
games to learn math and science.  
♥



# Attitude of Gratitude

My name is Jaxton D. Doucette and I am successful at  
D.E.S because of Mrs. Magrate.  
Student Name School Name Teacher/Staff Member's Name

I want to thank him/her for giving me the best 4<sup>th</sup> grade  
year ever. You gave me valuable knolge. You  
also loved reading us intresting books (I loved  
the whipping boy). You were nice and kind to  
us. I loved how you were able to joke around and  
be serious. You are my faveroit teacher and  
the best akid could ask for.

Signed Love you sincerely Jaxton

# ATTITUDE OF GRATITUDE



My name is Delilah Espinoza and I am successful at  
student name

Riverview Elementary School, because of Mrs. Kross  
school name teacher/staff member's name

I want to thank him/her for being nice  
and she helped me  
when I need it and  
she helps other kids  
and we do fun  
stuff sometimes.

31

Signed: Delilah  
student signature

# Attitude of Gratitude

My name is Charlie McDonald and I am successful at

Student Name

Dayton elementary because of Mr. Sanchez.

School Name

Teacher/Staff Member's Name

I want to thank him/her for helping me with math, reading,  
Craft, kindness, helping others, writing better, He  
helped me sound out words, and making sure  
I didn't get held back.

32

Signed Charlie

## **Lyon CSD Board of Trustees Questions and Answers for the December 17, 2024 School Board Meeting Agenda**

This document serves as a means to allow LCSD Trustees an opportunity to ask questions about the upcoming board meeting agenda items. Questions posed by board members will be answered as soon as possible by District staff, so please post your question as soon as possible. Trustees, please note that you have until 12:00 pm the day before the board meeting to submit questions. This will allow time for District staff to answer. District staff will answer questions in this document by 12:00 pm the day of the board meeting. **These questions and answers will be posted in the consent agenda meeting materials so the public can see the questions posed and the answers provided about each agenda item.**

### **Agenda Item #: 17**

#### **Trustee Question:**

##### **Goal # 1:**

##### **Are graduation rates or performance/test scores more important?**

Both graduation rates and scores are important, but they are important in different ways. Ultimately, graduation from high school is an important end goal, assessment scores help us understand what the student needs (accelerates in, needs remediation in, or is performing at normal levels in). As presented last month, we believe that assessment **for** learning is essential to doing what is necessary for all students.

##### **How is this measured to know that the goals have been achieved?**

We report on graduation rates every year once the state has validated figures with the districts. This is when we report our graduation rates to the Board.

##### **What data sources are used to determine if students are college, career, and life successful?**

The Lyon CSD utilizes a number of assessments that provide indicators that students can be successful in college, we also have assessments that provide indicators that students should be successful in their careers. As far as life successful, it is the hope that we can provide the knowledge and skills that allow students to be successful regardless of what direction they choose in life.

##### **Goal # 2:**



## What do each of these terms mean?

Not knowing which specific terms are being asked about, it is assumed this is in reference to CTE Work Experience, General Work Experience, Work Based Learning Activities, Job Shadows, Clinical Experiences, Supervised Agricultural Experiences, and Career Exploration.

**CTE Work Experience:** Students may take a course in CTE Work Experience. This is a paid position where the student is working in a job related to a CTE program of study. Technical and employability skills learned in the classroom are incorporated into the student's learning plan and applied on the job. A training plan and signed training agreement are required. CTE work experience should be a minimum of hours worked equal to the number of hours required for any other course of that same credit, usually 60 hours per half credit. CTE students must be enrolled in or have completed at least two years of a CTE program and be 16 years old (NAC 389.564-389.566). CTE Work Experience course descriptions and naming conventions are outlined in the *Nevada Career and Technical Education Course Catalog*.

## General Work Experience is also known as Work and Study

**Work and Study:** A program of work and study is defined in regulation for a specific student population, and the job is not tied to courses of study or a student's career interest. NAC 389.644 to 389.650, inclusive, defines the hours needed for credit and the students who are eligible. Eligible students are those who: 1) are not on schedule to graduate; 2) potential dropouts; 3) qualify for free and reduced lunch; or 4) attend a school eligible for the Community Eligibility Provision program of the United States Department of Agriculture. A program of work and study is not considered work-based learning; therefore, work and study students are not to be included in work-based learning reported data.

**Job Shadowing:** This is a short-term experience, usually one to three days, where students go to a place of business related to their career interest. The student "shadows" one or more employees to learn what that person does on a daily basis as well as gain an overview of the business's operations. Job shadowing can be in small groups, but it is different from an industry tour in that one or two jobs are examined in detail. Job shadowing at a few different places may inform a student's decision to explore a career path or industry further in an internship or CTE Work Experience course.

**Clinical Experiences:** Health science programs often require clinical experience in a hospital or clinic to prepare for a state licensing exam. Clinical hours are dictated by the state governing board of that profession or by licensing requirements. Emergency Medical Technician and Nursing Assistant are examples of secondary programs of study that have required clinical hours. Clinical experiences are typically embedded into program courses; therefore, credit is earned through completion of the health science course. Students may elect to take an additional work-based learning course for credit related to their career interest.

**Supervised Agricultural Experiences (SAE):** The SAE is a required component of a total agricultural education program and intended for every student in an agriculture class. The [National Council for Agricultural Education](#) provides clear descriptions and foundational learning outcomes for each type of SAE at the Foundational and Immersion levels. For reporting purposes in Nevada, Immersion level experiences in the areas of Ownership/Entrepreneurship, Placement/Internship, and Research are included in the continuum and data collection. SAEs in school-based enterprises are included in the data with other school-based enterprise activities.

**Career Exploration** activities may begin as early as elementary school and continue through ninth grade. These activities include career fairs, guest speakers from business/industry, and industry tours to explore careers and the workplace environment.

**Work Based Learning Activities:** These activities are inclusive of the activities that students participate in that are outlined in the Nevada Work-Based Learning Continuum. Additionally Student Based Enterprises (Turkey Farm, Honey Farm, Berry Farm, Cafe, etc.) and Simulated Work Experiences (coffee shop, building a tiny home, marketing class experiences, VITA, Tool Rodeo, etc.).

| Career Exploration                                                                                                                                                                 | Career Preparation                                                                                                                                                   | Career Training                                                                                                                                                                                                                                         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Suggested for Grades 4-9                                                                                                                                                           | Suggested for Grades 9-11                                                                                                                                            | Suggested for Grades 11-12                                                                                                                                                                                                                              |
| <ul style="list-style-type: none"> <li>• Career Fairs</li> <li>• Guest Speakers from Industry</li> <li>• Industry Tours</li> <li>• Career Interest and Aptitude Surveys</li> </ul> | <ul style="list-style-type: none"> <li>• Job Shadowing</li> <li>• School-based Enterprises</li> <li>• Supervised Agricultural Experiences (SAE): Research</li> </ul> | <ul style="list-style-type: none"> <li>• Apprenticeship Ready Programs</li> <li>• Clinical Experiences</li> <li>• CTE Work Experience</li> <li>• Internships</li> <li>• SAE: Entrepreneurship/Ownership</li> <li>• SAE: Placement/Internship</li> </ul> |

#### How are each measured to know that the goal has been achieved?

**CTE Work Experience** requires an application process and is approved by the Work Based Learning (WBL) Coordinator. Students must present pay stubs to the facilitator at each site, who then reports to the WBL Coordinator for tracking purposes. Additionally, there is an evaluation process that the employer must participate in to ensure the student is gaining the necessary skills to fulfill their learning plan.

**General Work Experience** is tracked at the site by the facilitator (typically the school counselor) by collecting pay stubs and ensuring the student has worked the necessary number of hours. We also have students fill out an application process as it helps us track student interests and allows us to help set up job shadows in an area of interest.

**Job Shadows** are reported to the WBL Coordinator and tracked by them in collaboration with the school site facilitator. These typically are coordinated by the WBL Coordinator with the employer and there is follow up and a reflection regarding what was learned.

**Clinical Experiences** are linked to a student's health science pathway. Lyon CSD currently has Emergency Medical Technician and Certified Nursing Assistant courses that require clinical hours in the field. These are dictated by the State Board of Nursing as well as the medical professional overseeing our partner for EMT (North Lyon Fire). Students must complete clinical hours to receive credit for their courses.

**Supervised Agricultural Experiences (SAE)** are done in tandem with the school's agriculture programs of study. Students participate in an SAE as part of the continuum of their program of study. This is part of a grade and is reported by the instructor at the site.

**Career Exploration Activities and Work-Based Learning Activities** vary from school to school and are reported by the site (typically the counselor or administrator, but sometimes the teacher facilitating

those activities). These are recorded as part of our monthly collection and we collect the number of students participating as well as the type of activity engaged in.

**What is the data source?**

Employer reporting, site reporting, as well as data collection by the Work Based Learning Coordinator. Currently, data is collected through a variety of means and we are hoping that the School Links platform will allow for ease of entry and collection as well as reporting of data.

**Agenda Item #: 17**

**Trustee Question:**

**Goal #1:**

**Improvement strategy one:**

**What is supposed to be the take away from these graphs?**

**Quantity is not important but quality and value is. What is the quality and value of the data that's supposed to be obtained from these graphs?**

We are seeing usage of the program which will allow our teachers and providers to monitor in real time, student's progress towards Individualized Education Plan (IEP) goals. Ultimately, student's achieving IEP goals will lead to students with IEPs earning standard diplomas at a higher rate.

**Agenda Item #: 17**

**Trustee Question:**

**Goal #1:**

**Improvement strategy one:**

**Current progress:**

**What data?**

**What is the data source?**

As teachers and related staff members work with students who have Individualized Education Plans (IEPs), data is collected around the individualized goals within this plan. This data is then tracked to monitor progress on the goals for each specific student. Therefore the data will always be individualized and the data source will always be individualized based on IEP goals.

**Agenda Item #: 17**

**Trustee Question:**

**Goal #1:**

**Improvement strategy one:**

**Current progress:**

**November lessons learned**

**How/where is training provided for staff?**

**When will the training be complete?**

**Why was the training you did insufficient?**

As with any new system, multiple exposures, plus hands-on, real-time use of the system, are required to truly learn that system. Training has not been “insufficient”, research states it can take 2-4 years for a new initiative to be fully implemented and operational. Including the stages of exploration, adoption, initial implementation, and full operation. This timeframe of 2-4 years allows for necessary teacher training, adaptation, and community support to build around the new system. Special education teachers and related service providers were introduced to Able Space and were given training on September 22, 2023 and October 13, 2023 of the 23-24 school year by Able Space. Teachers and related service providers were given the opportunity to explore this new system for the entire 23-24 school year. During this time, staff members provided input to Able Space and district staff on ideas to improve the system. Able Space took many of these ideas and created the functions in the system, thus not only improving the system, but essentially customizing it to LCSD needs. Additionally, Able Space provided the initial training and also provided every teacher the opportunity for additional individual training as requested.

For the 2024-2025 school year, special education teachers and related service providers were trained on August 28, 2024 by Able Space. Administrators were trained on September 11, 2024 by Able Space and then again on October 23, 2024 by district staff. Able Space continues to provide every teacher the opportunity for additional training as requested. Both the training and the system development are provided at no cost to the district.

## **Agenda Item #:17**

### **Trustee Question:**

**Goal #1:**

**Improvement strategy one:**

**Current progress:**

**November next steps/needs.**

**Define the timeframe to tailor Able Space data entry system to the specific needs of LCSD.**

As our special education and related service staff work within Able Space, they have found that the system can be customized to meet our district’s specific needs. For example, our speech language therapists needed a more efficient way to input data for a group of students instead of finding them individually within the system. Able Space was able to customize and create this functionality for the district. Able Space continues to do this on an ongoing basis to help provide our teachers and related staff members with a more streamlined system.

## **Agenda Item #: 17**



**Trustee Question:**

**Goal # 1:**

**Improvement strategy three:**

**Current progress:**

**November lessons learned.**

**What wording an EEO resolution prohibit students from celebrating and sharing stories about their personal culture and community identities? Please state specific instances.**

The PD and Data Manager facilitated walk-through visits at each school to observe student actions around the Portrait of a Learner, in particular, Learning for Life (first graph-header is above graph) and Connected Learners (second graph).

We have been consistent with visiting each school to observe student actions around Portrait of a Learner commitments. Each quarter the focus is on one of the four domains of Portrait of a Learner. Quarter one focused on Learning for Life, which is the first graph. Quarter two focused on Connected Learners, which is the second graph.

During these walk-through visits, some teachers have shared their uncertainty of how to maneuver between allowing students to share their personal culture and not traveling down a path of violating the EEO. As a result, some educators avoid those conversations to safely comply with the EEO.

Based on this feedback, we will need to provide specific professional development around the EEO to support teachers in the facilitation of these discussions while meeting the expectations of the EEO.

**Agenda Item #: 17**

**Trustee Question:**

**Goal #2:**

**Improvement strategy number one:**

**Current progress:**

**Who is training staff and how are they trained?** Our current Career and Technical Education Specialist and Work Based Learning Coordinator have trained staff through a couple of means. Workshop model was one way and then individual training with CTE teams at each site and administration. Additional training will be needed for Elementary staff that are not as familiar with WBL activities, as well as some others that are new to Lyon or require a refresher with all of the opportunities available for our students.

**Agenda Item #: 17**

**Trustee Question:**

**Goal #2:**

**Annual performance objective one:**

**Improvement strategy one:**

**Current progress:**

**November lessons learned.**

**Whose responsibility is it to remind sites to update the Google form?** Essentially, the Executive Director for Educational Services has reminded sites monthly as has the Work Based Learning Coordinator. Keep in mind, this is largely due to the fact that this is a new accountability piece for Acing Accountability from the Governor's Office and there are lots of responsibilities at the site level.

**Which sites need frequent updates?** As with any new system, multiple exposures, plus hands-on, real-time use of the system, are required to truly learn that system. This is the reason why we need a consistent platform to capture data that all are comfortable with. At this point, we are reminding all sites to ensure that we can receive and compile data each month. Different sites have different activities taking place at different times and reminders never hurt when so many different activities are taking place each month.

**Agenda Item #: 17**

**Trustee Question:**

**Agenda item17**

**Goal #2:**

**Annual performance objective 1:**

**Improvement strategy one:**

**Current progress:**

**November next steps/needs.**

**What is the School Links platform?**

School Links is a platform that can help students with college and career readiness. It is a platform where students can explore opportunities as well as track their progress toward any goal they have post graduation. Students can essentially create a portfolio of skills and experiences that can be used as they progress towards college and career.

The link is provided here for further exploration: <https://www.schoollinks.com/>

# LYON COUNTY SCHOOL DISTRICT LICENSED

PERSONNEL REPORT LIC 1201 – December 17, 2024

That the Board of Trustees approves the following recommendations:

## HIRINGS:

| SCHOOL/SITE    | POSITION | NEW | EST | FUNDED BY and<br>BOARD<br>APPROVAL<br>DATE<br>{if new position} | EFF.<br>DATE | NAME OF<br>RECOMMENDED<br>EMPLOYEE |
|----------------|----------|-----|-----|-----------------------------------------------------------------|--------------|------------------------------------|
| Yerington High | Teacher  |     | X   | Long term sub                                                   | 12/4/24      | Kevin Kruse                        |

## SEPARATIONS:

| SCHOOL/SITE  | POSITION | EFF. DATE | EMPLOYEE      |
|--------------|----------|-----------|---------------|
| Fernley High | Teacher  | 1/31/25   | Sheila Condie |

# LYON COUNTY SCHOOL DISTRICT

## **CLASSIFIED**

PERSONNEL REPORT CL 1201– December 17, 2024

That the Board of Trustees approves the following recommendations:

### **HIRINGS:**

| SCHOOL/SITE             | POSITION                 | NEW | EST. | FUNDED BY and<br>BOARD<br>APPROVAL<br>DATE | EFF.<br>DATE | Name of Recommended<br>Employee |
|-------------------------|--------------------------|-----|------|--------------------------------------------|--------------|---------------------------------|
| Dayton Elementary       | Paraprofessional         |     | X    | (C. Ramirez)                               | 12/5/24      | Kaitlin Allander                |
| Dayton High             | Paraprofessional         |     | X    | (M. Peabody)                               | 11/13/24     | John Kramer                     |
| District Office         | Groundskeeper            |     | X    | (A.Pagniello)                              | 1/6/25       | Matthew Ortiz                   |
| Silver Stage Elementary | Classified<br>Instructor |     | X    | (J. Fratto)                                | 12/11/24     | Anne Kosanovich                 |
| Yerington Elementary    | Paraprofessional         |     | X    | (C. Zambrano)                              | 12/9/24      | Elizabeth Redmon                |
| Yerington High School   | Paraprofessional         | X   |      | IEP Required                               | 12/9/24      | Sandra De Anda<br>Lomeli        |
| Yerington Intermediate  | Paraprofessional         |     | X    | (D. Williams)                              | 12/9/24      | Alan Lee                        |

### **SEPARATIONS:**

| SCHOOL/SITE            | POSITION         | EFF. DATE | EMPLOYEE    |
|------------------------|------------------|-----------|-------------|
| Fernley Intermediate   | Paraprofessional | 11/12/24  | Zoe Ambrose |
| Fernley High           | Paraprofessional | 11/26/24  | Rachel Meza |
| East Valley Elementary | Paraprofessional | 11/22/24  | Luna Conley |

# LYON COUNTY SCHOOL DISTRICT

## **Administrative**

That the Board of Trustees approves the following recommendations:

### **SEPARATIONS:**

| SCHOOL/SITE   | POSITION                   | EFF. DATE | EMPLOYEE     |
|---------------|----------------------------|-----------|--------------|
| District Wide | Public Information Officer | 12/18/24  | Erika Cowger |



|    | DAC                           | Description                               | Name                     |
|----|-------------------------------|-------------------------------------------|--------------------------|
| 1  | DAYTON INTERMEDIATE SCHOOL    | Xduty - Volleyball 7                      | ESSMAN-BROWN, JENNIFER L |
| 2  | SILVER STAGE HIGH SCHOOL      | Xduty - Wrestling HS Head                 | MILLER, WILLIAM E III    |
| 3  | SILVER STAGE HIGH SCHOOL      | Xduty - Basketball Boys HS Assistant      | CHRISTOPULOS, STEVE      |
| 4  | SILVER STAGE HIGH SCHOOL      | Xduty - National Honor Society            | FIFE, RALEIGH            |
| 5  | FERNLEY HIGH SCHOOL           | Xduty - Baseball Head                     | CHAPIN, THOMAS J         |
| 6  | FERNLEY HIGH SCHOOL           | Xduty - Baseball Assistant                | LEIJA, AMADOR S          |
| 7  | FERNLEY HIGH SCHOOL           | Xduty - Baseball Assistant                | MOORE, AARON A           |
| 8  | FERNLEY HIGH SCHOOL           | Xduty - Baseball Assistant                | PAULSEN, BERTON W        |
| 9  | DAYTON HIGH SCHOOL            | Xduty - Basketball Girls HS Assistant     | HARDER, MELISSA K        |
| 10 | DAYTON HIGH SCHOOL            | Xduty - Wrestling HS Head                 | LUNDEEN, BRADLEY         |
| 11 | SMITH VALLEY SCHOOLS          | Xduty - Basketball Boys HS Assistant      | SLATER, SHANI L          |
| 12 | SILVER STAGE HIGH SCHOOL      | Xduty - Cheerleader Winter Head           | ALLRED, CHELSEA L        |
| 13 | YERINGTON HIGH SCHOOL         | Xduty - Site Webmaster/School Tech Assist | SOTO, ERICK              |
| 14 | YERINGTON HIGH SCHOOL         | Xduty - Shop Maintenance HS               | KRUSE, KEVIN D           |
| 15 | SILVER STAGE HIGH SCHOOL      | Xduty - Basketball Girls HS Assistant     | MARCHESE, MICHAEL A      |
| 16 | SILVER STAGE HIGH SCHOOL      | Xduty - Dance/Drill HS Winter             | SHIVELY, ALEXIS S        |
| 17 | YERINGTON INTERMEDIATE SCHOOL | Xduty - Basketball Boys 8                 | VEIL, MATTHEW J          |
| 18 | YERINGTON HIGH SCHOOL         | Xduty - Basketball Girls HS Head          | AGUILAR, JUSTIN          |
| 19 | YERINGTON HIGH SCHOOL         | Xduty - Basketball Girls HS Assistant     | BOBB, JAKE               |
| 20 | YERINGTON HIGH SCHOOL         | Xduty - Basketball Girls HS Assistant     | EMM, HATTIE M            |
| 21 | YERINGTON HIGH SCHOOL         | Xduty - Basketball Boys HS Head           | KEATS, MICHAEL JR.       |
| 22 | YERINGTON HIGH SCHOOL         | Xduty - Basketball Boys HS Assistant      | SAVAGE, DANIEL           |
| 23 | YERINGTON HIGH SCHOOL         | Xduty - Basketball Boys HS Assistant      | MARTIN, SHANE R          |
| 24 | SILVER STAGE MIDDLE SCHOOL    | Xduty - Wrestling MS Assistant            | SALVADOR, SAMMANTHA      |
| 25 | YERINGTON HIGH SCHOOL         | Xduty - Dance/Drill HS Winter             | MUELLER, KAYLA G         |
| 26 | SILVER STAGE MIDDLE SCHOOL    | Xduty - Wrestling MS Head                 | TOWNLEY, RORY            |
| 27 | SILVER STAGE MIDDLE SCHOOL    | Xduty - Basketball Boys 8                 | WILEY, JOSHUA            |

## Lyon County School District Volunteer Report

December 17, 2024

[illegible]

LYON COUNTY SCHOOL DISTRICT

*Staff Travel Report  
to  
School Board of Trustees*

Your recent request to travel has been approved. Within two weeks of the date of the conference, the following report is due in the office of the Deputy Superintendent via Margaret Heim.

Please Download & **TYPE** the following information.

|                         |                                         |                  |                     |
|-------------------------|-----------------------------------------|------------------|---------------------|
| Staff Member:           | Kristin Menezes                         | School:          | Grants Department   |
| Conference:             | Brustein & Manasveit, BRUMAN Fall Forum | Staff Assignment | Grant Coordinator   |
| Do not use acronyms     |                                         |                  |                     |
| Location of Conference: | New Orleans, LA                         | Dates Attended:  | 12/3/2024-12/7/2024 |

*General Overview: Do not use acronyms*

This conference focused on the federal grant regulations, policies, fiscal reporting and diverse student populations with the new additions or changes based on the Elementary and Secondary Education Act (ESEA), The Individuals with disabilities Act (IDEA,) and the new federal administrations. The sessions included laws, maintaining the grant, reporting, school site administration of the homeless program, Title IA-IC-ID, Title II and increasing student's academics through training. Dissemination of information will be submitted to the appropriate district and school site administrators for appropriate processing of federal funds.

*How will this impact student learning in a positive way?*

Many sessions discussed the hierarchy of authorities related to grants management, internal control requirements for time and effort documentation and most importantly the status of the Office of Management and Budget (OMB's) proposed regulatory changes to the Uniform Grant Guidance (UGG).

As we continue to move forward in our Vision and Mission for the students, understanding and implementing programs while making sure we are meeting the fiscal regulations and guidelines of each grant will assist to address the needs of the students through continued grant funding opportunities.

*How will I implement what I learned and how will I share  
this information with my colleagues?*

The conference included federal legislative and regulatory process, as well as, increasing education leaders and becoming experts in our fields. Many of the sessions I attended focused on policies and fiscal requirements.

In our positions, we will be taking this information and applying the regulations and guidelines to our current programs in order to insure all programs are meeting the federal requirements for continued funding.

*Other Comments:*

The conference continues to be a crucial part of the grants process as we learn what are new guidelines and regulations, as well as, learning new and innovative programs for our students to increase their knowledge and well-being.



Site Principal/Supervisor Approval



Deputy Superintendent Approval



Date



Date

LYON COUNTY SCHOOL DISTRICT

*Staff Travel Report*  
*to*  
*School Board of Trustees*

Your recent request to travel has been approved. Within two weeks of the date of the conference, the following report is due in the office of the Deputy Superintendent via Margaret Heim.

**Please Download & TYPE the following information.**

|                         |                                              |                  |           |
|-------------------------|----------------------------------------------|------------------|-----------|
| Staff Member:           | Eric Ozolins                                 | School:          | SVS       |
| Conference:             | Association for Career & Technical Education | Staff Assignment | Counselor |
| Do not use acronyms     |                                              |                  |           |
| Location of Conference: | San Antonio, TX                              | Dates Attended:  | 12/4-12/7 |

*General Overview: Do not use acronyms*

National Career and Technical Education conference that included non-profit, vendors, and educational opportunities for our students. In addition, educational seminars and workshops that included learning opportunities for counselors, administrators, and teachers to facilitate learning for our students.

*How will this impact student learning in a positive way?*

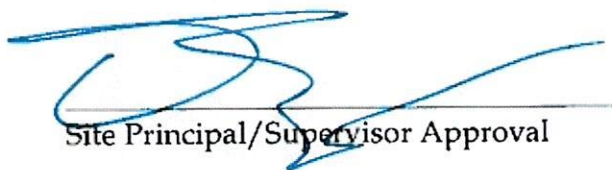
Whether a teacher, counselor, or administrator, the conference offered best practices to enhance student participation and success in the Career and Technical Education programs available at our schools. Through the knowledge gained from the conference, educators will be equipped to better serve and educate our student population.



*How will I implement what I learned and how will I share  
this information with my colleagues?*

I plan to share my learning discoveries with the district counselors and help support our two new CTE teachers at my school. In addition, I will use my gained knowledge to better assist my students in class selection and career paths once they graduate from high school.

*Other Comments:*

  
Site Principal/Supervisor Approval

Date

12/9/24

  
Deputy Superintendent Approval

Date

12/9/24

# LYON COUNTY SCHOOL DISTRICT

## *Staff Travel Report to School Board of Trustees*

Your recent request to travel has been approved. Within two weeks of the date of the conference, the following report is due in the office of the Deputy Superintendent via Margaret Heim.

**Please Download & TYPE the following information.**

|                         |                                                                       |                  |                      |
|-------------------------|-----------------------------------------------------------------------|------------------|----------------------|
| Staff Member:           | Natasha Valiska                                                       | School:          | District             |
| Conference:             | National Association for the Education of Homeless Children and Youth | Staff Assignment | Grants               |
| Do not use acronyms     |                                                                       |                  |                      |
| Location of Conference: | Orlando Florida                                                       | Dates Attended:  | November 17-19, 2024 |

### *General Overview: Do not use acronyms*

The National Association for the Education of Homeless Children and Youth (NAEHCY) Conference is an annual event that brings together professionals, advocates, educators, and service providers dedicated to supporting the educational needs of homeless children and youth. The conference serves as a critical platform for sharing best practices, research, and strategies to address the challenges faced by homeless students.

The primary goal of the conference is to advance the mission of ensuring that homeless children and youth have equal access to a quality education. It also aims to raise awareness about the unique challenges these students face and to create a network of support for those working to improve their educational outcomes.

The event is not only a professional development opportunity but also a call to action for attendees to advocate for and support policies that remove barriers to education for homeless children and youth.

### *How will this impact student learning in a positive way?*

As a Grants Coordinator attending the NAEHCY Conference, the conference provided opportunities to collaborate with other organizations that support essential programs such as tutoring, mental health services, and transportation.

Networking with professionals nationwide allows you to share best practices and form partnerships, increasing the likelihood of securing funding for your initiatives.

The conference also provides access to resources, tools, and curricula specifically designed for homeless students.

These resources might include materials for social-emotional learning, academic enrichment programs, and ways to address issues like absenteeism or lack of access to technology. By equipping educators with these resources, students are more likely to experience a well-rounded and comprehensive educational experience.

*How will I implement what I learned and how will I share  
this information with my colleagues?*

This was my first experience attending the National Association for the Education of Homeless Children and Youth (NAEHCY) Conference. The conference often highlights ongoing advocacy efforts for policy changes at local, state, and national levels. When educators and advocates are equipped with the knowledge to influence policy, they can work to remove systemic barriers that hinder the academic success of homeless students. This may include advocating for more funding for school-based homeless programs or pushing for more flexible attendance policies, both of which can result in a more supportive and inclusive education system for all students. I will bring this valuable knowledge back to the district and share it with my colleagues.

*Other Comments:*

Kayleen Larkins  
Site Principal/Supervisor Approval

12/2/24  
Date

Saurabhuckab  
Deputy Superintendent Approval

12/2/24  
Date

LYON COUNTY SCHOOL DISTRICT

*Staff Travel Report  
to  
School Board of Trustees*

Your recent request to travel has been approved. Within two weeks of the date of the conference, the following report is due in the office of the Deputy Superintendent via Margaret Heim.

**Please Download & TYPE the following information.**

Staff Member: Taleah Hinkey School: DO  
Assignment: Work-Based Learning Coordinator Name of Conference : Association for Career and Technical Education Career Tech Vision 2024  
(Do not use acronyms)  
Location of Conference: San Antonio, Texas Dates Attended: December 4-6

*General Overview: Do not use acronyms*

The Association for Career and Technical Education (ACTE) Career Tech Vision 2024 Conference is an annual conference for professionals in the Career and Technical Education field across the nation. This conference offered comprehensive programming covering high quality Career and Technical Education in secondary and postsecondary institutions. This conference also provided attendees with emerging trends in the field to help Career and Technical Education professionals thrive in their respected positions.

*How will this impact student learning in a positive way?*

This conference impacted student learning in a positive way by helping all professionals involved in the Career and Technical Education field learn different trends and programs across the nation that are thriving in the Career and Technical Education field. The hope is that these trends and programs may be implemented in their home states and schools to have a positive impact in student learning related to Career and Technical Education.



*How will I implement what I learned and how will I share  
this information with my colleagues?*

As the Work-Based Learning Coordinator for our district, I plan to implement what I learned from the conference to our Career and Technical Education teachers and administrators at our Career and Technical Education Advisory Board Meeting.

I learned that there is a need to have each Career and Technical Education program linked to a simulated work experience as well as internship lined up for each student in their respected Career and Technical Education area of study.

*Other Comments:*

Thank you for allowing me to attend this conference. I was able to network and make connections with other Work Based Learning Coordinators across the country.



Site Principal/Supervisor Approval



Deputy Superintendent Approval

12-9-2024

Date

12-10-24

Date



LYON COUNTY SCHOOL DISTRICT

*Staff Travel Report  
to  
School Board of Trustees*

Your recent request to travel has been approved. Within two weeks of the date of the conference, the following report is due in the office of the Deputy Superintendent via Margaret Heim.

**Please Download & TYPE the following information.**

|                         |                                      |                       |                                                                              |
|-------------------------|--------------------------------------|-----------------------|------------------------------------------------------------------------------|
| Staff Member:           | <u>Lisa Shea</u>                     | School:               | <u>District Office</u>                                                       |
| Assignment:             | <u>Special Services Data Manager</u> | Name of Conference :  | <u>American Speech-Language Hearing Association 2024 National Conference</u> |
|                         |                                      | (Do not use acronyms) |                                                                              |
| Location of Conference: | <u>Seattle, Washington</u>           | Dates Attended:       | <u>12/5/24-12/7/24</u>                                                       |

*General Overview: Do not use acronyms*

Purpose of Trip: Recruiting speech therapists to join our Special Education team in Lyon County School District. We were able to talk to Speech Therapists and Speech Therapy Students regarding Lyon County School District and the opportunities that we have available. Ideally we would like to fill our positions that have virtual contract Speech Therapists with Lyon County School District employed Speech Therapists.

We had a recruiting booth in the exhibit hall. In addition to being able to talk to Speech Therapists we were able to make new contacts with contracting companies that focus on providing in person providers. We were also able to connect with several colleges that train Speech Therapists.

In addition to recruiting, we were also able to learn more about resources, new assistive technologies and programs that can help support our students with speech, language processing and hearing needs.

*How will this impact student learning in a positive way?*

If we are able to hire Speech Therapists for our district, we will be able to decrease the number of virtual Speech Therapists that are currently providing services to our students.

*How will I implement what I learned and how will I share  
this information with my colleagues?*

I will be able to connect with vendors, colleges and contract companies to provide support to our students with speech, language processing and hearing needs.

*Other Comments:*

Thank you for allowing me the opportunity to continue to recruit for Speech Therapists at their nations conference so that we can grow our Special Education staff and help to meet the needs of our students in Lyon County School District.



Site Principal/Supervisor Approval



Deputy Superintendent Approval

12-10-2024

Date

12-10-24

Date

LYON COUNTY SCHOOL DISTRICT

*Staff Travel Report  
to  
School Board of Trustees*

Your recent request to travel has been approved. Within two weeks of the date of the conference, the following report is due in the office of the Deputy Superintendent via Margaret Heim.

Please **TYPE** the following information.

|                         |                        |                      |                     |
|-------------------------|------------------------|----------------------|---------------------|
| Staff Member:           | Mara Spencer           | School:              | DO                  |
| Assignment:             | Transition Coordinator | Conference Attended: | ACTE                |
| Location of Conference: | San Antonio, TX        | Dates Attended:      | 12/3/2024-12/7/2024 |

*General Overview:*

Association for Career and Technical Education (ACTE's Career Tech Vision 2024) national conference offered a comprehensive program covering high-quality CTE in secondary and postsecondary environments and emerging trends in the field to help career and technical educators thrive in their respective fields. It provided attendees with the opportunity to network and attend concurrent sessions regarding a wide variety of related topics.

*How will this positively impact student learning?*

This conference will positively impact student learning, specifically our special population students, by allowing me to stay current with trade trends, beneficial strategies and most up-to-date collaborative approaches. Additionally, it will present programs around the nation that are meeting the needs of our students with disabilities. Incidentally, it should be noted that our district is meeting or exceeding each of these items. For each presentation I attended I am happy to report our district is currently offering comparable services, classes and approaches. One excellent resource I gained was JAN- a national website created by the department of labor and gives employers ways to accommodate workers with disabilities.

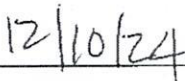
*How will I implement what I learned and how will I share  
this information with my colleagues?*

The most important information I will implement immediately is sharing the JAN website with high school special education teachers. This will be an invaluable resource when writing transition IEPs for students aged 14-22. It will give them explicit examples of accommodations that can be offered to student workers and assist in writing Summary of Performance for students who are graduating from high school and entering the workforce.

*Other Comments:*



Site Principal/Supervisor Approval



Date



Director/Deputy Superintendent Approval



Date

Created 11/01/24 - 11/30/24

| Ticket Type |  | DO | AdultEd | SDDO-PDC | PLC | B&G | CES | DES | DHS | DIS | ERHS | EVES | FES | FHS | FIS | RES | SES | SMS | SSES | SSHS | SSMS | SVS | YES | YHS | YIS | Total |
|-------------|--|----|---------|----------|-----|-----|-----|-----|-----|-----|------|------|-----|-----|-----|-----|-----|-----|------|------|------|-----|-----|-----|-----|-------|
| Urgent      |  | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
| High        |  | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
| Medium      |  | 9  | 0       | 2        | 0   | 0   | 1   | 3   | 2   | 3   | 0    | 2    | 7   | 5   | 4   | 0   | 2   | 2   | 0    | 0    | 0    | 0   | 8   | 0   | 0   | 50    |
| Normal      |  | 39 | 7       | 3        | 3   | 0   | 17  | 19  | 46  | 38  | 0    | 15   | 14  | 78  | 40  | 14  | 8   | 79  | 26   | 30   | 29   | 7   | 33  | 29  | 37  | 611   |
| Project     |  | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
| Total       |  | 48 | 7       | 5        | 3   | 0   | 18  | 22  | 48  | 41  | 0    | 17   | 21  | 83  | 44  | 14  | 10  | 81  | 26   | 30   | 29   | 7   | 41  | 29  | 37  | 661   |

Closed 11/01/24 - 11/30/24

| Ticket Type |           | DO | AdultEd | SDDO-PDC | PLC | B&G | CES | DES | DHS | DIS | ERHS | EVES | FES | FHS | FIS | RES | SES | SMS | SSES | SSHS | SSMS | SVS | YES | YHS | YIS | Total |
|-------------|-----------|----|---------|----------|-----|-----|-----|-----|-----|-----|------|------|-----|-----|-----|-----|-----|-----|------|------|------|-----|-----|-----|-----|-------|
| Urgent      | Closed    | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | Cancelled | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | Resolved  | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | Total     | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
| High        | Closed    | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | Cancelled | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | Resolved  | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | Total     | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
| Medium      | Closed    | 9  | 0       | 2        | 0   | 0   | 2   | 2   | 3   | 4   | 0    | 1    | 7   | 5   | 4   | 0   | 3   | 3   | 0    | 0    | 0    | 0   | 9   | 0   | 0   | 54    |
|             | Cancelled | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | Resolved  | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | Total     | 9  | 0       | 2        | 0   | 0   | 2   | 2   | 3   | 4   | 0    | 1    | 7   | 5   | 4   | 0   | 3   | 3   | 0    | 0    | 0    | 0   | 9   | 0   | 0   | 54    |
| Normal      | Closed    | 47 | 7       | 5        | 1   | 0   | 18  | 20  | 58  | 34  | 0    | 17   | 15  | 60  | 40  | 20  | 11  | 43  | 32   | 37   | 33   | 5   | 27  | 23  | 33  | 586   |
|             | Cancelled | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 2   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 1   | 1   | 4     |
|             | Resolved  | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | Total     | 47 | 7       | 5        | 1   | 0   | 18  | 20  | 58  | 34  | 0    | 17   | 15  | 62  | 40  | 20  | 11  | 43  | 32   | 37   | 33   | 5   | 27  | 24  | 34  | 590   |
| Project     | Closed    | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | Cancelled | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | Resolved  | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | Total     | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
| Total       | Closed    | 56 | 7       | 7        | 1   | 0   | 20  | 22  | 61  | 38  | 0    | 18   | 22  | 65  | 44  | 20  | 14  | 46  | 32   | 37   | 33   | 5   | 36  | 23  | 33  | 640   |
|             | Cancelled | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 2   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 1   | 1   | 4     |
|             | Resolved  | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | Total     | 56 | 7       | 7        | 1   | 0   | 20  | 22  | 61  | 38  | 0    | 18   | 22  | 67  | 44  | 20  | 14  | 46  | 32   | 37   | 33   | 5   | 36  | 24  | 34  | 644   |

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Closed by Site/District Tech

| Technician Type |  | DO | AdultEd | SDDO-PDC | PLC | B&G | CES | DES | DHS | DIS | ERHS | EVES | FES | FHS | FIS | RES | SES | SMS | SSES | SSHS | SSMS | SVS | YES | YHS | YIS | Total |
|-----------------|--|----|---------|----------|-----|-----|-----|-----|-----|-----|------|------|-----|-----|-----|-----|-----|-----|------|------|------|-----|-----|-----|-----|-------|
| Site Tech       |  | 0  | 0       | 0        | 0   | 0   | 0   | 1   | 15  | 0   | 0    | 1    | 0   | 7   | 1   | 0   | 0   | 1   | 1    | 0    | 1    | 0   | 3   | 5   | 0   | 36    |
| I. T. Tech      |  | 34 | 7       | 7        | 1   | 0   | 19  | 21  | 41  | 35  | 0    | 16   | 21  | 58  | 40  | 19  | 13  | 43  | 29   | 36   | 32   | 5   | 31  | 16  | 32  | 556   |
| Oasis Support   |  | 21 | 0       | 0        | 0   | 0   | 1   | 0   | 5   | 3   | 0    | 1    | 1   | 2   | 3   | 1   | 1   | 2   | 2    | 1    | 0    | 0   | 2   | 3   | 2   | 51    |



Open as of 11/30/24

| Ticket Type |         | DO | AdultEd | SSDO-PDC | PLC | B&G | CES | DES | DHS | DIS | ERHS | EVES | FES | FHS | FIS | RES | SES | SMS | SSES | SSHS | SSMS | SVS | YES | YHS | YIS | Total |
|-------------|---------|----|---------|----------|-----|-----|-----|-----|-----|-----|------|------|-----|-----|-----|-----|-----|-----|------|------|------|-----|-----|-----|-----|-------|
| Urgent      | Open    | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | Pending | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | On Hold | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | Total   | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
| High        | Open    | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | Pending | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | On Hold | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | Total   | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
| Medium      | Open    | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 1   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 1   | 0    | 0    | 0    | 1   | 2   | 0   | 0   | 5     |
|             | Pending | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | On Hold | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 1   | 0   | 0   | 0   | 1   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 2     |
|             | Total   | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 1   | 0   | 0    | 0    | 1   | 0   | 0   | 0   | 1   | 1   | 0    | 0    | 0    | 1   | 2   | 0   | 0   | 7     |
| Normal      | Open    | 16 | 2       | 2        | 1   | 0   | 39  | 7   | 9   | 7   | 0    | 20   | 10  | 32  | 23  | 4   | 5   | 165 | 2    | 1    | 2    | 38  | 43  | 96  | 101 | 625   |
|             | Pending | 1  | 0       | 0        | 0   | 0   | 1   | 2   | 1   | 11  | 0    | 1    | 5   | 5   | 4   | 1   | 3   | 3   | 0    | 2    | 1    | 0   | 2   | 0   | 1   | 44    |
|             | On Hold | 2  | 0       | 0        | 0   | 0   | 8   | 18  | 21  | 63  | 0    | 10   | 4   | 59  | 46  | 21  | 32  | 88  | 1    | 4    | 6    | 2   | 0   | 4   | 4   | 393   |
|             | Total   | 19 | 2       | 2        | 1   | 0   | 48  | 27  | 31  | 81  | 0    | 31   | 19  | 96  | 73  | 26  | 40  | 256 | 3    | 7    | 9    | 40  | 45  | 100 | 106 | 1062  |
| Project     | Open    | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 1   | 0   | 1     |
|             | Pending | 0  | 0       | 0        | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0     |
|             | On Hold | 1  | 0       | 0        | 0   | 0   | 0   | 1   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 2     |
|             | Total   | 1  | 0       | 0        | 0   | 0   | 0   | 1   | 0   | 0   | 0    | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0    | 0   | 0   | 1   | 0   | 3     |
| Total       | Open    | 16 | 0       | 2        | 1   | 0   | 39  | 7   | 10  | 7   | 0    | 20   | 10  | 32  | 23  | 4   | 5   | 166 | 2    | 1    | 2    | 39  | 45  | 97  | 101 | 629   |
|             | Pending | 1  | 0       | 0        | 0   | 0   | 1   | 0   | 1   | 0   | 0    | 1    | 5   | 5   | 4   | 1   | 3   | 3   | 0    | 2    | 1    | 0   | 2   | 0   | 1   | 31    |
|             | On Hold | 3  | 0       | 0        | 0   | 0   | 8   | 19  | 21  | 63  | 0    | 10   | 5   | 59  | 46  | 21  | 33  | 88  | 1    | 4    | 6    | 2   | 0   | 4   | 4   | 397   |
|             | Total   | 20 | 2       | 2        | 1   | 0   | 48  | 28  | 32  | 81  | 0    | 31   | 20  | 96  | 73  | 26  | 41  | 257 | 3    | 7    | 9    | 41  | 47  | 101 | 106 | 1072  |

| Yearly Closed Comparison | DO  | AdultEd | SSDO-PDC | PLC | B&G | CES | DES | DHS | DIS | ERHS | EVES | FES | FHS | FIS | RES | SES | SMS  | SSES | SSHS | SSMS | SVS | YES | YHS | YIS | Total |
|--------------------------|-----|---------|----------|-----|-----|-----|-----|-----|-----|------|------|-----|-----|-----|-----|-----|------|------|------|------|-----|-----|-----|-----|-------|
| 2024                     | 352 | 59      | 57       | 29  | 0   | 242 | 292 | 482 | 452 | 8    | 193  | 175 | 906 | 398 | 298 | 177 | 791  | 289  | 438  | 424  | 135 | 395 | 368 | 269 | 7229  |
| 2023                     | 313 | 66      | 20       | 17  | 0   | 288 | 283 | 489 | 507 | 3    | 182  | 217 | 853 | 429 | 306 | 215 | 1468 | 199  | 350  | 356  | 115 | 367 | 292 | 292 | 7627  |
| 2022                     | 321 | 11      | 20       | 14  | 0   | 297 | 208 | 370 | 390 | 5    | 246  | 218 | 791 | 335 | 290 | 265 | 1161 | 220  | 292  | 303  | 126 | 213 | 250 | 289 | 6635  |
| 2021                     | 351 | 30      | 31       | 3   | 3   | 244 | 245 | 349 | 261 | 17   | 212  | 219 | 681 | 351 | 304 | 278 | 467  | 229  | 163  | 178  | 150 | 201 | 287 | 260 | 5514  |

## Lyon County School District Board Memo

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** Dawn Huckaby, Deputy Superintendent

**Re:** Memorandum of Agreement for Jobs for America's Graduates (JAG)

**Recommendation:** That the Board of Trustees approve the memorandum of agreement with Jobs for America's Graduates (JAG)

**Background Information:**

The district has had a partnership with JAG for many years where JAG employees have served in both Dayton and Fernley schools. JAG is a leadership program designed to help at risk students successfully graduate and transition into the workforce and/or postsecondary education. JAG delivers a competency-driven curriculum that prepares students for a successful future through leadership, employer engagement, skills development, project-based learning, trauma-informed instructional strategies, and more. Dr. Rene Cantu, Executive Director for JAG NV will discuss the advantages of this program in our district.

The memorandum of agreement will assist LCSD in continuing to provide this opportunity to our students. LCSD will have a full-time employee to serve Dayton High School, Dayton Intermediate School and Fernley High School for a small percentage of the total costs annually for three years with the ability to continue the programs thereafter.

**Budget Considerations:**

\$23,236 per year

**Discussed at Previous Meeting:**

November 17, 2024

**Attachment(s):**

LCSD JAG NV Memorandum of Agreement

**MEMORANDUM OF UNDERSTANDING  
MULTI-YEAR DROPOUT PREVENTION PROGRAM  
Jobs for Nevada's Graduates  
Incorporated and the Lyon County  
School District**

This Memorandum of Understanding (MOU), entered between Jobs for Nevada's Graduates Incorporated (aka, JAG Nevada) and the Lyon County School District (LCSD or District), a political subdivision of The State of Nevada, outlines the elements of a partnership to successfully implement and sustain the Jobs for America's Graduates (JAG Nevada) Multi-Year Dropout Prevention Program.

**RECITALS**

**WHEREAS**, Jobs for America's Graduates (JAG NEVADA) is a state-wide organization of the JAG National Network and is funded by public and private investors and participating schools. The JAG National Network and JAG NEVADA, through the JAG Nevada program, create business, industry and education partnerships committed to achieving the mission of JAG NEVADA. The purpose mission is to ensure that at-risk high secondary school students remain in school, attain employability skills through classroom and work-based learning experiences during high school, graduate, and find a career pathway in Nevada via twelve (12) months of follow-up services by the JAG Specialist. In the follow-up period, JAG Nevada participants are transitioned into a career path, enlist in military service, and/or pursue a post-secondary education to enhance their career entry and advancement.

**WHEREAS**, JAG NEVADA is a private nonprofit created by the state of Nevada to serve the public good by helping Nevada's most vulnerable and challenged youth to graduate successfully from high school and enter a career pathway.

**WHEREAS**, the Nevada Governor's Office adopted the JAG NEVADA program with oversight provided by the State of Nevada Department of Education (NDE); and created JAG NEVADA to implement and house the JAG Nevada program.

**WHEREAS**, the Nevada Legislature appropriated funding to the Nevada Department of Education NDE, which has made funding available to JAG NEVADA.

**WHEREAS**, partial funding for JAG NEVADA may be has been obtained from the Federal Department of Labor, Workforce Innovation and Opportunity Act (WIOA) various sources, including but not limited to federal, county, municipal, and private funding sources, with unique enrollment, data entry and student follow-up requirements. The WIOA funds are administered in Northern Nevada School Districts by Nevadaworks, and in Southern Nevada School Districts, by Workforce Connections.

**WHEREAS**, the JAG NEVADA program is based on the National JAG Model. The Multi-Year, Dropout Prevention Program Application serves high Out of School and the Middle School program applications may serve middle/junior high school, high school and/or alternative/out-of-school students during one or more years, in high school (9<sup>th</sup> through 12<sup>th</sup> grade) and twelve-month follow up services after the JAG student exits the program graduates (or leaves middle school in the case of the middle school program).

**WHEREAS**, the five (5) primary performance goals of the National JAG Model are results-oriented and measurable:

- a 90% graduation/GED high school equivalent completion rate;

- ~~an 80~~ 75% positive outcomes rate defined as the overall success rate of program completers at the end of twelve (12) months after graduation, with participants either employed in a job leading to a career, in the military, or enrolled in a postsecondary education or training, or a combination of work and postsecondary education ~~(positive outcomes)~~;
- 60% of graduates ~~are employed~~ have successful job placements or military service enlistment;
- 60% of employed graduates are in full-time jobs leading to careers; and
- ~~80~~ 42% of the graduates ~~are employed full time and/or are combining work and school~~ enter a form of further education including but not limited to community college, university, short or mid-term training program, WIOA enrollment, industry recognized credential, apprenticeship or on-the-job training.

**WHEREAS**, the program has specialists, counseling, skills development, career association, and experiential learning to improve academic performance, school behavior, attendance, confidence, participation, and self-esteem.

**WHEREAS**, JAG NEVADA and LCSD are ~~totally~~ committed to providing ~~world-class~~ school to career and/or dropout prevention programs, a process of continuous improvement will be implemented and maintained throughout the existence of the JAG NEVADA ~~accredited~~ program.

**WHEREAS**, JAG NEVADA and LCSD each agree to be responsible for their own employees, JAG NEVADA and LCSD also agree to be responsible for their own negligence ~~to the extent provided~~ limited under Nevada Revised Statute (NRS), Chapter 41.

## **I. Purpose**

To successfully implement and sustain the JAG Program. To ensure that ~~high~~ secondary school students remain in school, attain employability skills through classroom and work-based learning experiences during ~~high~~ secondary school, graduate, and find a career pathway in Nevada via 12 months of follow-up services by JAG specialist(s). In the follow-up period, JAG participants are successfully transitioned into a career, and/or pursue a post-secondary education, and/or enlist in military service to enhance their career entry and advancement.

## **II. Responsibilities of the Parties**

### **A. WHEREAS, the responsibilities of JAG NEVADA include:**

1. Establishment of a statewide ~~Jobs for America's Graduates, Inc. (JAG)~~ accredited multi-year dropout prevention ~~and middle school~~ programs at high schools and/or middle schools committed to achieving JAG performance goals as identified by the ~~Nevada Department of Education~~ NDE.
2. Development of positive working relationships within local communities, including employers, high schools, post-secondary or technical schools, and community service organizations for the purpose of promoting and establishing local JAG accredited programs in accordance with the national JAG program models.
3. Working in collaboration with LCSD, JAG NEVADA will hire a JAG Specialist to

conduct ~~the JAG each~~ program ~~at Fernley High School~~ and ensure they work towards receiving the JAG special license (or equivalent) if not already licensed as a teacher in Nevada. JAG NEVADA will provide support related to the implementation of the ~~JAG~~ program for each ~~JAG~~ Specialist.

4. If at any time, the following issues or others arise that necessitate disciplinary action regarding the JAG ~~Nevada~~ Specialist, appropriate JAG NEVADA and LCSD personnel will work jointly to resolve problems in a manner that ensures the integrity and efficacy of the ~~JAG~~ program ~~model~~ and the LCSD, and protects the confidentiality of the employee:
  - a. Non-compliance or poor performance with school/district policies and regulations, and/or NRS 391 state or federal laws.
  - b. Non-compliance or poor performance with the implementation of the ~~JAG~~ program.
  - c. Non-compliance or poor performance with required data entry and/or data collection for the ~~JAG~~ program.
  - d. Non-compliance or poor performance with the required follow-up services of the ~~JAG~~ program.
  - e. Falsification of student records
  - f. Insubordination
  - g. Misconduct
  - h. Stealing
  - i. Use of JAG NEVADA property for personal use
  - j. Failure to respond/attend required training
  - k. Other violations of the JAG Employee handbook, LCSD board policies, and/or state or federal laws, including NRS 391
  - ~~l. Directly disobeying responsibilities/duties~~
  - ~~m. Misuse of JAG Nevada funds~~

If disciplinary corrective action of a JAG Specialist is deemed necessary by the LCSD, JAG Nevada and LCSD will work jointly toward a reasonable and timely corrective action plan of assistance that is satisfactory to both parties.

If the removal of a JAG ~~Nevada~~ Specialist is deemed necessary by the LCSD, JAG and LCSD will work jointly toward hiring a new JAG employee in a reasonable and timely ~~resolution of problems~~ manner that is satisfactory to both parties.

5. Based on the level of state and private funds received by JAG NEVADA, the nonprofit will expend for the benefit of the ~~District~~ LCSD and its students sufficient funds to support ~~one two (42)~~ FTE ~~JAG related~~ staff positions s or more to implement the JAG NEVADA program in mutually agreed-upon schools through the 2024~~7~~-2025~~8~~ school year.
  - a. The District (LCSD) will be asked to provide a portion of the payment according to the fee schedule attached to this document. The cost share requested from the District is twenty-percent of the overall annual cost of the program and is needed due to rising salaries and program costs.
6. Follow-up services will be provided to each graduate by the ~~JAG Nevada~~ Specialist to each graduate including employer marketing and workforce development staff including information about employment opportunities, job development, pre-employment screening and placement services for twelve (12) months after the ~~JAG~~ student completes their final year in high school. Non-graduates will receive follow-up services that will result in completion of requirements for a high school diploma or a GED/HSET



High School Equivalency Test certificate.

7. JAG NEVADA will provide training and support for JAG Specialists as follows:

- Provide technical assistance and training to the JAG Specialists and other key staff of the participating school on the successful implementation and operation of a JAG accredited program.
- Arrange for the provision of training and provide technical assistance to JAG Specialists on the Electronic National Data Management System (e-NDMS) JAG Force, JAG's data management system, which provides tracking of students served, services delivered, and outcomes achieved.
- Arrange for the provision of training and provide technical assistance to JAG Specialists on all JAG data tracking systems for all students served by JAG NEVADA.
- Provide staff development experiences and training for all JAG Specialists to assure understanding of the JAG model and the Mult Year Dropout Prevention Program Application. Share best practices through planned local and state staff development activities.
- Conduct periodic ongoing school quality assurance reviews including annual performance reviews specifically tied to the JAG model implementation; JAG and WIOA-required documentation; and expectations of the MOU. Continually provide support and feedback to JAG specialists. Engage Nevada Department of Education, school districts and school administration to the extent appropriate.
- Work with the JAG specialists to facilitate JAG special events as needed.
- Coordinate efforts with the JAG specialists to develop and provide work-based learning experiences for students during the 12-month follow-up phase of the program.
- Work with JAG specialists, to develop jobs, internships or apprenticeship opportunities for JAG Nevada graduates.

8. LCSD agrees to give the JAG Nevada access to the substitute teacher system, and help arrange for the provision of substitute teachers when a JAG Nevada Specialist is unable to attend class due to scheduled time off or illness. JAG Nevada will maintain funding to reimburse the costs of these substitute teachers at cost.

If the JAG Nevada Specialist is to be absent for an extended period of time, JAG Nevada may bring in their own district approved long-term substitute to assume the duties of the absent employee.

9. JAG Nevada will approve in advance the appropriateness of all stipend and non- stipend co-curricular duties (i.e., coaching, year book advisor, etc.) and other day-to-day duties (i.e. lunch, hall, bus monitoring, etc.), to which the school administrator may consider assigning the specialist, to make certain those activities will not detract from the specialist's abilities to perform his/her program duties, or jeopardize the likelihood of meeting JAG performance standards and outcomes associated with the program model at

the school.

10. JAG Nevada agrees to only access records after obtaining consent for the release of those records from the students' parent or guardian.
11. Annual Data Request: JAG will provide LCSD the District a data request in an acceptable spreadsheet format (CSV, Excel, etc.) that includes the student identification number information (Local Student Identification Number, Student First Name, Student Last Name, etc.) for all currently enrolled JAG Nevada students on or before June 1st and October 1st of each year.
12. Annual Data Request: JAG will provide LCSD the District a subsequent report on the outcomes of the data request and analysis of the impact of JAG Nevada programming on LCSD District students.
13. JAG Nevada will ensure that JAG staff members placed in the District attend any training program, employee orientation, and staff meetings requested or offered by the District which the District, in its sole discretion, deems required under federal/state law or District policy.
14. JAG Nevada shall obtain any necessary consent from the proposed JAG staff member for criminal and general background checks to be conducted by JAG Nevada and the District. Prior to hire, all JAG employees, contractors, or agents ("JAG staff members") who perform any function in the District, or who work with students in any fashion, shall undergo a criminal background check at JAG Nevada's expense. As agencies are prohibited from sharing criminal background checks, the District shall also conduct criminal and general background checks at its own expense. The District reserves the right to reject, in its sole discretion, any JAG staff member proposed for placement in the District pursuant to this MOU based on the proposed staff member's criminal or general background check.

**B. WHEREAS, the responsibilities of Lyon County School District include:**

1. LCSD will support the efforts of the JAG Nevada JAG staff to ensure that parents of participating students sign a consent form that authorizes the release of certain personally identifiable student information to Jobs for Nevada's Graduates Inc., JAG Nevada Management, Nevadaworks, Workforce Connections, and the Department of Employment, Training and Rehabilitation JAG National, and other affiliated funding partners. All JAG staff members agree to comply with the requirements of FERPA (Family Educational Rights and Privacy Act) and its implementing regulations, including but not limited to the following:
  - A. For the limited purpose of permitting access to students' educational records, without the written consent of the parent or eligible student at age 18 or older, by JAG staff members placed in the District, the District will designate such JAG staff members as school officials with legitimate educational interests pursuant to FERPA regulations at 34 CFR 99.31(a)(1).
  - B. The designation by the District of JAG staff members as school officials with legitimate educational interests is expressly understood by the Parties as necessary to facilitate the work of JAG staff members within the District's schools but such designation does not constitute a basis for asserting that JAG staff members are

considered officers, agents, contractors, or employees of the District.

2. Assign a high school administrator to be the JAG point of contact at each school to coordinate with JAG Nevada and the JAG specialist to provide feedback that will contribute to the continuous improvements of the program.
3. Create the appropriate sections in the high school master schedule for regularly scheduled, elective academic credit toward graduation to a minimum of forty-five (45) students with a goal of forty-five to sixty (45-60) students for the entire school year, for those students who successfully complete the JAG Nevada class in accordance with the JAG Multi-Year model.
4. JAG high school classes will be scheduled for freshman through senior classes as agreed upon with each administrator. JAG Nevada and LCSD may expand the program in the future to include middle schools if funding permits and strategic discussion between LCSD and JAG indicate a desire to expand in that direction.

The Multi-Year Model works optimally at this enrollment range, and JAG requests, when possible, for each Specialist to teach three sections differentiated by grade (seniors, juniors, etc.) with 20 students each when at all possible. If this is not feasible, JAG will work with school officials to place students in upper grades (e.g., seniors) separate from students in lower grades (e.g., freshmen). JAG understands that enrollments can vary and fall above or below this range. At those times, JAG management will work with school administration to help attain the optimal enrollment level to achieve the best possible student outcomes. The JAG elective credit class teaches the JAG National curriculum, which consists of 87 work-readiness, personal development, and career preparation-related competencies. The Multi-Year Program is designed for students to remain enrolled in JAG for two to four years, and the curriculum guide has differentiated instruction for each grade level. Thus, JAG will work with District and school officials to ensure that JAG students can remain in JAG for one or more years if students wish to be in the JAG Program and their course progress allows them to do so. JAG provides students with access to in-class tutoring and will work with school officials to help credit deficient students make up their credits during JAG class time via tools like Apex and JAG provided tutoring.

5. Provide office space including a locked file cabinet for file storage for each JAG Specialist for the duration of this MOU. Provide associated office support including, utilities, maintenance, telephone, computer, and copier, etc. The school will also provide the use of other school facilities and equipment necessary to deliver the services of a JAG Nevada accredited program (i.e. classroom availability).
6. Provide JAG Nevada classroom computers (JAG specialist classroom computer and JAG student computers) must have with appropriate Internet access to facilitate provision of JAG curriculum, data entry, and employment searches. JAG requested Internet sites will be considered for unfiltered Internet access according to LCSD policy and regulations, as long as in alignment with the District's Acceptable Use Policy and District Policies and Regulations if the Internet sites are educationally appropriate for students. A phone will be provided in each JAG classroom as available.
7. Create, develop and facilitate an in-school JAG Advisory Committee to assist the specialist in recruiting, screening and selecting students most in need of services

delivered in the Multi-Year Dropout Prevention Programs and provide ongoing support for students and the JAG Nevada program. The existing committee will include one representative from administration, counseling and the faculty, as well as the JAG specialist. The advisory committee and specialist are mutually responsible for recruiting, screening, and selecting students who satisfy JAG criteria.

8. Provide access to school student files to the instructor of record and the JAG specialist, for the purposes of identifying, screening, selecting, enrolling and monitoring the progress of qualified students in the JAG program. Accommodate legal and reasonable requests by JAG NEVADA for access to information required by the JAG other funding sources. Assist JAG Nevada in accessing appropriate district approved Family Educational Right to Privacy Act (FERPA) training to facilitate secure, appropriate access and use of data.
9. ~~Support the participation of guest speakers at the student career association meetings during and after class periods~~ the implementation of the JAG Career Association, an essential component of the JAG Multi-Year Model. All JAG students automatically become members of the JAG Career Association when they enroll in the JAG class. Participation in the Career Association is free as are all activities provided by JAG. Career Association meetings take place after school or during class times, and the JAG Specialist serves as the Career Association sponsor. The Career Association teaches the following competencies: civic awareness, social awareness, career exploration, fundraising, leadership, and community service. JAG also requests support in facilitating the participation of guest speakers at the student Career Association meetings during and after class periods. JAG Specialists are responsible for scheduling meetings, identifying guest speakers, and coordinating speaker participation. The Career Association emphasizes the use of student voice and choice in identifying activities, service projects and speakers, and they are assisted by the JAG specialist.
10. Support the flexible scheduling of job shadowing opportunities and internships for JAG students. JAG program specialists and students participating in on and off-campus JAG related activities will be covered under JAG Nevada insurance policies. Parents of JAG students will sign the Assumption of Risk and Waiver of Liability Form provided by JAG Nevada. JAG Nevada is responsible for the transportation of students with their own vehicles to off-campus non-school/district activities and will provide district administration with proof of vehicle insurance and personal liability insurance coverage for the students and JAG employees.
11. Audit and Records: ~~Jobs for Nevada's Graduates Inc., Nevadaworks, Workforce Connections and the State of Nevada and any duly authorized representative,~~ Applicable JAG, NDE, federal, private, and municipal funders, and any duly authorized representative, shall have reasonable access to any non-confidential books, documents, papers, and records of the JAG Program, which are pertinent to this Agreement and held by the LCSD District, for the purpose of monitoring, auditing, or examination, and may make excerpts, copies and transcripts, thereof.

~~In order~~ To maintain compliance with the JAG Program, as well as Nevadaworks and DETR, funding the requirements of other funders, copies of the following documents need to be made available from the students' files. It is LCSD's responsibility to collect this information and provide it to JAG Nevada in order that the students are

enrolled in the program. listed below will be provided to JAG for students who will be enrolled in the JAG Program. Failure to do so will result in non-compliance and withholding of funds. See Exhibit B for a full list of data that will be provided to JAG. These documents include:

- School Transcripts (one current to entering the program and one current to the end of the academic year)
- Copy of quarterly and semester grades
- 504 or IEP Accommodation Plans (if applicable to student)
- School medical concern report (if applicable to student)
- Discipline Reports which occur during the school year
- Nevada Proficiency Examination Scores– most recent and those earned while in program

12. Understand that the funds for this contract come from state appropriation and one or more grants and agrees that JAG Nevada and or the grantor(s) must monitor the school district's books and records related to this contract as part of the grant. LCSD shall keep books and records as described: permit JAG Nevada and/or the grantor(s) to examine the school district financial and programmatic books and records related to this contract at a mutually convenient time, but not later than ten days after receipt of written notice of request to monitor.

~~13. All JAG related contact with the State of Nevada DOE, DETR, Nevadaworks, Workforce Connections, National JAG Office, and the Nevada Governor's office shall be made by going through the proper channels; the JAG specialist and school personnel will not make direct contact with JAG National, DOE, DETR, Nevadaworks, Workforce Connections, the Nevada Governor's office; Media; etc. without notice to JAG Nevada.~~

13. Annual Data Request: LCSD will provide JAG Nevada with data on JAG students at least twice annually. Data requested by JAG NEVADA could include the following student level data by grade and term:

1. Credits Attempted
2. Credits Earned
3. Credits Attempted Cumulative
4. Credits Earned Cumulative
5. GPA Term
6. GPA Cumulative
7. Absences
8. Tardies (# of instances)
9. Truancy (# of instances)
10. Detentions (# of instances)
11. Referrals to Dean's Office (# of instances)
12. In-school Suspensions (# of instances)
13. Out-of-school Suspensions (# of instances)
14. Expulsions
15. Class standing
16. CTE Enrollment



17. Total Class population
  18. Student Demographics by gender, race, ethnicity, and other demographics collected by LCSD.
  19. Class Standing
  20. Total class population
15. Annual Data Request: The data provided to JAG Nevada will be distributed directly to JAG NEVADA in an excel file based on parameters established in a data request submitted by JAG.
  16. Infinite Campus Access: LCSD will provide JAG Specialists with access to Infinite Campus (or appropriate student database system used by the district) that will provide information about students currently enrolled in their programs, including the ability to view attendance, grades and test scores. Further, LCSD will provide JAG Specialists "Counselor Access", that is, access to view these same parameters for prospective students that they are recruiting for the following year.
  17. All JAG staff members placed in the District will attend any training program, employee orientation, and staff meetings requested or offered by the District which the District in its sole discretion deems required under federal or state law or District policy. Some of these training include, but are not limited to: NRS 432B Mandatory Reporting, Anti-bullying, Aversive Interventions/Restraints on Students with Disabilities, Prevention of Sexual Misconduct towards Students, Ethics, etc.
  18. The District (LCSD) will provide a portion of the annual cost of the program beginning on July 1, 2025, through June 30, 2028. The cost share amount requested from LCSD covers two programs and is \$23,236 per year for two programs. JAG Nevada will pay the remainder of the program cost from state appropriation, private fundraising and grant sources and provide 2 FTE JAG Specialists and a full array of JAG services and supports at Fernley and Dayton schools. Should funding sources change, JAG Nevada and LCSD agree to renegotiate the terms of this cost share agreement and may mutually agree to add or remove programs at the beginning of each school year using these same cost-share ratios.

### **C. PARTNERSHIP COMMITMENT**

1. The ~~partners~~ Parties mutually agree that the JAG Program will operate within the principles, policies, procedures, ~~and~~ JAG standards, and District policies/regulations as outlined in this ~~document and Agreement and agreed to by the participating school~~ District and JAG ~~Nevada and Jobs for America's Graduates~~.
2. In the event of conflict between District policy, rule, regulation, practice or procedure regarding standards of employee conduct and any JAG policy, rule, regulation, practice or procedure regarding standards of employee conduct, the District's policy, rule, regulation, practice or procedure shall control.
3. JAG staff members are subject to the authority of the District and the principal or designee of any school where they are placed with respect to the general operation and

administration of the school; however, JAG staff members shall not be considered officers, agents, contractors, or employees of the District.

4. In the event that any issues, conflicts, or disputes arise with respect to this MOU, the Parties will convene a face-to-face meeting of appropriate administrative personnel in a good faith attempt to resolve such matters. Nothing contained herein shall be construed as limiting in any way a Party's right to terminate the MOU in the event that the Parties are unable to resolve a dispute.
5. This MOU shall be governed by and interpreted under the laws of the State of Nevada, with all parties agreeing to submit all disputes arising out of this MOU to mediation, before either Party may commence litigation. The Parties shall split and pay, equally, the cost of the mediator. A failure or refusal to mediate constitutes an act of default and will constitute irreparable harm to the Party who has not failed or refused to mediate, thereby entitling the Party who has not failed or refused to mediate to seek temporary and preliminary injunctive relief on the question of mediation. By executing this MOU, JAG Nevada and the District does not waive, limit or modify its sovereign immunity from unconsented suit or judicial litigation. Should any term, condition or provision be deemed to be invalid or unenforceable, the remaining terms and conditions shall remain in full force and effect.
6. It is mutually agreed that efforts will be made to continue the JAG Program in future school years based on:
  - a. The availability of funding;
  - b. An adequate number of students to make the program cost-effective; and
  - c. Mutual satisfaction with the Program based on this Agreement.

#### **D. Terms of Agreement**

This Memorandum of Understanding is in effect through June 30, **2019** 2028, and will be automatically renewed in future years based on legislative and other funding availability unless parties terminate at an appropriate point of closure, such as the end of the school year, unless one of the parties terminates the agreement in writing given a thirty (30) day written notice.

~~The partners mutually agree that the JAG Nevada Program will operate within the principles, policies, procedures and JAG standards as outlined in this document and agreed to by the participating school, JAG Nevada and Jobs for America's Graduates.~~

To the extent education records are shared with JAG NEVADA staff or volunteers, JAG NEVADA agrees to comply with the Family Educational Rights and Privacy Act of 1974 ("FERPA"), 20 U.S.C. 1232g and any other applicable law or regulation on confidentiality of data and information. This includes the: duty to comply with the use and re-disclosure provisions of FERPA; share education records only with its employees with a legitimate interest in the records; and use the records exchanged only to the extent necessary for the stated purpose of this contract.

**NOTE: Unless otherwise provided by law, written consent of the parent or eligible student at age 18 or older must be obtained specifically authorizing disclosure of a student's education records to any third party, including but not limited to JAG Nevada partners. The District will prepare and provide FERPA-compliant consent forms for this purpose.**

To the extent **educational records are** personally identifiable information is shared with

outside agencies such as JAG Nevada, ~~JAG Nevada Management, Nevadaworks, Workforce Connections, or the Department of Employment, Training, and Rehabilitation~~ JAG National, or DOE, parental consent will be obtained by JAG NEVADA JAG staff with the full cooperation of LCSD personnel.

~~It is a mutually agreed that efforts will be made to continue the JAG Nevada accredited program in future school years based on:~~

- ~~• The availability of funding~~
- ~~• An adequate number of students to make the program cost effective~~
- ~~• Mutual satisfaction with the program based on this Memorandum of Understanding~~

IN WITNESS THEREOF, LCSD and JAG Nevada have caused this Memorandum of Understanding to be executed by their duly authorized representatives.

**Lyon County School District**

\_\_\_\_\_  
Tim Logan, Superintendent of Schools

Date: \_\_\_\_\_

**JOBS FOR NEVADA'S GRADUATES  
INC.**

\_\_\_\_\_  
Dr. René Cantú Jr., Executive Director

Date: \_\_\_\_\_





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# LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1169

Voucher Date: 11/07/2024

Prepared By: \_\_\_\_\_

*Printed: 12/10/2024 09:29:27 AM*

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LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$44,032.35 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

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Phil Cowee. President

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Bridget Peterson Clerk

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Neal McIntyre II Member

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Tom Hendrix Member

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Sherry Parsons Member

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Holly Villines Member

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Darin Farr Member

LYON COUNTY SCHOOL DISTRICT

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| Fund |               | Amount      |
|------|---------------|-------------|
| 100  | General Fund  | \$40,293.15 |
| 240  | State Grants  | \$3,108.95  |
| 280  | Federal Funds | \$630.25    |
|      |               | <hr/>       |
|      |               | \$44,032.35 |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1169

11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name       | Vendor # | Account                                    | Description                                            | Amount      |
|-------------------------|----------|--------------------------------------------|--------------------------------------------------------|-------------|
| ADVANCED CLASSROOM TECH | 102814   | 100.104.0000.100.1000.652.10602.50.00<br>0 | Inventoried Supplies/Equipment – IT Related<br><\$5000 | \$26,838.00 |
| Vendor Total:           |          |                                            |                                                        | \$26,838.00 |
| BOUND TREE MEDICAL, LLC |          | 240.308.0000.330.1000.610.10000.00.00<br>0 | General Supplies                                       | \$781.96    |
|                         |          | 240.308.0000.330.1000.612.10000.00.00<br>0 | Inventoried Supplies/Equipment <\$5000                 | \$2,326.99  |
| Vendor Total:           |          |                                            |                                                        | \$3,108.95  |
| BRYSON SALES & SERVICE  | 2380     | 100.170.0000.000.2710.614.10000.00.00<br>0 | Parts                                                  | \$5,060.79  |
| Vendor Total:           |          |                                            |                                                        | \$5,060.79  |
| STAPLES ADVANTAGE       | 99736    | 100.123.0000.000.2410.610.10203.10.00<br>0 | General Supplies                                       | \$75.30     |
|                         |          | 100.123.0000.100.1000.610.10203.10.00<br>0 | General Supplies                                       | \$684.70    |
|                         |          | 100.126.0000.100.1000.610.10206.10.00<br>0 | General Supplies                                       | \$2,127.95  |
|                         |          | 100.134.0000.100.1000.610.10304.20.00<br>0 | General Supplies                                       | \$403.37    |
|                         |          | 100.135.0000.100.1000.610.10305.31.00<br>0 | General Supplies                                       | \$3,028.27  |
|                         |          | 100.161.0000.100.1000.610.10601.32.00<br>0 | General Supplies                                       | \$2,074.77  |
|                         |          | 280.633.0000.000.2100.610.10203.10.00<br>0 | General Supplies                                       | \$630.25    |
| Vendor Total:           |          |                                            |                                                        | \$9,024.61  |
| Grand Total:            |          |                                            |                                                        | \$44,032.35 |

End of Report

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# LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1171

Voucher Date: 11/07/2024

Prepared By: \_\_\_\_\_

Printed: 12/10/2024 09:31:24 AM

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LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$149,159.31 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

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|             |           |
|-------------|-----------|
| Phil Cowee. | President |
|-------------|-----------|

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|                  |       |
|------------------|-------|
| Bridget Peterson | Clerk |
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|                  |        |
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| Neal McIntyre II | Member |
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| Tom Hendrix | Member |
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| Sherry Parsons | Member |
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| Holly Villines | Member |
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| Darin Farr | Member |
|------------|--------|

LYON COUNTY SCHOOL DISTRICT

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|      |              |              |
|------|--------------|--------------|
| Fund |              | Amount       |
| 100  | General Fund | \$149,159.31 |
|      |              | <hr/>        |
|      |              | \$149,159.31 |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1171

11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                  | Vendor # | Account                                                | Description                 | Amount        |
|------------------------------------|----------|--------------------------------------------------------|-----------------------------|---------------|
| ALEXANDER & ASSOCIATED, INC.       |          | 100.101.0000.000.2320.340.10000.00.00<br>Check #: 2773 | Other Professional Services | \$1,687.50    |
|                                    |          |                                                        | Vendor Total:               | \$1,687.50    |
| BIO CORPORATION                    |          | 100.164.0000.192.1000.610.10604.32.00<br>Check #: 2774 | General Supplies            | \$201.56      |
|                                    |          |                                                        | Vendor Total:               | \$201.56      |
| COMMUNITY CENTERED CONSULTING, LLC |          | 100.101.0000.000.2510.340.10000.00.00<br>Check #: 2775 | Other Professional Services | \$2,500.00    |
|                                    |          |                                                        | Vendor Total:               | \$2,500.00    |
| EVASOVIC, LES                      |          | 100.170.0000.000.2730.580.10000.00.00<br>Check #: 2776 | Staff Travel                | 75<br>\$89.00 |
|                                    |          |                                                        | Vendor Total:               | \$89.00       |
| FARR, DARIN                        |          | 100.101.0000.000.2310.580.10000.00.00<br>Check #: 2777 | Staff Travel                | \$526.29      |
|                                    |          |                                                        | Vendor Total:               | \$526.29      |
| FLINN SCIENTIFIC                   | 7765     | 100.165.0000.100.1000.640.10605.32.00<br>Check #: 2778 | Books and Periodicals       | \$52.44       |
|                                    |          |                                                        | Vendor Total:               | \$52.44       |
| JAMES, JACKIE                      |          | 100.102.0000.000.2570.340.10000.00.00<br>Check #: 2779 | Other Professional Services | \$1,155.00    |
|                                    |          |                                                        | Vendor Total:               | \$1,155.00    |
| JOSTENS_10600                      | 10600    | 100.165.0000.100.1000.610.10605.32.00<br>Check #: 2780 | General Supplies            | \$12.90       |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1171

11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                     | Vendor # | Account                               | Description                    | Amount       |
|---------------------------------------|----------|---------------------------------------|--------------------------------|--------------|
| Vendor Total:                         |          |                                       |                                | \$12.90      |
| KIMBALL MIDWEST                       | 96824    |                                       |                                |              |
|                                       |          | 100.170.0000.000.2710.614.10000.00.00 | Parts                          | \$813.96     |
|                                       |          | Check #: 2781                         |                                |              |
| Vendor Total:                         |          |                                       |                                | \$813.96     |
| LYON COUNTY SCHOOL DIST._99346        | 99346    |                                       |                                |              |
|                                       |          | 100.101.0000.000.2310.610.10000.00.00 | General Supplies               | \$1,089.00   |
|                                       |          | Check #: 2782                         |                                |              |
|                                       |          | 100.101.0000.000.2320.610.10000.00.00 | General Supplies               | \$2,144.00   |
|                                       |          | Check #: 2782                         |                                |              |
| Vendor Total:                         |          |                                       |                                | \$3,233.00   |
| MCGRAW HILL SCHOOL EDUCATION HOLDINGS | 101620   |                                       |                                |              |
|                                       |          | 100.104.0000.100.1000.653.10000.00.00 | Web-based and similar programs | \$125,472.51 |
|                                       |          | Check #: 2783                         |                                |              |
| Vendor Total:                         |          |                                       |                                | \$125,472.51 |
| MCINTYRE II, NEAL E                   |          |                                       |                                |              |
|                                       |          | 100.101.0000.000.2310.580.10000.00.00 | Staff Travel                   | \$157.85     |
|                                       |          | Check #: 2784                         |                                |              |
| Vendor Total:                         |          |                                       |                                | \$157.85     |
| N A S S                               |          |                                       |                                |              |
|                                       |          | 100.101.0000.000.2320.810.10000.00.00 | Dues and Fees                  | \$10,136.37  |
|                                       |          | Check #: 2785                         |                                |              |
| Vendor Total:                         |          |                                       |                                | \$10,136.37  |
| PARSONS, SHERRY                       |          |                                       |                                |              |
|                                       |          | 100.101.0000.000.2310.580.10000.00.00 | Staff Travel                   | \$113.67     |
|                                       |          | Check #: 2786                         |                                |              |
| Vendor Total:                         |          |                                       |                                | \$113.67     |
| PETERSON, BRIDGET                     |          |                                       |                                |              |
|                                       |          | 100.101.0000.000.2310.580.10000.00.00 | Staff Travel                   | \$118.84     |
|                                       |          | Check #: 2787                         |                                |              |
| Vendor Total:                         |          |                                       |                                | \$118.84     |



# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1171

11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name      | Vendor # | Account                                                | Description                      | Amount     |
|------------------------|----------|--------------------------------------------------------|----------------------------------|------------|
| REDWOOD TOXICOLOGY LAB | 103258   | 100.162.0000.920.1000.610.10602.50.00<br>Check #: 2788 | General Supplies                 | \$368.91   |
|                        |          |                                                        | Vendor Total:                    | \$368.91   |
| SHRED-IT USA           |          | 100.101.0000.000.2500.421.10000.00.00<br>Check #: 2789 | Garbage / Disposal               | \$189.68   |
|                        |          |                                                        | Vendor Total:                    | \$189.68   |
| SMARTPASS INC          |          | 100.165.0000.100.1000.610.10605.32.00<br>Check #: 2790 | General Supplies                 | \$1,260.18 |
|                        |          |                                                        | Vendor Total:                    | \$1,260.18 |
| VILLINES, HOLLY        |          | 100.101.0000.000.2310.580.10000.00.00<br>Check #: 2791 | Staff Travel                     | \$249.79   |
|                        |          |                                                        | Vendor Total:                    | \$249.79   |
| XEROX CORPORATION      |          | 100.101.0000.000.2320.430.10000.00.00<br>Check #: 2792 | Repairs and Maintenance Services | \$69.81    |
|                        |          | 100.101.0000.000.2320.442.10000.00.00<br>Check #: 2792 | Rental of Equipment and Vehicles | \$128.02   |
|                        |          | 100.162.0000.000.2410.430.10602.50.00<br>Check #: 2792 | Repairs and Maintenance Services | \$91.04    |
|                        |          | 100.162.0000.000.2410.442.10602.50.00<br>Check #: 2792 | Rental of Equipment and Vehicles | \$336.40   |
|                        |          | 100.162.0000.103.1000.430.10602.50.00<br>Check #: 2792 | Repairs and Maintenance Services | \$106.91   |
|                        |          | 100.164.0000.000.2410.442.10604.32.00<br>Check #: 2792 | Rental of Equipment and Vehicles | \$58.74    |
|                        |          | 100.164.0000.100.1000.550.10604.32.00<br>Check #: 2792 | Printing and Binding             | \$28.94    |
|                        |          |                                                        | Vendor Total:                    | \$819.86   |

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1171 11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name | Vendor # | Account | Description | Amount       |
|-------------------|----------|---------|-------------|--------------|
| Grand Total:      |          |         |             | \$149,159.31 |

End of Report

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# LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1172

Voucher Date: 11/07/2024

Prepared By: \_\_\_\_\_

Printed: 12/10/2024 09:33:25 AM

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LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$197,247.12 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

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Phil Cowee. President

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Bridget Peterson Clerk

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Neal McIntyre II Member

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Tom Hendrix Member

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Sherry Parsons Member

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Holly Villines Member

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Darin Farr Member

LYON COUNTY SCHOOL DISTRICT

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| Fund |                              | Amount       |
|------|------------------------------|--------------|
| 100  | General Fund                 | \$93,021.67  |
| 207  | PCFP GATE                    | \$374.61     |
| 240  | State Grants                 | \$1,973.74   |
| 250  | Special Education            | \$39,856.42  |
| 280  | Federal Funds                | \$5,852.69   |
| 290  | Food Service Funds           | \$29,337.74  |
| 310  | Residential Construction Tax | \$26,830.25  |
|      |                              | <hr/>        |
|      |                              | \$197,247.12 |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1172

11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                      | Vendor # | Account                                    | Description                      | Amount     |
|----------------------------------------|----------|--------------------------------------------|----------------------------------|------------|
| ACE HARDWARE                           | 200      | 100.170.0000.000.2700.610.10000.00.00<br>0 | General Supplies                 | \$584.13   |
| Vendor Total:                          |          |                                            |                                  | \$584.13   |
| ADVANCED INTEGRATED PEST<br>MANAGEMENT |          | 100.125.0000.000.2620.430.10205.10.00<br>0 | Repairs and Maintenance Services | \$138.00   |
|                                        |          | 100.132.0000.000.2620.422.10302.20.00<br>0 | Janitorial / Custodial Services  | \$150.00   |
|                                        |          | 100.134.0000.100.1000.610.10304.20.00<br>0 | General Supplies                 | \$138.00   |
| Vendor Total:                          |          |                                            |                                  | \$426.00   |
| ALL ABOUT VISION, LLC                  | 94550    | 250.101.0000.200.2190.340.10000.00.00<br>0 | Other Professional Services      | \$2,920.00 |
| Vendor Total:                          |          |                                            |                                  | \$2,920.00 |
| AMAZON BUSINESS                        |          | 100.101.0000.000.2320.610.10000.00.00<br>0 | General Supplies                 | \$253.78   |
|                                        |          | 100.101.0000.000.2510.610.10000.00.00<br>0 | General Supplies                 | \$442.22   |
|                                        |          | 100.122.0000.100.1000.610.10202.10.00<br>0 | General Supplies                 | \$91.36    |
|                                        |          | 100.123.0000.000.2220.610.10203.10.00<br>0 | General Supplies                 | \$172.51   |
|                                        |          | 100.123.0000.000.2620.610.10203.10.00<br>0 | General Supplies                 | \$39.95    |
|                                        |          | 100.123.0000.100.1000.610.10203.10.00<br>0 | General Supplies                 | \$30.24    |
|                                        |          | 100.123.0000.100.1000.616.10203.10.00<br>0 | Teacher Supplies                 | \$38.94    |
|                                        |          | 100.125.0000.100.1000.616.10205.10.00<br>0 | Teacher Supplies                 | \$790.92   |
|                                        |          | 100.126.0000.100.1000.610.10206.10.00<br>0 | General Supplies                 | \$32.21    |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1172

11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name | Vendor # | Account                                    | Description      | Amount         |
|-------------------|----------|--------------------------------------------|------------------|----------------|
|                   |          | 100.127.0000.000.2120.610.10210.10.00<br>0 | General Supplies | \$62.48        |
|                   |          | 100.127.0000.000.2130.610.10210.11.00<br>0 | General Supplies | \$9.99         |
|                   |          | 100.127.0000.000.2220.610.10210.10.00<br>0 | General Supplies | \$11.83        |
|                   |          | 100.127.0000.000.2620.610.10210.10.00<br>0 | General Supplies | (\$111.93)     |
|                   |          | 100.127.0000.100.1000.610.10210.10.00<br>0 | General Supplies | \$67.45        |
|                   |          | 100.127.0000.100.1000.616.10210.10.00<br>0 | Teacher Supplies | \$31.28        |
|                   |          | 100.128.0000.000.2575.610.10211.10.00<br>0 | General Supplies | \$156.18       |
|                   |          | 100.128.0000.000.2620.610.10211.10.00<br>0 | General Supplies | \$15.99        |
|                   |          | 100.128.0000.100.1000.616.10211.10.00<br>0 | Teacher Supplies | 81<br>\$542.30 |
|                   |          | 100.129.0000.100.1000.616.10209.10.00<br>0 | Teacher Supplies | \$339.52       |
|                   |          | 100.133.0000.000.2410.610.10303.10.00<br>0 | General Supplies | \$206.05       |
|                   |          | 100.133.0000.100.1000.610.10303.10.00<br>0 | General Supplies | \$463.34       |
|                   |          | 100.136.0000.100.1000.610.10208.31.00<br>0 | General Supplies | \$16.89        |
|                   |          | 100.161.0000.000.2410.610.10601.32.00<br>0 | General Supplies | \$38.30        |
|                   |          | 100.161.0000.100.1000.610.10601.32.00<br>0 | General Supplies | \$2,140.51     |
|                   |          | 100.161.0000.100.1000.616.10601.32.00<br>0 | Teacher Supplies | \$178.16       |
|                   |          | 100.161.0000.383.1000.610.10601.32.00<br>0 | General Supplies | \$106.06       |
|                   |          | 100.161.0000.920.1000.610.10601.32.00<br>0 | General Supplies | \$83.85        |
|                   |          | 100.162.0000.000.2575.610.10602.50.00<br>0 | General Supplies | \$57.00        |



# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1172

11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name | Vendor # | Account                                    | Description                               | Amount         |
|-------------------|----------|--------------------------------------------|-------------------------------------------|----------------|
|                   |          | 100.162.0000.170.1000.650.10602.50.00<br>0 | Supplies--Information Technology--related | \$13.98        |
|                   |          | 100.164.0000.100.1000.610.10604.32.00<br>0 | General Supplies                          | \$368.91       |
|                   |          | 100.164.0000.100.1000.616.10604.32.00<br>0 | Teacher Supplies                          | \$560.13       |
|                   |          | 100.164.0000.194.1000.610.10604.32.00<br>0 | General Supplies                          | \$80.00        |
|                   |          | 100.164.0000.320.1000.610.10604.32.00<br>0 | General Supplies                          | \$79.98        |
|                   |          | 100.164.0000.360.1000.610.10604.32.00<br>0 | General Supplies                          | \$145.99       |
|                   |          | 100.164.0000.920.1000.610.10604.32.00<br>0 | General Supplies                          | \$23.98        |
|                   |          | 100.165.0000.100.1000.610.10605.32.00<br>0 | General Supplies                          | \$219.99       |
|                   |          | 100.170.0000.000.2700.610.10000.00.00<br>0 | General Supplies                          | 82<br>\$290.18 |
|                   |          | 207.213.0000.450.1000.610.10000.00.00<br>0 | General Supplies                          | \$374.61       |
|                   |          | 240.300.0000.310.1000.610.10601.32.00<br>0 | General Supplies                          | \$49.99        |
|                   |          | 240.300.0000.320.1000.610.10604.32.00<br>0 | General Supplies                          | \$215.97       |
|                   |          | 240.300.0000.330.1000.610.10000.00.00<br>0 | General Supplies                          | \$37.98        |
|                   |          | 240.300.0000.371.1000.650.10601.32.00<br>0 | Supplies--Information Technology--related | \$566.06       |
|                   |          | 240.300.0000.380.1000.610.10601.32.00<br>0 | General Supplies                          | \$649.00       |
|                   |          | 240.300.0000.381.1000.610.10603.32.00<br>0 | General Supplies                          | \$110.95       |
|                   |          | 240.300.0000.395.1000.610.10603.32.00<br>0 | General Supplies                          | \$88.41        |
|                   |          | 240.300.0000.395.1000.650.10603.32.00<br>0 | Supplies--Information Technology--related | \$8.50         |
|                   |          | 240.308.0000.330.1000.610.10000.00.00<br>0 | General Supplies                          | \$246.88       |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1172

11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                  | Vendor # | Account                                    | Description                    | Amount           |
|------------------------------------|----------|--------------------------------------------|--------------------------------|------------------|
|                                    |          | 280.633.0000.000.2100.610.10206.10.00<br>0 | General Supplies               | \$212.84         |
|                                    |          | 280.633.0000.000.2100.610.10304.20.00<br>0 | FY18 Title IA SSMS Budget Load | \$750.42         |
|                                    |          | 280.637.0000.300.1000.610.10000.00.00<br>0 | General Supplies               | \$499.99         |
|                                    |          | 280.752.0000.000.2100.610.10000.00.00<br>0 | General Supplies               | \$3,387.63       |
|                                    |          | 280.776.0000.391.1000.640.10000.00.00<br>0 | Books and Periodicals          | \$885.64         |
|                                    |          | 280.912.0000.300.1000.610.10000.00.00<br>0 | General Supplies               | \$116.17         |
|                                    |          |                                            | Vendor Total:                  | \$16,291.56      |
| AUTO & TRUCK ELECTRIC,INC          | 1382     |                                            |                                |                  |
|                                    |          | 100.170.0000.000.2710.614.10000.00.00<br>0 | Parts                          | \$1,230.00<br>83 |
|                                    |          | 100.170.0000.000.2730.617.10000.00.00<br>0 | Batt & Antifreeze              | \$370.00         |
|                                    |          |                                            | Vendor Total:                  | \$1,600.00       |
| BRADY INDUSTRIES                   |          |                                            |                                |                  |
|                                    |          | 100.121.0000.000.2620.610.10201.10.00<br>0 | General Supplies               | \$111.66         |
|                                    |          |                                            | Vendor Total:                  | \$111.66         |
| CHARTWELLS                         |          |                                            |                                |                  |
|                                    |          | 290.180.0000.000.3100.630.10000.00.00<br>0 | Food                           | \$29,337.74      |
|                                    |          |                                            | Vendor Total:                  | \$29,337.74      |
| CREATIVE RECREATIONAL SYSTEMS, INC |          |                                            |                                |                  |
|                                    |          | 310.034.0000.000.4600.739.10209.10.00<br>0 | Other Equipment                | \$26,830.25      |
|                                    |          |                                            | Vendor Total:                  | \$26,830.25      |
| DECKER, INC.                       | 5403     |                                            |                                |                  |
|                                    |          | 100.129.0000.000.2520.610.10209.10.00<br>0 | General Supplies               | \$10,867.38      |
|                                    |          |                                            | Vendor Total:                  | \$10,867.38      |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1172

11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name               | Vendor # | Account                                    | Description                           | Amount      |
|---------------------------------|----------|--------------------------------------------|---------------------------------------|-------------|
| GENE WATSON                     | 22210    | 100.108.0000.000.2620.422.10000.00.00<br>0 | Janitorial / Custodial Services       | \$705.00    |
| Vendor Total:                   |          |                                            |                                       | \$705.00    |
| INLAND SUPPLY CO., INC.         | 10000    | 100.122.0000.000.2620.610.10202.10.00<br>0 | General Supplies                      | \$124.84    |
|                                 |          | 100.123.0000.000.2620.610.10203.10.00<br>0 | General Supplies                      | \$659.57    |
|                                 |          | 100.128.0000.000.2620.610.10211.10.00<br>0 | General Supplies                      | \$1,868.87  |
|                                 |          | 100.129.0000.000.2620.610.10209.10.00<br>0 | General Supplies                      | \$1,322.74  |
|                                 |          | 100.133.0000.000.2620.430.10303.10.00<br>0 | Repairs and Maintenance Services      | \$83.33     |
|                                 |          | 100.133.0000.000.2620.610.10303.10.00<br>0 | General Supplies                      | \$266.78    |
|                                 |          | 100.135.0000.000.2620.610.10305.31.00<br>0 | General Supplies                      | \$829.32    |
|                                 |          | 100.161.0000.000.2620.610.10601.32.00<br>0 | General Supplies                      | \$5,282.23  |
| Vendor Total:                   |          |                                            |                                       | \$10,437.68 |
| NEVADA DEPT EDUCATION           | 5516     | 250.105.0000.200.2318.820.10000.00.00<br>0 | Judgments Against the School District | \$1,024.07  |
| Vendor Total:                   |          |                                            |                                       | \$1,024.07  |
| OSKAR SEPTIC SERVICES, LLC      |          | 100.121.0000.000.2620.430.10201.10.00<br>0 | Repairs and Maintenance Services      | \$1,000.00  |
| Vendor Total:                   |          |                                            |                                       | \$1,000.00  |
| PEEK BROTHERS CONSTRUCTION, INC |          | 100.108.0000.000.2620.430.10203.10.00<br>0 | Repairs and Maintenance Services      | \$38,087.53 |
| Vendor Total:                   |          |                                            |                                       | \$38,087.53 |
| PROCARE THERAPY                 |          |                                            |                                       |             |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1172

11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name              | Vendor # | Account                                    | Description                      | Amount                 |
|--------------------------------|----------|--------------------------------------------|----------------------------------|------------------------|
|                                |          | 250.101.0000.200.2100.340.10000.00.00<br>0 | Other Professional Services      | \$6,000.00             |
|                                |          | 250.101.0000.200.2160.340.10000.00.00<br>0 | Other Professional Services      | \$5,061.53             |
|                                |          |                                            | Vendor Total:                    | \$11,061.53            |
| SILVER STATE SIGN LANGUAGE LLC |          | 250.101.0000.200.2100.340.10000.00.00<br>0 | Other Professional Services      | \$6,360.00             |
|                                |          |                                            | Vendor Total:                    | \$6,360.00             |
| SOLIANANT HEALTH, LLC          |          | 250.101.0000.200.2100.340.10000.00.00<br>0 | Other Professional Services      | \$6,087.82             |
|                                |          |                                            | Vendor Total:                    | \$6,087.82             |
| TAHOE FENCE CO., INC           | 101980   | 100.108.0000.000.2620.430.10303.10.00<br>0 | Repairs and Maintenance Services | \$795.00 <sup>85</sup> |
|                                |          |                                            | Vendor Total:                    | \$795.00               |
| THE STEPPING STONES GROUP LLC  |          | 250.101.0000.200.2150.340.10000.00.00<br>0 | Other Professional Services      | \$12,403.00            |
|                                |          |                                            | Vendor Total:                    | \$12,403.00            |
| ULINE                          | 102057   | 100.170.0000.000.2700.610.10000.00.00<br>0 | General Supplies                 | \$1,959.77             |
|                                |          |                                            | Vendor Total:                    | \$1,959.77             |
| US MODULAR GROUP, INC          |          | 100.108.0000.000.4500.340.10000.00.00<br>0 | Other Professional Services      | \$17,785.00            |
|                                |          |                                            | Vendor Total:                    | \$17,785.00            |
| WALKER LAKE DISPOSAL INC.      | 102157   | 100.108.0000.000.2610.421.10000.00.00<br>0 | Garbage / Disposal               | \$572.00               |
|                                |          |                                            | Vendor Total:                    | \$572.00               |

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1172 11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name | Vendor # | Account | Description | Amount       |
|-------------------|----------|---------|-------------|--------------|
| Grand Total:      |          |         |             | \$197,247.12 |

End of Report

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# LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1173

Voucher Date: 11/07/2024

Prepared By: \_\_\_\_\_

Printed: 12/10/2024 09:34:36 AM

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LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$124,182.53 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

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|             |           |
|-------------|-----------|
| Phil Cowee. | President |
|-------------|-----------|

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|                  |       |
|------------------|-------|
| Bridget Peterson | Clerk |
|------------------|-------|

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|                  |        |
|------------------|--------|
| Neal McIntyre II | Member |
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|             |        |
|-------------|--------|
| Tom Hendrix | Member |
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|                |        |
|----------------|--------|
| Sherry Parsons | Member |
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|                |        |
|----------------|--------|
| Holly Villines | Member |
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|            |        |
|------------|--------|
| Darin Farr | Member |
|------------|--------|

LYON COUNTY SCHOOL DISTRICT

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| Fund |                    | Amount       |
|------|--------------------|--------------|
| 100  | General Fund       | \$96,129.33  |
| 250  | Special Education  | \$18,214.79  |
| 280  | Federal Funds      | \$9,676.90   |
| 290  | Food Service Funds | \$161.51     |
|      |                    | <hr/>        |
|      |                    | \$124,182.53 |

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# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1173

11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                  | Vendor # | Account                                                | Description                          | Amount     |
|------------------------------------|----------|--------------------------------------------------------|--------------------------------------|------------|
| A T & T MONTHLY STATEMENT          | 99712    | 100.101.0000.000.2670.533.10201.10.00<br>Check #: 2793 | Telephone – Land Line phone services | \$2,720.97 |
|                                    |          |                                                        | Vendor Total:                        | \$2,720.97 |
| ACT, INCORPORATED                  | 101628   | 100.104.0000.100.1000.653.10000.00.00<br>Check #: 2794 | Web-based and similar programs       | \$1,500.00 |
|                                    |          |                                                        | Vendor Total:                        | \$1,500.00 |
| ALHAMBRA WATER                     | 97540    | 100.101.0000.000.2510.610.10000.00.00<br>Check #: 2795 | General Supplies                     | \$646.37   |
|                                    |          | 100.109.0000.000.2213.615.10000.00.00<br>Check #: 2795 | Snacks, Food & Beverages             | \$156.87   |
|                                    |          | 100.170.0000.000.2700.610.10000.00.00<br>Check #: 2795 | General Supplies                     | \$278.90   |
|                                    |          |                                                        | Vendor Total:                        | \$1,078.94 |
| BIO CORPORATION                    |          | 100.164.0000.192.1000.610.10604.32.00<br>Check #: 2796 | General Supplies                     | \$1,714.63 |
|                                    |          |                                                        | Vendor Total:                        | \$1,714.63 |
| CAROLINA BIOLOGICAL SUPPLY         | 3000     | 100.164.0000.192.1000.610.10604.32.00<br>Check #: 2797 | General Supplies                     | \$1,141.65 |
|                                    |          |                                                        | Vendor Total:                        | \$1,141.65 |
| COMMUNITY CENTERED CONSULTING, LLC |          | 100.101.0000.000.2570.340.10000.00.00<br>Check #: 2798 | Other Professional Services          | \$2,500.00 |
|                                    |          |                                                        | Vendor Total:                        | \$2,500.00 |
| CONCENTRA                          |          | 100.170.0000.000.2710.340.10000.00.00<br>Check #: 2799 | Other Professional Services          | \$352.00   |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1173

11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name          | Vendor # | Account                               | Description                          | Amount   |
|----------------------------|----------|---------------------------------------|--------------------------------------|----------|
| Vendor Total:              |          |                                       |                                      | \$352.00 |
| FRONTIER                   | 21702    | 100.122.0000.000.2410.533.10202.10.00 | Telephone – Land Line phone services | \$155.07 |
|                            |          | Check #: 2800                         |                                      |          |
| Vendor Total:              |          |                                       |                                      | \$155.07 |
| FRONTIER                   | 21702    | 100.122.0000.000.2410.533.10202.10.00 | Telephone – Land Line phone services | \$155.03 |
|                            |          | Check #: 2801                         |                                      |          |
| Vendor Total:              |          |                                       |                                      | \$155.03 |
| GOPHER CONSTRUCTION, INC.  | 8660     | 100.123.0000.000.2620.610.10203.10.00 | General Supplies                     | \$24.00  |
|                            |          | Check #: 2802                         |                                      |          |
| Vendor Total:              |          |                                       |                                      | \$24.00  |
| GOPHER SPORT               | 8661     | 100.129.0000.100.1000.616.10209.10.00 | Teacher Supplies                     | \$193.69 |
|                            |          | Check #: 2803                         |                                      |          |
| Vendor Total:              |          |                                       |                                      | \$193.69 |
| J.W. PEPPER                | 102488   | 100.164.0000.196.1000.610.10604.32.00 | General Supplies                     | \$619.48 |
|                            |          | Check #: 2804                         |                                      |          |
| Vendor Total:              |          |                                       |                                      | \$619.48 |
| JOSTENS_10600              | 10600    | 100.161.0000.100.1000.610.10601.32.00 | General Supplies                     | \$31.50  |
|                            |          | Check #: 2805                         |                                      |          |
| Vendor Total:              |          |                                       |                                      | \$31.50  |
| LAHONTAN PARAMEDICAL       |          | 100.170.0000.000.2710.340.10000.00.00 | Other Professional Services          | \$250.00 |
|                            |          | Check #: 2806                         |                                      |          |
| Vendor Total:              |          |                                       |                                      | \$250.00 |
| LUNA GLOBAL SOLUTIONS, LLC |          |                                       |                                      |          |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1173

11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                     | Vendor # | Account                               | Description                             | Amount      |
|---------------------------------------|----------|---------------------------------------|-----------------------------------------|-------------|
| MASTERCRAFT                           |          | 100.164.0000.192.1000.430.10604.32.00 | Repairs and Maintenance Services        | \$704.00    |
|                                       |          | Check #: 2807                         |                                         |             |
|                                       |          |                                       | Vendor Total:                           | \$704.00    |
| MAUPIN, COX, & LEGOY                  | 22060    | 100.161.0000.383.1000.610.10601.32.00 | General Supplies                        | \$1,027.20  |
|                                       |          | Check #: 2808                         |                                         |             |
|                                       |          |                                       | Vendor Total:                           | \$1,027.20  |
| MCGRAW HILL SCHOOL EDUCATION HOLDINGS | 101620   | 250.105.0000.200.2318.820.10000.00.00 | Judgments Against the School District   | \$16,315.00 |
|                                       |          | Check #: 2809                         |                                         |             |
|                                       |          |                                       | Vendor Total:                           | \$16,315.00 |
| NCS PEARSON, INC                      | 98295    | 280.633.0000.000.2200.653.10305.31.00 | Web-based and similar programs          | \$9,332.90  |
|                                       |          | Check #: 2810                         |                                         |             |
|                                       |          |                                       | Vendor Total:                           | \$9,332.90  |
| NEVADA DRUG & ALCOHOL TESTING INC     | 101753   | 280.639.0000.200.2140.610.10000.00.00 | General Supplies                        | \$344.00    |
|                                       |          | Check #: 2811                         |                                         |             |
|                                       |          |                                       | Vendor Total:                           | \$344.00    |
| ORBIS TECH SERVICES LLC               |          | 100.170.0000.000.2710.340.10000.00.00 | Other Professional Services             | \$770.60    |
|                                       |          | Check #: 2812                         |                                         |             |
|                                       |          |                                       | Vendor Total:                           | \$770.60    |
| ORCUTT WINSLOW                        |          | 100.128.0000.100.1000.650.10211.10.00 | Supplies-Information Technology-related | \$306.76    |
|                                       |          | Check #: 2813                         |                                         |             |
|                                       |          |                                       | Vendor Total:                           | \$306.76    |
|                                       |          | 100.101.0000.000.2541.340.10000.00.00 | Other Professional Services             | \$3,332.86  |
|                                       |          | Check #: 2814                         |                                         |             |
|                                       |          |                                       | Vendor Total:                           | \$3,332.86  |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1173

11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                     | Vendor # | Account                                                | Description                    | Amount         |
|---------------------------------------|----------|--------------------------------------------------------|--------------------------------|----------------|
| PACIFIC SHREDDING/PACIFIC STORAGE CO. |          | 100.164.0000.000.2410.421.10604.32.00<br>Check #: 2815 | Garbage / Disposal             | \$62.06        |
|                                       |          |                                                        | Vendor Total:                  | \$62.06        |
| PIONEER DRAMA SERVICE                 | 16400    | 100.161.0000.100.1000.610.10601.32.00<br>Check #: 2816 | General Supplies               | \$837.50       |
|                                       |          |                                                        | Vendor Total:                  | \$837.50       |
| PIXEL PRESS TECHNOLOGY                |          | 100.128.0000.100.1000.653.10211.10.00<br>Check #: 2817 | Web-based and similar programs | \$720.00       |
|                                       |          |                                                        | Vendor Total:                  | \$720.00       |
| PURCHASE POWER                        | 16968    | 100.128.0000.000.2410.531.10211.10.00<br>Check #: 2818 | Postage                        | 91<br>\$247.12 |
|                                       |          |                                                        | Vendor Total:                  | \$247.12       |
| RED ROCK SPRING WATER                 |          | 100.129.0000.100.1000.610.10209.10.00<br>Check #: 2819 | General Supplies               | \$115.00       |
|                                       |          |                                                        | Vendor Total:                  | \$115.00       |
| RPC ROOF CONSULTING SERVICES          |          | 100.108.0000.000.2620.340.10305.31.00<br>Check #: 2820 | Other Professional Services    | \$45,250.00    |
|                                       |          |                                                        | Vendor Total:                  | \$45,250.00    |
| SHRED-IT USA                          |          | 100.123.0000.000.2410.421.10203.10.00<br>Check #: 2821 | Garbage / Disposal             | \$344.47       |
|                                       |          | 100.129.0000.100.1000.421.10209.10.00<br>Check #: 2821 | Garbage / Disposal             | \$72.35        |
|                                       |          |                                                        | Vendor Total:                  | \$416.82       |
| SILVER SPRINGS G.I.D                  | 19181    |                                                        |                                |                |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1173

11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name              | Vendor # | Account                               | Description                           | Amount      |
|--------------------------------|----------|---------------------------------------|---------------------------------------|-------------|
|                                |          | 100.108.0000.000.2610.411.10000.00.00 | Water / Sewer                         | \$2,112.00  |
|                                |          | Check #: 2822                         |                                       |             |
|                                |          |                                       | Vendor Total:                         | \$2,112.00  |
| SILVER SPRINGS MUTUAL WATER CO | 19183    |                                       |                                       |             |
|                                |          | 100.108.0000.000.2610.411.10000.00.00 | Water / Sewer                         | \$17,245.37 |
|                                |          | Check #: 2823                         |                                       |             |
|                                |          | 100.170.0000.000.2730.411.10000.00.00 | Water / Sewer                         | \$178.21    |
|                                |          | Check #: 2823                         |                                       |             |
|                                |          |                                       | Vendor Total:                         | \$17,423.58 |
| VERIZON WIRELESS_21703         | 21703    |                                       |                                       |             |
|                                |          | 100.101.0000.000.2310.535.10000.00.00 | Data Communications, Internet, Video, | \$196.42    |
|                                |          | Check #: 2824                         | T-lines, etc                          |             |
|                                |          | 100.101.0000.000.2510.534.10000.00.00 | Telephone – Cell phone services       | \$139.05    |
|                                |          | Check #: 2824                         |                                       | 92          |
|                                |          | 100.101.0000.000.2520.534.10000.00.00 | Telephone – Cell phone services       | \$648.09    |
|                                |          | Check #: 2824                         |                                       |             |
|                                |          | 100.104.0000.000.2210.534.10000.00.00 | Telephone – Cell phone services       | \$1,338.27  |
|                                |          | Check #: 2824                         |                                       |             |
|                                |          | 100.104.0000.000.2210.535.10000.00.00 | Data Communications, Internet, Video, | \$274.18    |
|                                |          | Check #: 2824                         | T-lines, etc                          |             |
|                                |          | 100.107.0000.000.2580.534.10000.00.00 | Telephone – Cell phone services       | \$881.21    |
|                                |          | Check #: 2824                         |                                       |             |
|                                |          | 100.108.0000.000.2620.534.10000.00.00 | Telephone – Cell phone services       | \$1,949.32  |
|                                |          | Check #: 2824                         |                                       |             |
|                                |          | 100.125.0000.000.2410.533.10205.10.00 | Telephone – Land Line phone services  | \$225.63    |
|                                |          | Check #: 2824                         |                                       |             |
|                                |          | 100.170.0000.000.2710.534.10000.00.00 | Telephone – Cell phone services       | \$1,371.73  |
|                                |          | Check #: 2824                         |                                       |             |
|                                |          | 250.105.0000.000.2321.535.10000.00.00 | Data Communications, Internet, Video, | \$338.01    |
|                                |          | Check #: 2824                         | T-lines, etc                          |             |
|                                |          | 290.180.0000.000.3100.534.10000.00.00 | Telephone – Cell phone services       | \$161.51    |
|                                |          | Check #: 2824                         |                                       |             |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1173

11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name        | Vendor # | Account                               | Description                      | Amount                   |
|--------------------------|----------|---------------------------------------|----------------------------------|--------------------------|
| WALTON, MADISON          |          |                                       |                                  | Vendor Total: \$7,523.42 |
|                          |          | 250.101.0000.200.2150.340.10000.00.00 | Other Professional Services      | \$1,530.00               |
|                          |          | Check #: 2825                         |                                  |                          |
| XEROX CORPORATION        |          |                                       |                                  | Vendor Total: \$1,530.00 |
|                          |          | 100.122.0000.000.2410.430.10202.10.00 | Repairs and Maintenance Services | \$71.16                  |
|                          |          | Check #: 2826                         |                                  |                          |
|                          |          | 100.122.0000.000.2410.442.10202.10.00 | Rental of Equipment and Vehicles | \$221.03                 |
|                          |          | Check #: 2826                         |                                  |                          |
|                          |          | 100.125.0000.000.2410.442.10205.10.00 | Rental of Equipment and Vehicles | \$1,066.69               |
|                          |          | Check #: 2826                         |                                  |                          |
|                          |          | 100.127.0000.000.2410.442.10210.10.00 | Rental of Equipment and Vehicles | \$437.42                 |
|                          |          | Check #: 2826                         |                                  | 93                       |
|                          |          | 100.127.0000.100.1000.430.10210.10.00 | Repairs and Maintenance Services | \$579.53                 |
|                          |          | Check #: 2826                         |                                  |                          |
|                          |          | 100.164.0000.000.2410.442.10604.32.00 | Rental of Equipment and Vehicles | \$30.59                  |
|                          |          | Check #: 2826                         |                                  |                          |
|                          |          | 100.164.0000.100.1000.550.10604.32.00 | Printing and Binding             | \$0.28                   |
|                          |          | Check #: 2826                         |                                  |                          |
|                          |          | 250.105.0000.200.2319.430.10000.00.00 | Repairs and Maintenance Services | \$14.17                  |
|                          |          | Check #: 2826                         |                                  |                          |
|                          |          | 250.105.0000.200.2319.442.10000.00.00 | Rental of Equipment and Vehicles | \$17.61                  |
|                          |          | Check #: 2826                         |                                  |                          |
| XEROX FINANCIAL SERVICES |          |                                       |                                  | Vendor Total: \$2,438.48 |
|                          |          | 100.170.0000.000.2710.442.10000.00.00 | Rental of Equipment and Vehicles | \$299.27                 |
|                          |          | Check #: 2827                         |                                  |                          |
| ZEPTIVE, INC.            |          |                                       |                                  | Vendor Total: \$299.27   |
|                          |          | 100.165.0000.000.2410.651.10605.32.00 | Supplies – Technology – Software | \$637.00                 |
|                          |          | Check #: 2828                         |                                  |                          |



Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1173 11/07/2024

Fiscal Year: 2024-2025

| Vendor Remit Name | Vendor # | Account | Description | Amount       |
|-------------------|----------|---------|-------------|--------------|
| Vendor Total:     |          |         |             | \$637.00     |
| Grand Total:      |          |         |             | \$124,182.53 |

End of Report

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# LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1176

Voucher Date: 11/08/2024

Prepared By: \_\_\_\_\_

Printed: 12/10/2024 09:36:15 AM

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LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$194,357.95 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

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|             |           |
|-------------|-----------|
| Phil Cowee. | President |
|-------------|-----------|

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|                  |       |
|------------------|-------|
| Bridget Peterson | Clerk |
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|                  |        |
|------------------|--------|
| Neal McIntyre II | Member |
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|             |        |
|-------------|--------|
| Tom Hendrix | Member |
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|                |        |
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| Sherry Parsons | Member |
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|                |        |
|----------------|--------|
| Holly Villines | Member |
|----------------|--------|

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|            |        |
|------------|--------|
| Darin Farr | Member |
|------------|--------|

LYON COUNTY SCHOOL DISTRICT

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| Fund |                      | Amount       |
|------|----------------------|--------------|
| 100  | General Fund         | \$39,659.68  |
| 206  | PCFP English Learner | \$6,940.00   |
| 250  | Special Education    | \$93,258.07  |
| 280  | Federal Funds        | \$22,580.20  |
| 360  | Bond Issues          | \$31,920.00  |
|      |                      | <hr/>        |
|      |                      | \$194,357.95 |

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# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1176

11/08/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                        | Vendor # | Account                                    | Description                       | Amount      |
|------------------------------------------|----------|--------------------------------------------|-----------------------------------|-------------|
| ADVANCED CHILD BEHAVIOR SOLUTIONS,LLC    | 102918   | 280.639.0000.200.2240.340.10000.00.00<br>0 | Other Professional Services       | \$15,350.20 |
|                                          |          |                                            | Vendor Total:                     | \$15,350.20 |
| BSN SPORTS                               |          | 100.101.0000.920.1000.610.10603.32.00<br>0 | General Supplies                  | \$21,324.67 |
|                                          |          | 100.161.0000.920.1000.610.10601.32.00<br>0 | General Supplies                  | \$2,690.01  |
|                                          |          |                                            | Vendor Total:                     | \$24,014.68 |
| CONNECTIONS SPEECH&LANGUAGE SERVICES LLC |          | 250.101.0000.200.2150.340.10000.00.00<br>0 | Other Professional Services       | \$44,800.00 |
|                                          |          |                                            | Vendor Total:                     | \$44,800.00 |
| CORE CONSTRUCTION                        | 102843   | 360.022.0000.000.4500.450.10601.32.00<br>0 | Construction Services             | \$31,920.00 |
|                                          |          |                                            | Vendor Total:                     | \$31,920.00 |
| CROSKERY, KEITH                          |          | 280.639.0000.200.2140.340.10000.00.00<br>0 | Other Professional Services       | \$6,030.00  |
|                                          |          |                                            | Vendor Total:                     | \$6,030.00  |
| LITTERA EDUCATION, INC.                  |          | 206.211.0000.420.1000.320.10000.00.00<br>0 | Professional Educational Services | \$6,940.00  |
|                                          |          |                                            | Vendor Total:                     | \$6,940.00  |
| MATTA, SAGE                              |          | 250.101.0000.200.2160.340.10000.00.00<br>0 | Other Professional Services       | \$8,645.00  |
|                                          |          |                                            | Vendor Total:                     | \$8,645.00  |
| MDVIP                                    |          |                                            |                                   |             |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1176

11/08/2024

Fiscal Year: 2024-2025

| Vendor Remit Name               | Vendor # | Account                                    | Description                      | Amount       |
|---------------------------------|----------|--------------------------------------------|----------------------------------|--------------|
|                                 |          | 100.102.0000.000.2570.340.10000.00.00<br>0 | Other Professional Services      | \$4,500.00   |
|                                 |          |                                            | Vendor Total:                    | \$4,500.00   |
| PAINT NV                        |          | 100.161.0000.000.2410.430.10601.32.00<br>0 | Repairs and Maintenance Services | \$6,760.00   |
|                                 |          |                                            | Vendor Total:                    | \$6,760.00   |
| PRIME ACTUARIAL CONSULTING, LLC | 99369    | 100.102.0000.000.2570.340.10000.00.00<br>0 | Other Professional Services      | \$4,000.00   |
|                                 |          |                                            | Vendor Total:                    | \$4,000.00   |
| SILVER STATE SIGN LANGUAGE LLC  |          | 250.101.0000.200.2100.340.10000.00.00<br>0 | Other Professional Services      | \$12,610.00  |
|                                 |          |                                            | Vendor Total:                    | \$12,610.00  |
| SOLIANANT HEALTH, LLC           |          | 250.101.0000.200.2100.340.10000.00.00<br>0 | Other Professional Services      | \$10,958.07  |
|                                 |          |                                            | Vendor Total:                    | \$10,958.07  |
| TRILOGY EDUCATION CONSULTING    |          | 280.639.0000.200.2200.340.10000.00.00<br>0 | Other Professional Services      | \$1,200.00   |
|                                 |          |                                            | Vendor Total:                    | \$1,200.00   |
| WALKER LAKE DISPOSAL INC.       | 102157   | 100.161.0000.000.2620.610.10601.32.00<br>0 | General Supplies                 | \$385.00     |
|                                 |          |                                            | Vendor Total:                    | \$385.00     |
| WILD ROOTS OCCUPATIONAL THERAPY |          | 250.101.0000.200.2160.340.10000.00.00<br>0 | Other Professional Services      | \$16,245.00  |
|                                 |          |                                            | Vendor Total:                    | \$16,245.00  |
|                                 |          |                                            | Grand Total:                     | \$194,357.95 |

End of Report

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# LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1177

Voucher Date: 11/08/2024

Prepared By: \_\_\_\_\_

Printed: 12/10/2024 09:37:22 AM

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LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$17,719.76 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

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Phil Cowee. President

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Bridget Peterson Clerk

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Neal McIntyre II Member

---

Tom Hendrix Member

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Sherry Parsons Member

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Holly Villines Member

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Darin Farr Member

LYON COUNTY SCHOOL DISTRICT

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| Fund                  | Amount      |
|-----------------------|-------------|
| 100 General Fund      | \$4,264.16  |
| 240 State Grants      | \$380.00    |
| 250 Special Education | \$2,880.00  |
| 280 Federal Funds     | \$10,195.60 |
|                       | <hr/>       |
|                       | \$17,719.76 |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1177

11/08/2024

Fiscal Year: 2024-2025

| Vendor Remit Name   | Vendor # | Account                               | Description                       | Amount     |
|---------------------|----------|---------------------------------------|-----------------------------------|------------|
| ACTE MEMBERSHIP     |          | 240.300.0000.300.2200.810.10000.00.00 | Dues and Fees                     | \$380.00   |
|                     |          | Check #: 2829                         |                                   |            |
|                     |          |                                       | Vendor Total:                     | \$380.00   |
| ALHAMBRA WATER      | 97540    | 100.109.0000.000.2213.615.10000.00.00 | Snacks, Food & Beverages          | \$180.83   |
|                     |          | Check #: 2830                         |                                   |            |
|                     |          |                                       | Vendor Total:                     | \$180.83   |
| ALL IN GRAPHIX      |          | 100.161.0000.920.1000.610.10601.32.00 | General Supplies                  | \$96.00    |
|                     |          | Check #: 2831                         |                                   |            |
|                     |          |                                       | Vendor Total:                     | \$96.00    |
| BLICK ART MATERIALS | 5590     | 100.161.0000.196.1000.610.10601.32.00 | General Supplies                  | \$116.10   |
|                     |          | Check #: 2832                         |                                   |            |
|                     |          |                                       | Vendor Total:                     | \$116.10   |
| CAREERSAFE          |          | 280.631.0000.300.2200.320.10000.00.00 | Professional Educational Services | \$3,136.00 |
|                     |          | Check #: 2833                         |                                   |            |
|                     |          |                                       | Vendor Total:                     | \$3,136.00 |
| CINTAS CORP         |          | 100.161.0000.000.2620.610.10601.32.00 | General Supplies                  | \$263.10   |
|                     |          | Check #: 2834                         |                                   |            |
|                     |          |                                       | Vendor Total:                     | \$263.10   |
| CLARKSON, SUSAN     |          | 280.639.0000.200.2140.340.10000.00.00 | Other Professional Services       | \$5,550.00 |
|                     |          | Check #: 2835                         |                                   |            |
|                     |          |                                       | Vendor Total:                     | \$5,550.00 |
| RNK'S SERVICES      |          | 100.161.0000.000.2620.610.10601.32.00 | General Supplies                  | \$499.90   |
|                     |          | Check #: 2836                         |                                   |            |



# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1177

11/08/2024

Fiscal Year: 2024-2025

| Vendor Remit Name              | Vendor # | Account                               | Description                      | Amount                   |
|--------------------------------|----------|---------------------------------------|----------------------------------|--------------------------|
| ROBINSON, RYAN                 |          |                                       |                                  | Vendor Total: \$499.90   |
|                                |          | 100.170.0000.000.2730.580.10000.00.00 | Staff Travel                     | \$259.99                 |
|                                |          | Check #: 2837                         |                                  |                          |
| RON TURLEY ASSOCIATES INC      |          |                                       |                                  | Vendor Total: \$259.99   |
|                                |          | 100.170.0000.000.2700.651.10000.00.00 | Supplies – Technology – Software | \$800.00                 |
|                                |          | Check #: 2838                         |                                  |                          |
| UNIVERSAL AWARDS               |          |                                       |                                  | Vendor Total: \$800.00   |
|                                |          | 100.161.0000.920.1000.610.10601.32.00 | General Supplies                 | \$370.50                 |
|                                |          | Check #: 2839                         |                                  |                          |
| VERIZON CONNECT FLEET USA. LLC |          |                                       |                                  | Vendor Total: \$370.50   |
|                                |          | 100.170.0000.000.2710.340.10000.00.00 | Other Professional Services      | \$158.10                 |
|                                |          | Check #: 2840                         |                                  |                          |
| WALTON, MADISON                |          |                                       |                                  | Vendor Total: \$158.10   |
|                                |          | 250.101.0000.200.2150.340.10000.00.00 | Other Professional Services      | \$2,880.00               |
|                                |          | Check #: 2841                         |                                  |                          |
| WESTERN PSYCHOLOGICAL SERVCIE  |          |                                       |                                  | Vendor Total: \$2,880.00 |
| 22589                          |          | 280.639.0000.200.2140.610.10000.00.00 | General Supplies                 | \$1,337.60               |
|                                |          | Check #: 2842                         |                                  |                          |
|                                |          | 280.639.0000.200.2140.653.10000.00.00 | Web-based and similar programs   | \$172.00                 |
|                                |          | Check #: 2842                         |                                  |                          |
| XEROX CORPORATION              |          |                                       |                                  | Vendor Total: \$1,509.60 |
|                                |          | 100.161.0000.100.1000.430.10601.32.00 | Repairs and Maintenance Services | \$1,066.73               |
|                                |          | Check #: 2843                         |                                  |                          |
|                                |          | 100.161.0000.100.1000.442.10601.32.00 | Rental of Equipment and Vehicles | \$452.91                 |
|                                |          | Check #: 2843                         |                                  |                          |

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1177 11/08/2024

Fiscal Year: 2024-2025

| Vendor Remit Name | Vendor # | Account | Description | Amount      |
|-------------------|----------|---------|-------------|-------------|
| Vendor Total:     |          |         |             | \$1,519.64  |
| Grand Total:      |          |         |             | \$17,719.76 |

End of Report

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# LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1178

Voucher Date: 11/14/2024

Prepared By: \_\_\_\_\_

Printed: 12/10/2024 09:38:55 AM

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LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$561,684.92 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

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Phil Cowee. President

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Bridget Peterson Clerk

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Neal McIntyre II Member

---

Tom Hendrix Member

---

Sherry Parsons Member

---

Holly Villines Member

---

Darin Farr Member

LYON COUNTY SCHOOL DISTRICT

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| Fund |                                 | Amount       |
|------|---------------------------------|--------------|
| 100  | General Fund                    | \$193,036.85 |
| 240  | State Grants                    | \$440.00     |
| 250  | Special Education               | \$25,395.50  |
| 280  | Federal Funds                   | \$34,561.78  |
| 310  | Residential Construction Tax    | \$19,985.43  |
| 340  | Governmental Services Tax (GST) | \$112,039.36 |
| 360  | Bond Issues                     | \$160,177.32 |
| 703  | Workers Compensation            | \$16,048.68  |
|      |                                 | <hr/>        |
|      |                                 | \$561,684.92 |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1178

11/14/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                      | Vendor # | Account                                    | Description                      | Amount     |
|----------------------------------------|----------|--------------------------------------------|----------------------------------|------------|
| ACE HARDWARE                           | 200      |                                            |                                  |            |
|                                        |          | 100.108.0000.000.2620.610.10000.00.00<br>0 | General Supplies                 | \$54.23    |
|                                        |          |                                            | Vendor Total:                    | \$54.23    |
| ADVANCED INTEGRATED PEST<br>MANAGEMENT |          |                                            |                                  |            |
|                                        |          | 100.108.0000.000.2620.430.10000.00.00<br>0 | Repairs and Maintenance Services | \$2,986.00 |
|                                        |          | 100.108.0000.000.2620.610.10000.00.00<br>0 | General Supplies                 | \$693.00   |
|                                        |          |                                            | Vendor Total:                    | \$3,679.00 |
| AMAZON BUSINESS                        |          |                                            |                                  |            |
|                                        |          | 100.121.0000.000.2410.610.10201.10.00<br>0 | General Supplies                 | \$62.97    |
|                                        |          | 100.121.0000.000.2620.610.10201.10.00<br>0 | General Supplies                 | \$141.09   |
|                                        |          | 100.121.0000.100.1000.616.10201.10.00<br>0 | Teacher Supplies                 | \$455.19   |
|                                        |          | 100.122.0000.000.2130.610.10202.10.00<br>0 | General Supplies                 | \$69.08    |
|                                        |          | 100.122.0000.100.1000.616.10202.10.00<br>0 | Teacher Supplies                 | \$197.69   |
|                                        |          | 100.123.0000.100.1000.616.10203.10.00<br>0 | Teacher Supplies                 | \$20.98    |
|                                        |          | 100.125.0000.000.2130.610.10205.10.00<br>0 | General Supplies                 | \$214.87   |
|                                        |          | 100.125.0000.000.2410.610.10205.10.00<br>0 | General Supplies                 | \$878.36   |
|                                        |          | 100.126.0000.000.2410.610.10206.10.00<br>0 | General Supplies                 | \$199.99   |
|                                        |          | 100.126.0000.100.1000.610.10206.10.00<br>0 | General Supplies                 | \$86.88    |
|                                        |          | 100.127.0000.100.1000.610.10210.10.00<br>0 | General Supplies                 | \$42.81    |
|                                        |          | 100.127.0000.100.1000.616.10210.10.00<br>0 | Teacher Supplies                 | \$224.48   |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1178

11/14/2024

Fiscal Year: 2024-2025

| Vendor Remit Name | Vendor # | Account                                    | Description      | Amount         |
|-------------------|----------|--------------------------------------------|------------------|----------------|
| BIG R FERNLEY     |          | 100.128.0000.100.1000.610.10211.10.00<br>0 | General Supplies | \$298.11       |
|                   |          | 100.128.0000.100.1000.616.10211.10.00<br>0 | Teacher Supplies | \$174.66       |
|                   |          | 100.129.0000.100.1000.610.10209.10.00<br>0 | General Supplies | \$139.06       |
|                   |          | 100.132.0000.100.1000.610.10302.20.00<br>0 | General Supplies | \$42.47        |
|                   |          | 100.136.0000.100.1000.610.10208.31.00<br>0 | General Supplies | \$574.11       |
|                   |          | 100.161.0000.000.2410.610.10601.32.00<br>0 | General Supplies | \$331.96       |
|                   |          | 100.161.0000.100.1000.610.10601.32.00<br>0 | General Supplies | \$23.68        |
|                   |          | 100.161.0000.193.1000.610.10601.32.00<br>0 | General Supplies | \$95.97        |
|                   |          | 100.162.0000.000.2410.610.10602.50.00<br>0 | General Supplies | 104<br>\$19.70 |
|                   |          | 100.162.0000.103.1000.610.10602.50.00<br>0 | General Supplies | \$330.44       |
|                   |          | 100.162.0000.170.1000.610.10602.50.00<br>0 | General Supplies | \$484.96       |
|                   |          | 100.163.0000.194.1000.610.10603.32.00<br>0 | General Supplies | \$135.68       |
|                   |          | 100.163.0000.196.1000.610.10603.32.00<br>0 | General Supplies | \$436.53       |
|                   |          | 100.164.0000.188.1000.610.10604.32.00<br>0 | General Supplies | \$176.13       |
|                   |          | Vendor Total:                              |                  | \$5,860.76     |
| BOSS LASER        |          | 100.108.0000.000.2620.610.10000.00.00<br>0 | General Supplies | \$51.47        |
|                   |          | 100.108.0000.000.2630.610.10000.00.00<br>0 | General Supplies | \$17.96        |
|                   |          | Vendor Total:                              |                  | \$69.43        |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1178

11/14/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                          | Vendor # | Account                                    | Description                                           | Amount                        |
|--------------------------------------------|----------|--------------------------------------------|-------------------------------------------------------|-------------------------------|
| CCMSI                                      |          | 280.912.0000.300.1000.730.10000.00.00<br>0 | Equipment                                             | \$32,811.78                   |
|                                            |          |                                            | Vendor Total:                                         | \$32,811.78                   |
|                                            |          | 703.102.0000.000.2570.270.10000.00.00<br>0 | Workers" Compensation                                 | \$16,048.68                   |
| CMC TIRE                                   |          |                                            | Vendor Total:                                         | \$16,048.68                   |
|                                            |          | 100.170.0000.000.2730.611.10000.00.00<br>0 | Tires/Flooring                                        | \$2,615.84                    |
| CREATIVE RECREATIONAL SYSTEMS, INC         |          |                                            | Vendor Total:                                         | \$2,615.84                    |
|                                            |          | 310.034.0000.000.4600.739.10209.10.00<br>0 | Other Equipment                                       | \$19,985.43                   |
|                                            |          |                                            | Vendor Total:                                         | <del>105</del><br>\$19,985.43 |
| FATBEAM, LLC                               |          | 100.107.0000.000.2580.535.10000.00.00<br>0 | Data Communications, Internet, Video,<br>T-lines, etc | \$290.00                      |
|                                            |          |                                            | Vendor Total:                                         | \$290.00                      |
| HOUGHTON MIFFLIN HARCOURT<br>PUBLISHING CO |          | 100.109.0000.100.1000.640.10000.00.00<br>0 | Books and Periodicals                                 | \$396.19                      |
|                                            |          |                                            | Vendor Total:                                         | \$396.19                      |
| INLAND SUPPLY CO., INC.                    | 10000    | 100.163.0000.000.2620.610.10603.32.00<br>0 | General Supplies                                      | \$9,204.81                    |
|                                            |          |                                            | Vendor Total:                                         | \$9,204.81                    |
| INSTRUCTURE, INC                           |          | 280.709.0000.000.2213.653.10000.00.00<br>0 | Web-based and similar programs                        | \$1,750.00                    |
|                                            |          |                                            | Vendor Total:                                         | \$1,750.00                    |
| JIM MENESINI PETROLEUM                     |          |                                            |                                                       |                               |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1178

11/14/2024

Fiscal Year: 2024-2025

| Vendor Remit Name              | Vendor # | Account                                    | Description                                           | Amount                     |
|--------------------------------|----------|--------------------------------------------|-------------------------------------------------------|----------------------------|
|                                |          | 100.170.0000.000.2730.626.10000.00.00<br>0 | Gasoline                                              | \$28,063.23                |
|                                |          |                                            | Vendor Total:                                         | \$28,063.23                |
| LUMOS AND ASSOCIATES, INC      | 11860    |                                            |                                                       |                            |
|                                |          | 360.023.0000.000.4300.340.10000.00.00<br>0 | Other Professional Services                           | \$8,900.50                 |
|                                |          |                                            | Vendor Total:                                         | \$8,900.50                 |
| OAKHURST INK                   |          |                                            |                                                       |                            |
|                                |          | 240.308.0000.330.1000.610.10000.00.00<br>0 | General Supplies                                      | \$440.00                   |
|                                |          |                                            | Vendor Total:                                         | \$440.00                   |
| OSKAR SEPTIC SERVICES, LLC     |          |                                            |                                                       |                            |
|                                |          | 100.108.0000.000.2620.430.10304.20.00<br>0 | Repairs and Maintenance Services                      | \$350.00                   |
|                                |          |                                            | Vendor Total:                                         | <del>106</del><br>\$350.00 |
| PILOT THOMAS LOGISTICS, LLC    |          |                                            |                                                       |                            |
|                                |          | 100.108.0000.000.2610.624.10000.00.00<br>0 | Oil                                                   | \$20,957.33                |
|                                |          |                                            | Vendor Total:                                         | \$20,957.33                |
| PROCARE THERAPY                |          |                                            |                                                       |                            |
|                                |          | 250.101.0000.200.2100.340.10000.00.00<br>0 | Other Professional Services                           | \$5,160.00                 |
|                                |          | 250.101.0000.200.2160.340.10000.00.00<br>0 | Other Professional Services                           | \$6,507.68                 |
|                                |          |                                            | Vendor Total:                                         | \$11,667.68                |
| SILVER STATE SIGN LANGUAGE LLC |          |                                            |                                                       |                            |
|                                |          | 250.101.0000.200.2100.340.10000.00.00<br>0 | Other Professional Services                           | \$7,640.00                 |
|                                |          |                                            | Vendor Total:                                         | \$7,640.00                 |
| SKY FIBER INTERNET             |          |                                            |                                                       |                            |
|                                |          | 100.107.0000.000.2580.535.10000.00.00<br>0 | Data Communications, Internet, Video,<br>T-lines, etc | \$58,121.00                |
|                                |          |                                            | Vendor Total:                                         | \$58,121.00                |



# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1178

11/14/2024

Fiscal Year: 2024-2025

| Vendor Remit Name               | Vendor # | Account                                    | Description                      | Amount                        |
|---------------------------------|----------|--------------------------------------------|----------------------------------|-------------------------------|
| SOLIANT HEALTH, LLC             |          | 250.101.0000.200.2100.340.10000.00.00<br>0 | Other Professional Services      | \$6,087.82                    |
|                                 |          |                                            | Vendor Total:                    | \$6,087.82                    |
| STICKS & STONES BLDG. MATERIALS |          | 100.108.0000.000.2620.610.10603.32.00<br>0 | General Supplies                 | \$211.49                      |
|                                 |          |                                            | Vendor Total:                    | \$211.49                      |
| SUMMIT COMPANIES                |          | 100.161.0000.000.2620.610.10601.32.00<br>0 | General Supplies                 | \$868.50                      |
|                                 |          |                                            | Vendor Total:                    | \$868.50                      |
| TIMECLOCK PLUS, LLC             |          | 100.101.0000.000.2510.651.10000.00.00<br>0 | Supplies – Technology – Software | \$55,315.24<br><del>107</del> |
|                                 |          |                                            | Vendor Total:                    | \$55,315.24                   |
| TRANE U.S. INC                  |          | 340.101.0000.000.4700.450.10209.10.00<br>0 | Construction Services            | \$42,641.52                   |
|                                 |          | 340.101.0000.000.4700.450.10304.20.00<br>0 | Construction Services            | \$40,608.35                   |
|                                 |          | 340.101.0000.000.4700.450.10604.32.00<br>0 | Construction Services            | \$28,789.49                   |
|                                 |          | 360.023.0000.000.4700.450.10210.10.00<br>0 | Construction Services            | \$151,276.82                  |
|                                 |          |                                            | Vendor Total:                    | \$263,316.18                  |
| WALKER LAKE DISPOSAL INC.       | 102157   | 100.108.0000.000.2610.421.10000.00.00<br>0 | Garbage / Disposal               | \$208.00                      |
|                                 |          |                                            | Vendor Total:                    | \$208.00                      |
| WEDCO INC.                      | 22320    | 100.108.0000.000.2620.610.10000.00.00<br>0 | General Supplies                 | \$961.54                      |

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1178 11/14/2024

Fiscal Year: 2024-2025

| Vendor Remit Name     | Vendor # | Account                               | Description      | Amount     |
|-----------------------|----------|---------------------------------------|------------------|------------|
| WESTERN NEVADA SUPPLY | 22580    | 100.108.0000.000.2620.610.10601.32.00 | General Supplies | \$601.22   |
|                       |          | 0                                     |                  |            |
|                       |          | 100.108.0000.000.2620.610.10604.32.00 | General Supplies | \$4,220.10 |
|                       |          | 0                                     |                  |            |
|                       |          | Vendor Total:                         |                  | \$5,782.86 |
| WILD WEST MOTORS, INC | 8442     | 100.108.0000.000.2620.610.10206.10.00 | General Supplies | \$131.74   |
|                       |          | 0                                     |                  |            |
|                       |          | Vendor Total:                         |                  | \$131.74   |
|                       |          | 100.170.0000.000.2710.614.10000.00.00 | Parts            | \$857.20   |
|                       |          | 0                                     |                  |            |
| Vendor Total:         |          | \$857.20                              |                  |            |
| Grand Total:          |          |                                       | \$561,684.92     |            |

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End of Report

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# LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1179

Voucher Date: 11/14/2024

Prepared By: \_\_\_\_\_

Printed: 11/14/2024 03:14:48 PM

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LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$76,206.81 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

---

Phil Cowee. President

---

Bridget Peterson Clerk

---

Neal McIntyre II Member

---

Tom Hendrix Member

---

Sherry Parsons Member

---

Holly Villines Member

---

Darin Farr Member

LYON COUNTY SCHOOL DISTRICT

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| Fund |                    | Amount      |
|------|--------------------|-------------|
| 100  | General Fund       | \$43,907.01 |
| 230  | Adult Education    | \$130.26    |
| 240  | State Grants       | \$300.80    |
| 250  | Special Education  | \$3,649.05  |
| 280  | Federal Funds      | \$26,572.89 |
| 290  | Food Service Funds | \$1,646.80  |
|      |                    | <hr/>       |
|      |                    | \$76,206.81 |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1179

11/14/2024

Fiscal Year: 2024-2025

| Vendor Remit Name        | Vendor # | Account                                                | Description                                           | Amount          |
|--------------------------|----------|--------------------------------------------------------|-------------------------------------------------------|-----------------|
| ALISSA ARATA             |          | 100.170.0000.000.2710.519.10000.00.00<br>Check #: 2844 | Student Transportation Purchased From<br>Other Source | \$24.15         |
|                          |          |                                                        | Vendor Total:                                         | \$24.15         |
| BAINS, HARMAN            |          | 100.108.0000.000.2620.580.10000.00.00<br>Check #: 2845 | Staff Travel                                          | \$91.00         |
|                          |          |                                                        | Vendor Total:                                         | \$91.00         |
| BALLARD, ISABEL MARIA    |          | 280.639.0000.200.2700.519.10000.00.00<br>Check #: 2846 | Student Transportation Purchased From<br>Other Source | \$281.40        |
|                          |          |                                                        | Vendor Total:                                         | \$281.40        |
| BAUMBACK, SANDY          | 102125   | 100.170.0000.000.2710.519.10000.00.00<br>Check #: 2847 | Student Transportation Purchased From<br>Other Source | 110<br>\$180.00 |
|                          |          |                                                        | Vendor Total:                                         | \$180.00        |
| BUS PARTS WAREHOUSE      | 2534     | 100.170.0000.000.2710.614.10000.00.00<br>Check #: 2848 | Parts                                                 | \$911.14        |
|                          |          |                                                        | Vendor Total:                                         | \$911.14        |
| CERRIS SYSTEMS RENO, INC |          | 100.108.0000.000.2620.430.10203.10.00<br>Check #: 2849 | Repairs and Maintenance Services                      | \$3,812.50      |
|                          |          | 100.108.0000.000.2620.430.10209.10.00<br>Check #: 2849 | Repairs and Maintenance Services                      | \$850.00        |
|                          |          |                                                        | Vendor Total:                                         | \$4,662.50      |
| CLEARLY IP, INC          |          | 100.107.0000.000.2580.533.10000.00.00<br>Check #: 2850 | Telephone – Land Line phone services                  | \$43.36         |
|                          |          | 100.121.0000.000.2410.533.10201.10.00<br>Check #: 2850 | Telephone – Land Line phone services                  | \$43.42         |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1179

11/14/2024

Fiscal Year: 2024-2025

| Vendor Remit Name | Vendor # | Account                               | Description                          | Amount  |
|-------------------|----------|---------------------------------------|--------------------------------------|---------|
|                   |          | 100.122.0000.000.2410.533.10202.10.00 | Telephone – Land Line phone services | \$43.42 |
|                   |          | Check #: 2850                         |                                      |         |
|                   |          | 100.123.0000.000.2410.533.10203.10.00 | Telephone – Land Line phone services | \$43.42 |
|                   |          | Check #: 2850                         |                                      |         |
|                   |          | 100.125.0000.000.2410.533.10205.10.00 | Telephone – Land Line phone services | \$43.42 |
|                   |          | Check #: 2850                         |                                      |         |
|                   |          | 100.126.0000.000.2410.533.10206.10.00 | Telephone – Land Line phone services | \$43.42 |
|                   |          | Check #: 2850                         |                                      |         |
|                   |          | 100.127.0000.000.2410.533.10210.10.00 | Telephone – Land Line phone services | \$43.42 |
|                   |          | Check #: 2850                         |                                      |         |
|                   |          | 100.128.0000.000.2410.533.10211.10.00 | Telephone – Land Line phone services | \$43.42 |
|                   |          | Check #: 2850                         |                                      |         |
|                   |          | 100.129.0000.000.2410.533.10209.10.00 | Telephone – Land Line phone services | \$43.42 |
|                   |          | Check #: 2850                         |                                      |         |
|                   |          | 100.132.0000.000.2410.533.10302.20.00 | Telephone – Land Line phone services | \$43.42 |
|                   |          | Check #: 2850                         |                                      |         |
|                   |          | 100.133.0000.000.2410.533.10303.10.00 | Telephone – Land Line phone services | \$43.42 |
|                   |          | Check #: 2850                         |                                      |         |
|                   |          | 100.134.0000.000.2410.533.10304.20.00 | Telephone – Land Line phone services | \$43.42 |
|                   |          | Check #: 2850                         |                                      |         |
|                   |          | 100.135.0000.000.2410.533.10305.31.00 | Telephone – Land Line phone services | \$43.42 |
|                   |          | Check #: 2850                         |                                      |         |
|                   |          | 100.136.0000.000.2410.533.10208.31.00 | Telephone – Land Line phone services | \$43.42 |
|                   |          | Check #: 2850                         |                                      |         |
|                   |          | 100.161.0000.000.2410.533.10601.32.00 | Telephone – Land Line phone services | \$43.42 |
|                   |          | Check #: 2850                         |                                      |         |
|                   |          | 100.162.0000.000.2410.533.10602.50.00 | Telephone – Land Line phone services | \$43.42 |
|                   |          | Check #: 2850                         |                                      |         |
|                   |          | 100.163.0000.000.2410.533.10603.32.00 | Telephone – Land Line phone services | \$43.42 |
|                   |          | Check #: 2850                         |                                      |         |
|                   |          | 100.164.0000.000.2410.533.10604.32.00 | Telephone – Land Line phone services | \$43.42 |
|                   |          | Check #: 2850                         |                                      |         |
|                   |          | 100.165.0000.000.2410.533.10605.32.00 | Telephone – Land Line phone services | \$43.42 |
|                   |          | Check #: 2850                         |                                      |         |

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# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1179

11/14/2024

Fiscal Year: 2024-2025

| Vendor Remit Name           | Vendor # | Account                               | Description                           | Amount     |
|-----------------------------|----------|---------------------------------------|---------------------------------------|------------|
| D & S WASTE REMOVAL, INC    | 4960     | 100.170.0000.000.2710.533.10000.00.00 | Telephone – Land Line phone services  | \$43.42    |
|                             |          | Check #: 2850                         |                                       |            |
|                             |          | 230.231.0000.610.2500.533.10000.00.00 | Telephone – Land Line phone services  | \$130.26   |
|                             |          | Check #: 2850                         |                                       |            |
|                             |          | Vendor Total:                         |                                       | \$998.60   |
| DEWITT, CODDIERAE           |          | 100.107.0000.000.2580.421.10000.00.00 | Garbage / Disposal                    | \$258.99   |
|                             |          | Check #: 2851                         |                                       |            |
|                             |          | 100.108.0000.000.2610.421.10000.00.00 | Garbage / Disposal                    | \$4,850.73 |
|                             |          | Check #: 2851                         |                                       |            |
|                             |          | 100.170.0000.000.2730.421.10000.00.00 | Garbage / Disposal                    | \$258.99   |
| DRIVE LINE SERVICE INC      | 5787     | Check #: 2851                         |                                       |            |
|                             |          | 290.182.0000.000.3100.421.10000.00.00 | Garbage / Disposal                    | \$1,646.80 |
|                             |          | Check #: 2851                         |                                       |            |
|                             |          | Vendor Total:                         |                                       | 112        |
|                             |          | Vendor Total:                         |                                       | \$7,015.51 |
| HOLSTIN, DAPHNE S           |          | 100.170.0000.000.2710.519.10000.00.00 | Student Transportation Purchased From | \$200.00   |
|                             |          | Check #: 2852                         | Other Source                          |            |
|                             |          | Vendor Total:                         |                                       | \$200.00   |
|                             |          | 100.170.0000.000.2710.614.10000.00.00 | Parts                                 | \$76.57    |
|                             |          | Check #: 2853                         |                                       |            |
| JOSTENS_10600               | 10600    | Vendor Total:                         |                                       | \$76.57    |
|                             |          | 100.101.0000.000.2213.560.10000.00.00 | Tuition                               | \$338.83   |
|                             |          | Check #: 2854                         |                                       |            |
|                             |          | Vendor Total:                         |                                       | \$338.83   |
|                             |          | 100.161.0000.100.1000.610.10601.32.00 | General Supplies                      | \$2,757.95 |
| LEXIA LEARNING SYSTEMS, LLC |          | Check #: 2855                         |                                       |            |
|                             |          | Vendor Total:                         |                                       | \$2,757.95 |
|                             |          | Vendor Total:                         |                                       | \$2,757.95 |
|                             |          | Vendor Total:                         |                                       | \$2,757.95 |
|                             |          | Vendor Total:                         |                                       | \$2,757.95 |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1179

11/14/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                  | Vendor # | Account                               | Description                           | Amount     |
|------------------------------------|----------|---------------------------------------|---------------------------------------|------------|
|                                    |          | 250.105.0000.200.1000.653.10000.00.00 | Web-based and similar programs        | \$2,000.00 |
|                                    |          | Check #: 2856                         |                                       |            |
|                                    |          |                                       | Vendor Total:                         | \$2,000.00 |
| M.F. BARCELLOS, INC                | 1560     |                                       |                                       |            |
|                                    |          | 100.108.0000.000.2610.623.10000.00.00 | Bottled Gas                           | \$1,627.81 |
|                                    |          | Check #: 2857                         |                                       |            |
|                                    |          |                                       | Vendor Total:                         | \$1,627.81 |
| MARSHALL MEMO, LLC                 |          |                                       |                                       |            |
|                                    |          | 280.709.0000.000.2213.653.10000.00.00 | Web-based and similar programs        | \$1,000.00 |
|                                    |          | Check #: 2858                         |                                       |            |
|                                    |          |                                       | Vendor Total:                         | \$1,000.00 |
| MAUPIN, COX, & LEGOY               | 22060    |                                       |                                       |            |
|                                    |          | 250.105.0000.200.2318.820.10000.00.00 | Judgments Against the School District | \$546.55   |
|                                    |          | Check #: 2859                         |                                       | 113        |
|                                    |          |                                       | Vendor Total:                         | \$546.55   |
| MC CALLUM, KIRK                    |          |                                       |                                       |            |
|                                    |          | 100.108.0000.000.2620.580.10000.00.00 | Staff Travel                          | \$731.56   |
|                                    |          | Check #: 2860                         |                                       |            |
|                                    |          |                                       | Vendor Total:                         | \$731.56   |
| NCS PEARSON, INC                   | 98295    |                                       |                                       |            |
|                                    |          | 280.639.0000.200.2140.610.10000.00.00 | General Supplies                      | \$121.40   |
|                                    |          | Check #: 2861                         |                                       |            |
|                                    |          |                                       | Vendor Total:                         | \$121.40   |
| PURCHASE POWER                     | 16968    |                                       |                                       |            |
|                                    |          | 100.161.0000.000.2410.531.10601.32.00 | Postage                               | \$500.00   |
|                                    |          | Check #: 2862                         |                                       |            |
|                                    |          |                                       | Vendor Total:                         | \$500.00   |
| REFRIGERATION SUPPLIES DISTRIBUTOR | 96586    |                                       |                                       |            |
|                                    |          | 100.108.0000.000.2620.610.10000.00.00 | General Supplies                      | \$9,407.44 |
|                                    |          | Check #: 2863                         |                                       |            |
|                                    |          | 100.108.0000.000.2620.610.10201.10.00 | General Supplies                      | \$597.88   |
|                                    |          | Check #: 2863                         |                                       |            |



# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1179

11/14/2024

Fiscal Year: 2024-2025

| Vendor Remit Name              | Vendor # | Account                               | Description                            | Amount      |
|--------------------------------|----------|---------------------------------------|----------------------------------------|-------------|
| RENO PAINT MART, INC           | 17450    | 100.108.0000.000.2620.610.10304.20.00 | General Supplies                       | \$1,820.96  |
|                                |          | Check #: 2863                         |                                        |             |
|                                |          |                                       | Vendor Total:                          | \$11,826.28 |
| SHOPBOT TOOLS INC              |          | 100.127.0000.000.2620.610.10210.10.00 | General Supplies                       | \$783.10    |
|                                |          | Check #: 2864                         |                                        |             |
|                                |          |                                       | Vendor Total:                          | \$783.10    |
| SHRED-IT USA                   |          | 280.912.0000.300.1000.610.10000.00.00 | General Supplies                       | \$805.09    |
|                                |          | Check #: 2865                         |                                        |             |
|                                |          | 280.912.0000.300.1000.612.10000.00.00 | Inventoried Supplies/Equipment <\$5000 | \$5,695.00  |
|                                |          | Check #: 2865                         |                                        |             |
|                                |          | 280.912.0000.300.1000.730.10000.00.00 | Equipment                              | \$18,670.00 |
|                                |          | Check #: 2865                         |                                        | 114         |
|                                |          |                                       | Vendor Total:                          | \$25,170.09 |
|                                |          | 100.121.0000.000.2410.421.10201.10.00 | Garbage / Disposal                     | \$74.00     |
|                                |          | Check #: 2866                         |                                        |             |
|                                |          | 100.125.0000.000.2410.421.10205.10.00 | Garbage / Disposal                     | \$191.98    |
|                                |          | Check #: 2866                         |                                        |             |
|                                |          | 100.126.0000.000.2410.421.10206.10.00 | Garbage / Disposal                     | \$20.00     |
|                                |          | Check #: 2866                         |                                        |             |
|                                |          | 100.127.0000.000.2410.421.10210.10.00 | Garbage / Disposal                     | \$72.00     |
|                                |          | Check #: 2866                         |                                        |             |
|                                |          | 100.133.0000.000.2410.421.10303.10.00 | Garbage / Disposal                     | \$56.00     |
|                                |          | Check #: 2866                         |                                        |             |
|                                |          | 100.136.0000.000.2410.421.10208.31.00 | Garbage / Disposal                     | \$94.00     |
|                                |          | Check #: 2866                         |                                        |             |
|                                |          |                                       | Vendor Total:                          | \$507.98    |
| THE COLL SCHOOL FOLDER COMPANY |          | 100.125.0000.100.1000.610.10205.10.00 | General Supplies                       | \$776.00    |
|                                |          | Check #: 2867                         |                                        |             |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1179

11/14/2024

Fiscal Year: 2024-2025

| Vendor Remit Name              | Vendor # | Account                               | Description                      | Amount     |
|--------------------------------|----------|---------------------------------------|----------------------------------|------------|
| Vendor Total:                  |          |                                       |                                  | \$776.00   |
| THE PARTS HOUSE                | 23100    |                                       |                                  |            |
|                                |          | 100.108.0000.000.2620.610.10000.00.00 | General Supplies                 | \$27.99    |
|                                |          | Check #: 2868                         |                                  |            |
|                                |          | 100.170.0000.000.2710.614.10000.00.00 | Parts                            | \$2,206.70 |
|                                |          | Check #: 2868                         |                                  |            |
| Vendor Total:                  |          |                                       |                                  | \$2,234.69 |
| THUNDER-ELECTRIC, LLC          |          |                                       |                                  |            |
|                                |          | 100.108.0000.000.2620.430.10604.32.00 | Repairs and Maintenance Services | \$950.00   |
|                                |          | Check #: 2869                         |                                  |            |
| Vendor Total:                  |          |                                       |                                  | \$950.00   |
| USPS-POC                       | 3478     |                                       |                                  |            |
|                                |          | 100.101.0000.000.2320.531.10000.00.00 | Postage                          | \$1,000.00 |
|                                |          | Check #: 2870                         |                                  | 115        |
| Vendor Total:                  |          |                                       |                                  | \$1,000.00 |
| VARSITY SCOREBOARDS            | 102084   |                                       |                                  |            |
|                                |          | 100.108.0000.000.2620.610.10603.32.00 | General Supplies                 | \$55.00    |
|                                |          | Check #: 2871                         |                                  |            |
| Vendor Total:                  |          |                                       |                                  | \$55.00    |
| VERIZON CONNECT FLEET USA. LLC |          |                                       |                                  |            |
|                                |          | 100.170.0000.000.2710.340.10000.00.00 | Other Professional Services      | \$158.10   |
|                                |          | Check #: 2872                         |                                  |            |
| Vendor Total:                  |          |                                       |                                  | \$158.10   |
| WALTON, MADISON                |          |                                       |                                  |            |
|                                |          | 250.101.0000.200.2150.340.10000.00.00 | Other Professional Services      | \$1,102.50 |
|                                |          | Check #: 2873                         |                                  |            |
| Vendor Total:                  |          |                                       |                                  | \$1,102.50 |
| WARD'S NATURAL SCIENCE_103009  | 103009   |                                       |                                  |            |
|                                |          | 240.300.0000.310.1000.610.10601.32.00 | General Supplies                 | \$300.80   |
|                                |          | Check #: 2874                         |                                  |            |
| Vendor Total:                  |          |                                       |                                  | \$300.80   |

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1179 11/14/2024

Fiscal Year: 2024-2025

| Vendor Remit Name              | Vendor # | Account                               | Description                      | Amount      |
|--------------------------------|----------|---------------------------------------|----------------------------------|-------------|
| WESTERN STATES FIRE PROTECTION |          |                                       |                                  |             |
|                                |          | 100.108.0000.000.2620.430.10209.10.00 | Repairs and Maintenance Services | \$5,268.00  |
|                                |          | Check #: 2875                         |                                  |             |
|                                |          |                                       | Vendor Total:                    | \$5,268.00  |
| XEROX CORPORATION              |          |                                       |                                  |             |
|                                |          | 100.128.0000.000.2410.430.10211.10.00 | Repairs and Maintenance Services | \$1,981.61  |
|                                |          | Check #: 2876                         |                                  |             |
|                                |          |                                       | Vendor Total:                    | \$1,981.61  |
| XEROX FINANCIAL SERVICES       |          |                                       |                                  |             |
|                                |          | 100.107.0000.000.2580.442.10000.00.00 | Rental of Equipment and Vehicles | \$27.69     |
|                                |          | Check #: 2877                         |                                  |             |
|                                |          |                                       | Vendor Total:                    | \$27.69     |
|                                |          |                                       | Grand Total:                     | \$76,206.81 |

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End of Report

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# LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1186

Voucher Date: 11/22/2024

Prepared By: \_\_\_\_\_

Printed: 12/10/2024 09:41:13 AM

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LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$203,267.20 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

---

Phil Cowee. President

---

Bridget Peterson Clerk

---

Neal McIntyre II Member

---

Tom Hendrix Member

---

Sherry Parsons Member

---

Holly Villines Member

---

Darin Farr Member

LYON COUNTY SCHOOL DISTRICT

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| Fund |                   | Amount       |
|------|-------------------|--------------|
| 100  | General Fund      | \$41,830.30  |
| 250  | Special Education | \$93,298.90  |
| 280  | Federal Funds     | \$68,138.00  |
|      |                   | <hr/>        |
|      |                   | \$203,267.20 |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1186

11/22/2024

Fiscal Year: 2024-2025

| Vendor Remit Name             | Vendor # | Account                                    | Description                                       | Amount      |
|-------------------------------|----------|--------------------------------------------|---------------------------------------------------|-------------|
| DYSLEXIA ON DEMAND            |          |                                            |                                                   |             |
|                               |          | 280.639.0000.200.1000.653.10000.00.00<br>0 | Web-based and similar programs                    | \$1,121.50  |
|                               |          |                                            | Vendor Total:                                     | \$1,121.50  |
| FLYERS ENERGY, LLC            | 102216   |                                            |                                                   |             |
|                               |          | 100.170.0000.000.2730.626.10000.00.00<br>0 | Gasoline                                          | \$9,718.95  |
|                               |          |                                            | Vendor Total:                                     | \$9,718.95  |
| HEALTHY COMMUNITIES COALITION |          |                                            |                                                   |             |
|                               |          | 280.700.0000.000.2213.320.10000.00.00<br>0 | Professional Educational Services                 | \$13,357.75 |
|                               |          |                                            | Vendor Total:                                     | \$13,357.75 |
| LEXIA LEARNING SYSTEMS, LLC   |          |                                            |                                                   |             |
|                               |          | 280.709.0000.000.2213.330.10000.00.00<br>0 | Professional Employee Training & Development Serv | \$39,667.00 |
|                               |          |                                            | Vendor Total:                                     | \$39,667.00 |
| M & R SINNING, LLC            |          |                                            |                                                   |             |
|                               |          | 280.763.0000.200.2200.300.10000.00.00<br>0 | Purchased Professional and Technical Services     | \$13,904.00 |
|                               |          |                                            | Vendor Total:                                     | \$13,904.00 |
| N S S R A SOCCER              | 13603    |                                            |                                                   |             |
|                               |          | 100.161.0000.920.1000.340.10601.32.00<br>0 | Other Professional Services                       | \$5,984.30  |
|                               |          | 100.163.0000.920.1000.340.10603.32.00<br>0 | Other Professional Services                       | \$8,802.05  |
|                               |          |                                            | Vendor Total:                                     | \$14,786.35 |
| NEVADA DEPT EDUCATION         | 5516     |                                            |                                                   |             |
|                               |          | 250.105.0000.200.2318.820.10000.00.00<br>0 | Judgments Against the School District             | \$815.14    |
|                               |          |                                            | Vendor Total:                                     | \$815.14    |
| OASIS ONLINE                  |          |                                            |                                                   |             |
|                               |          | 100.107.0000.000.2580.352.10000.00.00<br>0 | Other Technical Services                          | \$17,325.00 |

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1186 11/22/2024

Fiscal Year: 2024-2025

| Vendor Remit Name             | Vendor # | Account                                    | Description                 | Amount                    |
|-------------------------------|----------|--------------------------------------------|-----------------------------|---------------------------|
|                               |          |                                            |                             |                           |
| PRESENCE LEARNING, INC        |          |                                            |                             | Vendor Total: \$17,325.00 |
|                               |          |                                            |                             |                           |
|                               |          | 250.101.0000.200.2150.340.10000.00.00<br>0 | Other Professional Services | \$92,483.76               |
|                               |          |                                            |                             |                           |
|                               |          |                                            |                             | Vendor Total: \$92,483.76 |
| PROPIO LANGUAGE SERVICES, LLC |          |                                            |                             |                           |
|                               |          |                                            |                             |                           |
|                               |          | 280.639.0000.200.2190.340.10000.00.00<br>0 | Other Professional Services | \$87.75                   |
|                               |          |                                            |                             |                           |
|                               |          |                                            |                             | Vendor Total: \$87.75     |
|                               |          |                                            |                             |                           |
|                               |          |                                            |                             | Grand Total: \$203,267.20 |

End of Report

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# LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1187

Voucher Date: 11/21/2024

Prepared By: \_\_\_\_\_

Printed: 12/10/2024 09:40:06 AM

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LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$456,241.78 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

---

Phil Cowee. President

---

Bridget Peterson Clerk

---

Neal McIntyre II Member

---

Tom Hendrix Member

---

Sherry Parsons Member

---

Holly Villines Member

---

Darin Farr Member

LYON COUNTY SCHOOL DISTRICT

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| Fund                | Amount       |
|---------------------|--------------|
| 100 General Fund    | \$189,504.99 |
| 230 Adult Education | \$87.99      |
| 240 State Grants    | \$190.13     |
| 280 Federal Funds   | \$13,639.66  |
| 360 Bond Issues     | \$252,819.01 |
|                     | <hr/>        |
|                     | \$456,241.78 |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1187

11/21/2024

Fiscal Year: 2024-2025

| Vendor Remit Name            | Vendor # | Account                                    | Description                               | Amount                  |
|------------------------------|----------|--------------------------------------------|-------------------------------------------|-------------------------|
| AIR FILTER SALES AND SERVICE | 98789    |                                            |                                           |                         |
|                              |          | 100.121.0000.000.2620.610.10201.10.00<br>0 | General Supplies                          | \$210.24                |
| Vendor Total:                |          |                                            |                                           | \$210.24                |
| AMAZON BUSINESS              |          |                                            |                                           |                         |
|                              |          | 100.109.0000.000.2213.610.10000.00.00<br>0 | General Supplies                          | \$92.76                 |
|                              |          | 100.121.0000.000.2410.610.10201.10.00<br>0 | General Supplies                          | \$77.94                 |
|                              |          | 100.121.0000.000.2620.610.10201.10.00<br>0 | General Supplies                          | (\$88.99)               |
|                              |          | 100.121.0000.100.1000.616.10201.10.00<br>0 | Teacher Supplies                          | \$618.02                |
|                              |          | 100.122.0000.000.2410.610.10202.10.00<br>0 | General Supplies                          | \$29.60                 |
|                              |          | 100.122.0000.100.1000.616.10202.10.00<br>0 | Teacher Supplies                          | \$456.34 <sup>121</sup> |
|                              |          | 100.123.0000.000.2120.610.10203.10.00<br>0 | General Supplies                          | \$302.32                |
|                              |          | 100.123.0000.100.1000.616.10203.10.00<br>0 | Teacher Supplies                          | \$437.87                |
|                              |          | 100.123.0000.100.1000.640.10203.10.00<br>0 | Books and Periodicals                     | \$37.88                 |
|                              |          | 100.123.0000.100.1000.650.10203.10.00<br>0 | Supplies--Information Technology--related | \$97.99                 |
|                              |          | 100.125.0000.100.1000.610.10205.10.00<br>0 | General Supplies                          | \$155.65                |
|                              |          | 100.126.0000.100.1000.610.10206.10.00<br>0 | General Supplies                          | \$292.76                |
|                              |          | 100.126.0000.100.1000.640.10206.10.00<br>0 | Books and Periodicals                     | \$60.76                 |
|                              |          | 100.128.0000.100.1000.616.10211.10.00<br>0 | Teacher Supplies                          | \$633.64                |
|                              |          | 100.129.0000.000.2620.610.10209.10.00<br>0 | General Supplies                          | \$71.76                 |
|                              |          | 100.129.0000.100.1000.616.10209.10.00<br>0 | Teacher Supplies                          | \$306.64                |



# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1187

11/21/2024

Fiscal Year: 2024-2025

| Vendor Remit Name        | Vendor # | Account                                    | Description                      | Amount         |
|--------------------------|----------|--------------------------------------------|----------------------------------|----------------|
|                          |          | 100.133.0000.000.2620.430.10303.10.00<br>0 | Repairs and Maintenance Services | \$321.84       |
|                          |          | 100.133.0000.100.1000.610.10303.10.00<br>0 | General Supplies                 | \$67.62        |
|                          |          | 100.133.0000.100.1000.616.10303.10.00<br>0 | Teacher Supplies                 | \$84.10        |
|                          |          | 100.134.0000.000.2620.610.10304.20.00<br>0 | General Supplies                 | \$57.25        |
|                          |          | 100.134.0000.100.1000.610.10304.20.00<br>0 | General Supplies                 | \$321.00       |
|                          |          | 100.136.0000.100.1000.616.10208.31.00<br>0 | Teacher Supplies                 | \$590.53       |
|                          |          | 100.164.0000.100.1000.610.10604.32.00<br>0 | General Supplies                 | \$288.78       |
|                          |          | 100.164.0000.194.1000.610.10604.32.00<br>0 | General Supplies                 | \$69.00        |
|                          |          | 100.164.0000.320.1000.610.10604.32.00<br>0 | General Supplies                 | 122<br>\$39.58 |
|                          |          | 100.164.0000.920.1000.610.10604.32.00<br>0 | General Supplies                 | \$1,488.98     |
|                          |          | 280.633.0000.000.2100.610.10206.10.00<br>0 | General Supplies                 | \$409.76       |
|                          |          | 280.633.0000.000.2100.610.10209.10.00<br>0 | General Supplies                 | \$50.97        |
|                          |          | 280.650.0000.100.1000.610.10902.32.00<br>0 | General Supplies                 | \$52.83        |
|                          |          | 280.700.0000.000.2500.610.10000.00.00<br>0 | General Supplies                 | \$1,846.10     |
|                          |          |                                            | Vendor Total:                    | \$9,271.28     |
| ANATOMICAL WORLDWIDE LLC |          | 240.308.0000.330.1000.610.10000.00.00<br>0 | General Supplies                 | \$190.13       |
|                          |          |                                            | Vendor Total:                    | \$190.13       |
| BIG R FERNLEY            |          | 100.161.0000.000.2620.610.10601.32.00<br>0 | General Supplies                 | \$111.77       |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1187

11/21/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                          | Vendor # | Account                                    | Description                      | Amount       |
|--------------------------------------------|----------|--------------------------------------------|----------------------------------|--------------|
| Vendor Total:                              |          |                                            |                                  | \$111.77     |
| CAPITAL CITY AUTO PARTS                    | 102852   |                                            |                                  |              |
|                                            |          | 100.170.0000.000.2710.614.10000.00.00<br>0 | Parts                            | \$585.63     |
| Vendor Total:                              |          |                                            |                                  | \$585.63     |
| CAPITAL GLASS, INC.                        | 2879     |                                            |                                  |              |
|                                            |          | 100.133.0000.000.2620.430.10303.10.00<br>0 | Repairs and Maintenance Services | \$4,727.60   |
| Vendor Total:                              |          |                                            |                                  | \$4,727.60   |
| CURRICULUM ASSOC INC                       | 4800     |                                            |                                  |              |
|                                            |          | 100.104.0000.100.1000.641.10000.00.00<br>0 | Textbooks                        | \$4,400.00   |
| Vendor Total:                              |          |                                            |                                  | \$4,400.00   |
| DECKER, INC.                               | 5403     |                                            |                                  |              |
|                                            |          | 100.126.0000.000.2620.610.10206.10.00<br>0 | General Supplies                 | \$357.69     |
|                                            |          | 100.135.0000.000.2410.610.10305.31.00<br>0 | General Supplies                 | \$19.50      |
|                                            |          | 100.135.0000.000.2620.610.10305.31.00<br>0 | General Supplies                 | \$25.95      |
| Vendor Total:                              |          |                                            |                                  | \$403.14     |
| FAST GLASS, INC                            | 7052     |                                            |                                  |              |
|                                            |          | 100.133.0000.000.2620.430.10303.10.00<br>0 | Repairs and Maintenance Services | \$350.00     |
| Vendor Total:                              |          |                                            |                                  | \$350.00     |
| GROUP WEST CONSTRUCTION, INC               |          |                                            |                                  |              |
|                                            |          | 360.023.0000.000.4500.450.10000.00.00<br>0 | Construction Services            | \$252,819.01 |
| Vendor Total:                              |          |                                            |                                  | \$252,819.01 |
| HOUGHTON MIFFLIN HARCOURT<br>PUBLISHING CO |          |                                            |                                  |              |
|                                            |          | 280.633.0000.000.2200.653.10201.10.00<br>0 | Web-based and similar programs   | \$8,280.00   |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1187

11/21/2024

Fiscal Year: 2024-2025

| Vendor Remit Name         | Vendor # | Account                                    | Description                    | Amount      |
|---------------------------|----------|--------------------------------------------|--------------------------------|-------------|
|                           |          | 280.633.0000.000.2200.653.10209.10.00<br>0 | Web-based and similar programs | \$3,000.00  |
|                           |          |                                            | Vendor Total:                  | \$11,280.00 |
| INLAND SUPPLY CO., INC.   | 10000    |                                            |                                |             |
|                           |          | 100.122.0000.000.2620.610.10202.10.00<br>0 | General Supplies               | \$1,648.00  |
|                           |          | 100.126.0000.000.2620.610.10206.10.00<br>0 | General Supplies               | \$197.40    |
|                           |          | 100.128.0000.000.2620.610.10211.10.00<br>0 | General Supplies               | \$787.51    |
|                           |          | 100.129.0000.000.2620.610.10209.10.00<br>0 | General Supplies               | \$651.89    |
|                           |          | 100.161.0000.000.2620.610.10601.32.00<br>0 | General Supplies               | (\$48.84)   |
|                           |          |                                            | Vendor Total:                  | \$3,235.96  |
| JIM MENESINI PETROLEUM    |          |                                            |                                | 124         |
|                           |          | 100.000.0000.000.0000.000.10000.00.42<br>5 | Vouchers Payable               | \$160.54    |
|                           |          |                                            | Vendor Total:                  | \$160.54    |
| LUMOS AND ASSOCIATES, INC | 11860    |                                            |                                |             |
|                           |          | 100.101.0000.000.4300.340.10000.00.00<br>0 | Other Professional Services    | \$1,018.64  |
|                           |          | 100.101.0000.000.4300.340.10201.10.00<br>0 | Other Professional Services    | \$763.98    |
|                           |          | 100.101.0000.000.4300.340.10202.10.00<br>0 | Other Professional Services    | \$1,018.64  |
|                           |          | 100.101.0000.000.4300.340.10203.10.00<br>0 | Other Professional Services    | \$1,527.96  |
|                           |          | 100.101.0000.000.4300.340.10205.10.00<br>0 | Other Professional Services    | \$1,018.64  |
|                           |          | 100.101.0000.000.4300.340.10206.10.00<br>0 | Other Professional Services    | \$2,037.28  |
|                           |          | 100.101.0000.000.4300.340.10208.31.00<br>0 | Other Professional Services    | \$1,527.96  |
|                           |          | 100.101.0000.000.4300.340.10209.10.00<br>0 | Other Professional Services    | \$2,037.28  |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1187

11/21/2024

Fiscal Year: 2024-2025

| Vendor Remit Name        | Vendor # | Account                                    | Description                 | Amount            |
|--------------------------|----------|--------------------------------------------|-----------------------------|-------------------|
|                          |          | 100.101.0000.000.4300.340.10210.10.00<br>0 | Other Professional Services | \$2,291.94        |
|                          |          | 100.101.0000.000.4300.340.10211.10.00<br>0 | Other Professional Services | \$2,291.94        |
|                          |          | 100.101.0000.000.4300.340.10302.31.00<br>0 | Other Professional Services | \$1,018.64        |
|                          |          | 100.101.0000.000.4300.340.10303.10.00<br>0 | Other Professional Services | \$1,527.96        |
|                          |          | 100.101.0000.000.4300.340.10304.31.00<br>0 | Other Professional Services | \$1,527.96        |
|                          |          | 100.101.0000.000.4300.340.10305.31.00<br>0 | Other Professional Services | \$1,527.96        |
|                          |          | 100.101.0000.000.4300.340.10601.32.00<br>0 | Other Professional Services | \$2,546.60        |
|                          |          | 100.101.0000.000.4300.340.10602.50.00<br>0 | Other Professional Services | \$5,857.18        |
|                          |          | 100.101.0000.000.4300.340.10604.32.00<br>0 | Other Professional Services | 125<br>\$2,291.94 |
|                          |          | 100.101.0000.000.4300.340.10605.32.00<br>0 | Other Professional Services | \$1,273.30        |
|                          |          |                                            |                             |                   |
| N S S R A SOCCER         | 13603    | 100.164.0000.920.1000.340.10604.32.00<br>0 | Other Professional Services | \$5,679.56        |
|                          |          |                                            | Vendor Total:               | \$5,679.56        |
| ORKIN PEST CONTROL       |          | 230.231.0000.610.2600.400.10000.00.00<br>0 | Purchased Property Services | \$87.99           |
|                          |          |                                            | Vendor Total:               | \$87.99           |
| PAUL CAVIN ARCHITECT LLC |          | 100.101.0000.000.4300.340.10601.32.00<br>0 | Other Professional Services | \$64,525.00       |
|                          |          | 100.101.0000.000.4300.340.10603.32.00<br>0 | Other Professional Services | \$31,500.00       |
|                          |          | 100.101.0000.000.4300.340.10604.32.00<br>0 | Other Professional Services | \$31,625.00       |

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1187 11/21/2024

Fiscal Year: 2024-2025

| Vendor Remit Name        | Vendor # | Account                               | Description                      | Amount                     |
|--------------------------|----------|---------------------------------------|----------------------------------|----------------------------|
| SUMMIT COMPANIES         |          |                                       |                                  | Vendor Total: \$127,650.00 |
|                          |          | 100.135.0000.000.2620.430.10305.31.00 | Repairs and Maintenance Services | \$1,128.00                 |
|                          |          | 0                                     |                                  |                            |
| VARITRONICS, LLC         |          |                                       |                                  | Vendor Total: \$1,128.00   |
|                          |          | 100.128.0000.100.1000.610.10211.10.00 | General Supplies                 | \$651.13                   |
|                          |          | 0                                     |                                  |                            |
| WILLIAM V. MACGILL & CO. |          |                                       |                                  | Vendor Total: \$651.13     |
| 22793                    |          | 100.125.0000.000.2575.610.10205.10.00 | General Supplies                 | \$194.00                   |
|                          |          | 0                                     |                                  |                            |
|                          |          |                                       |                                  | Vendor Total: \$194.00     |
|                          |          |                                       |                                  | Grand Total: \$456,241.78  |
| End of Report            |          |                                       |                                  |                            |

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# LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1188

Voucher Date: 11/21/2024

Prepared By: \_\_\_\_\_

Printed: 11/21/2024 04:05:06 PM

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LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$49,134.80 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

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Phil Cowee. President

---

Bridget Peterson Clerk

---

Neal McIntyre II Member

---

Tom Hendrix Member

---

Sherry Parsons Member

---

Holly Villines Member

---

Darin Farr Member

LYON COUNTY SCHOOL DISTRICT

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| Fund |                    | Amount      |
|------|--------------------|-------------|
| 100  | General Fund       | \$40,590.96 |
| 280  | Federal Funds      | \$8,464.09  |
| 290  | Food Service Funds | \$79.75     |
|      |                    | <hr/>       |
|      |                    | \$49,134.80 |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1188

11/21/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                  | Vendor # | Account                               | Description                                       | Amount                       |
|------------------------------------|----------|---------------------------------------|---------------------------------------------------|------------------------------|
| 3P LEARNING                        |          | 100.125.0000.100.1000.610.10205.10.00 | General Supplies                                  | \$630.00                     |
|                                    |          | Check #: 2878                         |                                                   |                              |
|                                    |          |                                       | Vendor Total:                                     | \$630.00                     |
| A T & T MONTHLY STATEMENT          | 99712    | 100.125.0000.000.2410.533.10205.10.00 | Telephone – Land Line phone services              | \$307.66                     |
|                                    |          | Check #: 2879                         |                                                   |                              |
|                                    |          | 100.164.0000.000.2410.533.10604.32.00 | Telephone – Land Line phone services              | \$341.71                     |
|                                    |          | Check #: 2879                         |                                                   |                              |
|                                    |          |                                       | Vendor Total:                                     | \$649.37                     |
| ACTE MEMBERSHIP                    |          | 280.631.0000.300.2213.330.10000.00.00 | Professional Employee Training & Development Serv | \$4,270.00                   |
|                                    |          | Check #: 2880                         |                                                   |                              |
|                                    |          |                                       | Vendor Total:                                     | <del>128</del><br>\$4,270.00 |
| BUSWEST                            |          | 100.170.0000.000.2710.614.10000.00.00 | Parts                                             | \$1,290.84                   |
|                                    |          | Check #: 2881                         |                                                   |                              |
|                                    |          |                                       | Vendor Total:                                     | \$1,290.84                   |
| CINTAS CORP                        |          | 100.161.0000.000.2620.610.10601.32.00 | General Supplies                                  | \$269.68                     |
|                                    |          | Check #: 2882                         |                                                   |                              |
|                                    |          |                                       | Vendor Total:                                     | \$269.68                     |
| DISCOUNT TWO WAY RADIO CORPORATION |          | 100.125.0000.000.2410.610.10205.10.00 | General Supplies                                  | \$28.00                      |
|                                    |          | Check #: 2883                         |                                                   |                              |
|                                    |          |                                       | Vendor Total:                                     | \$28.00                      |
| LINDA K. RHODES                    | 101515   | 100.108.0000.000.2620.340.10000.00.00 | Other Professional Services                       | \$1,520.60                   |
|                                    |          | Check #: 2884                         |                                                   |                              |
|                                    |          |                                       | Vendor Total:                                     | \$1,520.60                   |
| LOUIE'S HOME CENTER                |          |                                       |                                                   |                              |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1188

11/21/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                        | Vendor # | Account                               | Description                      | Amount     |
|------------------------------------------|----------|---------------------------------------|----------------------------------|------------|
| M.F. BARCELLOS, INC                      | 1560     | 100.128.0000.000.2620.610.10211.10.00 | General Supplies                 | \$247.65   |
|                                          |          | Check #: 2885                         |                                  |            |
|                                          |          |                                       | Vendor Total:                    | \$247.65   |
| MASON VALLEY EQUIPMENT                   | 12600    | 100.170.0000.000.2730.613.10000.00.00 | Oil & Lubricants                 | \$3,119.00 |
|                                          |          | Check #: 2886                         |                                  |            |
|                                          |          |                                       | Vendor Total:                    | \$3,119.00 |
| MONTROSE GLASS                           |          | 100.170.0000.000.2710.614.10000.00.00 | Parts                            | \$255.36   |
|                                          |          | Check #: 2887                         |                                  |            |
|                                          |          |                                       | Vendor Total:                    | \$255.36   |
| NEVADA DIVISION OF PUBLIC AND BEHAVIORAL |          | 100.108.0000.000.2620.430.10000.00.00 | Repairs and Maintenance Services | \$7,581.49 |
|                                          |          | Check #: 2888                         |                                  | 129        |
|                                          |          |                                       | Vendor Total:                    | \$7,581.49 |
| NV ENERGY_19040                          | 19040    | 100.102.0000.000.2570.340.10000.00.00 | Other Professional Services      | \$395.82   |
|                                          |          | Check #: 2889                         |                                  |            |
|                                          |          |                                       | Vendor Total:                    | \$395.82   |
| O'REILLY AUTO PARTS                      | 102278   | 100.108.0000.000.2620.810.10000.00.00 | Dues and Fees                    | \$4,528.00 |
|                                          |          | Check #: 2890                         |                                  |            |
|                                          |          |                                       | Vendor Total:                    | \$4,528.00 |
| PACIFIC SHREDDING/PACIFIC STORAGE CO.    |          | 100.170.0000.000.2710.614.10000.00.00 | Parts                            | \$312.59   |
|                                          |          | Check #: 2891                         |                                  |            |
|                                          |          |                                       | Vendor Total:                    | \$312.59   |
|                                          |          | 100.164.0000.000.2410.421.10604.32.00 | Garbage / Disposal               | \$186.18   |
|                                          |          | Check #: 2892                         |                                  |            |



# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1188

11/21/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                  | Vendor # | Account                               | Description                                 | Amount                    |
|------------------------------------|----------|---------------------------------------|---------------------------------------------|---------------------------|
| RON TURLEY ASSOCIATES INC          |          |                                       |                                             | Vendor Total: \$186.18    |
|                                    |          | 100.170.0000.000.2710.352.10000.00.00 | Other Technical Services                    | \$15,826.80               |
|                                    |          | Check #: 2893                         |                                             |                           |
| SCHOLASTIC INC_18360               |          |                                       |                                             | Vendor Total: \$15,826.80 |
|                                    | 18360    | 100.133.0000.100.1000.640.10303.10.00 | Books and Periodicals                       | \$1,030.26                |
|                                    |          | Check #: 2894                         |                                             |                           |
| SCHOOL SPECIALTY_103213            |          |                                       |                                             | Vendor Total: \$1,030.26  |
|                                    |          | 280.633.0000.000.2100.610.10603.32.00 | FY19 Title IA YHS Budget Load               | \$194.09                  |
|                                    |          | Check #: 2895                         |                                             |                           |
| SHRED-IT USA                       |          |                                       |                                             | Vendor Total: \$194.09    |
|                                    |          | 100.134.0000.000.2410.421.10304.20.00 | Garbage / Disposal                          | \$50.00                   |
|                                    |          | Check #: 2896                         |                                             |                           |
| TOUCHIT TECHNOLOGIES HOLDINGS, INC |          |                                       |                                             | Vendor Total: \$50.00     |
|                                    |          | 280.633.0000.100.1000.652.10211.10.00 | Inventoried Supplies/Equipment – IT Related | \$4,000.00                |
|                                    |          | Check #: 2897                         | <\$5000                                     |                           |
| XEROX CORPORATION                  |          |                                       |                                             | Vendor Total: \$4,000.00  |
|                                    |          | 100.104.0000.000.2210.430.10000.00.00 | Repairs and Maintenance Services            | \$39.73                   |
|                                    |          | Check #: 2898                         |                                             |                           |
|                                    |          | 100.104.0000.000.2210.442.10000.00.00 | Rental of Equipment and Vehicles            | \$40.03                   |
|                                    |          | Check #: 2898                         |                                             |                           |
|                                    |          | 100.128.0000.000.2410.430.10211.10.00 | Repairs and Maintenance Services            | \$1,651.14                |
|                                    |          | Check #: 2898                         |                                             |                           |
|                                    |          | 100.164.0000.000.2410.442.10604.32.00 | Rental of Equipment and Vehicles            | \$451.51                  |
|                                    |          | Check #: 2898                         |                                             |                           |
|                                    |          | 100.164.0000.100.1000.550.10604.32.00 | Printing and Binding                        | \$486.91                  |
|                                    |          | Check #: 2898                         |                                             |                           |

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1188 11/21/2024

Fiscal Year: 2024-2025

| Vendor Remit Name | Vendor # | Account                               | Description                      | Amount      |
|-------------------|----------|---------------------------------------|----------------------------------|-------------|
|                   |          | 290.180.0000.000.3100.430.10000.00.00 | Repairs and Maintenance Services | \$39.72     |
|                   |          | Check #: 2898                         |                                  |             |
|                   |          | 290.180.0000.000.3100.442.10000.00.00 | Rental of Equipment and Vehicles | \$40.03     |
|                   |          | Check #: 2898                         |                                  |             |
| Vendor Total:     |          |                                       |                                  | \$2,749.07  |
| Grand Total:      |          |                                       |                                  | \$49,134.80 |

End of Report

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# LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1205

Voucher Date: 11/27/2024

Prepared By: \_\_\_\_\_

Printed: 11/27/2024 12:10:21 PM

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LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$165,968.89 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

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Phil Cowee. President

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Bridget Peterson Clerk

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Neal McIntyre II Member

---

Tom Hendrix Member

---

Sherry Parsons Member

---

Holly Villines Member

---

Darin Farr Member

LYON COUNTY SCHOOL DISTRICT

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| Fund |                                 | Amount       |
|------|---------------------------------|--------------|
| 100  | General Fund                    | \$41,402.12  |
| 230  | Adult Education                 | \$68.53      |
| 240  | State Grants                    | \$4,864.58   |
| 250  | Special Education               | \$386.32     |
| 280  | Federal Funds                   | \$75,247.52  |
| 290  | Food Service Funds              | \$0.27       |
| 340  | Governmental Services Tax (GST) | \$37,112.00  |
| 704  | Unemployment Compensation       | \$6,887.55   |
|      |                                 | <hr/>        |
|      |                                 | \$165,968.89 |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1205

11/27/2024

Fiscal Year: 2024-2025

| Vendor Remit Name     | Vendor # | Account                               | Description                          | Amount  |
|-----------------------|----------|---------------------------------------|--------------------------------------|---------|
| A T & T LONG DISTANCE | 18214    |                                       |                                      |         |
|                       |          | 100.101.0000.000.2510.533.10000.00.00 | Telephone – Land Line phone services | \$0.07  |
|                       |          | Check #: 2899                         |                                      |         |
|                       |          | 100.108.0000.000.2620.533.10000.00.00 | Telephone – Land Line phone services | \$7.68  |
|                       |          | Check #: 2899                         |                                      |         |
|                       |          | 100.121.0000.000.2410.533.10201.10.00 | Telephone – Land Line phone services | \$0.76  |
|                       |          | Check #: 2899                         |                                      |         |
|                       |          | 100.122.0000.000.2410.533.10202.10.00 | Telephone – Land Line phone services | \$7.84  |
|                       |          | Check #: 2899                         |                                      |         |
|                       |          | 100.123.0000.000.2410.533.10203.10.00 | Telephone – Land Line phone services | \$1.92  |
|                       |          | Check #: 2899                         |                                      |         |
|                       |          | 100.125.0000.000.2410.533.10205.10.00 | Telephone – Land Line phone services | \$1.56  |
|                       |          | Check #: 2899                         |                                      |         |
|                       |          | 100.126.0000.000.2410.533.10206.10.00 | Telephone – Land Line phone services | \$0.85  |
|                       |          | Check #: 2899                         |                                      | 133     |
|                       |          | 100.127.0000.000.2410.533.10210.10.00 | Telephone – Land Line phone services | \$1.46  |
|                       |          | Check #: 2899                         |                                      |         |
|                       |          | 100.128.0000.000.2410.533.10211.10.00 | Telephone – Land Line phone services | \$0.64  |
|                       |          | Check #: 2899                         |                                      |         |
|                       |          | 100.129.0000.000.2410.533.10209.10.00 | Telephone – Land Line phone services | \$0.45  |
|                       |          | Check #: 2899                         |                                      |         |
|                       |          | 100.132.0000.000.2410.533.10302.20.00 | Telephone – Land Line phone services | \$6.91  |
|                       |          | Check #: 2899                         |                                      |         |
|                       |          | 100.133.0000.000.2410.533.10303.10.00 | Telephone – Land Line phone services | \$1.14  |
|                       |          | Check #: 2899                         |                                      |         |
|                       |          | 100.135.0000.000.2410.533.10305.31.00 | Telephone – Land Line phone services | \$0.70  |
|                       |          | Check #: 2899                         |                                      |         |
|                       |          | 100.161.0000.000.2410.533.10601.32.00 | Telephone – Land Line phone services | \$1.96  |
|                       |          | Check #: 2899                         |                                      |         |
|                       |          | 100.162.0000.000.2410.533.10602.50.00 | Telephone – Land Line phone services | \$3.14  |
|                       |          | Check #: 2899                         |                                      |         |
|                       |          | 100.163.0000.000.2410.533.10603.32.00 | Telephone – Land Line phone services | \$11.59 |
|                       |          | Check #: 2899                         |                                      |         |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1205

11/27/2024

Fiscal Year: 2024-2025

| Vendor Remit Name         | Vendor # | Account                                                | Description                                           | Amount   |
|---------------------------|----------|--------------------------------------------------------|-------------------------------------------------------|----------|
|                           |          | 100.164.0000.000.2410.533.10604.32.00<br>Check #: 2899 | Telephone – Land Line phone services                  | \$2.17   |
|                           |          | 100.165.0000.000.2410.533.10605.32.00<br>Check #: 2899 | Telephone – Land Line phone services                  | \$1.18   |
|                           |          | 100.170.0000.000.2710.533.10000.00.00<br>Check #: 2899 | Telephone – Land Line phone services                  | \$0.27   |
|                           |          | 230.231.0000.610.2500.533.10000.00.00<br>Check #: 2899 | Telephone – Land Line phone services                  | \$0.95   |
|                           |          | 290.183.0000.000.3100.533.10000.00.00<br>Check #: 2899 | Telephone – Land Line phone services                  | \$0.27   |
|                           |          |                                                        | Vendor Total:                                         | \$53.51  |
| A T & T MONTHLY STATEMENT | 99712    | 100.101.0000.000.2510.533.10000.00.00<br>Check #: 2900 | Telephone – Land Line phone services                  | \$816.50 |
|                           |          | 230.231.0000.610.2500.533.10000.00.00<br>Check #: 2900 | Telephone – Land Line phone services                  | \$28.82  |
|                           |          |                                                        | Vendor Total:                                         | \$845.32 |
| ALHAMBRA WATER            | 97540    | 100.170.0000.000.2700.610.10000.00.00<br>Check #: 2901 | General Supplies                                      | \$327.65 |
|                           |          |                                                        | Vendor Total:                                         | \$327.65 |
| ALISSA ARATA              |          | 100.170.0000.000.2710.519.10000.00.00<br>Check #: 2902 | Student Transportation Purchased From<br>Other Source | \$33.81  |
|                           |          |                                                        | Vendor Total:                                         | \$33.81  |
| BALLARD, ISABEL MARIA     |          | 280.639.0000.200.2700.519.10000.00.00<br>Check #: 2903 | Student Transportation Purchased From<br>Other Source | \$506.52 |
|                           |          |                                                        | Vendor Total:                                         | \$506.52 |
| BAUMBACK, SANDY           | 102125   | 100.170.0000.000.2710.519.10000.00.00<br>Check #: 2904 | Student Transportation Purchased From<br>Other Source | \$190.00 |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1205

11/27/2024

Fiscal Year: 2024-2025

| Vendor Remit Name         | Vendor # | Account                               | Description                           | Amount      |
|---------------------------|----------|---------------------------------------|---------------------------------------|-------------|
| Vendor Total:             |          |                                       |                                       | \$190.00    |
| BEAR COMMUNICATIONS INC   |          |                                       |                                       |             |
|                           |          | 100.107.0000.000.2580.651.10000.00.00 | Supplies – Technology – Software      | \$360.00    |
|                           |          | Check #: 2905                         |                                       |             |
| Vendor Total:             |          |                                       |                                       | \$360.00    |
| C N A SURETY              | 1676     |                                       |                                       |             |
|                           |          | 100.101.0000.000.2320.810.10000.00.00 | Dues and Fees                         | \$112.50    |
|                           |          | Check #: 2906                         |                                       |             |
| Vendor Total:             |          |                                       |                                       | \$112.50    |
| CAREERSAFE                |          |                                       |                                       |             |
|                           |          | 280.631.0000.300.2200.320.10000.00.00 | Professional Educational Services     | \$1,376.00  |
|                           |          | Check #: 2907                         |                                       |             |
| Vendor Total:             |          |                                       |                                       | \$1,376.00  |
| CERRIS SYSTEMS RENO, INC  |          |                                       |                                       |             |
|                           |          | 100.108.0000.000.2620.430.10603.32.00 | Repairs and Maintenance Services      | \$721.45    |
|                           |          | Check #: 2908                         |                                       |             |
| Vendor Total:             |          |                                       |                                       | \$721.45    |
| CITY OF YERINGTON         | 23080    |                                       |                                       |             |
|                           |          | 280.715.0000.000.2600.340.10000.00.00 | Other Professional Services           | \$70,000.00 |
|                           |          | Check #: 2909                         |                                       |             |
| Vendor Total:             |          |                                       |                                       | \$70,000.00 |
| DEWITT, CODDIERAE         |          |                                       |                                       |             |
|                           |          | 100.170.0000.000.2710.519.10000.00.00 | Student Transportation Purchased From | \$220.00    |
|                           |          | Check #: 2910                         | Other Source                          |             |
| Vendor Total:             |          |                                       |                                       | \$220.00    |
| DMG NORTH INC.            |          |                                       |                                       |             |
|                           |          | 100.108.0000.000.2620.610.10603.32.00 | General Supplies                      | \$153.08    |
|                           |          | Check #: 2911                         |                                       |             |
| Vendor Total:             |          |                                       |                                       | \$153.08    |
| FERGUSON ENTERPRISES, INC | 99119    |                                       |                                       |             |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1205

11/27/2024

Fiscal Year: 2024-2025

| Vendor Remit Name             | Vendor # | Account                               | Description                               | Amount     |
|-------------------------------|----------|---------------------------------------|-------------------------------------------|------------|
| FRANTZ, KELLY                 |          | 100.108.0000.000.2620.610.10305.31.00 | General Supplies                          | \$696.18   |
|                               |          | Check #: 2912                         |                                           |            |
|                               |          | Vendor Total:                         |                                           | \$696.18   |
| FUTURE STRIPING AND SIGNS LLC |          | 250.105.0000.200.2319.581.10000.00.00 | Travel – Instructional Licensed Personnel | \$386.32   |
|                               |          | Check #: 2913                         |                                           |            |
|                               |          | Vendor Total:                         |                                           | \$386.32   |
| GOPHER CONSTRUCTION, INC.     | 8660     | 100.170.0000.000.2710.340.10000.00.00 | Other Professional Services               | \$1,500.00 |
|                               |          | Check #: 2914                         |                                           |            |
|                               |          | Vendor Total:                         |                                           | \$1,500.00 |
| JOSTENS_10600                 | 10600    | 100.108.0000.000.2620.610.10205.10.00 | General Supplies                          | \$241.75   |
|                               |          | Check #: 2915                         |                                           | 136        |
|                               |          | 100.108.0000.000.2620.610.10303.10.00 | General Supplies                          | \$375.39   |
|                               |          | Check #: 2915                         |                                           |            |
|                               |          | 100.108.0000.000.2620.610.10601.32.00 | General Supplies                          | \$379.65   |
|                               |          | Check #: 2915                         |                                           |            |
|                               |          | Vendor Total:                         |                                           | \$996.79   |
| KIMBALL MIDWEST               | 96824    | 100.164.0000.100.1000.610.10604.32.00 | General Supplies                          | \$140.25   |
|                               |          | Check #: 2916                         |                                           |            |
|                               |          | 100.164.0000.920.1000.610.10604.32.00 | General Supplies                          | \$140.25   |
|                               |          | Check #: 2916                         |                                           |            |
|                               |          | 100.165.0000.100.1000.610.10605.32.00 | General Supplies                          | \$844.45   |
|                               |          | Check #: 2916                         |                                           |            |
|                               |          | Vendor Total:                         |                                           | \$1,124.95 |
| LAHONTAN PARAMEDICAL          |          | 100.170.0000.000.2710.614.10000.00.00 | Parts                                     | \$2,558.69 |
|                               |          | Check #: 2917                         |                                           |            |
|                               |          | Vendor Total:                         |                                           | \$2,558.69 |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1205

11/27/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                   | Vendor # | Account                               | Description                                       | Amount     |
|-------------------------------------|----------|---------------------------------------|---------------------------------------------------|------------|
| MAKERBOT HOLDINGS INC.              |          | 100.170.0000.000.2710.340.10000.00.00 | Other Professional Services                       | \$75.00    |
|                                     |          | Check #: 2918                         |                                                   |            |
|                                     |          |                                       | Vendor Total:                                     | \$75.00    |
| MOUND HOUSE HARDWARE & STORAGE      | 96223    | 240.300.0000.395.1000.652.10605.32.00 | Inventoried Supplies/Equipment – IT Related       | \$2,094.58 |
|                                     |          | Check #: 2919                         | <\$5000                                           |            |
|                                     |          |                                       | Vendor Total:                                     | \$2,094.58 |
| N Z N M E A                         | 98575    | 100.108.0000.000.2630.610.10000.00.00 | General Supplies                                  | \$76.32    |
|                                     |          | Check #: 2920                         |                                                   |            |
|                                     |          |                                       | Vendor Total:                                     | \$76.32    |
| NELSON, NATALIE                     |          | 100.163.0000.000.2410.810.10603.32.00 | Dues and Fees                                     | \$200.00   |
|                                     |          | Check #: 2921                         |                                                   | 137        |
|                                     |          |                                       | Vendor Total:                                     | \$200.00   |
| NEVADA ASSOC OF SCHOOL BOARDS       | 14340    | 280.667.0000.000.2213.340.10000.00.00 | Other Professional Services                       | \$200.00   |
|                                     |          | Check #: 2922                         |                                                   |            |
|                                     |          |                                       | Vendor Total:                                     | \$200.00   |
| NEVADA DRUG & ALCOHOL TESTING INC   | 101753   | 100.101.0000.000.2310.330.10000.00.00 | Professional Employee Training & Development Serv | \$4,290.00 |
|                                     |          | Check #: 2923                         |                                                   |            |
|                                     |          | 100.101.0000.000.2310.610.10000.00.00 | General Supplies                                  | \$150.00   |
| NEVADA EMPLOYMENT SECURITY DIVISION |          | Check #: 2923                         |                                                   |            |
|                                     |          |                                       | Vendor Total:                                     | \$4,440.00 |
|                                     |          | 100.170.0000.000.2710.340.10000.00.00 | Other Professional Services                       | \$471.85   |
|                                     |          | Check #: 2924                         |                                                   |            |
|                                     |          |                                       | Vendor Total:                                     | \$471.85   |



# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1205

11/27/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                  | Vendor # | Account                                                | Description                      | Amount          |
|------------------------------------|----------|--------------------------------------------------------|----------------------------------|-----------------|
|                                    |          | 704.102.0000.000.2319.260.10000.00.00<br>Check #: 2925 | Unemployment Compensation        | \$6,887.55      |
|                                    |          |                                                        | Vendor Total:                    | \$6,887.55      |
| NEVADA FFA ASSOCIATION             | 97581    | 240.300.0000.300.1000.653.10000.00.00<br>Check #: 2926 | Web-based and similar programs   | \$2,770.00      |
|                                    |          |                                                        | Vendor Total:                    | \$2,770.00      |
| REFRIGERATION SUPPLIES DISTRIBUTOR | 96586    | 100.108.0000.000.2620.610.10000.00.00<br>Check #: 2927 | General Supplies                 | \$643.67        |
|                                    |          | 100.108.0000.000.2620.610.10303.10.00<br>Check #: 2927 | General Supplies                 | \$772.00        |
|                                    |          | 100.108.0000.000.2620.610.10603.32.00<br>Check #: 2927 | General Supplies                 | \$290.48        |
|                                    |          | 100.108.0000.000.2620.610.10605.32.00<br>Check #: 2927 | General Supplies                 | 138<br>\$118.25 |
|                                    |          |                                                        | Vendor Total:                    | \$1,824.40      |
| SAVAGE AND SON                     |          | 340.101.0000.000.2620.430.10202.10.00<br>Check #: 2928 | Repairs and Maintenance Services | \$18,556.00     |
|                                    |          | 340.101.0000.000.2620.430.10302.20.00<br>Check #: 2928 | Repairs and Maintenance Services | \$18,556.00     |
|                                    |          |                                                        | Vendor Total:                    | \$37,112.00     |
| SCHOLASTIC CLASSROOM MAGAZINES     | 102740   | 100.161.0000.100.1000.640.10601.32.00<br>Check #: 2929 | Books and Periodicals            | \$659.34        |
|                                    |          |                                                        | Vendor Total:                    | \$659.34        |
| SCHOOL MATE                        | 18452    | 100.122.0000.100.1000.610.10202.10.00<br>Check #: 2930 | General Supplies                 | \$313.00        |
|                                    |          | 280.633.0000.000.2100.610.10202.10.00<br>Check #: 2930 | General Supplies                 | \$765.00        |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1205

11/27/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                     | Vendor # | Account                                                | Description                             | Amount                   |
|---------------------------------------|----------|--------------------------------------------------------|-----------------------------------------|--------------------------|
| SHRED-IT USA                          |          | 100.126.0000.000.2410.421.10206.10.00<br>Check #: 2931 | Garbage / Disposal                      | Vendor Total: \$1,078.00 |
|                                       |          |                                                        |                                         | \$20.00                  |
|                                       |          |                                                        |                                         | Vendor Total: \$20.00    |
| STAPLES TECHNOLOGY SOLUTIONS          |          | 100.107.0000.000.2580.650.10000.00.00<br>Check #: 2932 | Supplies-Information Technology-related | \$9,380.00               |
|                                       |          |                                                        |                                         | Vendor Total: \$9,380.00 |
|                                       |          |                                                        |                                         |                          |
| UNIVERSITY OF OREGON                  |          | 280.709.0000.000.2213.653.10000.00.00<br>Check #: 2933 | Web-based and similar programs          | \$2,400.00               |
|                                       |          |                                                        |                                         | Vendor Total: \$2,400.00 |
|                                       |          |                                                        |                                         | 139                      |
| VALUTAINER                            |          | 100.108.0000.000.2620.612.10203.10.00<br>Check #: 2934 | Inventoried Supplies/Equipment <\$5000  | \$3,099.00               |
|                                       |          |                                                        |                                         | Vendor Total: \$3,099.00 |
|                                       |          |                                                        |                                         |                          |
| VARSITY SCOREBOARDS                   | 102084   | 100.108.0000.000.2620.610.10603.32.00<br>Check #: 2935 | General Supplies                        | \$4,625.00               |
|                                       |          |                                                        |                                         | Vendor Total: \$4,625.00 |
|                                       |          |                                                        |                                         |                          |
| VERIZON CONNECT FLEET USA. LLC        |          | 100.170.0000.000.2710.340.10000.00.00<br>Check #: 2936 | Other Professional Services             | \$158.10                 |
|                                       |          |                                                        |                                         | Vendor Total: \$158.10   |
|                                       |          |                                                        |                                         |                          |
| VESTIS                                |          | 100.170.0000.000.2730.619.10000.00.00<br>Check #: 2937 | Uniforms                                | \$273.97                 |
|                                       |          |                                                        |                                         | Vendor Total: \$273.97   |
|                                       |          |                                                        |                                         |                          |
| WELLS FARGO VENDOR FINANCIAL SERVICES |          |                                                        |                                         |                          |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1205

11/27/2024

Fiscal Year: 2024-2025

| Vendor Remit Name | Vendor # | Account                               | Description                                | Amount     |
|-------------------|----------|---------------------------------------|--------------------------------------------|------------|
| XEROX CORPORATION |          | 100.135.0000.000.2410.442.10305.31.00 | Rental of Equipment and Vehicles           | \$156.99   |
|                   |          | Check #: 2938                         |                                            |            |
|                   |          |                                       | Vendor Total:                              | \$156.99   |
|                   |          | 100.101.0000.000.2510.442.10000.00.00 | Rental of Equipment and Vehicles           | \$2,291.32 |
|                   |          | Check #: 2939                         |                                            |            |
|                   |          | 100.106.0000.000.2515.442.10000.00.00 | Rental of Equipment and Vehicles           | \$197.10   |
|                   |          | Check #: 2939                         |                                            |            |
|                   |          | 100.107.0000.000.2580.430.10000.00.00 | Repairs and Maintenance Services           | \$0.21     |
|                   |          | Check #: 2939                         |                                            |            |
|                   |          | 100.107.0000.000.2580.442.10000.00.00 | Rental of Equipment and Vehicles           | \$22.19    |
|                   |          | Check #: 2939                         |                                            |            |
|                   |          | 100.121.0000.000.2410.430.10201.10.00 | Repairs and Maintenance Services           | \$697.59   |
|                   |          | Check #: 2939                         |                                            |            |
|                   |          | 100.121.0000.000.2410.442.10201.10.00 | Rental of Equipment and Vehicles           | \$223.21   |
|                   |          | Check #: 2939                         |                                            |            |
|                   |          | 100.122.0000.000.2410.430.10202.10.00 | Repairs and Maintenance Services           | \$351.94   |
|                   |          | Check #: 2939                         |                                            |            |
|                   |          | 100.122.0000.000.2410.442.10202.10.00 | Rental of Equipment and Vehicles           | \$223.21   |
|                   |          | Check #: 2939                         |                                            |            |
|                   |          | 100.123.0000.000.2410.442.10203.10.00 | Rental of Equipment and Vehicles           | \$394.33   |
|                   |          | Check #: 2939                         |                                            |            |
|                   |          | 100.123.0000.100.1000.430.10203.10.00 | Repairs and Maintenance Services           | \$401.08   |
|                   |          | Check #: 2939                         |                                            |            |
|                   |          | 100.129.0000.000.2410.442.10209.10.00 | Rental of Equipment and Vehicles           | \$441.53   |
|                   |          | Check #: 2939                         |                                            |            |
|                   |          | 100.129.0000.100.1000.430.10209.10.00 | Repairs and Maintenance Services           | \$521.55   |
|                   |          | Check #: 2939                         |                                            |            |
|                   |          | 230.231.0000.610.2500.443.10000.00.00 | Rentals of Computers and Related Equipment | \$38.76    |
|                   |          | Check #: 2939                         |                                            |            |
|                   |          |                                       | Vendor Total:                              | \$5,804.02 |

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1205 11/27/2024

Fiscal Year: 2024-2025

| Vendor Remit Name | Vendor # | Account | Description | Amount       |
|-------------------|----------|---------|-------------|--------------|
| Grand Total:      |          |         |             | \$165,968.89 |

End of Report

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# LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1206

Voucher Date: 11/27/2024

Prepared By: \_\_\_\_\_

Printed: 12/10/2024 09:43:02 AM

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LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$416,770.29 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

---

Phil Cowee. President

---

Bridget Peterson Clerk

---

Neal McIntyre II Member

---

Tom Hendrix Member

---

Sherry Parsons Member

---

Holly Villines Member

---

Darin Farr Member

LYON COUNTY SCHOOL DISTRICT

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| Fund                             | Amount       |
|----------------------------------|--------------|
| 100 General Fund                 | \$232,648.37 |
| 240 State Grants                 | \$1,148.59   |
| 280 Federal Funds                | \$7,380.47   |
| 290 Food Service Funds           | \$3,095.86   |
| 310 Residential Construction Tax | \$127,255.53 |
| 703 Workers Compensation         | \$45,241.47  |
|                                  | <hr/>        |
|                                  | \$416,770.29 |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1206

11/27/2024

Fiscal Year: 2024-2025

| Vendor Remit Name            | Vendor # | Account                                    | Description              | Amount     |
|------------------------------|----------|--------------------------------------------|--------------------------|------------|
| ACE HARDWARE                 | 200      | 100.108.0000.000.2630.610.10000.00.00<br>0 | General Supplies         | \$24.30    |
| Vendor Total:                |          |                                            |                          | \$24.30    |
| AIR FILTER SALES AND SERVICE | 98789    | 100.108.0000.000.2620.610.10000.00.00<br>0 | General Supplies         | \$7,918.18 |
| Vendor Total:                |          |                                            |                          | \$7,918.18 |
| AMAZON BUSINESS              |          | 100.101.0000.000.2510.610.10000.00.00<br>0 | General Supplies         | \$545.51   |
|                              |          | 100.121.0000.100.1000.616.10201.10.00<br>0 | Teacher Supplies         | \$10.99    |
|                              |          | 100.122.0000.100.1000.610.10202.10.00<br>0 | General Supplies         | \$658.31   |
|                              |          | 100.122.0000.100.1000.616.10202.10.00<br>0 | Teacher Supplies         | \$164.45   |
|                              |          | 100.123.0000.100.1000.616.10203.10.00<br>0 | Teacher Supplies         | \$14.68    |
|                              |          | 100.125.0000.000.2130.610.10205.10.00<br>0 | General Supplies         | \$41.50    |
|                              |          | 100.125.0000.000.2410.610.10205.10.00<br>0 | General Supplies         | \$438.81   |
|                              |          | 100.125.0000.000.2620.610.10205.10.00<br>0 | General Supplies         | \$749.85   |
|                              |          | 100.127.0000.100.1000.616.10210.10.00<br>0 | Teacher Supplies         | \$103.92   |
|                              |          | 100.128.0000.100.1000.610.10211.10.00<br>0 | General Supplies         | \$0.05     |
|                              |          | 100.128.0000.100.1000.616.10211.10.00<br>0 | Teacher Supplies         | \$217.26   |
|                              |          | 100.129.0000.100.1000.616.10209.10.00<br>0 | Teacher Supplies         | \$415.81   |
|                              |          | 100.132.0000.100.1000.610.10302.20.00<br>0 | General Supplies         | \$1,785.02 |
|                              |          | 100.132.0000.100.1000.615.10302.20.00<br>0 | Snacks, Food & Beverages | \$29.39    |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1206

11/27/2024

Fiscal Year: 2024-2025

| Vendor Remit Name | Vendor # | Account                                    | Description                             | Amount          |
|-------------------|----------|--------------------------------------------|-----------------------------------------|-----------------|
|                   |          | 100.132.0000.100.1000.650.10302.20.00<br>0 | Supplies-Information Technology-related | \$386.19        |
|                   |          | 100.133.0000.000.2620.610.10303.10.00<br>0 | General Supplies                        | \$79.29         |
|                   |          | 100.133.0000.100.1000.610.10303.10.00<br>0 | General Supplies                        | \$137.52        |
|                   |          | 100.134.0000.000.2410.610.10304.20.00<br>0 | General Supplies                        | \$31.49         |
|                   |          | 100.135.0000.000.2410.610.10305.31.00<br>0 | General Supplies                        | \$8.25          |
|                   |          | 100.135.0000.000.2620.610.10305.31.00<br>0 | General Supplies                        | \$84.31         |
|                   |          | 100.135.0000.100.1000.610.10305.31.00<br>0 | General Supplies                        | \$490.51        |
|                   |          | 100.135.0000.100.1000.616.10305.31.00<br>0 | Teacher Supplies                        | \$862.41        |
|                   |          | 100.136.0000.000.2620.610.10208.31.00<br>0 | General Supplies                        | 144<br>\$445.76 |
|                   |          | 100.161.0000.000.2410.610.10601.32.00<br>0 | General Supplies                        | \$68.59         |
|                   |          | 100.161.0000.000.2620.610.10601.32.00<br>0 | General Supplies                        | \$269.99        |
|                   |          | 100.161.0000.100.1000.610.10601.32.00<br>0 | General Supplies                        | \$102.39        |
|                   |          | 100.162.0000.170.1000.610.10602.50.00<br>0 | General Supplies                        | \$78.33         |
|                   |          | 100.164.0000.000.2575.610.10604.32.00<br>0 | General Supplies                        | \$342.67        |
|                   |          | 100.164.0000.100.1000.610.10604.32.00<br>0 | General Supplies                        | \$618.58        |
|                   |          | 100.164.0000.100.1000.616.10604.32.00<br>0 | Teacher Supplies                        | \$1,017.34      |
|                   |          | 100.164.0000.190.1000.610.10604.32.00<br>0 | General Supplies                        | \$14.99         |
|                   |          | 100.164.0000.194.1000.610.10604.32.00<br>0 | General Supplies                        | \$23.20         |
|                   |          | 240.300.0000.370.1000.610.10601.32.00<br>0 | General Supplies                        | \$1,057.28      |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1206

11/27/2024

Fiscal Year: 2024-2025

| Vendor Remit Name         | Vendor # | Account                                    | Description                       | Amount            |
|---------------------------|----------|--------------------------------------------|-----------------------------------|-------------------|
|                           |          | 280.633.0000.000.2100.610.10202.10.00<br>0 | General Supplies                  | \$561.56          |
|                           |          | 280.633.0000.000.2100.610.10205.10.00<br>0 | General Supplies                  | \$553.60          |
|                           |          | 280.633.0000.000.2100.610.10305.31.00<br>0 | FY21 Grants Budget Loads--Title I | \$559.91          |
|                           |          | 280.633.0000.000.3300.610.10302.20.00<br>0 | General Supplies                  | \$355.96          |
|                           |          | 280.752.0000.000.2100.610.10000.00.00<br>0 | General Supplies                  | \$4,527.06        |
|                           |          | 280.776.0000.391.1000.640.10000.00.00<br>0 | Books and Periodicals             | \$822.38          |
|                           |          |                                            | Vendor Total:                     | \$18,675.11       |
| AUTO & TRUCK ELECTRIC,INC | 1382     |                                            |                                   |                   |
|                           |          | 100.170.0000.000.2710.614.10000.00.00<br>0 | Parts                             | \$1,973.86<br>145 |
|                           |          | 100.170.0000.000.2730.617.10000.00.00<br>0 | Batt & Antifreeze                 | \$2,977.00        |
|                           |          |                                            | Vendor Total:                     | \$4,950.86        |
| BIG R FERNLEY             |          |                                            |                                   |                   |
|                           |          | 100.108.0000.000.2630.610.10000.00.00<br>0 | General Supplies                  | \$215.01          |
|                           |          |                                            | Vendor Total:                     | \$215.01          |
| BRYSON SALES & SERVICE    | 2380     |                                            |                                   |                   |
|                           |          | 100.170.0000.000.2710.614.10000.00.00<br>0 | Parts                             | \$10,097.24       |
|                           |          |                                            | Vendor Total:                     | \$10,097.24       |
| BSN SPORTS                |          |                                            |                                   |                   |
|                           |          | 100.161.0000.920.1000.610.10601.32.00<br>0 | General Supplies                  | \$7,525.00        |
|                           |          |                                            | Vendor Total:                     | \$7,525.00        |
| CAPITAL CITY AUTO PARTS   | 102852   |                                            |                                   |                   |
|                           |          | 100.170.0000.000.2710.614.10000.00.00<br>0 | Parts                             | \$476.61          |
|                           |          |                                            | Vendor Total:                     | \$476.61          |



# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1206

11/27/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                  | Vendor # | Account                                    | Description                     | Amount                    |
|------------------------------------|----------|--------------------------------------------|---------------------------------|---------------------------|
| CINDERLITE TRUCKING CORP           | 3830     | 100.108.0000.000.2620.610.10202.10.00<br>0 | General Supplies                | \$415.17                  |
|                                    |          |                                            |                                 | Vendor Total: \$415.17    |
| CLARK PEST CONTROL                 |          | 100.108.0000.000.2630.340.10601.32.00<br>0 | Other Professional Services     | \$132.00                  |
|                                    |          |                                            |                                 | Vendor Total: \$132.00    |
| CREATIVE RECREATIONAL SYSTEMS, INC |          | 310.033.0000.000.4600.739.10304.20.00<br>0 | Other Equipment                 | \$19,554.32               |
|                                    |          | 310.035.0000.000.4600.739.10210.10.00<br>0 | Other Equipment                 | \$26,436.04               |
|                                    |          |                                            |                                 | Vendor Total: \$45,990.36 |
| DIVISION OF INDUSTRIAL RELATIONS   | 98670    | 703.102.0000.000.2570.270.10000.00.00<br>0 | Workers" Compensation           | \$45,241.47               |
|                                    |          |                                            |                                 | Vendor Total: \$45,241.47 |
| DYKMAN ELECTRICAL INC.             |          | 100.108.0000.000.2620.610.10601.32.00<br>0 | General Supplies                | \$555.86                  |
|                                    |          |                                            |                                 | Vendor Total: \$555.86    |
| FLOORING SOLUTIONS OF NEVADA, INC. |          | 310.034.0000.000.4700.450.10601.32.00<br>0 | Construction Services           | \$21,812.21               |
|                                    |          | 310.035.0000.000.4700.450.10604.32.00<br>0 | Construction Services           | \$59,452.96               |
|                                    |          |                                            |                                 | Vendor Total: \$81,265.17 |
| GENE WATSON                        | 22210    | 100.108.0000.000.2620.422.10000.00.00<br>0 | Janitorial / Custodial Services | \$1,334.32                |
|                                    |          |                                            |                                 | Vendor Total: \$1,334.32  |
| INLAND SUPPLY CO., INC.            | 10000    |                                            |                                 |                           |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1206

11/27/2024

Fiscal Year: 2024-2025

| Vendor Remit Name                        | Vendor # | Account                                    | Description                               | Amount                    |
|------------------------------------------|----------|--------------------------------------------|-------------------------------------------|---------------------------|
|                                          |          | 100.170.0000.000.2700.610.10000.00.00<br>0 | General Supplies                          | \$787.13                  |
|                                          |          | 240.300.0000.360.1000.650.10601.32.00<br>0 | Supplies--Information Technology--related | \$91.31                   |
|                                          |          |                                            | Vendor Total:                             | \$878.44                  |
| JIM MENESINI PETROLEUM                   |          | 100.170.0000.000.2730.626.10000.00.00<br>0 | Gasoline                                  | \$11,602.06               |
|                                          |          |                                            | Vendor Total:                             | \$11,602.06               |
| LYON COUNTY SHERIFF                      | P101     | 100.101.0000.000.2660.340.10000.00.00<br>0 | Other Professional Services               | \$55,969.62               |
|                                          |          |                                            | Vendor Total:                             | \$55,969.62               |
| NAPA AUTO & TRUCK PARTS_99614            | 99614    | 100.170.0000.000.2710.614.10000.00.00<br>0 | Parts                                     | \$1,699.80 <sup>147</sup> |
|                                          |          |                                            | Vendor Total:                             | \$1,699.80                |
| NEVADA DEPARTMENT OF AGRICULTURE         | 14535    | 290.180.0000.000.3100.630.10000.00.00<br>0 | Food                                      | \$3,095.86                |
|                                          |          |                                            | Vendor Total:                             | \$3,095.86                |
| OASIS ONLINE                             |          | 100.107.0000.000.2580.352.10000.00.00<br>0 | Other Technical Services                  | \$2,554.30                |
|                                          |          |                                            | Vendor Total:                             | \$2,554.30                |
| PAPE MACHINERY INC                       |          | 100.108.0000.000.2630.610.10000.00.00<br>0 | General Supplies                          | \$77.47                   |
|                                          |          | 100.170.0000.000.2700.610.10000.00.00<br>0 | General Supplies                          | \$1,089.84                |
|                                          |          |                                            | Vendor Total:                             | \$1,167.31                |
| PETERBILT TRUCK PARTS & EQUIPMENT<br>LLC | 21060    |                                            |                                           |                           |

# Lyon County School District

## Voucher Supplement Account Summary

Voucher Batch Number: 1206

11/27/2024

Fiscal Year: 2024-2025

| Vendor Remit Name               | Vendor # | Account                                    | Description                      | Amount       |
|---------------------------------|----------|--------------------------------------------|----------------------------------|--------------|
|                                 |          | 100.170.0000.000.2710.614.10000.00.00<br>0 | Parts                            | \$10,956.79  |
|                                 |          |                                            | Vendor Total:                    | \$10,956.79  |
| RENO FORKLIFT                   | 17440    |                                            |                                  |              |
|                                 |          | 100.161.0000.000.2410.610.10601.32.00<br>0 | General Supplies                 | (\$3,591.85) |
|                                 |          | 100.161.0000.000.2620.610.10601.32.00<br>0 | General Supplies                 | \$14,365.78  |
|                                 |          |                                            | Vendor Total:                    | \$10,773.93  |
| STICKS & STONES BLDG. MATERIALS |          |                                            |                                  |              |
|                                 |          | 100.108.0000.000.2620.610.10603.32.00<br>0 | General Supplies                 | \$98.95      |
|                                 |          |                                            | Vendor Total:                    | \$98.95      |
| SUMMIT COMPANIES                |          |                                            |                                  |              |
|                                 |          | 100.108.0000.000.2620.430.10203.10.00<br>0 | Repairs and Maintenance Services | \$12,586.00  |
|                                 |          | 100.108.0000.000.2620.430.10601.32.00<br>0 | Repairs and Maintenance Services | \$2,130.00   |
|                                 |          | 100.108.0000.000.2670.430.10210.10.00<br>0 | Repairs and Maintenance Services | \$65,420.00  |
|                                 |          |                                            | Vendor Total:                    | \$80,136.00  |
| TRANE U.S. INC                  |          |                                            |                                  |              |
|                                 |          | 100.108.0000.000.2620.730.10210.10.00<br>0 | Equipment                        | \$3,430.00   |
|                                 |          |                                            | Vendor Total:                    | \$3,430.00   |
| ULINE                           | 102057   |                                            |                                  |              |
|                                 |          | 100.170.0000.000.2700.610.10000.00.00<br>0 | General Supplies                 | \$37.50      |
|                                 |          |                                            | Vendor Total:                    | \$37.50      |
| WALKER LAKE DISPOSAL INC.       | 102157   |                                            |                                  |              |
|                                 |          | 100.108.0000.000.2610.421.10000.00.00<br>0 | Garbage / Disposal               | \$1,144.00   |
|                                 |          |                                            | Vendor Total:                    | \$1,144.00   |
| WESTERN NEVADA SUPPLY           | 22580    |                                            |                                  |              |

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1206 11/27/2024

Fiscal Year: 2024-2025

| Vendor Remit Name | Vendor # | Account                                    | Description      | Amount       |
|-------------------|----------|--------------------------------------------|------------------|--------------|
|                   |          | 100.108.0000.000.2620.610.10000.00.00<br>0 | General Supplies | \$8,409.07   |
| Vendor Total:     |          |                                            |                  | \$8,409.07   |
| Grand Total:      |          |                                            |                  | \$416,770.29 |

End of Report

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# LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1217

Voucher Date: 11/27/2024

Prepared By: \_\_\_\_\_

Printed: 12/10/2024 09:44:17 AM

---

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$3,092.67 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

---

|             |           |
|-------------|-----------|
| Phil Cowee. | President |
|-------------|-----------|

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|                  |       |
|------------------|-------|
| Bridget Peterson | Clerk |
|------------------|-------|

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|                  |        |
|------------------|--------|
| Neal McIntyre II | Member |
|------------------|--------|

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|             |        |
|-------------|--------|
| Tom Hendrix | Member |
|-------------|--------|

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|                |        |
|----------------|--------|
| Sherry Parsons | Member |
|----------------|--------|

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|                |        |
|----------------|--------|
| Holly Villines | Member |
|----------------|--------|

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|            |        |
|------------|--------|
| Darin Farr | Member |
|------------|--------|

LYON COUNTY SCHOOL DISTRICT

---

|      |              |            |
|------|--------------|------------|
| Fund |              | Amount     |
| 100  | General Fund | \$3,092.67 |
|      |              | <hr/>      |
|      |              | \$3,092.67 |

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1217 11/27/2024

Fiscal Year: 2024-2025

| Vendor Remit Name    | Vendor # | Account                               | Description      | Amount     |
|----------------------|----------|---------------------------------------|------------------|------------|
| YERINGTON ELEMENTARY |          | 100.122.0000.910.1000.610.10202.10.00 | General Supplies | \$3,092.67 |
|                      |          | Check #: 2940                         |                  |            |
| Vendor Total:        |          |                                       |                  | \$3,092.67 |
| Grand Total:         |          |                                       |                  | \$3,092.67 |

End of Report

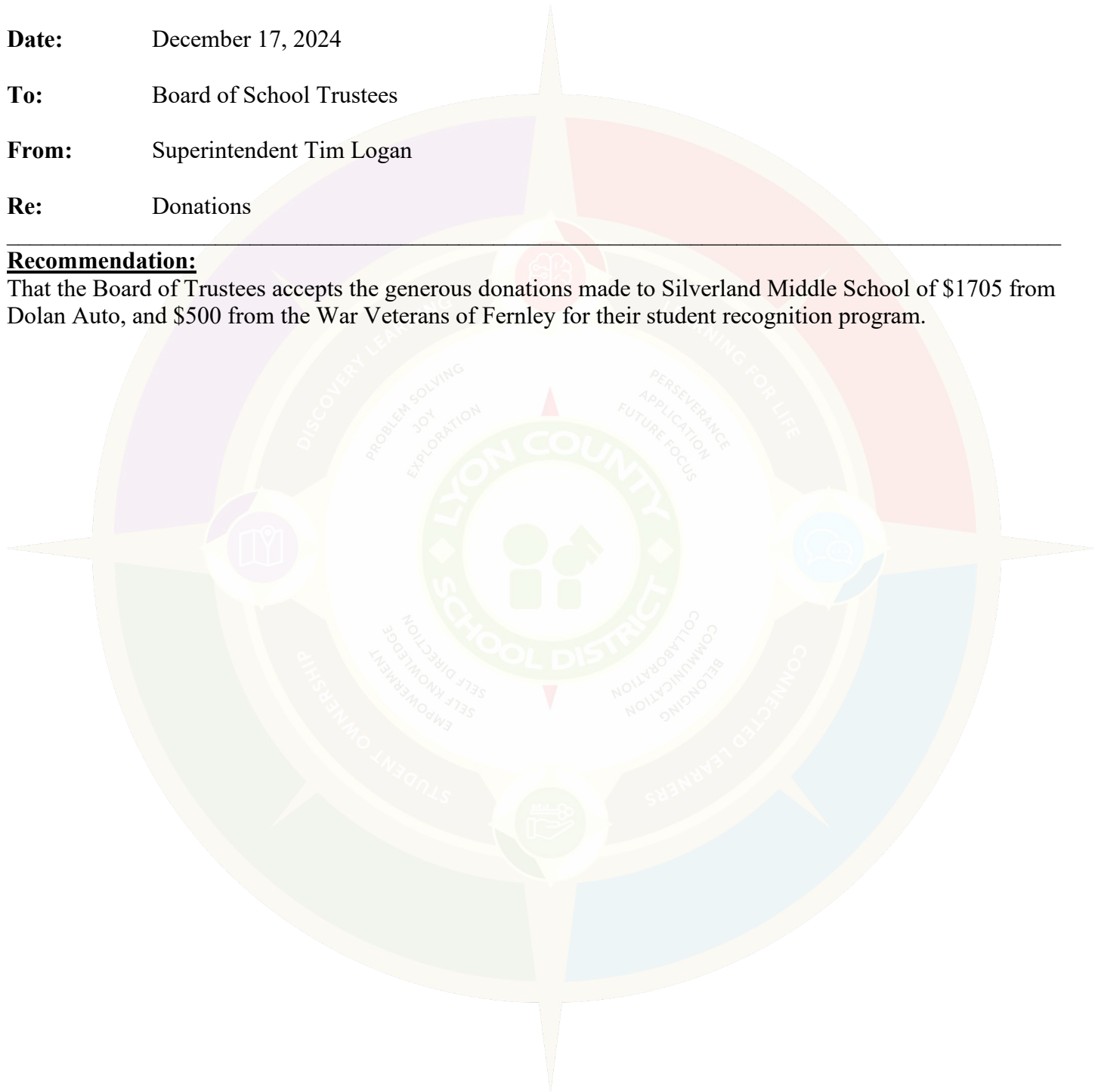
## Lyon County School District Board Memo

**Date:** December 17, 2024  
**To:** Board of School Trustees  
**From:** Superintendent Tim Logan  
**Re:** Donations

---

**Recommendation:**

That the Board of Trustees accepts the generous donations made to Silverland Middle School of \$1705 from Dolan Auto, and \$500 from the War Veterans of Fernley for their student recognition program.



**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.*

# MEMO

To: Mr. Tim Logan, LCSD Superintendent

From: Steve Henderson, SMS Principal

Date: November 12, 2024

RE: Donation

---

Silverland Middle School has received a donation of \$1,704.81 for the student recognition program from Dolan Fernley.



# MEMO

To: Mr. Tim Logan, LCSD Superintendent

From: Steve Henderson, SMS Principal

Date: October 30, 2024

RE: Donation

---

Silverland Middle School has received a donation of \$500.00 for the student recognition program from The War Veterans of Fernley.

## Lyon County School District Board Memo

**Date:** 12/17/2024  
**To:** Board of School Trustees  
**From:** BillieJo Hogan, Executive Director of Human Resources  
**Re:** LP Insurance Services

---

### **Recommendation:**

That the Board of Trustees appoint LP Insurance Services ("LP") as Lyon County School District's ("District") broker of record for all employee benefits-related insurance products, effective January 1, 2025. District leadership is recommending that the District enter into a three-year contract with LP Insurance Services for brokerage and consulting services, effective Jan. 1, 2025, with the option to have three additional one-year extensions.

### **Background Information:**

A committee composed of members from the District's Leadership, Human Resources, Finance and Operations teams recently solicited proposals from qualified broker/consultants to assist with insurance brokerage and consulting services for the District's health benefits program. The purpose of the Request for Qualifications ("RFQ") was to obtain information that would enable the District to select an ideal candidate that can effectively partner with the District to perform various services associated with components of the District's health benefits program. These services have been provided by Clark and Associates for approximately 14 years in the LCSD.

After consideration of all qualified submissions, and after interviewing members of the top three firms whose submissions were received, the committee selected LP Insurance due to their amazing service options for our employees, communication plan, negotiating power, and work with many other school districts in Nevada.

### **Rationale:**

It has been approximately 14 years since the district previously sought vendors for our health insurance broker. While the health insurance broker selection does not fall under the purview of the LCSD Health Insurance Committee, LP Insurance Services personnel met with the committee on December 12, 2024 and provided an overview of their services.

LP Insurance is best positioned to deliver the resources and expertise needed to help manage the District's benefits program. They specialize in providing brokerage and consulting services to Nevada's public employers and currently work with over forty public entities, including several school districts. In addition to their unique

***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.*

experience in the Nevada public sector, LP offers a broad range of technical, administrative, and compliance resources, all of which the Committee believes will place the District's benefits program in the best possible position going forward.

### **Potential Impact on Students/Staff:**

District leadership recommends the approval of the three-year contract with LP Insurance for the potential positive impact on staff, which in turn positively affects our students. Maintaining a sustainable health insurance program helps us better recruit and retain staff. Not only will LP provide claims support and guidance to District employees and their covered family members, but the committee also expects LP to play a positive and productive role interfacing with the District's insurance committee. Finally, LP's technical and brokerage experience will help ensure District employees have the best possible insurance pricing and coverage at all times.

### **Budget Considerations:**

The District's expense for the brokerage and consulting services outlined in the provided contract shall include a monthly retainer of \$6,500, which creates an annual budget consideration of \$78,000. For reference, the current insurance broker contract with the LCSD has an annual budget consideration of \$37,999.92.

### **Attachment(s):**

Draft Contract

LP Insurance Services Proposal

LP Board Meeting Presentation Deck



## Board of Trustees Presentation

# LP Insurance at a Glance.

LP's history began in 1927 with the founding of Lucini & Associates in Reno. Following a series of mergers, acquisitions and divestitures over the next eighty-four years, LP Insurance Services was founded in 2010 with a single office in Reno and thirty-six employees. We have since risen to become one of the top 100 brokerages in the U.S. and the largest independent agency in Nevada.

Today, we employ more than 250 team members in twelve locations across four states. Below are our Nevada-based offices.

**Reno**

**Elko**

**Fernley**

**Las Vegas**

**Carson City**

In 2018, we joined BroadStreet Partners, a national brokerage holding company headquartered in Columbus, Ohio. Through their 30 core operating units, BroadStreet is a Top 15 national broker and operates in all 50 states.

The BroadStreet model provides our clients with the best of both worlds: national resources with local expertise and control.

**30 core partners**

**\$17B+ in total annual revenue**

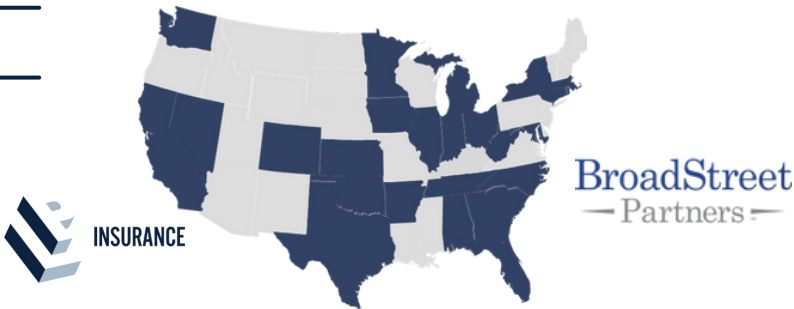
**\$14B+ in total premium managed**

**27% compounded annual growth rate**

**550+ tuck in acquisitions**

**8,100+ experienced colleagues**

**660+ equity holders and growing**



# What Makes Us Unique?

## Public Sector Experience

Over forty of Nevada's public employers rely on us, not only to obtain the lowest possible pricing, but also to effectively deliver the appropriate resources and support to their administration and employees.

LP Insurance has a strong history of implementing innovative solutions and has gained a deep understanding and appreciation of the complex regulatory landscape that the public sector must navigate.

### Insurance Committees

Nevada Revised Statutes

### Nevada Healthcare Landscape

Retiree Solutions

### Employee Associations, Management

Financial Requirements and Audits

Please refer to the following page for a full list of our Nevada public entity clients.



# Full Public Entity Client List.

CC Communications  
Carson City  
Churchill County  
**Churchill County School District\***  
City of Carlin  
City of Elko  
City of Ely  
City of Fallon  
City of Fernley  
City of Sparks  
City of Wells  
Douglas County  
**Douglas County School District\***  
Douglas County Sewer Improvement  
District  
East Fork Fire Protection District  
**Elko County School District\***  
Esmerelda County

**Esmeralda County School District\***  
Eureka County  
**Eureka County School District\***  
Gardnerville Ranchos General  
Improvement District  
Incline Village General Improvement  
District  
Indian Hills General Improvement District  
Kingsbury Grade General Improvement  
District  
Lander County  
**Lander County School District\***  
Minden Gardnerville Sanitation District  
Mineral County  
Nevada State Board of Medical  
Examiners  
Nevada Tahoe Conservation District  
North Lake Tahoe Fire Protection District

Nye County  
Reno-Tahoe Airport Authority  
Round Hill General Improvement District  
RSCVA  
Storey County  
**Storey County School District\***  
Sun Valley General Improvement District  
Tahoe Douglas Utility District  
Tahoe Regional Planning Agency  
Tahoe Transportation District  
Topaz Ranch Estates General Improvement  
Truckee Meadows Fire Protection District  
Washoe County  
**Washoe County School District\***  
Western Nevada Development District  
White Pine County



# What Makes Us Unique?

## Fully Insured & Self-Funding Experience

Our experience with self-funding health plans is unparalleled. Having over 150+ years of combined experience in plan design and implementation, cost containment strategies, care coordination and compliance, we have the expertise and knowledge to help our clients achieve the short and long-range goals necessary to optimize their health plan.

### 150+ Years of Combined Experience

Data Analytics

### Progressive and Consultative

Underwriting, Actuarial

### Public Sector Application

Our team members are also uniquely knowledgeable and experienced with:

### Self-Funding Budget Rate Projections

IBNR Liability and Calculations

Monthly Claims Reporting

Benefit Change Analysis

Consumer Driven Health Care (HSAs/HRAs)

### Retiree Drug Subsidy (RDS)

Employer Group Waiver Plans (EGWP)

OPEB Liability (GASB 45 & 75)

Retiree Medical Solutions

NRS Pertaining to Nevada Public Employers





# What Makes Us Unique?

## Stakeholder Support

We are firmly committed to meeting and exceeding the current level of customer service offered to the District by its current service provider.

Our service philosophy is simple: **provide superior service that generates genuine appreciation from our clients and their employees.**

Below are some of the pillars that support the foundation of that philosophy:

### Exceptional Service.

We attempt to answer questions before they are asked. When working on something that cannot be resolved in the same day, **we make sure to provide proactive updates regularly.**

### Prompt Response & Support.

Our team is committed to responding **promptly** and **effectively** to all inquiries, ensuring that no question goes unanswered or issue unresolved.

### Advocacy.

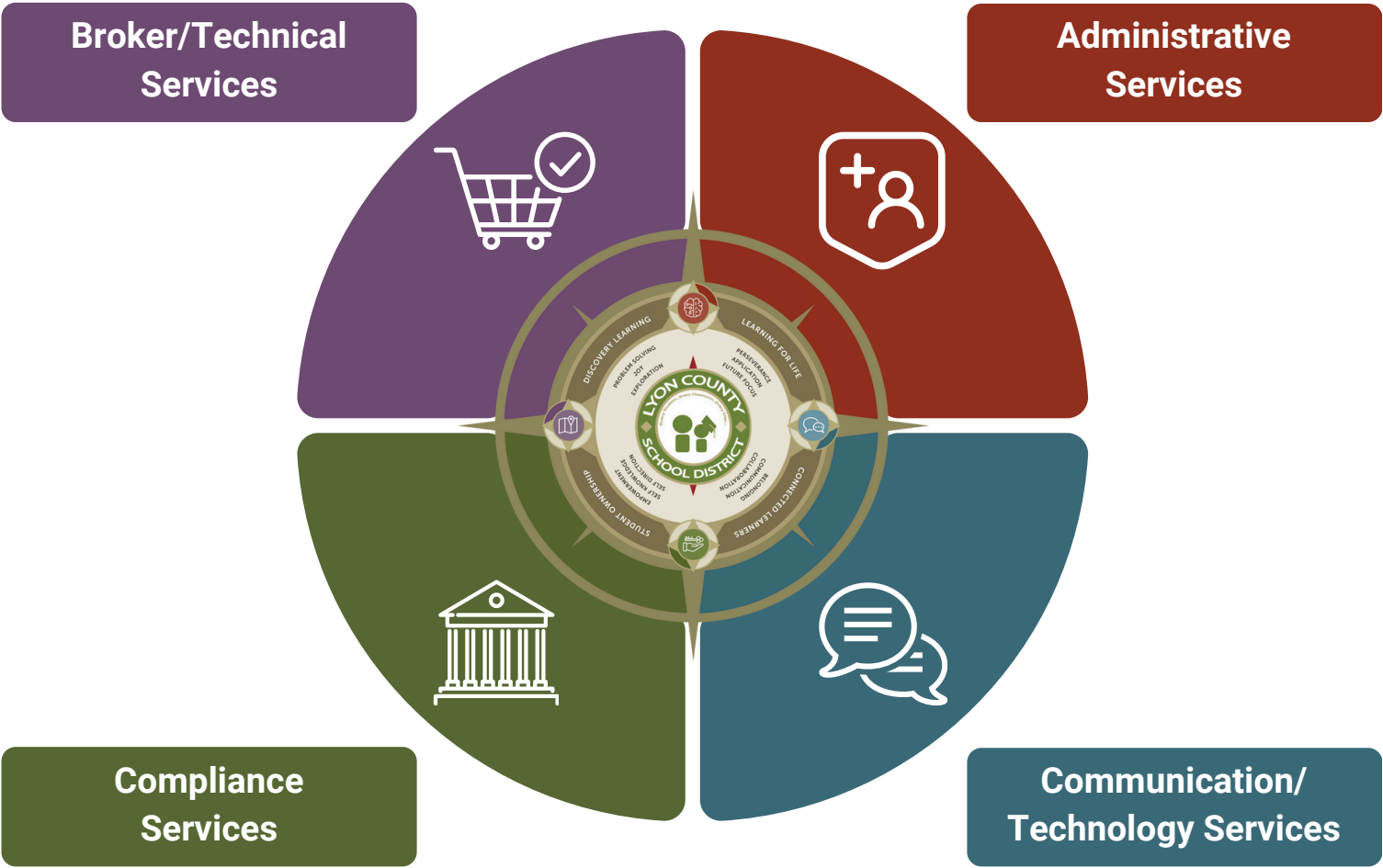
Our work advocating for and representing employees has the ability to impact their lives. As such, **we never lose sight of empathy** in these situations. We always take time for your employees and are sure to listen, understand and act.

### Quality.

All of our financial and employee facing communications undergo **at least two levels of review before being released**. All compliance related documents and communications are reviewed by our attorney.



# Proposed Scope of Work.



# Immediate Action Plan

## Broker & Technical Services.

### Claims Review & Assessment

- Medical claims review
- Rx claims review
- Utilization Review
- Trend analysis

### Renewal & Budget Forecasting

- Renewal forecasting and parallel underwriting
- Funding analysis (self-funded, fully insured, captives)
- Benchmark reporting



### Strategic Planning

- Meet with key stakeholders to develop and establish short and long-range goals
- Provide consulting/recommendations on:
  - Emerging market trends
  - New benefit products/services
  - Innovative ideas to enhance programs and increase employee morale

### Negotiation/Marketing

- Carrier and vendor negotiation
- Bid solicitation activities
- Carrier and vendor selection and management



# Immediate Action Plan Administrative Services.

## Immediate Priorities per District Staff & Stakeholders

- Address any immediate vendor, administrative, claim or service issues
- Initial meeting with LP and District HR staff

## Existing Carrier/Vendor Management

- Review all existing contracts and performance guarantees
- Scheduled calls with all existing carriers/vendors
- Address any ongoing service issues



## Technology Capabilities Review

- Meeting with District staff to discuss current technology infrastructure:
  - Benefits enrollment
  - Member education
  - Communication
  - Compliance

## New Hire/Open Enrollment

- New hire process and material review
- New hire benefit guide creation
- Open enrollment process and material planning



# Immediate Action Plan Compliance Services.

## General Compliance

- Audit, recommendations and training:
  - Affordable Care Act (ACA)
  - ADA
  - CAA / TIC
  - HIPAA
  - COBRA
  - Medicare
  - IRS Section 125
  - FMLA

## Plan Documents & Annual Notices

- Review of Plan Document and Summary Plan Description
- Review of annual notices



## Developing Legal and Regulatory Environment

- Provide a review of compliance and status update on:
  - Nevada Revised Statutes (NRS)
  - Consolidated Appropriations Act (CAA)
  - Transparency in Coverage (TiC)
  - Mental Health Parity and Addiction Equity Act (MHPAEA)
- Monthly webinars on timely compliance topics

## Advisement

- Inform District staff of any flagged areas and/or recommendations



# Immediate Action Plan

## Communication/Technology.

### Traditional Communications

- Comprehensive New Hire/Open Enrollment benefit guides and packets
  - General communications in the form of flyers, posters and brochures

### Multi-lingual Needs Assessment

- Translation services provided (if needed)



### Digital Communications

- Conversion of printed materials to digital medium
- Discussion of enhancing benefits page on the District intranet/website

### Mobile Communications Discussion

- Discussion around mobile communication capabilities and leading market solutions



# The District's Dedicated Team.

Our proposed service team has over 50 years of collective experience in guiding large group public entity employers in the management of their health plans.



**Kevin Monaghan**  
Lead Consultant



**Kristie Martin**  
Account Coordinator



**John Malamphy**  
Underwriter



**Logan Neeley**  
Consultant



**Monica Iza**  
Bilingual Account Support



**Stacy Barrow**  
ERISA Compliance Attorney



**Becky Stidham**  
Account Executive









**"COPIES"**

# **Lyon County School District Insurance Broker 2024 RFQ**

Presented By



**Kevin Monaghan**  
Lead Consultant, Principal  
kevin.monaghan@lpins.net  
775.772.0266

**LP Insurance Services**  
300, E. 2nd Street, Ste. 1300  
Reno, NV 89501



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| pg. 07 | <b>6.3 General Information</b>      | pg. 37 | <b>6.6 Fee Structure</b>                |
| pg. 07 | <b>6.3.1 Profile of the Firm</b>    | pg. 39 | <b>6.7 Reporting</b>                    |
| pg. 10 | <b>6.3.2 Experience of the Firm</b> | pg. 39 | <b>6.7.1 Sample Monthly Claims</b>      |
| pg. 18 | <b>6.3.3 References</b>             | pg. 51 | <b>6.7.2 Sample Feasibility Model</b>   |
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## 6.2 Executive Summary

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Lyon County School District Team,

Thank you for the opportunity to present to you our employee benefits consulting and brokering services proposal for Lyon County School District (the District), its employees, retirees, and their families.

Employee benefits brokering and consulting for public employers in Nevada requires an intimate knowledge of the complex regulatory and legislative constraints imposed on Nevada public employers; this comes only with considerable experience and a broad public entity client base.

With over 45 public entity clients across Nevada, LP Insurance Services is the pre-eminent expert in the management of Nevada public employer benefit programs.

With extensive fully-insured and self-funded public entity experience, we maintain unique and considerable knowledge of the issues facing Nevada public employer benefit programs and the local healthcare environment.

We thank you again for the opportunity to discuss with you our extensive service capabilities and ideas for improving the management of the District's employee benefits program.

Sincerely,

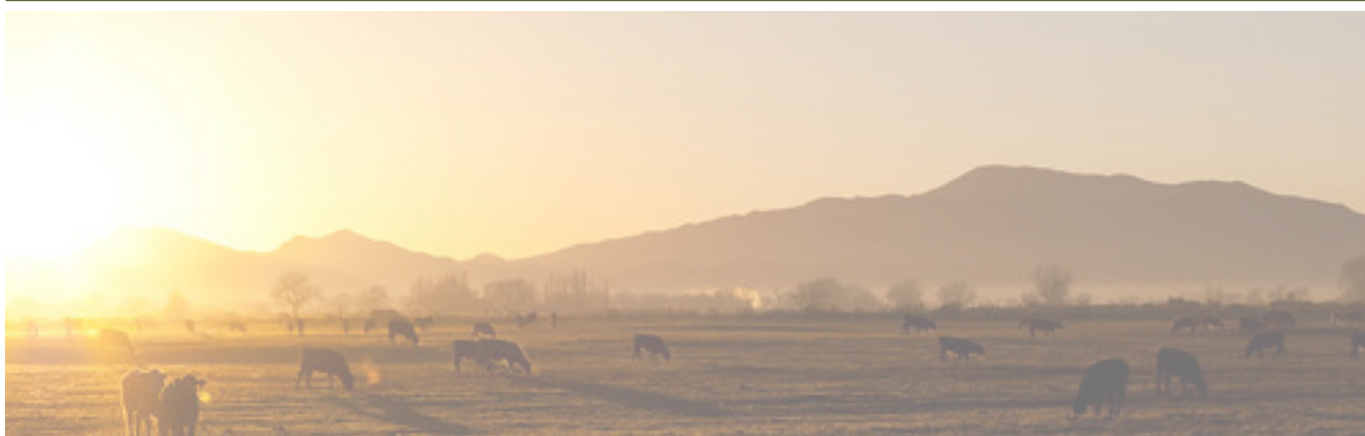
**Kevin Monaghan, PHR**

LP Insurance Services

Principal, Lead Consultant

kevin.monaghan@lpins.net | 775.772.0266

300 E. 2nd Street, Suite 1300, Reno, NV 89501



# The Trusted Consultant for Nevada Public Employers

Over 45 public entities in the State of Nevada rely on us, not only to obtain the lowest possible pricing, but also to effectively deliver the appropriate resources and support to their administration, employees and other stakeholders.

**Our full public entity client list is below:**

|                                                   |                                              |
|---------------------------------------------------|----------------------------------------------|
| CC Communications                                 | Kingsbury Grade General Improvement District |
| Carson City                                       | Lander County                                |
| Churchill County                                  | Lander County School District                |
| Churchill County School District                  | Minden Gardnerville Sanitation District      |
| City of Carlin                                    | Mineral County                               |
| City of Elko                                      | Nevada State Board of Medical Examiners      |
| City of Ely                                       | Nevada Tahoe Conservation District           |
| City of Fallon                                    | North Lake Tahoe Fire Protection District    |
| City of Fernley                                   | North Lyon Fire Protection District          |
| City of Sparks                                    | Nye County                                   |
| City of Wells                                     | Reno-Tahoe Airport Authority                 |
| Douglas County                                    | Round Hill General Improvement District      |
| Douglas County School District                    | Reno Sparks Convention Visitors Authority    |
| Douglas County Sewer Improvement District         | Storey County                                |
| East Fork Fire Protection District                | Storey County School District                |
| Elko County School District                       | Sun Valley General Improvement District      |
| Esmeralda County                                  | Tahoe Douglas Utility District               |
| Esmeralda County School District                  | Tahoe Regional Planning Agency               |
| Eureka County                                     | Tahoe Transportation District                |
| Eureka County School District                     | Topaz Ranch Estates General Improvement      |
| Gardnerville Ranchos General Improvement District | Truckee Meadows Fire Protection District     |
| Incline Village General Improvement District      | Washoe County                                |
| Indian Hills General Improvement District         | Washoe County School District                |
|                                                   | Western Nevada Development District          |

## Firm Overview & Staff Breakdown

As requested in the RFQ, below is an overview of our firm and breakdown of our staff. The below will illustrate both our footprint as an agency and that of the office that will perform the scope of work defined in the RFQ.

### Firm Overview:

- **Years in Business:** LP Insurance Services was founded in 2010 having evolved from a number of prior iterations, including: Lucini & Associates, Lucini Parish Insurance, ABD Insurance and Financial Services and Wells Fargo Insurance Services (USI).
- **Firm Size:** 252 employees with annual revenue of over \$60 million.
- **Organization Type:** LLC
- **Service Locations:**
  - **LP Headquarters:** Reno
  - **Primary Office for LCSD:** Reno
  - **All Other Offices:** Fernley, Carson City, Elko, Fresno (CA), Gold River (CA), Las Vegas, Phoenix (AZ), Portales (NM), Quincy (CA), Roswell (NM), Truckee (CA)

### Staff Breakdown:

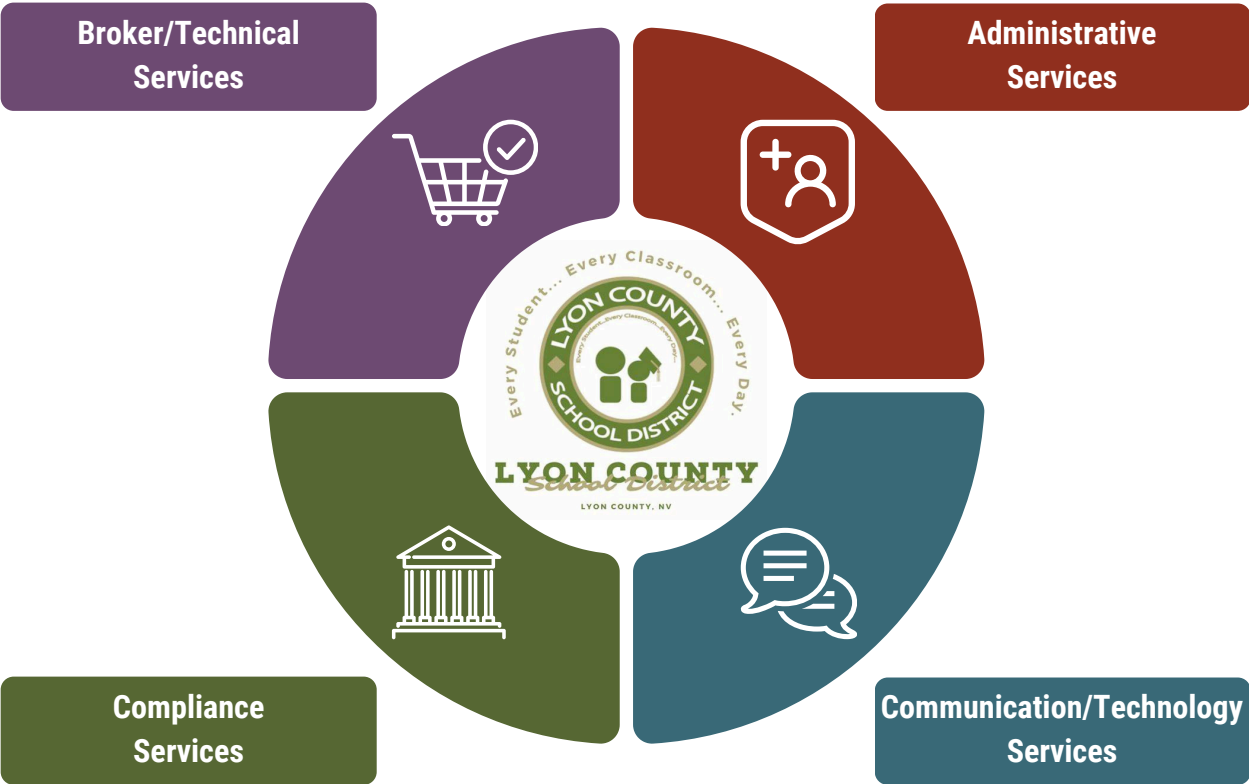
- **Total Employees:**
  - All Offices: 252 employees
  - Reno Office: 145 employees
- **Managers/Supervisors:**
  - All Offices: 34 supervisors
  - Reno Office: 20 supervisors
- **Partners:**
  - All Offices: 41 partners
  - Reno Office: 25 partners

Please see the following page for a description of the types of services our firm provides relevant to this RFQ.

# Service Overview

Consistent with the scope of work defined in the RFQ, the forthcoming proposal will highlight four core areas of service that, together, comprise our offering and demonstrate our ability to exceed the requirements and expectations set forth by the District.

These four components are critical to the successful management of any benefits program and, together, they represent the holistic nature of our offering.





# Service Overview

In addition to the employee benefit specific services outlined in this proposal, we also have direct experience in providing the following services to Nevada-based public entities:

**General Liability Insurance Services**

---

**Property & Cyber Insurance Services**

---

**Risk Management Services**

---

**Workers Compensation Risk Services**

**Contractual Risk Transfer Services**

---

**Safety Management Loss Control Services**

---

**HR Consulting Services**

Further details on the above services will be provided upon request.

## Notable Public Sector Initiatives and Experience

LP delivers a unique level of Nevada public sector knowledge and service expertise.

Below is a partial list of accomplishments we've delivered on our public sector clients' behalf:

- In response to the OPEB (Other Post Employment Benefits) liability issues raised by GASB Statement 45, LP continues to provide a range of solutions for our public entity clients' retiree benefit obligations, including:
  - Retiree Individual Premium Health Reimbursement Arrangements
  - Employer Group Waiver Plans (EGWPs)
  - Retiree Drug Subsidy (RDS)
- Assisted in creating various wellness programs, including the nationally recognized Washoe County School District wellness program
- Created a multi-entity insurance program for Nevada public entities through the Nevada League of Cities Group Insurance Program
- Facilitated clients' HIPAA compliance by providing sample policies, procedures and checklists and in-person visits to communicate requirements for compliance
- Developed an exclusive mobile app, providing several public entities with their own custom built app experience (i.e. app layout/branding, employer-specific content, push notifications, etc.)
- Hosted, facilitated and presented various seminars, including topics such as CAA, ARPA, Health Care Reform, HIPAA, Medicare Part D and alternative funding solutions
- Crafted several campaigns with our public entity clients engaging their members with practical education and resources on Medicare, impacting both active and retiree pricing
- Routinely act as a subject matter expert during collective bargaining, providing both solutions and supporting material to assist in the process

### 6.3.2 Experience of the Firm

While detailed descriptions of our proposed scope of work are included in section 6.4, the following pages include case studies and specific examples that demonstrate our unique experience.

**Managing Retiree Drug Costs in Compliance with N.R.S..**

We regularly monitor and evaluate prescription drug costs for our self-funded clients. Our findings are shared regularly, along with a range of viable alternative solutions, all aimed at helping our clients manage costs and member experience.



Several years ago, we implemented an "Employer Group Waiver Plan" (EGWP) to address one of our self-funded client's retiree drug costs.

Prior to implementing this program, which was carefully designed to ensure maximum compliance with the various state statues governing public sector self-funded plans, we compared the expected cost/benefit of the EGWP against the more common Retiree Drug Subsidy (RDS) solution.

Compared to the RDS subsidy being received prior, the EGWP arrangement continues to produce an average annual savings of over \$700,000.

Although the EGWP arrangement continues to outperform the expected RDS savings, we continue to evaluate both in an effort to ensure the most advantageous arrangement is in place at all times.

**Creative Rx Solutions that Work for Employees and Employers.**



We recently implemented a non-insurance prescription solution that provides dedicated advocates to help procure high-cost maintenance, specialty meds, infusion therapies, and drugs that treat orphan conditions through multiple avenues.

The decision to move forward with this solution was made carefully, and only after in-depth discussion with multiple stakeholders and consideration of several other competing solutions.

Over the first year, the employer saw \$3.5 million in savings with members saving \$154,000.

# Broker & Technical Service Experience

Our team has a long and proven track record of success in brokering on our clients' behalf.

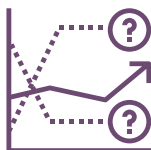
**Our unparalleled brokering ability is demonstrated through several examples below.**

### Negotiation



In 2021 we had a client receive a 71% renewal. This was due to a single large claimant; \$4 million was paid in the current policy year, with another \$2 million expected in the renewal year. Two months into the renewal year, we assisted in transitioning the claimant, who was on COBRA, to their spouse's plan. As a result of the risk being removed from the plan, we negotiated a mid-year reduction of 62%.

### Renewal Forecasting



As stated, we regularly track and analyze our clients' claims data. Last year, one of our non-profit clients had a large claimant that increased their claims loss ratio by 250% over 2 months. We immediately engaged with their insurance carrier which resulted in the member transitioning from hospital to home-based care, eight months in advance of renewal. As a result, \$250,000 in claim costs were averted and a positive renewal experience resulted.

### Alternative Funding



While we are experts in self-funding and employ a variety of alternative funding arrangements, we don't believe self-funding is right for all employers, regardless of size. Recently, a client with over 700 employees wanted to explore self-funding. Through our consultative process, we determined that the organization's conservative nature was not conducive to self-funding their medical plan. Alternatively, we assisted in self-funding their dental and vision plans, while keeping medical fully insured.

Since the transition, they have accumulated a combined dental and vision reserve exceeding \$400,000. In addition, no rate increases have been passed to employees.

# Administrative Service Experience

Our service philosophy is simple: **provide superior service that generates genuine appreciation from our clients and their employees.** Empathy is key to our approach, and we target a one-hour response time to all communications made to our team.

**Our commitment to service is demonstrated below:**

### Billing Reconciliation



When taking over a new client, we carefully review each policy in place including billing reconciliation. Recently upon appointment with a large public sector client, we discovered that their Medicare retiree population was being billed the same rates as their active employees. Working with the insurance carrier and Medicare, we were able to secure a refund of over \$50,000 in overpaid premium.

### Claims Resolution



When issues of questionable claims adjudication arise, they become our top priority. Last year an employee of a client had a heart attack and needed immediate medical treatment. He was placed on an air ambulance flight to Stanford where he ended up passing before landing. The carrier billed the flight as out-of-network, leaving the surviving spouse \$70,000 in charges. After the initial and secondary appeals, we filed on the spouse's behalf were denied, our team filed a formal complaint with the Nevada Division of Insurance. This was successful and resulted in the carrier covering the claim in its entirety.

### Member Advocacy



Navigating the complexities of the healthcare system can be difficult. On March 29th, a member of a client needed a bone marrow transplant and hadn't gotten prior authorization from the carrier yet with the procedure scheduled for the next day. Without authorization, the transplant would have went to another recipient as the donor cells must be infused within 7 days of collection and they had been collected the week before. Our team expedited the authorization process working with both the provider and carriers. The member received his scheduled transplant rather than having to go through the entire process of finding a match again.

# Technology & Communications Experience

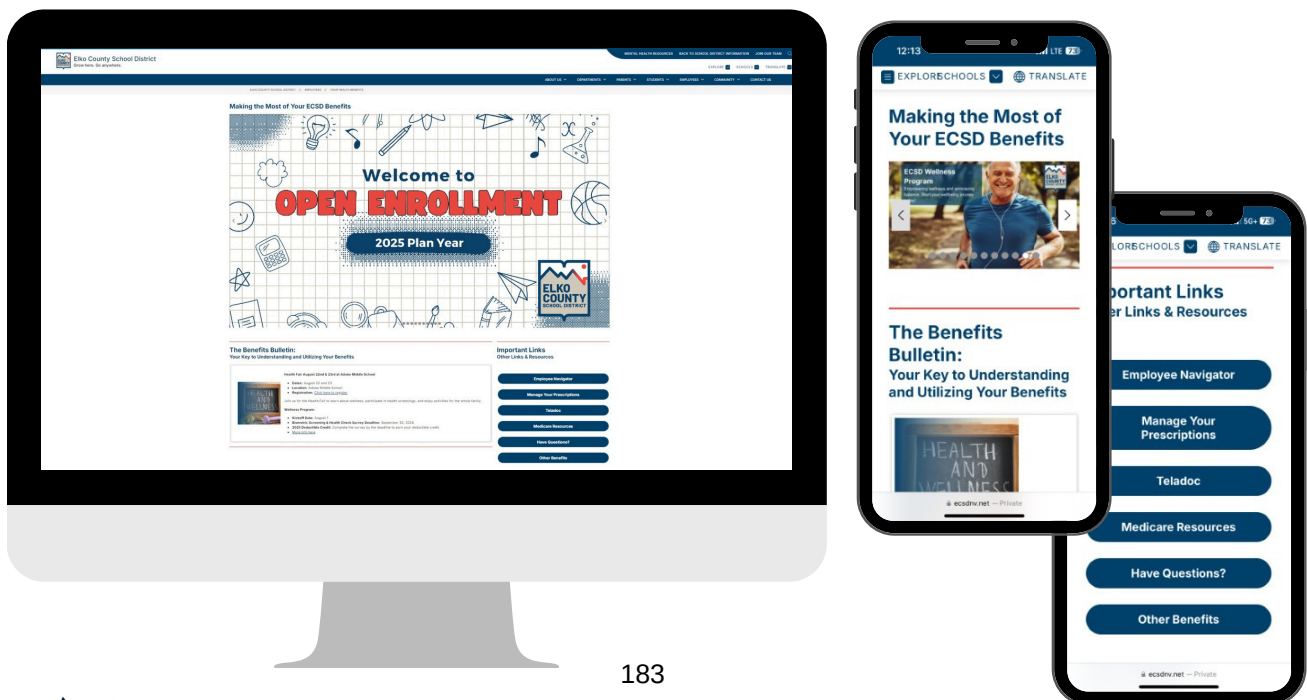
We have many clients with employees across multiple worksites, shifts, generations and even languages. In these environments, we've found that leveraging technology and mobile devices can further ensure employees receive important information and resources about their employee benefits.

Our direct experience with leveraging technology and mobile devices with other Nevada-based public entities is demonstrated below.

### Leveraging Existing Technology & Communication Channels Northern Nevada School District - 1,200 employees

Each year we have off-cycle discussions with our clients to strategize around our short and long-term goals regarding their benefits plan. In this specific case, our discussion led us to drive an initiative to enhance the communication component of our overall benefit strategy. After a review, we discovered that the client had the existing infrastructure in place to support a desktop/mobile webpage dedicated to their employee benefits.

To achieve this, our team interfaced with the software developer of the website directly to design the webpage. Included are links to other important platforms/resources, monthly communications, and other important benefit information.



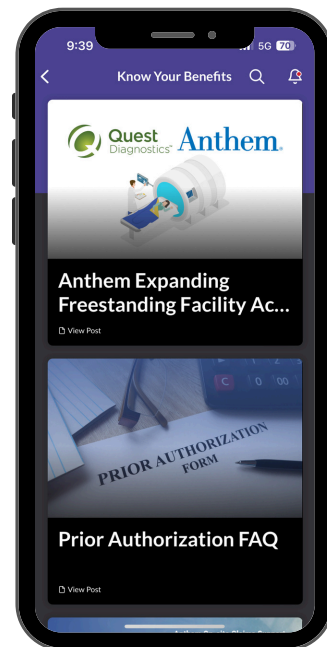
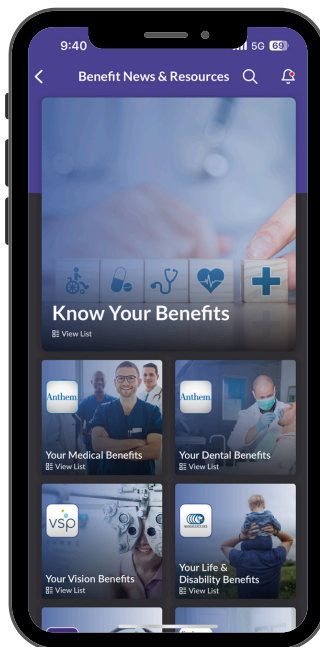
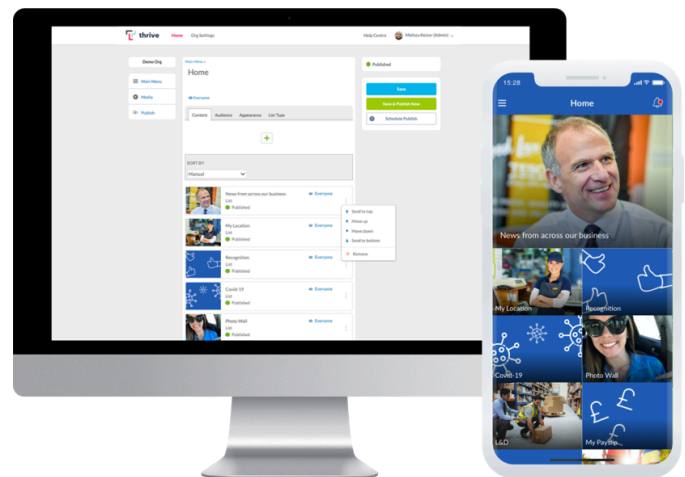
## 6.3.2 Experience of the Firm

### Prosper Communications App Northern Nevada County - 650 employees

In 2022, LP Insurance partnered with a software developer to create our very own employee communications app, Prosper. Using Prosper, our clients can post content, segment communication and resources to specific and broad user groups, send unlimited push notifications, and more.

- Unlimited push notifications
- Unlimited content sections
- Completely customizable layout
- Embed any website or portal
- Audience segmentation and personalization
- Files, downloads, pictures and video compatible
- Compliance posts
- Multi-lingual support
- Analytics of app utilization

#### Intuitive 'drag & drop' content management system



# Compliance Services

Our employee benefits team has over 100 years of collective experience guiding employers through the ever-changing legal and regulatory environments surrounding their benefits program. Together with our attorney, Stacy Barrow, we audit all programs upon takeover and annually to ensure full compliance with all state, federal and local laws.

We produce, supply and/or print all annually required notices & disclosures, including model notices and other forms issued by government agencies when new guidance is released (NRS, HIPAA, Medicare Part D, NSA, 1094/1095s, Women's Children and Cancer, GINA, COBRA, etc.).

We provide regular targeted employer education, specific to each of our clients, addressing all existing and new compliance requirements. Some examples are below:



### Webinars:

- Benefits during Leaves of Absence - January 2024
  - <https://bit.ly/4f2dTbf>
  - Passcode: 4CW+&gPf
- Upcoming Election + Regulatory/Legislative Update - September 2024
  - <https://bit.ly/3UthE1d>
  - Passcode: Z9XFic#@



### Seminars:

- Cannabis in the Workplace - March 2024
- Employment Law & NV Legislative Tracking - June 2025



### Compliance Alerts:

- CMS Redesigns the Medicare Part D Prescription Drug Program - May 2024
- 2025 Affordability Percentage Update - September 2024

When appropriate, we provide relevant employee communications, such as how changes in a law's provision will affect them and their benefits.

Specific to employee benefits and public sector related BDRs/bills/legislation, we produce legislative tracking and financial modeling during Nevada's legislative sessions.



# Mineral HR & Compliance Service Platform

In addition to our in-house compliance services and resources, LP has a partnership with Mineral, a robust HR and compliance platform. With Mineral, clients can:

#### Monitor Organizational Health

- HR Assessment
- Document Library
- Salary Compare
- Calculators

#### Compliance Training and Management

- Smart Employee Handbooks
- Law Alerts
- To-Do Lists
- OSHA Log

#### Tackle HR and Compliance Basics

- HR Compliance Library
- Job Descriptions
- Benefits Document Creator
- Compliance Calendar

#### Boost Employee Engagement

- Workplace Harassment Prevention
- Workplace Safety

Access to Mineral is included at no additional cost for all LP clients. **For more information on the resources available and the Mineral platform, please scan the QR code below or visit [trustmineral.com/solutions/](https://trustmineral.com/solutions/).**



**Scan Me!**

## References

Below are three current clients of LP who work with the proposed team for Lyon County School District. The services being provided to all three include broker, administrative, technology/communication, and compliance services.

**Elko County School District | 1,200 Employees**  
**850 Elm St, Elko, NV 89801**

**Contact:**

Cody Krenka, Director of Human Resources  
775.738.5196 | ckrenka@ecsdnv.net



**Douglas County | 650 Employees**  
**1594 Esmeralda Ave, Minden, NV 89423**

**Contact:**

Wendy Lang, Assistant County Manager  
775.782.9066 | wlang@douglasnv.us



**Nye County | 700 Employees**  
**2100 E. Walt Williams Dr, Ste. 110, Pahrump, NV 89048**

**Contact:**

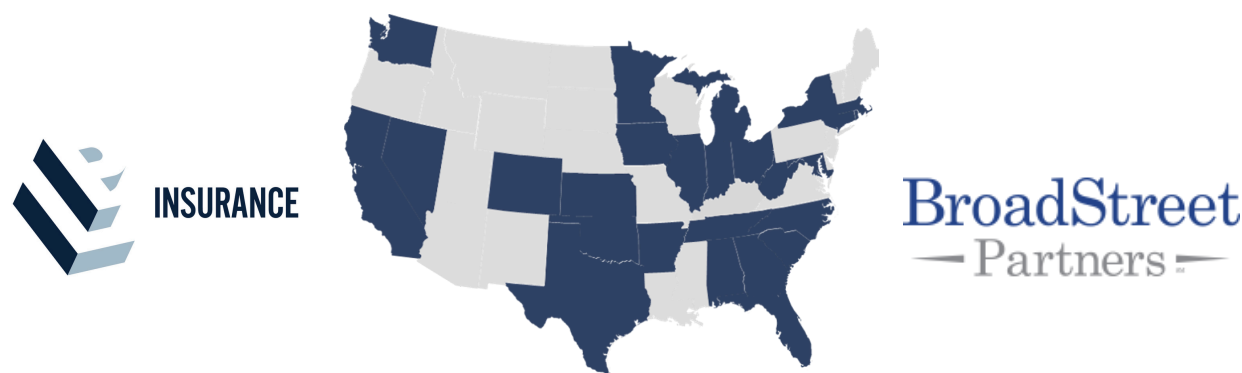
Elona Goldner, HR Director  
775.751.6302 | egoldner@nyecountynv.gov



# Financial Backing & Stability

In 2018, LP joined BroadStreet Partners, a national brokerage holding company headquartered in Columbus, Ohio. Through their 30 core operating units, BroadStreet is a Top 15 national broker and operates in all 50 states.

The BroadStreet model provides our clients with the best of both worlds: a national resources with local expertise and control.



**30 core agency partners**

**550+ tuck in acquisitions**

**\$1.7B+ in total annual revenue**

**8,100 experienced colleagues**

**\$14B+ in total premium managed**

**660+ equity holders**

**27% compounded annual growth rate**

## Response to Disclosure Request

We confirm that neither our firm, nor any of our consultants, have any pending claims, settlements, or other exposures related to contract breaches, failures, or litigation, civil or criminal. Additionally, there are no prior or ongoing investigations involving our firm or consultants, nor have any of our consultants been found guilty, liable, or otherwise judged adversely in such matters.

Our firm maintains a consistent record of compliance, professionalism, and successful contract execution, with no documented instances of unsatisfactory performance, contentious demeanor, or significant contract failures. We remain committed to delivering high-quality service and meeting all contractual milestones, as evidenced by our positive client relationships and reputation in the industry and our communities.

# Proposed Scope of Service



## Broker Services

LP is appointed with and/or has the ability to work with all licensed insurance carriers and vendors in the State of Nevada. Additionally, we have longstanding and positive relationships with each of the District's current carriers.

As its designated representative, we will aggressively manage the District's insurance costs through a balanced combination of bid solicitation activity, negotiation, rate projections and data analysis.

| Broker Services                                                                                                                                                                                                                                                                                                                                                                                  | Frequency              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| <b><u>Strategic Planning</u></b>                                                                                                                                                                                                                                                                                                                                                                 |                        |
| 5.2 - Meet with HR and management to develop/reestablish long-range goals                                                                                                                                                                                                                                                                                                                        | annually               |
| 5.2 - Meet with HR and management to review/recalibrate short-range strategies                                                                                                                                                                                                                                                                                                                   | monthly or as needed   |
| 5.4 - Provide consulting/recommendations on: <ul style="list-style-type: none"> <li>New benefit providers/products/services</li> <li>5.5 - Emerging market trends, claim trends and pricing</li> <li>5.16 - Innovative ideas to enhance programs and increase employee morale</li> </ul>                                                                                                         | quarterly or as needed |
| 5.1 - Develop strategies and materials for presentation to Board of Trustees and the District; attend when needed                                                                                                                                                                                                                                                                                | as needed              |
| 5.10 - Provide written notice and clarification of important rate, network, and coverage issues as needed                                                                                                                                                                                                                                                                                        | as needed              |
| 5.7 - Provide a feasibility and fiscal impact study on plan design options                                                                                                                                                                                                                                                                                                                       | annually               |
| 5.7 - Provide a feasibility and fiscal impact study on all funding arrangements (self-funding, fully-insured, captives, etc.) and present findings                                                                                                                                                                                                                                               | annually or as needed  |
| <b><u>Bid Solicitation Activities</u></b>                                                                                                                                                                                                                                                                                                                                                        |                        |
| 5.4 - Assemble bid specifications, prepare and release formal RFQ/RFPs at the District's request                                                                                                                                                                                                                                                                                                 | as needed              |
| 5.4 - Identify qualified bidders                                                                                                                                                                                                                                                                                                                                                                 | as needed              |
| 5.4 - Manage bidder queries                                                                                                                                                                                                                                                                                                                                                                      | as needed              |
| 5.1, 5.2, 5.4 - Present findings based on the partial list of the following characteristics: <ul style="list-style-type: none"> <li>Cost efficiency</li> <li>Best adherence to the District's overall objective</li> <li>Network access (for medical, dental and vision plans)</li> <li>Demonstrated service levels, including claim and other related service performance guarantees</li> </ul> | as needed              |
| <b><u>Negotiation</u></b>                                                                                                                                                                                                                                                                                                                                                                        |                        |
| 5.4 - Evaluate carrier renewal requests and supporting documentation                                                                                                                                                                                                                                                                                                                             | as needed              |
| 5.4 - Negotiate and secure the most competitive renewal rates and performance guarantees                                                                                                                                                                                                                                                                                                         | as needed              |
| 5.6 - Present carrier renewals and market analysis within the time frame specified by the District                                                                                                                                                                                                                                                                                               | as needed              |
| <b><u>Carrier/Vendor Selection &amp; Management</u></b>                                                                                                                                                                                                                                                                                                                                          |                        |
| 5.8 - Provide a written report to the District on annual coverage terms, performance record, guarantees and contractual obligations of all carriers/vendors in place                                                                                                                                                                                                                             | at contract renewal    |
| 5.9 - Provide approved coverages and confirmed placement in writing to the District                                                                                                                                                                                                                                                                                                              | as needed              |

# Proposed Scope of Service



Technical  
Services

Our experience has shown that the foundation of meaningful and successful plan management and negotiations with insurance companies is predicated upon an in-depth knowledge and regular tracking of plan performance.

| Technical Services                                                                                                                                                                                                                                                                                            | Frequency     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| <b>Plan Management</b>                                                                                                                                                                                                                                                                                        |               |
| 5.3 - Customized monthly reports to include: <ul style="list-style-type: none"><li>Financial performance of all health plans</li><li>Benefit utilization</li><li>Pharmacy utilization</li><li>Provider network utilization</li><li>Claims reporting and clinical review</li><li>Medical loss ratios</li></ul> | monthly       |
| 5.11 - Renewal forecasting and parallel underwriting                                                                                                                                                                                                                                                          | semi-annually |
| 5.11 - Benchmarking of comprehensive benefit and contribution data                                                                                                                                                                                                                                            | at renewal    |
| 5.11 - Employer contribution review and modeling                                                                                                                                                                                                                                                              | at renewal    |
| 5.18 - Underwriting services to include development of premium equivalent rates and COBRA rates for self-funded coverages                                                                                                                                                                                     | as needed     |
| 5.19 - Actuarial services to include cost impact of potential plan design changes                                                                                                                                                                                                                             | as needed     |
| 5.19 - Development of Incurred But Not Reported (IBNR) requirements                                                                                                                                                                                                                                           | semi-annually |

# Proposed Scope of Service



### Administrative Services

We are firmly committed to meeting and exceeding the level of customer service offered to the District by its current service provider.

In addition to the standard administrative service platform outlined below, we stand ready to customize a service platform specifically for the District and its specific needs.

| Technical Services                                                                                                                                                   | Frequency              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| <b><u>Carrier/Vendor Implementation and Management</u></b>                                                                                                           |                        |
| 5.9 - In depth review and/or creation of all contracts, plan documents, summary plan descriptions and other benefit-related documents.                               | as needed              |
| 5.9 - Provide updated document language when necessary.                                                                                                              | as needed              |
| 5.10 - Obtain clarification on policy questions from underwriters and carrier/vendor representatives.                                                                | as needed              |
| 5.8 - Routine performance review of performance guarantees and contractual obligations.                                                                              | regularly              |
| 5.4 - Track carrier/vendor market for viable products and solutions that ensure maximum benefit to the District.                                                     | regularly              |
| <b><u>Stakeholder Advisement &amp; Meetings</u></b>                                                                                                                  |                        |
| 5.1, 5.2 - Meet with Board of Trustees, Benefits Insurance Committee and other special committees.                                                                   | monthly or as needed   |
| 5.11 - Serve in an advisory capacity during District negotiations with collective bargaining units.                                                                  | as needed              |
| 5.11 - Provide reports, counsel, testimony, mediation and negotiation with any and all stakeholders.                                                                 | as needed              |
| 5.13 - provide broker/consulting services report, entailing a description of accomplishments, market approach, goals and other matters as requested.                 | annually               |
| <b><u>Administrative Support</u></b>                                                                                                                                 |                        |
| 5.12 - Dedicated concierge service for health plan members and their families to assist with claims and coverage issues.                                             | as needed              |
| 5.14 - Dedicated enrollment support and advisement for administrative staff, employees and their families.                                                           | as needed              |
| 5.14 - Billing support and self-bill assistance for administrative staff.                                                                                            | as needed              |
| 5.15 - Guidance pertaining to all health plans, including employee assistance plans which will include the structure of benefits and the administration of benefits. | as needed              |
| 5.16 - Regular or as needed meetings with administrative staff to resolve or streamline any issues, answer questions and/or improve processes.                       | regularly or as needed |

# Proposed Scope of Service



## Communication / Technology

Increasing employee value perception doesn't require additional financial investment from an employer. Rather, employee value perception can be increased simply through effective benefit communication and engaging technology platforms. As such, ongoing and effective communication with employees is central to our offering.

| Communication/Technology Services                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Frequency                                               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|
| <b><u>Benefit Administration and Technology Solutions</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                         |
| 5.16 - Present and implement technology solutions that streamline current benefit administration and/or enhance the employee experience.                                                                                                                                                                                                                                                                                                                                                                                                            | as needed                                               |
| 5.14 - Provide reporting on enrollments or demographics when requested.                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | as needed                                               |
| <b><u>Employee Communications</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                         |
| 5.17 - Dedicated employee communications mobile app and intranet including: <ul style="list-style-type: none"> <li>Complete app/intranet build with benefits and specific resources and information requested by the District</li> <li>Strategic branding parallel with the District's marketing guidelines</li> <li>Dedicated support on strategic communication to employees that align with short-range and long-range benefit strategies</li> <li>Training for District HR or other staff on management of the app management system</li> </ul> | (Prosper mobile app and intranet is an additional cost) |
| 5.17 - Multi-faceted open enrollment and new-hire communications platform: <ul style="list-style-type: none"> <li>Detailed benefit guides and one pagers branded to the District (printed, PDFs, postcards, presentations, etc.)</li> </ul>                                                                                                                                                                                                                                                                                                         | as needed                                               |
| 5.17 - Educational videos <ul style="list-style-type: none"> <li>Digital communications (postcards, microsites, virtual benefit fairs, etc.)</li> <li>Decision support tools for medical and ancillary products</li> <li>Text messaging (managed campaigns and self-service platform)</li> </ul>                                                                                                                                                                                                                                                    | as needed<br>as needed                                  |
| 5.17 - Multi-lingual written and spoken communications.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                         |
| 5.17 - In person and virtual information meetings (i.e open enrollment, new hire, etc.).                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                         |
| <b><u>Other Communication Services</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                         |
| 5.17 - Assistance with coordination of benefit faire, including: <ul style="list-style-type: none"> <li>Coordination and planning with selected vendors/partners</li> <li>Provide communication materials and assistance to administrative staff in preparation and on-site for the duration of the benefit faire.</li> </ul>                                                                                                                                                                                                                       | annually                                                |
| 5.17 - Provide communications on specific coverage and network issues as they arise.                                                                                                                                                                                                                                                                                                                                                                                                                                                                | as needed                                               |
| 5.17 - Provide monthly newsletters to be distributed to employees on timely and meaningful education on making the most of their benefits.                                                                                                                                                                                                                                                                                                                                                                                                          | monthly                                                 |



# Proposed Scope of Service



Our employee benefits team has over 100 years of collective experience guiding employers through the ever-changing legal and regulatory environments surrounding their benefits program. Together with our benefits attorney, Stacy Barrow, we audit all programs upon takeover and annually to ensure full compliance with all state, federal and local laws and regulations.

| Compliance Services                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Frequency                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| <b><u>General Compliance Services</u></b><br>5.20 - Provide proactive and targeted guidance to District staff and stakeholders on issues related to: <ul style="list-style-type: none"><li>• NRS</li><li>• ACA</li><li>• CAA</li><li>• MHPAEA</li><li>• IRS Section 125</li><li>• COBRA, HIPAA, Medicare, FMLA, ADA</li><li>• Medicare</li><li>• Retiree Benefit Plans</li></ul> 5.20 - Full compliance audit upon takeover.<br>5.20 - Production of all annually required notices and assistance with distribution.<br>5.20 - Access to HR Risk Management Center (Mineral). | as needed<br><br><br><br><br><br>annually<br>as needed<br>as needed |
| <b><u>Legislative Tracking</u></b><br>5.20 - Provide targeted, proactive guidance on key compliance requirements and legislation changes at the federal and state levels, along with estimates of fiscal impacts from proposed legislation.                                                                                                                                                                                                                                                                                                                                   | as needed                                                           |

# 2025 Tentative Work Plan

LP appointed “broker of record for group life and health coverage”

Pre-renewal meeting

- Claims and trend review
- Renewal/budget projection presented
- Discussion around the District’s forward-looking goals and needs
- Insurance and provider market update provided by LP (vendor services reviewed)
- Preliminary discussion around negotiation, marketing and funding strategies
- Discussion around enhancing benefit faire event and communication efforts

Presentation of Marketing

Results/Implementation

- RFP results and competitive bid options are presented and evaluated, including any/all alternative funding approaches under consideration
- Carrier/vendor implementation and/or renewal processes commenced



January



February

March



Renewals Received/Marketing

- Formal carrier renewals received and presented
- Final negotiations and/or commencement of marketing efforts
- Release of RFPs, management of bidder queries, ongoing negotiations

# 2025 Tentative Work Plan

## Open Enrollment Begins

- Employee education and communication campaigns commence
- Employee presentations
- Intranet postings
- In person and/or virtual meetings and recordings



**March**

**April**



**July 1, 2025**

Effective Date  
of Plan Year



## Open Enrollment Preparation

- LP submits all open enrollment material for review and changes
- HRIS updated
- COBRA administrator and compliance documents updated

## Ongoing Services outside of Renewal Timeline

- Full compliance audit upon takeover and then annually
- Attendance at benefits insurance committee meetings and Board of Trustees meetings as needed
- Administrative support and claims
- Monthly claims reports and renewal projections would be provided and reviewed monthly/quarterly
- Monthly compliance webinar and other alerts or invitations to education opportunities as needed
- Depending on the claims activity and trends present at the time, adjustments to the referenced timeline could be warranted

# LP Core Partners

See below for a list of our core partners that have a contractual agreement to provide services to LP and our clients:

### **Barrow, Weatherhead, Lent LLP**

Firm that provides legal advice and council to LP and our clients through a monthly retainer. Resume and further information can be provided upon request.

### **Benefit Comply**

Vendor that provides additional compliance support and education opportunities for LP staff and clients.

### **Milliman**

Our preferred vendor that provides actuarial valuations on behalf of our clients when requested; additional fees apply.

## The District's Service Team

Our proposed service team has over 50 years of collective experience in guiding large group public entity employers in the management of their health plans. Experience, qualifications and responsibilities are below.



### Kevin Monaghan | Lead Consultant

With 16 years of experience working with Nevada public employers, Kevin has an intimate knowledge of the complexities facing public sector employers and their benefits programs. Kevin would have ultimate responsibility for the delivery of all LP services and would serve as the District's main point of contact for strategy, renewal, and other complex inquiries.



### Logan Neeley | Consultant

Logan brings 7 years of direct and related experience working with Nevada-based public employers on the management of their health plan. Logan provides an additional level of strategy and operational oversight to all of LP's deliverables: financial reporting, technology platforms, employee communications and bid activities.



### Becky Stidham | Account Executive

Becky will serve the District as the lead to our account management team, serving as the initial contact for regular/day-to-day service needs with administrative staff. With over 10 years of experience in her role, serving both public and private sector clients, she is a proven and dedicated resource whose empathy and work ethic will combine to deliver an unparalleled service experience to the District's administrative staff, employees and their family members.

## LCSD Service Team cont.



### **Kristie Martin | Account Coordinator**

Kristie has over 15 years of direct experience working with public entity employers on the management of their health plans. In her role, Kristie provides additional support to the District's HR team, employees and their family members. This includes both general inquiries and claims resolution.



### **John Malamphy | Underwriter**

Prior to joining LP in 2013, John served as the Underwriting Manager for Hometown Health (2008-2012) as well as Sr. Underwriter for Group Health Cooperative (2004-2008) in the state of Washington. John would assist the District in analyzing claims, budget forecasting, renewal underwriting and assisting with negotiations. He serves both our fully insured and self-funded clients.



### **Stacy Barrow | Compliance Attorney**

Stacy is one of the nation's leading experts on employee benefits compliance. He uses a practical approach to counsel our clients on all compliance matters related to their employee benefit plans. Stacy would support the District directly with any escalated compliance related issues and provide the District's dedicated service team with additional training and support. Stacy has over 20 years of direct legal experience.

# Kevin Monaghan

NV License #643267

Experience Prior to LP

**Human Resources Business Partner**

**June 2007 - September 2008**

**Renown Health**

- Policy interpretation and application: research and guidance on existing federal, state and local laws impacting human resources operations
- Employee training: conducted a weekly new employee training that covered company wide policies and procedures
- Labor relations: active in 2008 Renown Health campaign against SEIU. Duties included employee education presentations, management education and communication creation and delivery
- Compensation: assisted in various salary surveys throughout the organization and local market aimed at ensuring equitable compensation
- Benefits: counseled employees on benefit offerings and enrollment/change procedures
- Employee Engagement: supported organization-wide efforts to measure and support employee engagement

Education

**B.A. Human Resources Management**

**December 2007**

**University of Nevada, Reno**

Community Service

**Boys and Girls Club of Truckee Meadows**

**Executive Board Member**

**Spanish Springs Basketball Association**

**Coach**

# Logan Neeley

NV License #3465703

Experience Prior to LP

**HR Recruiter, Benefits Specialist**

**February 2020 - August 2020**

**Hughes Private Capital**

- Implemented the employee benefits program for company's initial open enrollment period
- ensured the company met all compliance requirements for ERISA, etc.
- On-boarded new hires with benefits package, including education and communication of resources within, etc.
- Recruited for open and new positions. Activities included phone screening, in person/virtual interviews, and selection process
- Assisted HR Manager with ensuring that all properties and employees met the ever-changing requirements for COVID-19 at the local, state and federal level for each state where employees were located
- Established employee engagement committee

**Account Manager/Business Strategist**

**February 2017 - January 2020**

**A&H Insurance**

- Provided customer service to both the administrative staff and employees of clients. Activities included claims resolution, enrollment/terminations, billing issues, and open enrollment services
- Assisted Account Executives with renewing and marketing all lines of coverages for clients when needed
- Developed leads for new clients and networking opportunities for sales team
- Created business proposals and other marketing materials to assist sales team
- Assisted in the direction of weekly sales meetings

Education

**B.A. Political Science**

**June 2019**

**University of Nevada, Reno**

Community Service

**Boys and Girls Club of Western Nevada**

**Incoming President of the Board of Directors**



# Becky Stidham

NV License #783120

Experience Prior to LP

**Insurance Specialist - Employee Benefits**

**February 2011 - April 2019**

**Clark & Associates of Nevada**

- In my position at Clark & Associates, a Reno-based health and life insurance broker, my job duties would include customer service and support for current and prospective health insurance clients, including several public entities, along with the support and implementation of employer-sponsored health plans
- I handled the day to day activities and service for our current and prospective clients to include: marketing for new and renewal business health plan quotes and negotiations for both small and large group market; claims, employee enrollment and terminations; Flock - HR benefits and compliance software, enrollment issues, billing issues, assist in preparing federal compliance documents and reporting to include, ACA 1095-C and 1096-C forms, ERISA documents and implementing Section 125 Premium Conversion Plans. I worked with employer groups ranging from 2 employees to 1500 employees
- I also prepared benefit packages (SBC's, benefit summaries, PowerPoint presentations, etc.) and any materials needed for enrollment meetings as well as assisted with the presentation of the health plans in the meetings.
- I have experience working with non-profit organizations and school district health plans to include medical, dental, vision, life, LTD, STD, HSA and FSA plans for employees and retirees, claims issues, open enrollment assistance and continued service.

Education

**General Studies**

**June 2003**

**University of Phoenix**

Community Service

**Northern Nevada Human Resources Association (2019)**

**Board of Directors, Communications and Publicity Chair**

# Kristie Martin

NV License #3689646

Experience Prior to LP

**Sales and Business Relations**

**August 2008 - March 2019**

**Advantek Benefit Solutions**

- Management of 86 self-funded dental and vision plans/policies
- Work directly with the Vice President of Sales in broker and client relations as it relates to new groups and renewals
- Knowledge of self-funded, medical wrap plans to include new employee enrollment meetings
- Assist with medical, dental and vision plan renewals
- Work directly with Insurance Brokers and clients in regard to plan benefits
- Track utilization and prepare 158 medical self-funded plan renewals on an annual basis
- Review current and renewal medical benefit plans that will work best for the client
- Assemble new group applications and enrollment packets
- Medical/Dental/Vision claims processing
- Ensure proper plan set up for claims processing

Education

|                                                                                |                  |
|--------------------------------------------------------------------------------|------------------|
| <b>AD Banker Life and Health Pre-licensing Class-CA License #0K20628</b>       | <b>2015</b>      |
| <b>State Center Community College Fresno-attended</b>                          | <b>1996-1998</b> |
| <b>San Joaquin Valley College-Registered Dental Assistant license received</b> | <b>1992</b>      |
| <b>Herbert Hoover High School</b>                                              | <b>1989</b>      |

# John Malamphy

NV License #747102

### Experience Prior to LP

#### **Underwriting Manager**

**July 2008 - January 2012**

##### **Hometown Health**

- Leadership position within an integrated health plan that was seeking strong technical and modeling expertise to be given final underwriting authority on all commercial business
  - Employees: managed, mentored, and coached underwriting, billing, and enrollment departments with twelve direct reports
  - ROI: developed enhanced data systems integration increasing underwriting performance by a factor of seven (7)
  - Successfully managed \$175 million in commercial revenues to most profitable years in company history as of 2012

#### **Senior Underwriter/Actuarial Analyst**

**January 2005 - July 2008**

##### **Group Health Cooperative**

- Management level participation / decision-making
- Underwriting model development
- State Insurance filings
- Primary underwriter for companies largest account - State of Washington PEBB
- Strategic Sales / Group / Broker interaction and presentations
  - Underwriting critical path analysis and process improvement focus

### Education

#### **B.A. Mathematics, Actuarial Emphasis**

**June 1998**

**Central Washington University**



# Cost Proposal

We are proposing a monthly fee of \$6,500 (\$78,000 annually). We welcome discussion on this amount and are willing to consider alternative arrangements.

The amount would cover the full scope of services outlined in this proposal, with the exception of the following optional services/solutions:

### **Certified Actuarial Services**

- Estimated cost: TBD

### **Prosper - Employee Benefits Communication Mobile App and Intranet**

- Estimated cost: \$25,000/annually
- ***Please note:*** Our firm has had significant success negotiating funding for Prosper and other technology or wellness solutions from our client's respective insurance carriers.

### **Additional Notes on Compensation**

LP Insurance Services agrees to put 20% of remuneration at risk under a simple performance guarantee. Simply stated, if the District is not completely satisfied with the timeliness, thoroughness, or accuracy of our customer, broker or consulting services, we will refund 20% of fees received to date during any period of this agreement, within 30 days of notice.



# Sample Monthly Claims Report

*The following pages contain a sample copy of our monthly reports.*





# Monthly Reporting Package

Prepared For:

Incurred Through:  
July 2023 - June 2024

Paid Through:  
August 2024



Presented By:



| Current 12 Months |           |         |             |                 |                   |                        |             |                   |                         |              |                      |                 |
|-------------------|-----------|---------|-------------|-----------------|-------------------|------------------------|-------------|-------------------|-------------------------|--------------|----------------------|-----------------|
| Period            | Employees | Members | Premium     | Premium<br>PEPM | Medical<br>Claims | Medical<br>Claims PEPM | Rx Claims   | Rx Claims<br>PEPM | Rx % of Total<br>Claims | Total Claims | Total Claims<br>PEPM | Paid Loss Ratio |
| Jul-23            | 434       | 877     | \$481,317   | \$1,109         | \$175,647         | \$405                  | \$128,623   | \$296             | 42%                     | \$304,270    | \$701                | 63%             |
| Aug-23            | 437       | 879     | \$483,252   | \$1,106         | \$392,438         | \$898                  | \$82,984    | \$190             | 17%                     | \$475,422    | \$1,088              | 98%             |
| Sep-23            | 441       | 881     | \$484,555   | \$1,099         | \$220,716         | \$500                  | \$123,605   | \$280             | 36%                     | \$344,321    | \$781                | 71%             |
| Oct-23            | 449       | 892     | \$492,017   | \$1,096         | \$214,448         | \$478                  | \$124,094   | \$276             | 37%                     | \$338,542    | \$754                | 69%             |
| Nov-23            | 447       | 885     | \$489,512   | \$1,095         | \$327,023         | \$732                  | \$139,659   | \$312             | 30%                     | \$466,682    | \$1,044              | 95%             |
| Dec-23            | 450       | 892     | \$492,442   | \$1,094         | \$334,794         | \$744                  | \$127,877   | \$284             | 28%                     | \$462,671    | \$1,028              | 94%             |
| Jan-24            | 449       | 876     | \$520,199   | \$1,159         | \$87,455          | \$195                  | \$72,719    | \$162             | 45%                     | \$160,174    | \$357                | 31%             |
| Feb-24            | 451       | 885     | \$523,996   | \$1,162         | \$245,428         | \$544                  | \$138,289   | \$307             | 36%                     | \$383,717    | \$851                | 73%             |
| Mar-24            | 449       | 883     | \$525,004   | \$1,169         | \$330,095         | \$735                  | \$100,026   | \$223             | 23%                     | \$430,121    | \$958                | 82%             |
| Apr-24            | 453       | 893     | \$526,672   | \$1,163         | \$239,639         | \$529                  | \$93,100    | \$206             | 28%                     | \$332,739    | \$735                | 63%             |
| May-24            | 454       | 899     | \$529,403   | \$1,166         | \$233,670         | \$515                  | \$100,314   | \$221             | 30%                     | \$333,984    | \$736                | 63%             |
| Jun-24            | 457       | 900     | \$536,943   | \$1,175         | \$205,774         | \$450                  | \$110,999   | \$243             | 35%                     | \$316,773    | \$693                | 59%             |
| Total             |           |         | \$6,085,312 |                 | \$3,007,127       |                        | \$1,342,289 |                   | 31%                     | \$4,349,416  |                      | 71%             |
| Average           | 448       | 887     |             | \$1,133         | \$560             |                        |             | \$250             |                         |              | \$810                |                 |

| Previous 12 Months |           |         |             |                 |                   |                        |             |                   |                         |              |                      |                 |
|--------------------|-----------|---------|-------------|-----------------|-------------------|------------------------|-------------|-------------------|-------------------------|--------------|----------------------|-----------------|
| Period             | Employees | Members | Premium     | Premium<br>PEPM | Medical<br>Claims | Medical<br>Claims PEPM | Rx Claims   | Rx Claims<br>PEPM | Rx % of Total<br>Claims | Total Claims | Total Claims<br>PEPM | Paid Loss Ratio |
| Jul-22             | 430       | 868     | \$462,543   | \$1,076         | \$310,951         | \$723                  | \$128,290   | \$298             | 29%                     | \$439,241    | \$1,021              | 95%             |
| Aug-22             | 428       | 854     | \$458,451   | \$1,071         | \$203,356         | \$475                  | \$203,356   | \$475             | 50%                     | \$406,712    | \$950                | 89%             |
| Sep-22             | 434       | 864     | \$461,980   | \$1,064         | \$262,510         | \$605                  | \$123,073   | \$284             | 32%                     | \$385,583    | \$888                | 83%             |
| Oct-22             | 435       | 858     | \$465,663   | \$1,070         | \$319,030         | \$733                  | \$126,245   | \$290             | 28%                     | \$445,275    | \$1,024              | 96%             |
| Nov-22             | 442       | 876     | \$470,579   | \$1,065         | \$322,451         | \$730                  | \$138,498   | \$313             | 30%                     | \$460,949    | \$1,043              | 98%             |
| Dec-22             | 444       | 876     | \$470,744   | \$1,060         | \$314,401         | \$708                  | \$100,848   | \$227             | 24%                     | \$415,249    | \$935                | 88%             |
| Jan-23             | 438       | 874     | \$478,627   | \$1,093         | \$362,207         | \$827                  | \$121,151   | \$277             | 25%                     | \$483,358    | \$1,104              | 101%            |
| Feb-23             | 434       | 866     | \$477,418   | \$1,100         | \$149,645         | \$345                  | \$124,637   | \$287             | 45%                     | \$274,282    | \$632                | 57%             |
| Mar-23             | 435       | 872     | \$480,358   | \$1,104         | \$279,184         | \$642                  | \$115,990   | \$267             | 29%                     | \$395,174    | \$908                | 82%             |
| Apr-23             | 439       | 879     | \$484,889   | \$1,105         | \$292,119         | \$665                  | \$89,874    | \$205             | 24%                     | \$381,993    | \$870                | 79%             |
| May-23             | 437       | 875     | \$483,228   | \$1,106         | \$470,065         | \$1,076                | \$147,247   | \$337             | 24%                     | \$617,312    | \$1,413              | 128%            |
| Jun-23             | 437       | 876     | \$482,951   | \$1,105         | \$271,248         | \$621                  | \$128,179   | \$293             | 32%                     | \$399,427    | \$914                | 83%             |
| Total              |           |         | \$5,677,431 |                 | \$3,557,167       |                        | \$1,547,388 |                   | 30%                     | \$5,104,555  |                      | 90%             |
| Average            | 436       | 870     |             | \$1,085         |                   | \$679                  |             | \$296             |                         |              | \$975                |                 |

| Average Membership and PEPM Premium and Claims by Experience Period |           |         |                 |                        |                   |                         |                   |                 |  |  |
|---------------------------------------------------------------------|-----------|---------|-----------------|------------------------|-------------------|-------------------------|-------------------|-----------------|--|--|
| Period                                                              | Employees | Members | Premium<br>PEPM | Medical Claims<br>PEPM | Rx Claims<br>PEPM | Rx % of Total<br>Claims | Total Claims PEPM | Paid Loss Ratio |  |  |
| Current                                                             | 448       | 887     | \$1,133         | \$560                  | \$250             | 30.9%                   | \$810             | 71.5%           |  |  |
| Prior                                                               | 436       | 870     | \$1,085         | \$679                  | \$296             | 30.3%                   | \$975             | 89.9%           |  |  |
| Change %                                                            | 2.6%      | 1.9%    | 4.2%            | -21.2%                 | -18.4%            | 1.8%                    | -20.3%            | -25.8%          |  |  |

\*Medical data provided by insurance carrier monthly reporting package. Experience period and claims data will change prior to renewal.



Top Inpatient Providers

| Top Inpatient Facilities by Incurred Claims |                                      |                  |       |                  |                     |            |              |                    |
|---------------------------------------------|--------------------------------------|------------------|-------|------------------|---------------------|------------|--------------|--------------------|
| Rank                                        | Provider Name                        | City             | State | Unique Claimants | Amount Per Claimant | Admissions | Claim Amount | Percent Total Paid |
| 1                                           | BARTON MEMORIAL HOSPITAL             | South Lake Tahoe | CA    | *                | *                   | *          | \$44,834     | 33.5%              |
| 2                                           | RENOWN REGIONAL MEDICAL CENTER       | Sparks           | NV    | *                | *                   | *          | \$37,201     | 27.8%              |
| 3                                           | CARSON TAHOE REGIONAL MEDICAL CENTER | Carson City      | NV    | *                | *                   | *          | \$28,270     | 21.1%              |
| 4                                           | CARSON TAHOE REGIONAL HEALTHCARE     | Minneapolis      | MN    | *                | *                   | *          | \$13,942     | 10.4%              |
| 5                                           | AVERA MCKENNAN                       | Sioux Falls      | SD    | *                | *                   | *          | \$9,775      | 7.3%               |
| Total                                       |                                      |                  |       |                  |                     |            | \$134,022    | 100.0%             |

\* - less than 5 unique claimants



| Top Outpatient Facilities by Incurred Claims |                                         |                  |                  |                     |          |              |                    |       |
|----------------------------------------------|-----------------------------------------|------------------|------------------|---------------------|----------|--------------|--------------------|-------|
| Rank                                         | Outpatient Facility - Provider Name     | Location         | Unique Claimants | Amount Per Claimant | Visits   | Claim Amount | Percent Total Paid |       |
| 1                                            | CARSON TAHOE REGIONAL MEDICAL CENTER    | Carson City      | NV               | 107                 | \$1,576  | 234          | \$195,443          | 27.1% |
| 2                                            | BARTON MEMORIAL HOSPITAL                | South Lake Tahoe | CA               | 80                  | \$15,671 | 33           | \$172,383          | 23.9% |
| 3                                            | CARSON VALLEY HEALTH                    | Gardnerville     | NV               | 11                  | \$1,549  | 191          | \$147,143          | 20.4% |
| 4                                            | RENOWN REGIONAL MEDICAL CENTER          | Sparks           | NV               | 25                  | \$1,789  | 43           | \$53,667           | 7.4%  |
| 5                                            | CARSON TAHOE REGIONAL HEALTHCARE        | Minneapolis      | MN               | 45                  | \$529    | 59           | \$23,802           | 3.3%  |
| 6                                            | LUCILE PACKARD CHILDRENS HOSPITAL       | Palo Alto        | CA               | *                   | *        | *            | \$22,817           | 3.2%  |
| 7                                            | RENO ORTHOPAEDIC SURGERY CENTER         | Reno             | NV               | *                   | *        | *            | \$16,896           | 2.3%  |
| 8                                            | STANFORD MEDICAL CENTER                 | Stanford         | CA               | *                   | *        | *            | \$14,571           | 2.0%  |
| 9                                            | NORTHERN NEVADA SIERRA MEDICAL CTR      | Reno             | NV               | *                   | *        | *            | \$13,256           | 1.8%  |
| 10                                           | SURGERY CENTER OF RENO                  | Reno             | NV               | *                   | *        | *            | \$12,286           | 1.7%  |
| 11                                           | CARSON ENDOSCOPY CENTER                 | Carson City      | NV               | 12                  | \$787    | 14           | \$11,022           | 1.5%  |
| 12                                           | CARSON VALLEY HEALTH                    | Gardnerville     | NV               | *                   | \$333    | 39           | \$8,317            | 1.2%  |
| 13                                           | SIERRA NEVADA MEMORIAL MINERS HOSPITAL  | Grass Valley     | CA               | 25                  | *        | *            | \$8,178            | 1.1%  |
| 14                                           | RENOWN SOUTH MEADOWS MEDICAL CENTER     | Reno             | NV               | *                   | \$1,027  | 7            | \$7,189            | 1.0%  |
| 15                                           | UNIV OF UTAH HOSPITAL                   | Salt Lake City   | UT               | *                   | *        | *            | \$5,430            | 0.8%  |
| 16                                           | QUAIL SURGICAL & PAIN MANAGEMENT CENTER | Reno             | NV               | *                   | *        | *            | \$2,569            | 0.4%  |
| 17                                           | EASTERN PLUMAS HEALTH CARE              | Portola          | CA               | *                   | *        | 8            | \$2,202            | 0.3%  |
| 18                                           | MAYO CLINIC HOSPITAL                    | Phoenix          | AZ               | *                   | *        | *            | \$1,404            | 0.2%  |
| 19                                           | SAINT MARYS REGIONAL MEDICAL CENTER     | Reno             | NV               | *                   | *        | *            | \$1,294            | 0.2%  |
| 20                                           | NORTHERN NEVADA ENDOSCOPY ASC           | Reno             | NV               | *                   | *        | *            | \$1,176            | 0.2%  |
| 21                                           | HOME CARE PLUS                          | Reno             | NV               | *                   | *        | *            | \$758              | 0.1%  |
| 22                                           | RENO VAMC                               | Winnemucca       | NV               | *                   | *        | *            | \$137              | 0.0%  |
| 23                                           | UC DAVIS MEDICAL CENTER                 | Sacramento       | CA               | *                   | *        | *            | \$0                | 0.0%  |
| 24                                           | ALL OTHERS                              | All Others       | NA               | *                   | *        | *            | \$0                | 0.0%  |
| Total                                        |                                         |                  | *                | *                   | *        | \$721,939    | 100%               |       |

\* - less than 5 unique claimants



Avoidable ER

| Emergency Room                                   |                   |                   |                   |       |
|--------------------------------------------------|-------------------|-------------------|-------------------|-------|
|                                                  | Prior<br>Period 2 | Prior<br>Period 1 | Current<br>Period | Trend |
| Total Avoidable ER Visits                        | 0                 | 0                 | 56                |       |
| Average cost per Avoidable ER Visit              | \$0               | \$0               | \$1,446           |       |
| Total Potential Savings Opportunity              | \$0               | \$0               | \$74,505          |       |
| <b>Potential Savings Opportunity</b>             |                   |                   |                   |       |
| Savings if 5% of Avoidable ER visits redirected  | \$0               | \$0               | \$3,725           |       |
| Savings if 10% of Avoidable ER visits redirected | \$0               | \$0               | \$7,450           |       |
| Savings if 15% of Avoidable ER visits redirected | \$0               | \$0               | \$11,176          |       |
| Current Period: July 2023 - June 2024            |                   |                   |                   |       |
| Period 1: July 2022 - June 2023                  |                   |                   |                   |       |
| Period 2: July 2021 - June 2022                  |                   |                   |                   |       |



Top 10 Avoidable ER

### Top 10 Savings Opportunity by Diagnosis - Emergency Room

| Condition                                        | Total Avoidable Costs | Savings If 5% of Avoidable Visits Redirected | Savings If 10% of Avoidable Visits Redirected | Savings If 15% of Avoidable Visits Redirected | Total Avoidable Visits | Avoidable ER Visits per 1000 member | Avoidable ER Visits Claim Amount PMPM |
|--------------------------------------------------|-----------------------|----------------------------------------------|-----------------------------------------------|-----------------------------------------------|------------------------|-------------------------------------|---------------------------------------|
| Sup Injury Abdomen Lw Back Pelvis & Ext Genitals | \$8,178               | 403                                          | 806                                           | 1,209                                         | 1                      | 2.2                                 | \$1.53                                |
| Suppurative And Unspecified Otitis Media         | \$5,050               | 235                                          | 470                                           | 705                                           | 3                      | 6.7                                 | \$0.95                                |
| Maternal Care Oth Cond Predominantly Rel Preg    | \$5,008               | 239                                          | 478                                           | 716                                           | 2                      | 4.5                                 | \$0.94                                |
| Influenza Due To Other Identified Influenza Viru | \$4,653               | 215                                          | 430                                           | 646                                           | 3                      | 6.7                                 | \$0.87                                |
| Superficial Injury Of Wrist Hand And Fingers     | \$4,211               | 187                                          | 375                                           | 562                                           | 4                      | 9.0                                 | \$0.79                                |
| Acute Pharyngitis                                | \$3,997               | 177                                          | 353                                           | 530                                           | 4                      | 9.0                                 | \$0.75                                |
| Superficial Injury Of Knee And Lower Leg         | \$3,935               | 185                                          | 370                                           | 555                                           | 2                      | 4.5                                 | \$0.74                                |
| Dorsalgia                                        | \$3,704               | 179                                          | 359                                           | 538                                           | 1                      | 2.2                                 | \$0.69                                |
| Cellulitis And Acute Lymphangitis                | \$3,636               | 176                                          | 352                                           | 528                                           | 1                      | 2.2                                 | \$0.68                                |
| Other Disorders Of Urinary System                | \$3,279               | 158                                          | 316                                           | 474                                           | 1                      | 2.2                                 | \$0.61                                |

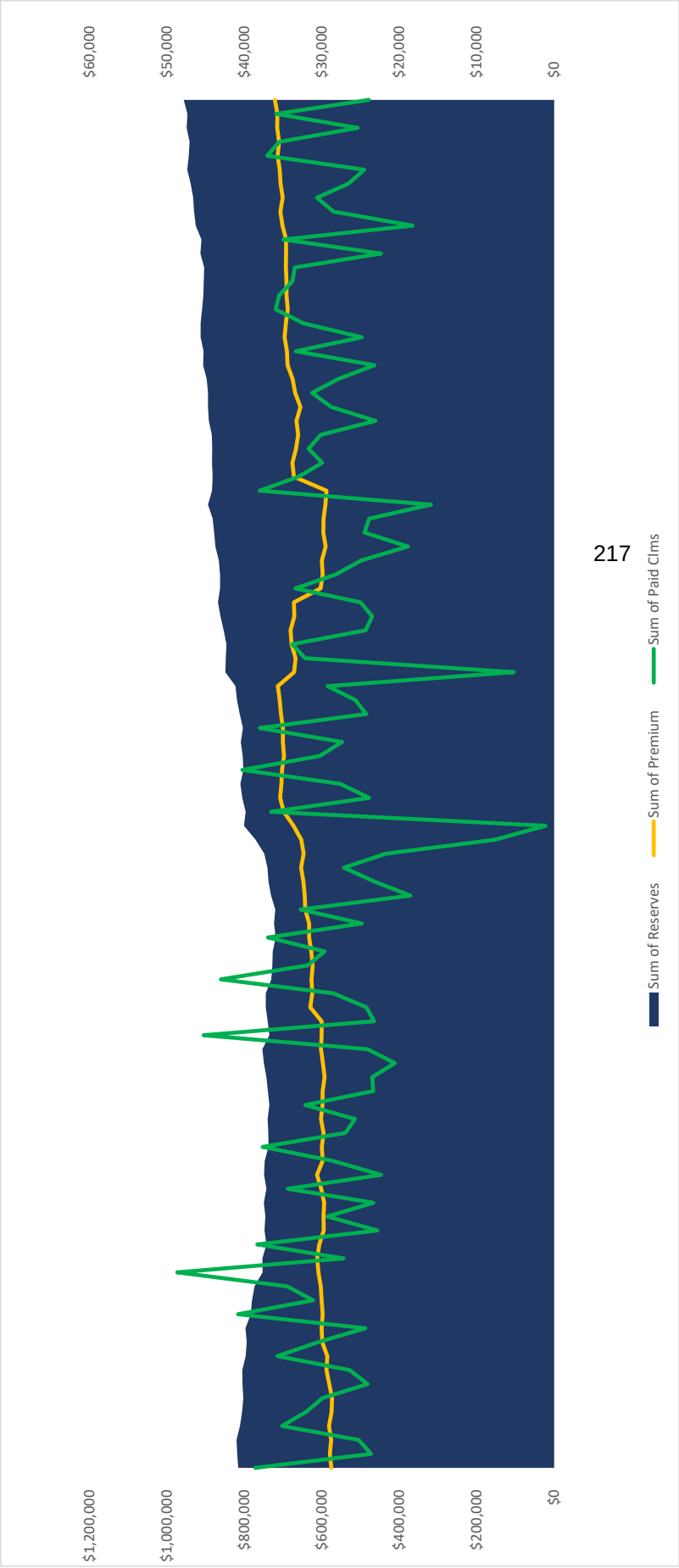




| Top 25 Drugs - Paid   |                               |                                          |                  |         |                |                        |              |                         |                      |                   |  |
|-----------------------|-------------------------------|------------------------------------------|------------------|---------|----------------|------------------------|--------------|-------------------------|----------------------|-------------------|--|
| Rank                  | Drug Name                     | Therapeutic Class                        | Unique Claimants | Scripts | Percent Script | Days Supply Per Script | Claim Amount | Claim Amount Per Script | Percent Claim Amount | Claim Amount PMPM |  |
| 1                     | Kalydeco                      | Respiratory Agents - Misc.               | *                | 7       | 0.2%           | 28                     | \$131,894    | \$18,842                | 21.4%                | \$24.7            |  |
| 2                     | Ibrance                       | Antineoplastics And Adjunctive Therapies | *                | 7       | 0.2%           | 28                     | \$93,186     | \$13,312                | 15.1%                | \$17.5            |  |
| 3                     | Cosentyx Sensorready Pen      | Dermatologicals                          | *                | 6       | 0.2%           | 28                     | \$59,664     | \$9,944                 | 9.7%                 | \$11.2            |  |
| 4                     | Cosentyx (2 Syringes)         | Dermatologicals                          | *                | 6       | 0.2%           | 28                     | \$33,836     | \$5,639                 | 5.5%                 | \$6.3             |  |
| 5                     | Ozempic                       | Antidiabetics                            | 6                | 23      | 0.7%           | 43                     | \$33,820     | \$1,470                 | 5.5%                 | \$6.3             |  |
| 6                     | Jardiance                     | Antidiabetics                            | 8                | 18      | 0.5%           | 57                     | \$19,631     | \$1,091                 | 3.2%                 | \$3.7             |  |
| 7                     | Trulicity                     | Antidiabetics                            | *                | 23      | 0.7%           | 31                     | \$18,897     | \$822                   | 3.1%                 | \$3.5             |  |
| 8                     | Pulmozyme                     | Respiratory Agents - Misc.               | *                | *       | *              | *                      | \$17,021     | *                       | 2.8%                 | \$3.2             |  |
| 9                     | Mounjaro                      | Antidiabetics                            | *                | 15      | 0.4%           | 28                     | \$15,684     | \$1,046                 | 2.5%                 | \$2.9             |  |
| 10                    | Nucala                        | Antiasthmatic And Bronchodilator Agents  | *                | 8       | 0.2%           | 28                     | \$10,918     | \$1,365                 | 1.8%                 | \$2.0             |  |
| 11                    | Rexulti                       | Antipsychotics/antimanic Agents          | *                | *       | *              | *                      | \$10,602     | *                       | 1.7%                 | \$2.0             |  |
| 12                    | Creon                         | Digestive Aids                           | *                | *       | *              | *                      | \$9,886      | *                       | 1.6%                 | \$1.9             |  |
| 13                    | Trudhesa                      | Migraine Products                        | *                | *       | *              | *                      | \$9,672      | *                       | 1.6%                 | \$1.8             |  |
| 14                    | Trelegy Ellipta               | Antiasthmatic And Bronchodilator Agents  | *                | 17      | 0.5%           | 30                     | \$8,372      | \$492                   | 1.4%                 | \$1.6             |  |
| 15                    | Eliquis                       | Anticoagulants                           | *                | 9       | 0.3%           | 43                     | \$6,860      | \$762                   | 1.1%                 | \$1.3             |  |
| 16                    | Fycompa                       | Anticonvulsants                          | *                | *       | *              | *                      | \$6,321      | *                       | 1.0%                 | \$1.2             |  |
| 17                    | Trintellix                    | Antidepressants                          | *                | *       | *              | *                      | \$6,133      | *                       | 1.0%                 | \$1.1             |  |
| 18                    | Zenpep                        | Digestive Aids                           | *                | *       | *              | *                      | \$6,052      | *                       | 1.0%                 | \$1.1             |  |
| 19                    | Rybelsus                      | Antidiabetics                            | *                | *       | *              | *                      | \$5,963      | *                       | 1.0%                 | \$1.1             |  |
| 20                    | Mesalamine                    | Gastrointestinal Agents - Misc.          | *                | *       | *              | *                      | \$5,951      | *                       | 1.0%                 | \$1.1             |  |
| 21                    | Vraylar                       | Antipsychotics/antimanic Agents          | *                | *       | *              | *                      | \$5,125      | *                       | 0.8%                 | \$1.0             |  |
| 22                    | Nurtec Odt                    | Migraine Products                        | *                | *       | *              | *                      | \$4,195      | *                       | 0.7%                 | \$0.8             |  |
| 23                    | Xarelto                       | Anticoagulants                           | *                | 9       | 0.3%           | 37                     | \$4,158      | \$462                   | 0.7%                 | \$0.8             |  |
| 24                    | Cosentyx Sensorready (2 Pens) | Dermatologicals                          | *                | *       | *              | *                      | \$4,008      | *                       | 0.7%                 | \$0.8             |  |
| 25                    | Cosentyx Unoready Pen         | Dermatologicals                          | *                | *       | *              | *                      | \$3,941      | *                       | 0.6%                 | \$0.7             |  |
| Top 25 Drug           |                               |                                          | *                | *       | *              | *                      | \$531,790    | *                       | 86.4%                | \$99.7            |  |
| Total All Other Drugs |                               |                                          | 536              | 3,334   | 94.7%          | 38                     | \$83,657     | \$25                    | 13.6%                | \$15.7            |  |
| All Product Names     |                               |                                          | *                | *       | *              | *                      | \$615,447    | *                       | 100.0%               | \$115.3           |  |



| Period | Employees | Administrative Fees | Dental Claims | Total Cost | Budgeted Funding | Claims to Funding Ratio |
|--------|-----------|---------------------|---------------|------------|------------------|-------------------------|
| Sep-23 | 501       | \$2,004             | \$16,647      | \$18,651   | \$31,439         | 59%                     |
| Oct-23 | 508       | \$2,032             | \$25,336      | \$27,368   | \$31,637         | 87%                     |
| Nov-23 | 501       | \$2,004             | \$25,815      | \$27,819   | \$31,250         | 89%                     |
| Dec-23 | 508       | \$2,032             | \$22,843      | \$24,875   | \$31,541         | 79%                     |
| Jan-24 | 511       | \$2,044             | \$20,000      | \$22,044   | \$31,686         | 70%                     |
| Feb-24 | 512       | \$2,048             | \$32,045      | \$34,093   | \$31,850         | 107%                    |
| Mar-24 | 510       | \$2,040             | \$28,749      | \$30,789   | \$31,679         | 97%                     |
| Apr-24 | 514       | \$2,056             | \$21,887      | \$23,943   | \$31,924         | 75%                     |
| May-24 | 516       | \$2,064             | \$31,903      | \$33,967   | \$31,936         | 106%                    |
| Jun-24 | 520       | \$2,080             | \$20,652      | \$22,732   | \$32,179         | 71%                     |
| Jul-24 | 520       | \$2,080             | \$23,335      | \$25,415   | \$32,179         | 79%                     |
| Aug-24 | 516       | \$2,064             | \$34,143      | \$36,207   | \$31,936         | 113%                    |
| Total  | 6,137     | \$24,548            | \$303,354     | \$327,902  | \$381,235        | 86%                     |







Current 12 Months

VSP Paid Loss Ratio Comparison

| Period | Employees | Premium  | VSP Admin Fee | Net Premium | Vision Claims | Paid Loss Ratio |
|--------|-----------|----------|---------------|-------------|---------------|-----------------|
| Sep-23 | 560       | \$5,686  | \$995         | \$4,691     | \$3,872       | 83%             |
| Oct-23 | 569       | \$5,755  | \$1,007       | \$4,748     | \$3,861       | 81%             |
| Nov-23 | 566       | \$5,724  | \$1,002       | \$4,723     | \$6,404       | 136%            |
| Dec-23 | 571       | \$5,746  | \$1,006       | \$4,741     | \$3,306       | 70%             |
| Jan-24 | 578       | \$5,782  | \$1,012       | \$4,770     | \$5,505       | 115%            |
| Feb-24 | 581       | \$5,818  | \$1,018       | \$4,800     | \$3,954       | 82%             |
| Mar-24 | 578       | \$5,783  | \$1,012       | \$4,771     | \$6,849       | 144%            |
| Apr-24 | 582       | \$5,831  | \$1,021       | \$4,811     | \$4,421       | 92%             |
| May-24 | 583       | \$5,825  | \$1,019       | \$4,806     | \$4,944       | 103%            |
| Jun-24 | 587       | \$5,863  | \$1,026       | \$4,837     | \$5,001       | 103%            |
| Jul-24 | 587       | \$5,882  | \$1,029       | \$4,853     | \$3,458       | 71%             |
| Aug-24 | 584       | \$5,850  | \$1,024       | \$4,827     | \$4,039       | 84%             |
| Total  | 6,926     | \$69,547 | \$12,171      | \$57,376    | \$55,614      | 97%             |

Self-Funding Analysis

| Period | Employees | Administrative Fees | Vision Claims | Total Cost |
|--------|-----------|---------------------|---------------|------------|
| Sep-23 | 560       | \$1,176             | \$3,872       | \$5,048    |
| Oct-23 | 569       | \$1,195             | \$3,861       | \$5,055    |
| Nov-23 | 566       | \$1,189             | \$6,404       | \$7,593    |
| Dec-23 | 571       | \$1,199             | \$3,306       | \$4,505    |
| Jan-24 | 578       | \$1,214             | \$5,505       | \$6,719    |
| Feb-24 | 581       | \$1,220             | \$3,954       | \$5,174    |
| Mar-24 | 578       | \$1,214             | \$6,849       | \$8,063    |
| Apr-24 | 582       | \$1,222             | \$4,421       | \$5,643    |
| May-24 | 583       | \$1,224             | \$4,944       | \$6,169    |
| Jun-24 | 587       | \$1,233             | \$5,001       | \$6,233    |
| Jul-24 | 587       | \$1,233             | \$3,458       | \$4,691    |
| Aug-24 | 584       | \$1,226             | \$4,039       | \$5,266    |
| Total  | 6,926     | \$14,545            | \$55,614      | \$70,159   |

|                                     |          |                              |       |
|-------------------------------------|----------|------------------------------|-------|
| Current Total Fully Insured Premium | \$69,547 | Self-Funded Savings/Increase | \$612 |
| Estimated Self-Funded Cost          | \$70,159 |                              |       |



# Sample Self-Funding Feasibility Model

*The following pages contain a sample copy of our self-funding feasibility model.*





# 2025 Self-Funding Feasibility Analysis

Prepared For:  
**Sample ABC**

Effective Date:  
**January 1, 2025**



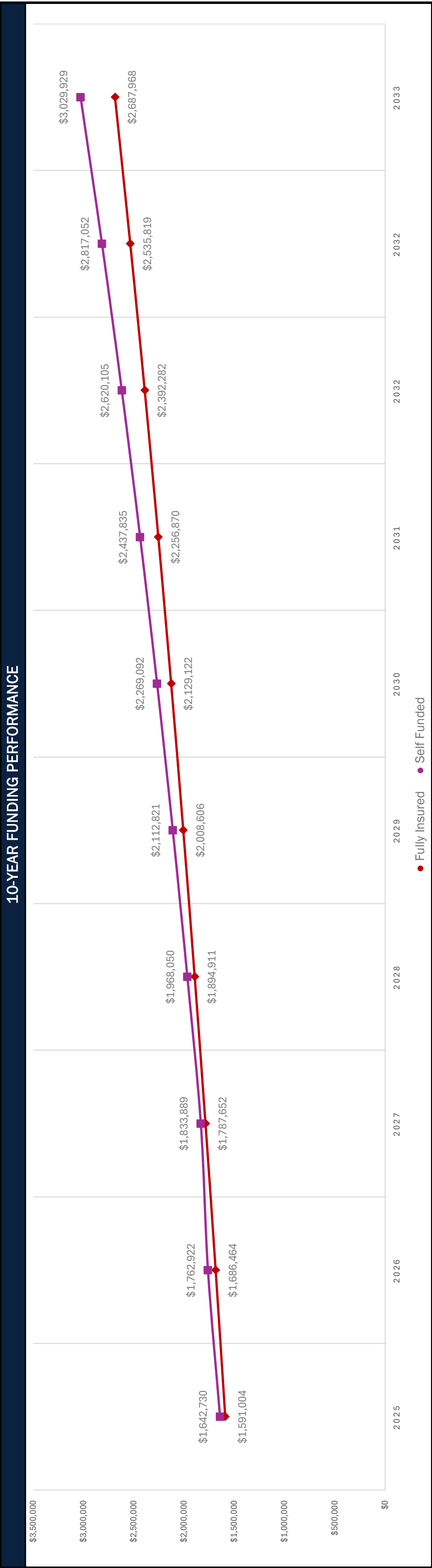
Presented By:

**INSURANCE**



| Key Forecast Assumptions | 2025 Fully Insured Renewal | 2026-2033 Fully Insured Renewal | Medical Claims Trend | Rx Claims Trend | Rx Rebates (as a % of Annual Rx Claims) | Stop Loss Premium Trend | TPA, ACA and Consulting Fee Trend | Consultant Compensation | Specific Deductible | Stop Loss Term |
|--------------------------|----------------------------|---------------------------------|----------------------|-----------------|-----------------------------------------|-------------------------|-----------------------------------|-------------------------|---------------------|----------------|
|                          | 0%                         | 6%                              | 6%                   | 8%              | 17.5%                                   | 10%                     | 3%                                | \$60,000                | \$75,000            | 12/15          |

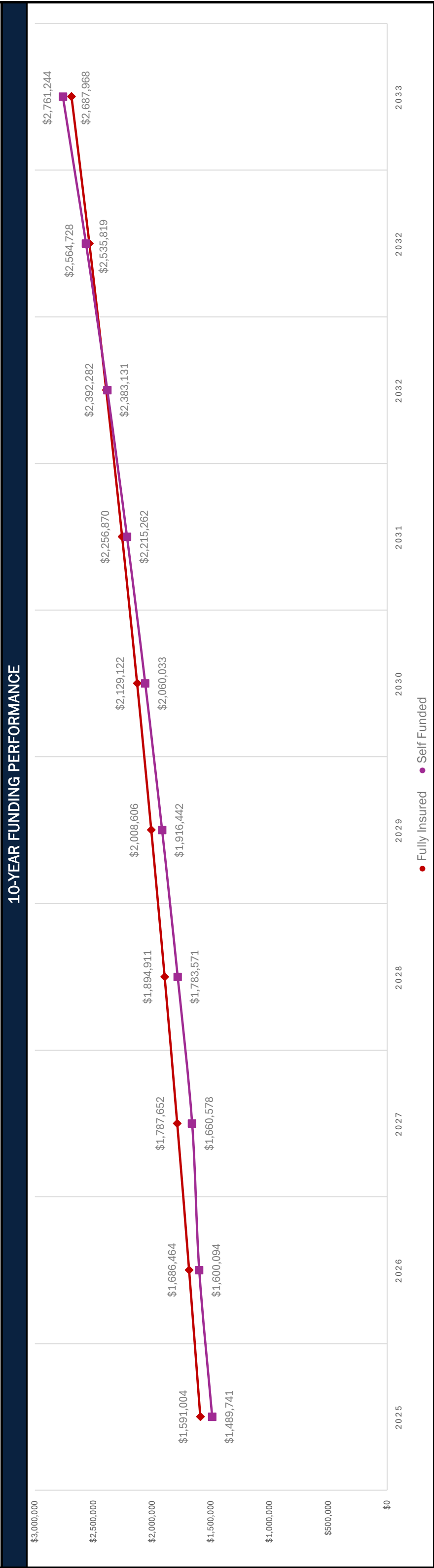
| Sample ABC                                                    |  | Captive Resources Expected Claims with 0% Stop Loss Rate Reduction |             |             |             |             |             |             |             |             |             |
|---------------------------------------------------------------|--|--------------------------------------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 10-Year Funding Comparison Fully Insured vs. Self-Funded (CR) |  | 2025                                                               | 2026        | 2027        | 2028        | 2029        | 2030        | 2031        | 2032        | 2032        | 2033        |
| Plan Year                                                     |  | 107                                                                | 107         | 107         | 107         | 107         | 107         | 107         | 107         | 107         | 107         |
| Enrollment                                                    |  | 107                                                                | 107         | 107         | 107         | 107         | 107         | 107         | 107         | 107         | 107         |
| Fully Insured Premium                                         |  | \$1,591,004                                                        | \$1,686,464 | \$1,787,652 | \$1,894,911 | \$2,008,606 | \$2,129,122 | \$2,256,870 | \$2,392,282 | \$2,535,819 | \$2,687,968 |
| Self-Funded Costs                                             |  |                                                                    |             |             |             |             |             |             |             |             |             |
| Medical Claims                                                |  | \$796,973                                                          | \$844,792   | \$895,479   | \$949,208   | \$1,006,160 | \$1,066,530 | \$1,130,522 | \$1,198,353 | \$1,270,254 | \$1,346,469 |
| Rx Claims                                                     |  | \$265,658                                                          | \$286,910   | \$309,863   | \$334,652   | \$361,424   | \$390,338   | \$421,565   | \$455,291   | \$491,714   | \$531,051   |
| Stop Loss Premium (\$75k, Berkely)                            |  | \$466,335                                                          | \$512,969   | \$564,265   | \$620,692   | \$682,761   | \$751,037   | \$826,141   | \$908,755   | \$999,630   | \$1,099,594 |
| Loss Fund Assessment Collateral                               |  | \$48,550                                                           | \$53,405    | \$0         | \$0         | \$0         | \$0         | \$0         | \$0         | \$0         | \$0         |
| Administrative and Broker Fees                                |  | \$111,360                                                          | \$114,701   | \$118,142   | \$121,686   | \$125,337   | \$129,097   | \$132,970   | \$136,959   | \$141,068   | \$145,300   |
| Rx Rebates                                                    |  | (\$46,490)                                                         | (\$50,209)  | (\$54,226)  | (\$58,564)  | (\$63,249)  | (\$68,309)  | (\$73,774)  | (\$79,676)  | (\$86,050)  | (\$92,934)  |
| ACA Fees                                                      |  | \$345                                                              | \$355       | \$366       | \$376       | \$388       | \$399       | \$411       | \$424       | \$436       | \$450       |
| Total Self-Funded Costs:                                      |  | \$1,642,730                                                        | \$1,762,922 | \$1,833,889 | \$1,968,050 | \$2,112,821 | \$2,269,092 | \$2,437,835 | \$2,620,105 | \$2,817,052 | \$3,029,929 |
| Difference (\$)                                               |  | \$51,726                                                           | \$76,457    | \$46,237    | \$73,139    | \$104,215   | \$139,970   | \$180,965   | \$227,823   | \$281,234   | \$341,961   |
| Difference (%)                                                |  | 3.25%                                                              | 4.53%       | 2.59%       | 3.86%       | 5.19%       | 6.57%       | 8.02%       | 9.52%       | 11.09%      | 12.72%      |





| Key Forecast Assumptions | 2025 Fully Insured Renewal | 2026-2033 Fully Insured Renewal | Medical Claims Trend | Rx Claims Trend | Rx Rebates (as a % of Annual Rx Claims) | Stop Loss Premium Trend | TPA, ACA and Consulting Fee Trend | Consultant Compensation | Specific Deductible | Stop Loss Term |
|--------------------------|----------------------------|---------------------------------|----------------------|-----------------|-----------------------------------------|-------------------------|-----------------------------------|-------------------------|---------------------|----------------|
|                          | 0%                         | 6%                              | 6%                   | 8%              | 17.5%                                   | 10%                     | 3%                                | \$60,000                | \$75,000            | 12/15          |

| Sample ABC                                                    |  | LP Expected Claims with 0% Stop Loss Rate Reduction |             |             |             |             |             |             |             |             |             |
|---------------------------------------------------------------|--|-----------------------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 10-Year Funding Comparison Fully Insured vs. Self-Funded (CR) |  | 2025                                                | 2026        | 2027        | 2028        | 2029        | 2030        | 2031        | 2032        | 2032        | 2033        |
| Plan Year                                                     |  | 107                                                 | 107         | 107         | 107         | 107         | 107         | 107         | 107         | 107         | 107         |
| Enrollment                                                    |  | 107                                                 | 107         | 107         | 107         | 107         | 107         | 107         | 107         | 107         | 107         |
| Fully Insured Premium                                         |  | \$1,591,004                                         | \$1,686,464 | \$1,787,652 | \$1,894,911 | \$2,008,606 | \$2,129,122 | \$2,256,870 | \$2,392,282 | \$2,535,819 | \$2,687,968 |
| Self-Funded Costs                                             |  |                                                     |             |             |             |             |             |             |             |             |             |
| Medical Claims                                                |  | \$676,982                                           | \$717,601   | \$760,657   | \$806,296   | \$854,674   | \$905,954   | \$960,312   | \$1,017,930 | \$1,079,006 | \$1,143,747 |
| Rx Claims                                                     |  | \$225,661                                           | \$243,713   | \$263,211   | \$284,267   | \$307,009   | \$331,569   | \$358,095   | \$386,743   | \$417,682   | \$451,097   |
| Stop Loss Premium (\$75k, Berkely)                            |  | \$466,335                                           | \$512,969   | \$564,265   | \$620,692   | \$682,761   | \$751,037   | \$826,141   | \$908,755   | \$999,630   | \$1,099,594 |
| Loss Fund Assessment Collateral                               |  | \$48,550                                            | \$53,405    | \$0         | \$0         | \$0         | \$0         | \$0         | \$0         | \$0         | \$0         |
| Administrative and Broker Fees                                |  | \$111,360                                           | \$114,701   | \$118,142   | \$121,686   | \$125,337   | \$129,097   | \$132,970   | \$136,959   | \$141,068   | \$145,300   |
| Rx Rebates                                                    |  | (\$39,491)                                          | (\$42,650)  | (\$46,062)  | (\$49,747)  | (\$53,727)  | (\$58,025)  | (\$62,667)  | (\$67,680)  | (\$73,094)  | (\$78,942)  |
| ACA Fees                                                      |  | \$345                                               | \$355       | \$366       | \$376       | \$388       | \$399       | \$411       | \$424       | \$436       | \$450       |
| Total Self-Funded Costs:                                      |  | \$1,489,741                                         | \$1,600,094 | \$1,660,578 | \$1,783,571 | \$1,916,442 | \$2,060,033 | \$2,215,262 | \$2,383,131 | \$2,564,728 | \$2,761,244 |
| Difference (\$)                                               |  | (\$101,263)                                         | (\$86,371)  | (\$127,074) | (\$111,340) | (\$92,164)  | (\$69,090)  | (\$41,608)  | (\$9,151)   | \$28,910    | \$73,276    |
| Difference (%)                                                |  | -6.36%                                              | -5.12%      | -7.11%      | -5.88%      | -4.59%      | -3.24%      | -1.84%      | -0.38%      | 1.14%       | 2.73%       |
|                                                               |  |                                                     |             |             |             |             |             |             |             |             |             |
| 10-Year Projected FI Premium                                  |  | \$20,970,698                                        |             |             |             |             |             |             |             |             |             |
| 10-Year Projected SF Costs                                    |  | \$20,434,824                                        |             |             |             |             |             |             |             |             |             |
| Difference (\$)                                               |  | (\$535,874)                                         |             |             |             |             |             |             |             |             |             |
| Difference (%)                                                |  | -2.56%                                              |             |             |             |             |             |             |             |             |             |







Stop Loss Reduction: 0%

Sample ABC

Deviation Modeling - 2025 Plan Year

Fully Insured vs. Self-Funded

|                              | Self-Funding Arrangement: Captive Resources |            |                                |             | Renewal: -2% |      | Renewal: 0% |      | Renewal: 3% |      |
|------------------------------|---------------------------------------------|------------|--------------------------------|-------------|--------------|------|-------------|------|-------------|------|
|                              | Net Claim Liability                         | Rx Rebates | Fixed Costs (\$75k Spec. Ded.) | Net Cost    | \$           | %    | \$          | %    | \$          | %    |
| Expected - LP                | \$654,592                                   | (\$28,638) | \$626,590                      | \$1,252,543 | (\$306,641)  | -20% | (\$338,461) | -21% | (\$386,191) | -24% |
|                              | \$689,044                                   | (\$30,146) | \$626,590                      | \$1,285,488 | (\$273,696)  | -18% | (\$305,516) | -19% | (\$353,246) | -22% |
|                              | \$725,309                                   | (\$31,732) | \$626,590                      | \$1,320,167 | (\$239,017)  | -15% | (\$270,837) | -17% | (\$318,567) | -19% |
|                              | \$763,484                                   | (\$33,402) | \$626,590                      | \$1,356,671 | (\$202,513)  | -13% | (\$234,333) | -15% | (\$282,063) | -17% |
|                              | \$803,667                                   | (\$35,160) | \$626,590                      | \$1,395,096 | (\$164,088)  | -11% | (\$195,908) | -12% | (\$243,638) | -15% |
|                              | \$845,965                                   | (\$37,011) | \$626,590                      | \$1,435,544 | (\$123,640)  | -8%  | (\$155,460) | -10% | (\$203,190) | -12% |
|                              | \$890,490                                   | (\$38,959) | \$626,590                      | \$1,478,120 | (\$81,064)   | -5%  | (\$112,884) | -7%  | (\$160,614) | -10% |
|                              | \$937,358                                   | (\$41,009) | \$626,590                      | \$1,522,938 | (\$36,246)   | -2%  | (\$68,066)  | -4%  | (\$115,796) | -7%  |
|                              | \$902,642                                   | (\$39,491) | \$626,590                      | \$1,489,741 | (\$69,443)   | -4%  | (\$101,263) | -6%  | (\$148,993) | -9%  |
|                              | \$986,692                                   | (\$43,168) | \$626,590                      | \$1,570,114 | \$10,930     | 1%   | (\$20,890)  | -1%  | (\$68,620)  | -4%  |
| Expected - Pareto            | \$974,978                                   | (\$42,655) | \$626,590                      | \$1,558,912 | (\$272)      | 0%   | (\$32,092)  | -2%  | (\$79,822)  | -5%  |
|                              | \$1,038,623                                 | (\$45,440) | \$626,590                      | \$1,619,773 | \$60,589     | 4%   | \$28,769    | 2%   | (\$18,961)  | -1%  |
| Expected - Captive Resources | \$1,062,631                                 | (\$46,490) | \$626,590                      | \$1,642,730 | \$83,546     | 5%   | \$51,726    | 3%   | \$3,996     | 0%   |
|                              | \$1,093,288                                 | (\$47,831) | \$626,590                      | \$1,672,046 | \$112,862    | 7%   | \$81,042    | 5%   | \$33,312    | 2%   |
|                              | \$1,150,829                                 | (\$50,349) | \$626,590                      | \$1,727,070 | \$167,886    | 11%  | \$136,066   | 9%   | \$88,336    | 5%   |
|                              | \$1,211,399                                 | (\$52,999) | \$626,590                      | \$1,784,990 | \$225,806    | 14%  | \$193,986   | 12%  | \$146,256   | 9%   |
| Maximum - Captive Resources  | \$1,275,157                                 | (\$55,788) | \$626,590                      | \$1,845,958 | \$286,774    | 18%  | \$254,954   | 16%  | \$207,224   | 13%  |
|                              | \$1,740,842                                 | (\$76,162) | \$626,590                      | \$1,825,585 | \$266,401    | 17%  | \$234,581   | 15%  | \$186,851   | 11%  |





# Stop Loss Terms and Disclaimers

| Stop Loss Terms - Captive Resources |                         |
|-------------------------------------|-------------------------|
| No New Loss Upon Renewal            | N/A (approval possible) |
| Specific Stop Loss Renewal Cap      | N/A (approval possible) |
| Maximum Claims Renewal Cap          | None                    |
| Specific Deductible                 | \$75,000                |
| Stop Loss Contract Term             | 12/15                   |
| Specific Deductible Advancement     | N/A (approval possible) |
| Monthly Aggregate Accomodation      | N/A (approval possible) |

| Disclaimers                                                                                                                                                                                                                                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>This analysis is for illustrative purposes only and is not a guarantee of future expenses, claims costs, managed care savings, etc. There are many variables that will affect actual costs including utilization patterns, catastrophic claims, changes in plan design, health care trend increases, etc.</i> |
| <i>\$20,000 Captive Resources one-time refundable capitalization requirement not reflected in provided projections.</i>                                                                                                                                                                                          |
| <i>Loss fund assessment collateral is required for two years and will be used if a member's loss fund is exhausted, requiring replacement funding.</i>                                                                                                                                                           |



# Sample Actuarial Valuation

*The following pages contain a sample copy of an actuarial valuation of OPEB liability.*





1400 Wewatta Street  
Suite 900  
Denver, CO 80202-5549  
USA

Tel +1 303 299 9400

milliman.com

September 3, 2024

XXXXXX  
XXXXXXXXXXXXXXXXXX  
XXXXXXXXXXXXXXXXXX  
XXXXXXXXXXXX  
XXXXXXXXXX

**XXXXXXXXXXXXXXXXXXXX –  
Actuarial Valuation of Post Employment Benefits as of June 30, 2024**

Dear XXXXX:

We are pleased to enclose the above titled report for the XXXXXXXXXXXX ("XXXX"). In this report, we have prepared certain disclosures required by GASB Statement No. 75 for the XXXXXXXXXXXX's OPEB Plan.

Please let us know if you have any questions or would like to review the report.

Sincerely,

Brian C. Nichols, EA, MAAA  
Consulting Actuary

XXXXXXXXXXXXXXXX

Actuarial Valuation of Post Employment Benefits as of June 30, 2024

Prepared by:

**Brian C. Nichols**  
EA, MAAA  
Consulting Actuary

**Joel E. Stewart**  
FSA, EA, MAAA  
Principal and Consulting Actuary

**Milliman, Inc.**  
1400 Wewatta Street, Suite 900  
Denver, CO 80202-5549 USA  
Tel 303 299 9400 Fax 303 299 9018  
milliman.com

September 3, 2024

September 3, 2024

XXXXXXXXXXXXXXXXXX  
XXXXXXXXXXXX  
XXXXXXXXXX

#### **XXXXXXXXXX –**

#### **Actuarial Valuation of Post Employment Benefits as of June 30, 2024**

As part of our engagement with the XXXXXXXXXXXXXXXX (“XXXX”), we performed an actuarial valuation of the post-employment benefits (the “Plan”) as of July 1, 2024 for the fiscal year ending June 30, 2024. Our findings are set forth in this actuary’s report. This report reflects our understanding of the benefit provisions in effect as of July 1, 2024.

#### **Purpose of the Valuation**

The main purposes of this report are:

- to review the experience under the plan for the valuation year ending June 30, 2024;
- to calculate the total OPEB liability; and
- to provide the necessary schedules and other information for financial reporting under GASB Statement No. 75

Actuarial computations presented in this report under GASB Statement No. 75 are for purposes of assisting the employer in fulfilling its financial accounting requirements. The calculations in this report have been made on a basis consistent with our understanding of the plan provisions described in Appendix A of this report and of GASB Statement No. 75. Determinations for purposes other than meeting the requirements of GASB Statement No. 75 may be significantly different from the results contained in this report. Accordingly, additional determinations may be needed for other purposes.

#### **Actuarial Assumptions**

Actuarial assumptions, including mortality tables, and others identified in this report are adopted by XXXX. In compliance with GASB Statement No. 75, the discount rate reflects an index rate for 20-year, tax-exempt general obligation municipal bonds with average rating of AA or higher and the individual entry age actuarial cost method is used. All costs, liabilities, and other factors for the Plan have been determined on the basis of actuarial assumptions and methods which, in our professional opinion, are individually reasonable (taking into account the experience of the Plan and reasonable expectations); and which, in combination, offer a reasonable estimate of anticipated future experience affecting the Plan and are expected to have no significant bias.

#### **Variability of Results**

This valuation report is only an estimate of the Plan’s financial condition as of a single date. It can neither predict the Plan’s future condition nor guarantee future financial soundness. Actuarial valuations do not affect the ultimate cost of Plan benefits, only the timing of Plan contributions. While the valuation is based on an array of individually reasonable assumptions, other assumption sets may also be reasonable and valuation results based on those assumptions would be different. No one set of assumptions is uniquely correct. Determining results using alternative assumptions is outside the scope of our engagement.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to factors such as, but not limited to, the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions; increases or decreases expected as part of the natural operation of the methodology used for these measurements and changes in plan provisions or applicable law. Due to the limited scope of the actuarial assignment, we did not perform an analysis of the potential range of future measurements.

### **Reliance**

In preparing this report, we relied, without audit, on information (some oral and some in writing) supplied by XXXXXXXXXXXXXXXXXXXX and LP Insurance Services. This information includes, but is not limited to, benefit provisions, member census data, and financial information. We found this information to be reasonably consistent and comparable with information used for other purposes. The results depend on the integrity of this information. If any of this information is inaccurate or incomplete our results may be different, and our calculations may need to be revised.

### **Limited Distribution**

Milliman's work is prepared solely for the use and benefit of XXXX. To the extent that Milliman's work is not subject to disclosure under applicable public records laws, Milliman's work may not be provided to third parties without Milliman's prior written consent. Milliman does not intend to benefit or create a legal duty to any third-party recipient of its work product. Milliman's consent to release its work product to any third party may be conditioned on the third-party signing a release, subject to the following exception(s):

(a) XXXX may provide a copy of Milliman's work, in its entirety, to the Plan's professional service advisors who are subject to a duty of confidentiality and who agree to not use Milliman's work for any purpose other than to benefit the Plan.

(b) XXXX may provide a copy of Milliman's work, in its entirety, to other governmental entities, as required by law.

No third-party recipient of Milliman's work product should rely upon Milliman's work product. Such recipients should engage qualified professionals for advice appropriate to their own specific needs.

### **Models**

The valuation results were developed using models employing standard actuarial techniques. The intent of the models was to estimate retiree claim costs and trend used in this analysis. We have reviewed the models, including their inputs, calculations, and outputs, for consistency, reasonableness, and appropriateness to the intended purpose and in compliance with generally accepted actuarial practice and relevant actuarial standards of practice (ASOPs). The models, including all input, calculations, and output may not be appropriate for any other purpose.

### **Qualifications and Certification**

The consultants who worked on this assignment are actuaries. Milliman's advice is not intended to be a substitute for qualified legal or accounting counsel.

The signing actuaries are independent of the Plan Sponsor. We are not aware of any relationship that would impair the objectivity of our work.

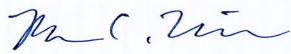
On the basis of the foregoing, we hereby certify that, to the best of our knowledge and belief, this report is complete and accurate and has been prepared in accordance with generally recognized and accepted actuarial principles and practices which are consistent with the principles prescribed by the Actuarial Standards Board and the *Code of Professional Conduct and Qualification Standards for Actuaries Issuing*



*Statements of Actuarial Opinion in the United States*, published by the American Academy of Actuaries. We are members of the American Academy of Actuaries and meet the Qualification Standards to render the actuarial opinion contained herein. Assumptions related to the claims costs and healthcare trend (cost inflation) rates for the retiree healthcare program discussed in this report were determined by Milliman actuaries qualified in such matters.

We respectfully submit this report, and we look forward to discussing it with you.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Brian C. Nichols'.

Brian C. Nichols, EA, MAAA  
Consulting Actuary

A handwritten signature in blue ink, appearing to read 'Joel E. Stewart'.

Joel E. Stewart, FSA, EA, MAAA  
Principal and Consulting Actuary

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Actuarial Valuation of Post Employment Benefits as of June 30, 2024

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Introduction

Milliman, Inc. (Milliman) has been retained by the XXXXXXXXXXXXXXXX (“XXXX”) to provide disclosures required by GASB Statement 75 for the XXXX OPEB Plan. GASB 75 applies to financial reporting for public OPEB plans. Note that a plan's fiscal year might not be the same as the employer's fiscal year.

The results contained in this report represent our best estimates based on the assumptions used in the valuation. However, variation from these or any other estimates of future benefits is not only possible but probable. To the extent that actual experience differs from the anticipated experience, actual plan costs will vary as well.

Background

Retirees are eligible for retiree health benefits if they meet certain requirements relating to age and service. Appendix A provides a detailed summary of benefits.

Key Results

The valuation results are summarized in the following exhibit and use the following terms:

The **Total OPEB Liability (TOL)** is the present value of benefits that are attributed to past service only, discounted at the valuation interest rate (3.93%). The portion attributed to future employee service is excluded. For retirees, the TOL is equal to the present value of benefits. For active employees, the TOL is equal to the present value of benefits less the present value of future service costs.

The **Service Cost** is that portion of XXXX-provided benefit attributable to employee service in the current year. The Service Cost remains level as a percentage of pay throughout the participant's assumed working lifetime. Since retirees are not accruing any more service, their service cost is zero.

|                               | Full Valuation<br>July 1, 2024 | Roll-Forward<br>July 1, 2023 |
|-------------------------------|--------------------------------|------------------------------|
| <b>Number of Participants</b> |                                |                              |
| Active                        | 1,532                          | 1,285                        |
| Retirees                      | <u>153</u>                     | <u>151</u>                   |
| Total participants            | 1,685                          | 1,436                        |
|                               |                                |                              |
| Total OPEB Liability (TOL)    | \$ 48,758,807                  | \$ 43,957,005                |
| Fiduciary Net Position (FNP)  | <u>0</u>                       | <u>0</u>                     |
| Net OPEB Liability (NOL)      | \$ 48,758,807                  | \$ 43,957,005                |
| FNP as % of TOL               | 0.0%                           | 0.0%                         |
| Discount Rate                 | 3.93%                          | 3.65%                        |

Variability of Results

The results contained in this report represent our best estimates. However, variation from these or any other estimates of future retiree medical costs is not only possible but probable. Actual future costs may vary significantly from estimates in this report.

## Rationale for Significant Assumptions

**Health Cost Trend.** We have assumed medical premiums will increase according to the health cost inflation trend derived by using the “Getzen” model developed by the Society of Actuaries. Please see Appendix B for an explanation of this trend model.

**Discount Rate.** Under GASB 75, the discount rate should be the single rate that reflects the long-term rate of return on OPEB plan investments that are expected to be used to finance the payment of benefits. To the extent that OPEB plan assets along with expected future investment returns and expected future contributions are insufficient to finance all OPEB benefits, the discount rate should be based on 20-year tax-exempt AA or higher Municipal Bonds as of the Measurement Date. The XXXX’s OPEB Plan is currently unfunded. Therefore, OPEB plan benefits are not expected to be financed by OPEB trust investments, and we have used a discount rate of 3.93% based on the 20 Year Bond GO Index as of the measurement date of June 30, 2024. A discount rate of 3.65% is used as of the prior measurement date of June 30, 2023.

**Implicit Rate Subsidy.** Actuarial standards of practice require measurement of an implicit rate subsidy for community rated health plans (this includes all health plans sponsored by CalPERS). Therefore we measured the implicit rate subsidy for the XXXX in the valuation. A more detailed summary is provided in Appendix B.

**Demographic Rates.** The assumptions for termination, retirement, disability and mortality used in this valuation are described in Appendix B of this report. We understand Classified and MSC employees of XXXX are covered by CalPERS Schools pension plan and Certificated employees are covered by CalSTRS pension plan. As such, the demographic assumptions in this report are based on those used in the CalPERS and CalSTRS pension valuations and are reviewed for consistency and reasonableness. These assumptions have been changed since the prior valuation, based on the CalSTRS experience study (dated in 2023) for the period 2019 – 2022.

A complete summary of the actuarial assumptions is presented in Appendix B.

## Plan Experience

Based on the July 1, 2022 actuarial valuation and the discount rate at June 30, 2023 of 3.65%, we anticipated a TOL of \$44.8 million at June 30, 2024. The actual TOL at June 30, 2024 was \$4.0 million higher than expected due to the following factors:

- Plan demographic experience increased the TOL by \$1.4 million, primarily due to retirements (\$0.5m) and new hires since the prior valuation (\$0.5 million).
- Updates to the assumed healthcare cost trend rates and claims costs increased the TOL by \$2.3 million. The assumed claims costs were updated to reflect the claims experience during 2023 and 2024. The assumed healthcare cost trend rates were updated based on the Milliman Adjusted Getzen trend model which is updated periodically to incorporate emerging economic data.
- Updates to the Plan’s demographic assumptions to match those used in the most recent CalSTRS valuations increased the TOL by \$1.3 million.
- The increase in the discount rate at June 30, 2024 from 3.65% to 3.93% reduced the TOL by \$1.0 million.

**Exhibit 1. Net OPEB Liabilities**

The Total OPEB Liability (TOL) was determined as of the Valuation Date and projected either backward and forward to the Measurement Date taking into account any significant changes between the valuation date and the fiscal year end as prescribed by GASB 75.

The Valuation Date is July 1, 2024. This is the date as of which the actuarial valuation is performed. The Measurement Date is June 30, 2024 for the fiscal year ending June 30, 2024. This is the date as of which the Net OPEB Liability (NOL) is determined. The Reporting Date is the employer's fiscal year ending date. The table below shows the NOL as of reporting dates June 30, 2023 and June 30, 2024.

|                                                       | June 30, 2024  | June 30, 2023  |
|-------------------------------------------------------|----------------|----------------|
| Total OPEB Liability                                  | \$ 48,758,807  | \$ 43,957,005  |
| Fiduciary Net Position                                | <u>0</u>       | <u>0</u>       |
| Net OPEB Liability                                    | \$ 48,758,807  | \$ 43,957,005  |
| Fiduciary Net Position as a % of Total OPEB Liability | 0.0%           | 0.0%           |
| Valuation Date                                        | 07/01/2024     | 07/01/2022     |
| Measurement Date                                      | 06/30/2024     | 06/30/2023     |
| GASB 75 Reporting date                                | 06/30/2024     | 06/30/2023     |
| Discount rate                                         | 3.93%          | 3.65%          |
| Municipal Bond Rate                                   | 3.93%          | 3.65%          |
| Covered Payroll                                       | \$ 141,915,431 | \$ 141,173,227 |
| Total OPEB Liability as a % of Covered Payroll        | 34.4%          | 31.1%          |

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Actuarial Valuation of Post Employment Benefits as of June 30, 2024

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Exhibit 2. Sensitivity of Net OPEB Liabilities

Sensitivity of the Net OPEB Liability to changes in the discount rate

The following presents what the XXXX's Net OPEB Liability (NOL) would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current discount rate.

| Sensitivity Analysis | As of June 30, 2024                      |                                   |                                          |
|----------------------|------------------------------------------|-----------------------------------|------------------------------------------|
|                      | 1% Decrease<br>in Discount Rate<br>2.93% | Current<br>Discount Rate<br>3.93% | 1% Increase<br>in Discount Rate<br>4.93% |
| Net OPEB Liability   | \$ 52,493,503                            | \$ 48,758,807                     | \$ 45,254,924                            |

Sensitivity of the Net OPEB Liability to changes in the Healthcare Cost Trend Rates

The following presents what the XXXX's Net OPEB Liability (NOL) would be if it were calculated using Healthcare cost trend rates that are 1 percentage point lower or 1 percentage point higher than the current Healthcare cost trend rates.

| Sensitivity Analysis | As of June 30, 2024                              |                                           |                                                  |
|----------------------|--------------------------------------------------|-------------------------------------------|--------------------------------------------------|
|                      | 1% Decrease<br>in Healthcare Cost<br>Trend Rates | Current<br>Healthcare Cost<br>Trend Rates | 1% Increase<br>in Healthcare Cost<br>Trend Rates |
| Net OPEB Liability   | \$ 44,024,871                                    | \$ 48,758,807                             | \$ 54,234,471                                    |

**Exhibit 3. Changes in Total OPEB Liability**

The following exhibit shows a reconciliation of the Total OPEB Liability from the beginning to the end, for the current and prior fiscal years.

| Fiscal Years Ending June 30, 2024 and June 30, 2023<br>Increase / (Decrease)                      |                      |                      |
|---------------------------------------------------------------------------------------------------|----------------------|----------------------|
|                                                                                                   | June 30, 2024        | June 30, 2023        |
| <b>TOL as of Beginning of Year</b>                                                                | \$ 43,957,005        | \$ 43,504,289        |
| Service cost                                                                                      | 1,592,709            | 1,573,141            |
| Interest on the total OPEB liability                                                              | 1,619,367            | 1,555,368            |
| Changes of benefit terms                                                                          | 0                    | 0                    |
| Differences between actual and expected experience with regard to economic or demographic factors | 2,799,479*           | 0                    |
| Changes of assumptions                                                                            | 1,178,616*           | (374,808)            |
| Expected Benefit payments                                                                         | (2,388,369)          | (2,300,985)          |
| Contributions from employer                                                                       | 0                    | 0                    |
| Net investment income                                                                             | 0                    | 0                    |
| Administrative expense                                                                            | 0                    | 0                    |
| Other changes                                                                                     | 0                    | 0                    |
| <b>Total changes</b>                                                                              | <b>4,801,802</b>     | <b>452,716</b>       |
| <b>TOL as of End of Year</b>                                                                      | <b>\$ 48,758,807</b> | <b>\$ 43,957,005</b> |

\* See page 2 for a discussion of the Plan's experience.

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#### Exhibit 4. Calculation of OPEB Expense and Deferred Inflows/Outflows

The following tables illustrate the development of the OPEB expense required by GASB 75 as of June 30, 2024.

| OPEB Expense                                            | For the Fiscal Year Ending |               |
|---------------------------------------------------------|----------------------------|---------------|
|                                                         | June 30, 2024              | June 30, 2023 |
| Service cost                                            | \$ 1,592,709               | \$ 1,573,141  |
| Interest on the total OPEB liability                    | 1,619,367                  | 1,555,368     |
| Effect of plan changes                                  | 0                          | 0             |
| Administrative expense                                  | 0                          | 0             |
| Member contributions                                    | 0                          | 0             |
| Expected investment return, net of investment expenses  | 0                          | 0             |
| Recognition of Deferred (Inflows)/Outflows of Resources |                            |               |
| Economic/demographic gains or losses                    | \$ 304,952                 | \$ 82,771     |
| Assumption changes or inputs                            | 368,219                    | 274,678       |
| Investment gains or losses                              | <u>0</u>                   | <u>0</u>      |
| Total Recognition                                       | \$ 673,171                 | 357,449       |
| OPEB Expense                                            | \$ 3,885,247               | \$ 3,485,958  |

| For Fiscal Year Ending June 30, 2024                 | Deferred (Inflows) | Deferred Outflows |
|------------------------------------------------------|--------------------|-------------------|
| Deferred Inflows / Outflows of Resources             | of Resources       | of Resources      |
| Differences between expected and actual experience   | \$ (3,261,381)     | \$ 7,528,767      |
| Changes of assumptions                               | (1,718,852)        | 4,328,305         |
| Net difference between projected and actual earnings | 0                  | 0                 |
| Contributions made subsequent to measurement date    | <u>0</u>           | <u>0</u>          |
| Total                                                | \$ (4,980,233)     | \$ 11,857,072     |
| Net Deferred (Inflow) / Outflow                      |                    | \$ 6,876,839      |

Amounts currently reported as deferred (inflows) of resources and outflows of resources related to OPEB will be recognized in OPEB expense as follows:

| Fiscal Year Ending | Recognized Deferred (Inflows) |
|--------------------|-------------------------------|
| June 30            | and Outflows of Resources     |
| 2025               | \$ 673,171                    |
| 2026               | 673,171                       |
| 2027               | 673,171                       |
| 2028               | 673,171                       |
| 2029               | 673,171                       |
| Thereafter         | <u>3,510,984</u>              |
| Total              | \$ 6,876,839                  |

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**Exhibit 5. Schedule of Deferred Inflows and Outflows**

The following table illustrates the schedule deferred inflows/outflows of resources required by GASB 75 as of June 30, 2024.

Investment (gains)/losses are recognized in OPEB expense over a period of five years. Since the plan is unfunded, there are no investment (gains)/losses. Economic/demographic (gains)/losses and assumption changes or inputs are recognized over the average remaining service life for all active and inactive members. Since there is not expected future service for inactive members, their remaining service is equal to zero for purposes of computing the average remaining service life.

| Date Established                              | Original Amount     | Original Recognition Period | Amount Recognized in Expense 06/30/2024 | Balance of Deferred (Inflows) 06/30/2024 | Balance of Deferred Outflows 06/30/2024 |
|-----------------------------------------------|---------------------|-----------------------------|-----------------------------------------|------------------------------------------|-----------------------------------------|
| <b>Economic/demographic (gains) or losses</b> |                     |                             |                                         |                                          |                                         |
| 06/30/2024                                    | \$ 2,799,479        | 12.60                       | \$ 222,181                              | \$ 0                                     | \$ 2,577,298                            |
| 06/30/2022                                    | 6,493,982           | 12.63                       | 514,171                                 | 0                                        | 4,951,469                               |
| 06/30/2020                                    | <u>(5,418,381)</u>  | 12.56                       | <u>(431,400)</u>                        | <u>(3,261,381)</u>                       | <u>0</u>                                |
| <b>Total</b>                                  | <b>\$ 3,875,080</b> |                             | <b>\$ 304,952</b>                       | <b>\$ (3,261,381)</b>                    | <b>\$ 7,528,767</b>                     |
| <b>Assumption changes</b>                     |                     |                             |                                         |                                          |                                         |
| 06/30/2024                                    | \$ 1,178,616        | 12.60                       | \$ 93,541                               | \$ 0                                     | \$ 1,085,075                            |
| 06/30/2023                                    | (374,808)           | 12.63                       | (29,676)                                | (315,456)                                | 0                                       |
| 06/30/2022                                    | (1,840,592)         | 12.63                       | (145,732)                               | (1,403,396)                              | 0                                       |
| 06/30/2021                                    | 156,597             | 12.56                       | 12,468                                  | 0                                        | 106,725                                 |
| 06/30/2020                                    | 4,155,502           | 12.56                       | 330,852                                 | 0                                        | 2,501,242                               |
| 06/30/2019                                    | <u>1,275,859</u>    | 11.95                       | <u>106,766</u>                          | <u>0</u>                                 | <u>635,263</u>                          |
| <b>Total</b>                                  | <b>\$ 4,551,174</b> |                             | <b>\$ 368,219</b>                       | <b>\$ (1,718,852)</b>                    | <b>\$ 4,328,305</b>                     |

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Exhibit 6. Breakdown of Valuation Results by Employee Classification

The following table shows the July 1, 2024 valuation results by employee classification. They are based upon a 3.93% discount rate.

|                             | Certificated      | Classified/MSC   | Total             |
|-----------------------------|-------------------|------------------|-------------------|
| <b>Counts</b>               |                   |                  |                   |
| Actives                     | 939               | 593              | 1,532             |
| Retirees                    | <u>93</u>         | <u>60</u>        | <u>153</u>        |
| Total                       | 1,032             | 653              | 1,685             |
| <b>Total OPEB Liability</b> |                   |                  |                   |
| Actives                     | \$ 26,096,486     | \$ 6,620,944     | \$ 32,717,430     |
| Retirees                    | <u>11,192,742</u> | <u>4,848,635</u> | <u>16,041,377</u> |
| Total                       | \$ 37,289,228     | \$ 11,469,579    | \$ 48,758,807     |

**Exhibit 7. Projected Cost of Benefits**

The table below illustrates the projected benefit costs under the plan. The projections only consider the closed group of existing employees and retirees. The projected XXXX-paid costs shown below are equal to the projected retiree claims costs less the expected premiums charged to retirees participating in the retiree health plan.

| Year | FY Ending<br>June 30 | Projected<br>Retiree Claims | Retiree<br>Premiums | Net XXXX Costs* |
|------|----------------------|-----------------------------|---------------------|-----------------|
| 1    | 2025                 | \$3,124,477                 | \$412,740           | \$2,711,737     |
| 2    | 2026                 | 3,174,945                   | 465,568             | 2,709,377       |
| 3    | 2027                 | 3,367,014                   | 472,793             | 2,894,221       |
| 4    | 2028                 | 3,319,762                   | 518,903             | 2,800,859       |
| 5    | 2029                 | 3,544,788                   | 563,437             | 2,981,351       |
| 6    | 2030                 | 3,866,314                   | 670,534             | 3,195,781       |
| 7    | 2031                 | 3,872,815                   | 668,596             | 3,204,219       |
| 8    | 2032                 | 4,152,735                   | 714,997             | 3,437,737       |
| 9    | 2033                 | 4,198,979                   | 732,759             | 3,466,220       |
| 10   | 2034                 | 4,495,469                   | 814,674             | 3,680,795       |

\* Net XXXX Costs - claims are paid by the XXXX through a combination of direct-subsidy payment of premiums and the indirect subsidy costs for retirees, which are partially funded through higher active premiums.

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## Appendix A. Summary of Benefits

The following description of retiree health benefits is intended to be only a brief summary. For details, reference should be made to Summary Plan Descriptions, Plan Documents, labor agreements, and employee booklets.

### **Eligibility**

Classified, MSC and Certificated employees are eligible for retiree health benefits if they are at least age 58 and have at least 20 years of service with XXX at retirement.

### **Health Benefits and Coverage Period**

Prior to Age 65: Retirees are eligible to receive a continuation of the health insurance benefits (medical, prescription drug, dental, and vision) they received as active employees until age 65. Retirees must make the same monthly premium payments that are required of actives.

After Age 65: ***Retirement Date on or before June 30, 2005***

#### *Less than 20 years of service*

No XXXX contribution after age 65.

"Extended" Coverage:

#### *At least 20 years of service*

Retiree is eligible for medical benefits, plus prescription drug coverage. Retiree may purchase dental and vision coverage for themselves as well as medical, drug, dental, and vision coverage for their spouses.

#### *At least 25 years of service*

In addition to above coverage, XXXX pays for dental and vision coverage. Retiree may purchase coverage for their spouses (medical, drug, dental, and vision).

#### *At least 30 years of service*

In addition to above coverage, XXXX pays for spouse coverage. Surviving spouses continue to receive benefits for their lifetimes.

### ***Retirement Date After June 30, 2005***

#### *Less than 30 years of service or retired before age 57*

No XXXX contribution after age 65.

#### *"Sunset" Provision - At least 30 years of service and 57 years of age at Retirement*

XXXX pays the entire cost of medical, drug, dental, vision, and Medicare Part B benefits for retirees and their spouses. Surviving spouses continue to receive benefits for their lifetimes. This sunset provision expired June 30, 2012. Any employees who had not yet retired by this date are not eligible for the lifetime XXXX contribution regardless of service at retirement.

## Appendix A. Summary of Benefits (continued)

### Retiree Self Pay Premium Rates

The following is a table of premium rates as of July 1, 2024 charged by the XXXX to retirees in exchange for coverage in the XXXX Health Plan. We have assumed that these rates will increase in future years consistent with the medical inflation rate assumption shown in Appendix B.

| Employee Category                                          | Coverage                  | Plan                     | Self-Pay Premium |
|------------------------------------------------------------|---------------------------|--------------------------|------------------|
| <b>All Cert / Class / MSC, Under 65</b>                    | Single Party or Two Party |                          | \$ 240.03        |
| <b>Cert / Class / MSC, Over 65</b>                         | Single Party w/Medicare   | Retiree Medical          | \$ 982.89        |
|                                                            | Spouse w/Medicare         | Retiree Medical (Spouse) | 663.69           |
|                                                            | Single Party w/o Medicare | Retiree Medical          | 1,602.58         |
| <b><u>"Extended" Coverage:</u></b>                         |                           |                          |                  |
| <b>w/20+ Years, Over 65 (Special Rate)</b>                 | Single Party              | Retiree Medical (Spouse) | 347.92           |
|                                                            | Single Party              | Retiree Dental / Vision  | 150.55           |
| <b>w/20+ Years</b>                                         | Single Party              | Retiree Medical          | 0.00             |
|                                                            | Spouse                    | Retiree Medical (Spouse) | 895.62           |
|                                                            | Single Party              | Retiree Dental / Vision  | 150.55           |
| <b>w/25+ Years</b>                                         | Single Party              | Retiree Medical          | 0.00             |
|                                                            | Spouse                    | Retiree Medical (Spouse) | 895.62           |
| <b>w/30+ Years, Over 65<br/>(incl. "Sunset" Provision)</b> | Single Party w/Medicare   | Retiree Medical          | 0.00             |
|                                                            | Single Party w/o Medicare | Retiree Medical          | 0.00             |
|                                                            | Two Party w/Medicare      | Retiree Medical          | 0.00             |
|                                                            | Two Party, 1 w/Medicare   | Retiree Medical          | 0.00             |

## Appendix B. Actuarial Cost Method and Assumptions

### Actuarial Cost Method

The actuarial cost method used for determining the benefit obligations is the individual Entry Age Normal Cost Method ("EAN"). Under the principles of this method, the actuarial present value of the projected benefits of each individual included in the valuation is allocated as a level percentage of expected salary for each year of employment between entry age (defined as age at hire) and assumed exit.

The portion of this actuarial present value allocated to a valuation year is called the service cost. The portion of this actuarial present value not provided for at a valuation date by the sum of (a) the Fiduciary Net Position (FNP), and (b) the actuarial present value of future normal costs is called the Net OPEB Liability (NOL). The Fiduciary Net Position is equal to the market value of assets. Since the XXXX is not pre-funding, the FNP is zero.

### Economic Assumptions

|                      |                                                                                                                                                      |
|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Discount Rate</i> | Based on the Bond Buyer General Obligation 20-Bond Index<br>3.93% at June 30, 2024<br>3.65% at June 30, 2023<br>3.54% at June 30, 2022               |
| <i>Salary Growth</i> | For purposes of calculating the Entry Age Normal Level Percent of Pay Accrued Liability, we assumed active members' salary growth is 3.25% per year. |

### Demographic Assumptions

|                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Applicable Pension Plan</i>      | We understand Classified and MSC employees are covered by CalPERS Schools pension plan and Certificated employees are covered by CalSTRS pension plan. <ul style="list-style-type: none"> <li>• Demographic assumptions for Classified and MSC employees are consistent with those used by CalPERS pension valuation</li> <li>• Demographic assumptions for Certificated employees are consistent with those used in the CalSTRS pension valuation</li> </ul> |
| <i>Mortality</i>                    | Rates developed by California PERS and California STRS in their most recent demographic experience studies as referenced on page 2.                                                                                                                                                                                                                                                                                                                           |
| <i>Retirement &amp; Termination</i> | Vary by both age and service except for STRS termination which varies just by service. Rates are used by CalPERS and CalSTRS for their most recent actuarial valuations. Since the employees of the XXXX are also members in these systems, we feel these assumptions represent the best estimates of such experience.                                                                                                                                        |

Sample CalSTRS rates of retirement within the next year for Certificated employees are shown below:

| Age | Member Hired < 1/1/2013 (2% at 60 Members) |         |                        |         | Members Hired >= 1/1/2013 (2% at 62 Members) |         |                        |         |
|-----|--------------------------------------------|---------|------------------------|---------|----------------------------------------------|---------|------------------------|---------|
|     | Certificated = 15 yrs.                     |         | Certificated > 30 yrs. |         | Certificated = 15 yrs.                       |         | Certificated >=30 yrs. |         |
|     | Males                                      | Females | Males                  | Females | Males                                        | Females | Males                  | Females |
| 50  | 0.0%                                       | 0.0%    | 4.5%                   | 2.5%    | 0.0%                                         | 0.0%    | 0.0%                   | 0.0%    |
| 55  | 2.0%                                       | 3.5%    | 5.0%                   | 6.5%    | 2.0%                                         | 2.5%    | 3.0%                   | 3.5%    |
| 56  | 1.5%                                       | 3.0%    | 5.0%                   | 6.5%    | 1.5%                                         | 2.5%    | 3.0%                   | 3.0%    |
| 57  | 1.5%                                       | 3.5%    | 7.5%                   | 9.0%    | 1.5%                                         | 2.5%    | 3.5%                   | 5.0%    |
| 58  | 2.5%                                       | 4.0%    | 11.0%                  | 12.0%   | 2.5%                                         | 3.0%    | 5.0%                   | 5.5%    |
| 59  | 3.0%                                       | 6.0%    | 17.0%                  | 18.0%   | 3.0%                                         | 4.5%    | 7.0%                   | 9.0%    |
| 60  | 5.0%                                       | 8.0%    | 25.0%                  | 26.0%   | 5.0%                                         | 6.0%    | 10.0%                  | 13.0%   |
| 65  | 15.0%                                      | 21.0%   | 32.5%                  | 35.0%   | 20.0%                                        | 21.0%   | 25.0%                  | 32.5%   |
| 70  | 13.5%                                      | 20.0%   | 25.0%                  | 30.0%   | 18.0%                                        | 20.0%   | 25.0%                  | 28.5%   |
| 75  | 100.0%                                     | 100.0%  | 100.0%                 | 100.0%  | 100.0%                                       | 100.0%  | 100.0%                 | 100.0%  |

Sample CalPERS rates of retirement within the next year for Classified and MSC employees with 15 years of service are shown below:

| Age | Classic 2% at 55<br>Members Hired < 1/1/2013 | PEPRA 2% at 62<br>Members Hired >= 1/1/2013 |
|-----|----------------------------------------------|---------------------------------------------|
|     | Males / Females                              | Males / Females                             |
| 50  | 0.6%                                         | 0.0%                                        |
| 55  | 3.4%                                         | 3.8%                                        |
| 56  | 3.6%                                         | 3.7%                                        |
| 57  | 3.6%                                         | 3.8%                                        |
| 58  | 4.0%                                         | 4.7%                                        |
| 59  | 4.6%                                         | 5.2%                                        |
| 60  | 6.2%                                         | 7.4%                                        |
| 61  | 7.1%                                         | 8.1%                                        |
| 62  | 12.8%                                        | 14.7%                                       |
| 63  | 14.4%                                        | 15.1%                                       |
| 64  | 13.8%                                        | 14.7%                                       |
| 65  | 19.7%                                        | 19.9%                                       |
| 70  | 23.7%                                        | 19.6%                                       |
| 75  | 18.4%                                        | 18.4%                                       |
| 80  | 100.0%                                       | 100.0%                                      |

Sample CalSTRS rates of termination within the next year for Certificated employees are shown below for selected years of service:

| Years of Service | Certificated |        |
|------------------|--------------|--------|
|                  | Male         | Female |
| 0                | 10.00%       | 9.00%  |
| 1                | 8.25%        | 7.00%  |
| 2                | 6.25%        | 5.50%  |
| 3                | 4.50%        | 4.25%  |
| 4                | 4.00%        | 3.60%  |
| 5                | 3.10%        | 3.00%  |
| 10               | 1.60%        | 1.35%  |
| 15               | 1.00%        | 0.90%  |
| 20               | 0.75%        | 0.75%  |
| 25               | 0.60%        | 0.60%  |
| 29+              | 0.50%        | 0.50%  |

Sample CalPERS rates of termination within the next year for Classified and MSC employees with five years of service are shown below for selected ages:

| Age | Classified / MSC |
|-----|------------------|
| 25  | 11.46%           |
| 35  | 9.03%            |
| 45  | 6.39%            |
| 55  | 5.35%            |
| 65  | 3.63%            |

#### Disability

| Age | Certificated 2% @ 60 |         | Certificated 2% @ 62 |         | Classified and MSC |         |
|-----|----------------------|---------|----------------------|---------|--------------------|---------|
|     | Males                | Females | Males                | Females | Males              | Females |
| 25  | 0.015%               | 0.015%  | 0.010%               | 0.015%  | 0.004%             | 0.015%  |
| 35  | 0.040%               | 0.050%  | 0.020%               | 0.030%  | 0.047%             | 0.038%  |
| 45  | 0.090%               | 0.090%  | 0.070%               | 0.095%  | 0.191%             | 0.153%  |
| 55  | 0.170%               | 0.225%  | 0.200%               | 0.270%  | 0.235%             | 0.169%  |
| 65  | 0.000%               | 0.000%  | 0.305%               | 0.325%  | 0.193%             | 0.073%  |

#### Coverage Pre-65

100% of retirees retiring under age 65 are assumed to elect coverage.

#### Coverage Past 65

100% of retirees with “extended” coverage, or who qualified for the “sunset” provision, are assumed to continue; for all other retirees, 1% are assumed to continue coverage after attaining age 65. This assumption is based on our analysis of XXXXs retiree data and post 65 plan provisions.



*Spouse Coverage* 80% of employees and retirees are assumed to have a covered spouse in retirement (no dependent children are assumed). This assumption is based on an examination of current retiree data provided by XXXX.

*Spouse Age* Female spouses are assumed to be three years younger than male spouses, on average.

### Health Costs

Claims costs for retirees were developed from claims and enrollment data provided to us by XXXX. To account for the fact that per member health costs vary depending on age (higher health costs at older ages), we calculated equivalent per member per month (PMPM) costs that vary by age based on the age distribution of covered members and based on the relative cost factors developed using Milliman's *Health Cost Guidelines*.

Based on the above assumptions, we developed age adjusted PMPM health costs for 2024-2025 as shown in the following table:

**Age Adjusted Medical, Dental, Vision and Rx PMPM Costs for FY 2024-2025**

| Age | Retirees |         | Spouses |         |
|-----|----------|---------|---------|---------|
|     | Male     | Female  | Male    | Female  |
| 45  | \$1,068  | \$1,602 | \$968   | \$1,200 |
| 50  | 1,209    | 1,528   | 1,112   | 1,320   |
| 55  | 1,371    | 1,481   | 1,273   | 1,425   |
| 60  | 1,573    | 1,589   | 1,477   | 1,544   |
| 64  | 1,871    | 1,746   | 1,740   | 1,681   |
| 65  | 554      | 499     | 558     | 503     |
| 70  | 613      | 537     | 617     | 541     |
| 75  | 668      | 564     | 672     | 569     |
| 80  | 700      | 570     | 704     | 574     |
| 85  | 672      | 532     | 676     | 536     |

Medicare Part B premiums are assumed to be \$179.85 per month for the fiscal year beginning July 1, 2024 (calculated as the average of \$174.70 for calendar 2024 and \$185.00 for calendar 2025).

### Medicare Eligibility

For purposes of projecting claims costs and retiree self-pay premiums, we have assumed all retirees over age 65 are eligible for Medicare.

### Healthcare Cost Trend (Medical Inflation) Rates

The medical/Rx/dental/vision and Medicare Part B cost inflation trend assumption used in this valuation was derived from the “Getzen Model” published by the Society of Actuaries for developing long term healthcare cost trends. The “Getzen Model” was then updated to reflect the latest economic growth factors. The medical/Rx/dental/vision and Medicare Part B inflation rates developed for this valuation use an underlying inflation (CPI) assumption of 2.50%, which aligns with the inflation assumption used by CalPERS.

| Trend from Year<br>Beginning | Pre-65<br>Trend | Trend from Year<br>Beginning | Post-65<br>Trend | Trend from Year<br>Beginning | Part B<br>Trend |
|------------------------------|-----------------|------------------------------|------------------|------------------------------|-----------------|
| 2024 to 2025                 | 6.60%           | 2024 to 2025                 | 7.50%            | 2024 to 2025                 | 3.40%           |
| 2025 to 2026                 | 5.80%           | 2025 to 2026                 | 6.00%            | 2025 to 2026                 | 6.00%           |
| 2026 to 2027                 | 5.40%           | 2026 to 2027                 | 5.20%            | 2026 to 2027                 | 7.70%           |
| 2027 to 2028                 | 5.20%           | 2027 to 2028                 | 5.10%            | 2027 to 2028                 | 6.00%           |
| 2028 to 2029                 | 5.10%           | 2028 to 2029                 | 5.00%            | 2028 to 2029                 | 6.50%           |
| 2029 to 2030                 | 4.90%           | 2029 to 2030                 | 4.80%            | 2029 to 2030                 | 6.10%           |
| 2030 to 2031                 | 4.70%           | 2030 to 2031                 | 4.70%            | 2030 to 2031                 | 6.60%           |
| 2031 to 2032                 | 4.60%           | 2031 to 2032                 | 4.50%            | 2031 to 2032                 | 7.00%           |
| 2032 to 2033                 | 4.40%           | 2032 to 2033                 | 4.30%            | 2032 to 2033                 | 6.60%           |
| 2033 to 2042                 | 4.20%           | 2033 to 2048                 | 4.20%            | 2033 to 2039                 | 6.10%           |
| 2042 to 2065                 | 4.30%           | 2048 to 2065                 | 4.30%            | 2039 to 2040                 | 5.40%           |
| 2065 to 2068                 | 4.20%           | 2065 to 2068                 | 4.20%            | 2040 to 2049                 | 4.60%           |
| 2068 to 2071                 | 4.10%           | 2068 to 2070                 | 4.10%            | 2049 to 2050                 | 4.40%           |
| 2071 to 2073                 | 4.00%           | 2070 to 2073                 | 4.00%            | 2050 to 2069                 | 4.10%           |
| 2073 +                       | 3.90%           | 2073 +                       | 3.90%            | 2069 to 2079                 | 4.00%           |
|                              |                 |                              |                  | 2079 to 2089                 | 4.10%           |
|                              |                 |                              |                  | 2089 to 2090                 | 4.00%           |
|                              |                 |                              |                  | 2090 +                       | 3.90%           |

We assume the health premiums (medical, Rx, dental, and vision) the XXXX charges to retirees will increase at the same rate as the health cost trends shown above.

### Assumption Changes Since the Prior Valuation

The following assumptions have been changed since the prior valuation as of June 30, 2022:

- Mortality, termination, retirement and disability rates updated to reflect those developed in the CalSTRS experience study (dated 2023) for the period 2019 – 2022.
- Discount rate based on the Bond Buyer General Obligation 20-Bond Municipal Bond Index.
- Healthcare cost and trend rates as described in this appendix.

### Appendix C. Summary of Participant Data

The employee and retiree census was provided by XXXX as of July 1, 2024.

#### Covered Active Employees

| Age         | Certificated |        |       | Classified and MSC |        |       | Total |        |       |
|-------------|--------------|--------|-------|--------------------|--------|-------|-------|--------|-------|
|             | Male         | Female | Total | Male               | Female | Total | Male  | Female | Total |
| Under 25    | 0            | 5      | 5     | 2                  | 5      | 7     | 2     | 10     | 12    |
| 25-29       | 23           | 54     | 77    | 18                 | 37     | 55    | 41    | 91     | 132   |
| 30-34       | 29           | 99     | 128   | 40                 | 45     | 85    | 69    | 144    | 213   |
| 35-39       | 39           | 89     | 128   | 25                 | 42     | 67    | 64    | 131    | 195   |
| 40-44       | 37           | 74     | 111   | 26                 | 41     | 67    | 63    | 115    | 178   |
| 45-49       | 53           | 117    | 170   | 23                 | 56     | 79    | 76    | 173    | 249   |
| 50-54       | 53           | 95     | 148   | 40                 | 51     | 91    | 93    | 146    | 239   |
| 55-59       | 41           | 64     | 105   | 20                 | 48     | 88    | 61    | 112    | 173   |
| 60-64       | 19           | 30     | 49    | 25                 | 37     | 62    | 44    | 67     | 111   |
| 65 and over | 5            | 13     | 18    | 4                  | 8      | 12    | 9     | 21     | 30    |
| Totals      | 299          | 640    | 939   | 223                | 370    | 593   | 522   | 1,010  | 1,532 |

#### Current Retirees\*

| Age         | Certificated |        |       | Classified and MSC |        |       | Total |        |       |
|-------------|--------------|--------|-------|--------------------|--------|-------|-------|--------|-------|
|             | Male         | Female | Total | Male               | Female | Total | Male  | Female | Total |
| Under 55    | 0            | 1      | 1     | 0                  | 0      | 0     | 0     | 1      | 1     |
| 55-59       | 0            | 4      | 4     | 1                  | 2      | 3     | 1     | 6      | 7     |
| 60-64       | 7            | 30     | 37    | 5                  | 18     | 23    | 12    | 48     | 60    |
| 65-69       | 0            | 1      | 1     | 0                  | 1      | 1     | 0     | 2      | 2     |
| 70-74       | 1            | 11     | 12    | 3                  | 2      | 5     | 4     | 13     | 17    |
| 75-79       | 8            | 16     | 24    | 1                  | 8      | 9     | 9     | 24     | 33    |
| 80-84       | 1            | 8      | 9     | 1                  | 8      | 9     | 2     | 16     | 18    |
| 85 and over | 0            | 5      | 5     | 4                  | 6      | 10    | 4     | 11     | 15    |
| Totals      | 17           | 76     | 93    | 15                 | 45     | 60    | 32    | 121    | 153   |

\* Counts include 5 surviving spouses and 1 disabled retiree

## Appendix D. Glossary of Key Terms

**Deferred Inflows/Outflows of Resources.** Portion of changes in net OPEB liability that is not immediately recognized in OPEB Expense. These changes include differences between expected and actual experience, changes in assumptions, and differences between expected and actual earnings on plan investments.

**Discount Rate.** Single rate of return that, when applied to all projected benefit payments, results in an actuarial present value of projected benefit payments equal to the sum of:

- 1) The actuarial present value of benefit payments projected to be made in future periods where the plan assets are projected to be sufficient to meet benefit payments, calculated using the Long-Term Expected Rate of Return.
- 2) The actuarial present value of projected benefit payments not included in (1), calculated using the Municipal Bond Rate.

**Long-Term Expected Rate of Return.** Long-term expected rate of return on OPEB plan investments expected to be used to finance the payment of benefits, net of investment expenses.

**Municipal Bond Rate.** Yield or index rate for 20-year, tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher.

**Total OPEB Liability.** The portion of actuarial present value of projected benefit payments that is attributable to past periods of member service using the Entry Age Normal cost method based on the requirements of GASB 75. Sometimes referred to as the Actuarial Accrued Liability or AAL.

**Fiduciary Net Position.** Equal to market value of assets.

**Net OPEB Liability.** Total OPEB Liability minus the Plan's Fiduciary Net Position. Sometimes referred to as the Unfunded Accrued Liability, or UAL.

**Service Cost.** The portion of the actuarial present value of projected benefit payments that is attributed to a valuation year.

# Sample Business Associate Agreement

*The following section contains a sample copy of Business Associate Agreement.*



## **BUSINESS ASSOCIATE AGREEMENT**

This **BUSINESS ASSOCIATE AGREEMENT** (the “*Agreement*”), is entered into as of the [ ] day of [ ], 2022 (the “*Effective Date*”) by and between **Company Name** whose principal place of business is **City, State** (the “*Company*”), on behalf of the **Company Name Group Health Plan** (the “*Plan*”), and LP Insurance Services whose principal place of business is Reno, Nevada (“*Business Associate*,” and with Company, each a “*Party*” and together the “*Parties*”). This Agreement supersedes and replaces any prior Business Associate Agreements and related amendments thereto between the Parties.

### **RECITALS**

**WHEREAS**, Company maintains the Plan that provides certain health plan benefits to certain of Company’s employees, former employees, and their eligible dependents, if any;

**WHEREAS**, Business Associate performs or will perform certain services for the Plan;

**WHEREAS**, in the course of performing services for the Plan, Business Associate will have access to, create, maintain, and/or otherwise use and/or disclose Protected Health Information (as defined below); and

**WHEREAS**, the Parties desire to set forth their respective obligations with respect to Protected Health Information (as defined below) pursuant to the Health Insurance Portability and Accountability Act of 1996, as it may be amended from time to time, and the regulations promulgated at 45 C.F.R. Parts 160-164 (collectively, “*HIPAA*”);

**NOW THEREFORE**, Company and Business Associate agree as follows:

### **2. Definitions**

The following terms have the following meaning when used in this Agreement:

- a. **Breach** means that term as defined in 45 C.F.R. § 164.402.
- b. **Designated Record Set** means that term as defined in 45 C.F.R. § 164.501.
- c. **Electronic Protected Health Information** means Protected Health Information that is transmitted or maintained in electronic media, including, but not limited to, hard drives, disks, on the internet, or on an intranet.
- d. **HHS** means the Department of Health and Human Services.
- e. **Individual** means that term as defined in 45 C.F.R. § 160.103, and includes a person who qualifies as a personal representative in accordance with 45 C.F.R. § 164.502(g).
- f. **Privacy Rule** means the privacy requirements in HIPAA, as set forth in 45 C.F.R. Part 160, and Subparts A and E of 45 C.F.R. Part 164.

- g. **Protected Health Information** means that term as defined in 45 C.F.R. § 160.103, except limited to the information created, received or maintained by Business Associate from or on behalf of the Plan.
- h. **Reproductive Health Care** means health care, as defined in 45 C.F.R. § 160.103, that affects the health of an individual in all matters relating to the reproductive system and to its functions and processes.
- i. **Required by Law** means that term as defined in 45 C.F.R. § 164.103.
- j. **Secretary** means the Secretary of the Department of Health and Human Services or his/her designee.
- k. **Security Incident** means that term as defined in 45 C.F.R. § 164.304.
- l. **Security Rule** means the security requirements set forth in HIPAA, as set forth in 45 C.F.R. Part 160, and Subparts A and C of 45 C.F.R. Part 164.
- m. **Seeking, Obtaining, Providing, or Facilitating Reproductive Health Care** includes but is not limited to expressing interest in, using, performing, furnishing, paying for, disseminating information about, arranging, insuring, administering, authorizing, providing coverage for, approving, counseling about, assisting, or otherwise taking action to engage in reproductive health care; or attempting any of the same.
- n. **Subcontractor** means that term as defined in 45 C.F.R. § 160.103, except limited to any such person or entity that receives, maintains, creates or transmits Protected Health Information for Business Associate.
- o. **Transaction** means that term as defined in 45 C.F.R. § 160.103.
- p. **Unsecured Protected Health Information** means that term as defined in 45 C.F.R. § 164.402.

Any capitalized term not specifically defined herein will have the same meaning as set forth in 45 C.F.R. Parts 160 and 164, where applicable. The terms “use,” “disclose,” and “discovery,” or derivations thereof, although not capitalized, shall also have the meanings set forth in HIPAA.

### 3. Obligations and Activities of Business Associate

Business Associate will:

- a. Not use or disclose Protected Health Information other than as permitted or required by this Agreement or as Required by Law.
- b. Document and use appropriate administrative, technical and physical safeguards, and comply with Subpart C of 45 C.F.R. Part 164 with respect to Electronic Protected Health Information, to prevent use or disclosure of Protected Health



Information other than as provided for by this Agreement or in a services agreement entered into between the Parties.

- c. With respect to any use or disclosure of Unsecured PHI not permitted by the Privacy Rule that is caused solely by Business Associate's failure to comply with one or more of its obligations under this Agreement, the Plan hereby delegates to Business Associate the responsibility for determining when any such incident is a Breach. In the event of a breach, Business Associate will notify Company in writing within fifteen (15) business days of becoming aware of: (i) any use or disclosure of Protected Health Information by Business Associate or any Subcontractor that is contrary to this Agreement including, without limitation, any Breach of Unsecured Protected Health Information; or (ii) any Security Incident. If there is a Breach of Unsecured Protected Health Information, Business Associate will:
  - i. Notify Company in writing of the Breach without unreasonable delay, and in no event more than fifteen (15) business days after discovery of the Breach, and provide (i) a list of all Individuals affected by the Breach, and (ii) any other available information that the Plan is required to include in notifications to such Individuals pursuant to 45 C.F.R. § 164.404(c). In the event any such information is not available when Company is notified of the Breach, Business Associate will provide such information to Company as soon as it becomes available; and
  - ii. Cooperate with Company to notify: (i) Individuals whose Unsecured Protected Health Information has been, or is reasonably believed by Business Associate to have been, accessed, acquired, used, or disclosed; (ii) the media, as required by 45 C.F.R. § 164.406; and (iii) the Secretary as required by 45 C.F.R. § 164.408(b) if the legal requirements for media or HHS notification are triggered by the circumstances of such Breach, provided that Business Associate will not initiate any such notifications without Company's express written approval.
- d. Establish procedures for mitigating, and follow those procedures and so mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of Protected Health Information by Business Associate or by any Subcontractor that is contrary to this Agreement.
- e. Ensure that any Subcontractor that creates, receives, maintains, or transmits Protected Health Information on behalf of Business Associate enters into a written agreement whereby the Subcontractor agrees to the same restrictions, conditions, and requirements that apply to Business Associate with respect to such information, in accordance with 45 C.F.R. § 164.502(e)(1)(ii) and 45 C.F.R. § 164.308(b)(2).
- f. Provide, in the manner reasonably requested by the Plan and within ten (10) calendar days of receiving a request from the Plan or an Individual, access to Protected Health Information in a Designated Record Set, to the Plan or, as directed by the Plan, to an Individual, in order for the Plan to fulfill its obligations under 45 C.F.R. § 164.524 to provide access and copies of Protected Health Information to an Individual.

- g. Make any amendment(s) to Protected Health Information in a Designated Record Set as directed or agreed by the Plan pursuant to 45 C.F.R. § 164.526, within fifteen (15) calendar days of receiving a request from the Plan or an Individual, or take other measures to satisfy the Plan's obligations pursuant to 45 C.F.R. § 164.526.
- h. Maintain and make available to the Plan or, as directed by the Plan, to an Individual, within fifteen (15) calendar days of the Plan's request, the information required for the Plan to satisfy their obligations pursuant to 45 C.F.R. § 164.528 to respond to a request for an accounting of disclosures of Protected Health Information.
- i. Notify the Plan within five (5) business days of receiving, directly from an Individual, a request for (i) access to Protected Health Information pursuant to 45 C.F.R. § 164.524; (ii) amendment to Protected Health Information pursuant to 45 C.F.R. § 164.526; or (iii) an accounting of disclosures of Protected Health Information pursuant to 45 C.F.R. § 164.528.
- j. Comply with the requirements of Subpart E of 45 C.F.R. Part 164 that are applicable to the Plan, if Business Associate is to carry out one or more of the Plan's obligations under Subpart E.
- k. In the event Business Associate transmits or receives a Transaction on behalf of the Plan, Business Associate will comply with all applicable provisions of the HIPAA standards for electronic transactions and code sets (the "*EDI Standards*"). Business Associate will also ensure that any Subcontractor that transmits or receives a Transaction on its behalf does so in accordance with the EDI Standards.
- l. Make its internal practices, books, and records available to the Secretary or the Plan for purposes of a review and assessment of Business Associate's or the Plan's compliance with HIPAA; and notify Company within five (5) business days of receiving a request for any such materials directly from HHS.
- m. Not engage in the Sale of Protected Health Information or otherwise receive direct or indirect remuneration in exchange for the Protected Health Information of an Individual, unless Business Associate or the Plan has obtained a valid authorization from the Individual, consistent with the requirements under 45 C.F.R. § 164.508.
- n. Comply with any confidentiality requirements pertaining to substance use disorder patient records under 42 C.F.R. Part 2.
- o. Not use or disclose Protected Health Information or allow Protected Health Information to be used or disclosed to (1) conduct a criminal, civil, or administrative investigation into any person for the mere act of seeking, obtaining, providing, or facilitating reproductive health care, (2) impose criminal, civil, or administrative liability on any person for the mere act of seeking, obtaining, providing, or facilitating reproductive health care, or (3) identify any person for any of the purposes listed in (1) and (2), when the reproductive health care is connected to any person seeking, obtaining, providing, or facilitating reproductive health care, and the Business Associate has reasonably determined that one or more of the following conditions exists:

- i. The reproductive health care is lawful under the law of the state in which such health care is provided under the circumstances in which it is provided.
- ii. The reproductive health care is protected, required, or authorized by Federal law, including the United States Constitution, under the circumstances in which such health care is provided, regardless of the state in which it is provided.

Business Associate must presume the reproductive health care was lawful under (i) and (ii) above unless Business Associate has actual knowledge that the reproductive health care was not lawful under the circumstances in which it was provided and factual information provided by the person requesting use or disclosure of the Protected Health Information that provides a substantial factual basis that the reproductive health care was not lawful under the specific circumstances in which it was provided.

Further, Business Associate shall not use or disclose or permit Protected Health Information potentially related to reproductive health care for health oversight activities, judicial and administrative proceedings, law enforcement purposes, or for coroners or medical examiners without obtaining a valid attestation written in plain language from the person requesting the use or disclosure which meets all applicable requirements of 45 C.F.R. §164.509.

#### **4. Permitted Uses and Disclosures by Business Associate**

- a. Business Associate may only use or disclose Protected Health Information as necessary to perform functions, activities, or services for, or on behalf of, the Plan, provided that such use or disclosure would not violate the Privacy Rule if done by the Plan or the minimum necessary policies and procedures of the Plan, or as otherwise expressly provided in this Section 3.
- b. Business Associate may use Protected Health Information to de-identify the Protected Health Information in accordance with 45 C.F.R. § 164.514(a) – (c); provided, however, that Business Associate may use the de-identified information only if and to the extent expressly permitted in this Section 3.
- c. Business Associate may use or disclose Protected Health Information as Required by Law.
- d. Any use or disclosure of Protected Health Information by Business Associate will be in compliance with the minimum necessary policies and procedures of the Plan, and with the minimum necessary requirements of HIPAA.
- e. Business Associate may not use or disclose Protected Health Information in a manner that would violate Subpart E of 45 C.F.R. Part 164 if done by the Plan, except that Business Associate may do the following:
  - i. Use Protected Health Information for the proper management and administration of Business Associate, or to carry out the legal responsibilities of Business Associate.
  - ii. Disclose Protected Health Information for the proper management and administration of Business Associate, or to carry out the legal responsibilities of Business Associate, provided that the disclosures are

Required by Law, or Business Associate obtains reasonable written assurances from the person or entity receiving the information (each a “*Recipient*”) that the information will remain confidential, and be used or further disclosed only as Required by Law or for the purposes for which it was disclosed to the Recipient; and the Recipient notifies the Business Associate of any instances of which the Recipient is aware in which the confidentiality of the information has been breached.

- iii. Use Protected Health Information to provide data aggregation services as permitted by 45 C.F.R. § 164.504(e)(2)(i)(B) that relate to the Health Care Operations of the Plan.

Business Associate may use Protected Health Information to report violations of law to the appropriate federal and state authorities, consistent with 45 C.F.R. § 164.502(j)(1).

- f. Business Associate will not transfer Protected Health Information outside the United States without the prior written consent of the Company. In this context, a “transfer” outside the United States occurs if Business Associate’s workforce members, agents, or Subcontractors physically located outside the United States are able to access, use, or disclose Protected Health Information.

#### 4. **Obligations of the Plan**

The Plan will:

- a. Notify Business Associate of any limitations in the Plan’s Notice of Privacy Practices under 45 C.F.R. § 164.520, to the extent any such limitation may affect Business Associate’s use or disclosure of Protected Health Information.
- b. Notify Business Associate of any changes in, or revocation of, the permission by an Individual to use or disclose his or her Protected Health Information, to the extent that such changes may affect Business Associate’s use or disclosure of Protected Health Information.
- c. Notify Business Associate of any restriction on the use or disclosure of Protected Health Information that the Plan has agreed to or are required to abide by under 45 C.F.R. § 164.522, to the extent that such restriction may affect Business Associate’s use or disclosure of Protected Health Information. In the event that the Plan takes action as described in Section 4(a), Section 4(b), or this Section 4(c), Business Associate will decide which restrictions or limitations it will administer. In addition, if those limitations or revisions materially increase Business Associate’s cost of providing services under a services agreement entered into between the Parties, including this Agreement, the Plan will reimburse Business Associate for such increase in cost.
- d. Not request Business Associate to use or disclose Protected Health Information in any manner that would not be permissible under Subpart E of 45 C.F.R. Part 164 if done by the Plan, except for uses and disclosures of Protected Health Information by Business Associate in accordance with Section 3(e) above.

## 5. Term and Termination

- a. The term of this Agreement begins on the Effective Date and ends on the date that any services agreement between the parties terminates, or if earlier, the date that Company terminates this Agreement for cause pursuant to Section 5(b) below.
- b. Company may terminate this Agreement for cause effective as of any date designated by the Company in a notice to Business Associate upon a determination by Company that Business Associate has breached a material term of this Agreement. Company may, in its discretion, allow Business Associate a specified period of time to cure the breach, and upon a cure satisfactory to Company, elect not to terminate the Agreement on account of the breach.
- c. Upon termination of this Agreement for any reason, Business Associate will (and will ensure that its Subcontractors that have had access to Protected Health Information will):
  - i. Retain only the Protected Health Information that is necessary for Business Associate or a Subcontractor to continue its proper management and administration or to carry out its legal responsibilities;
  - ii. Return to the Plan or to the Plan's designee, or upon the Plan's prior written agreement, destroy (and certify in writing to the Plan that it has destroyed) any remaining Protected Health Information that Business Associate or any of its Subcontractors maintain in any form;
  - iii. Continue to use appropriate administrative, technical, and physical safeguards, and to comply with Subpart C of 45 C.F.R. Part 164, with respect to any Electronic Protected Health Information so as to prevent use or disclosure of the Electronic Protected Health Information other than as specified in this Section 5(c) for as long as Business Associate or any Subcontractor retains the Electronic Protected Health Information;
  - iv. Not use or disclose the Protected Health Information retained by Business Associate or by any Subcontractor other than for the purposes for which such Protected Health Information was retained, and subject to all the conditions and limitations set forth in Sections 2 and 3 above that applied prior to termination of the Agreement;
  - v. Return to the Plan or, upon the Plan's prior written agreement, destroy (and certify in writing to the Plan that it has destroyed) the Protected Health Information retained by Business Associate or by any Subcontractor as of the date such Protected Health Information is not needed by Business Associate or the Subcontractor for its proper management and administration or to carry out its legal responsibilities.

## 6. Miscellaneous

- a. **Regulatory References.** A reference in this Agreement to a section in the Privacy Rule, the Security Rule, or to any other regulation promulgated under HIPAA means the section as in effect or as amended.
- b. **Survival.** Sections 2, 3, 5(c) and 6 of this Agreement shall survive the termination of this Agreement.
- c. **Interpretation.** Any ambiguity in this Agreement will be resolved to permit the Plan to comply with the Privacy Rule, Security Rule and other provisions of HIPAA.
- d. **Effect.** This Agreement shall be binding upon and shall inure to the benefit of, Company, the Plan, and Business Associate, and their respective successors, assigns, administrators, and other legal representatives.
- e. **No Third Party Beneficiary.** Nothing express or implied in this Agreement is intended to confer, nor shall anything herein confer, upon any person other than Company, the Plan, and Business Associate, and their respective successors or assigns, any rights, remedies, obligations, or liabilities whatsoever.
- f. **Independent Contractors.** Nothing contained herein shall be deemed or construed by the Parties or by any third party to create a relationship of employer and employee, principal and agent, or joint venture of the Parties, it being understood and agreed that Business Associate provides services to Company and the Plan hereunder as an independent contractor; Business Associate retains full and complete control over its performance under this Agreement; and Company and the Plan have no authority to direct or control Business Associate's conduct or activities in connection with this Agreement.
- g. **Governing Law.** The construction, interpretation and performance of this Agreement and all transactions under this Agreement shall be governed and enforced pursuant to the laws of the State of Nevada, except as such laws are preempted by any provision of federal law, including by ERISA or HIPAA. Any action or proceeding arising out of or relating to this Agreement shall be brought and tried exclusively in a federal or state court of competent jurisdiction located in Washoe County, Nevada and in no other court or venue.
- h. **Severability.** In the event any provision of this Agreement is rendered invalid or unenforceable under any new or existing law or regulation, or declared null and void by any court of competent jurisdiction, the remaining provisions of this Agreement shall remain in full force and effect if they reasonably can be given effect.
- i. **Notices.** All notices to be given pursuant to the terms of this Agreement shall be in writing and shall be deemed given five (5) business days after being sent by certified mail, return receipt requested, postage prepaid or one (1) business day after being sent by reputable overnight mail delivery to the other Party, at the address set forth below or at such other address as a Party may designate from time to time.

If to the Company, notice shall be sent to:

[REDACTED]  
[ADDRESS]  
[ADDRESS]  
[CITY, STATE ZIP]  
**Attention:** [REDACTED]

If to the Business Associate, notice shall be sent to:

**LP Insurance Services**  
**300 E. 2<sup>nd</sup> Street, Suite 1300**  
**Reno, Nevada 89501**  
**Attention:** [REDACTED]

- j. **Amendment.** The Parties agree to take such action as is necessary to amend this Agreement from time to time as is necessary for the Plan to comply with the requirements of HIPAA.
- k. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original. Facsimile copies thereof shall be deemed to be originals.

**IN WITNESS WHEREOF**, the Parties have executed this Business Associate Agreement as of the date below.

**COMPANY**

By: \_\_\_\_\_

Name:

Title:

Date:

**LP Insurance Services**

By: \_\_\_\_\_

Name:

Title:

Date:



# Exceptions to the RFQ

We respectfully request that if our submitted response to this RFQ is publicly shared that "Section 6.7 Reporting" is excluded.







INSURANCE

## **Client Service Agreement – Employee Benefits**

This Client Service Agreement (“Agreement”) is made and entered into this 11<sup>th</sup> day of December, 2024, effective the 1<sup>st</sup> day of January, 2025 (“Effective Date”), by and between LP Insurance Services, Inc., (“LPI”), and Lyon County School District (“Client”).

WHEREAS, LPI is duly licensed to engage in the insurance business for the purposes set forth herein, and;

WHEREAS, Client desires to engage the services of LPI upon the terms and conditions hereinafter set forth;

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

### **1. LINES OF INSURANCE COVERAGE**

This Agreement is entered into with respect to the following lines of group insurance coverage and for which Client agrees to name LPI as its Broker of Record:

- Medical
- Dental
- Vision
- Life/AD&D
- Section 125 Offerings

### **2. SERVICES**

LPI agrees to provide to Client the following insurance brokerage services:

#### **A. Consulting Services**

- Conduct strategic planning sessions to review current performance of Client’s current employee benefits coverage and establish future objectives and strategies to manage Client’s employee benefit coverages to which this Agreement applies.
- Meet with Client’s key personnel, as designated by the Client, on a monthly or quarterly basis, to discuss strategy and open items. Analyze factors driving Client’s plan costs. In connection with such analysis, LPI will review utilization reports to determine possible causes of identified cost increases. Assist Client in managing risks and costs of its employee benefits coverages.
- Establish comprehensive claims reports for identified coverages [medical/prescription drug] detailing paid claims (and reimbursements if applicable), premium/funding and enrollment summaries. LPI will provide these reports on a monthly basis, provided timely receipt of information from insurance companies.
- Provide cost projections and funding analysis (review of funding methodology with emphasis on employer costs and the tier structure of the contribution).

- Keep Client informed of significant changes and/or trends in the employee benefits marketplace.
- When marketing Client's plans, prepare an analysis comparing current costs, renewal costs, quoted costs, benefit levels, and network information. Client may choose to not request marketing of every line of coverage every year.
- With respect to the renewal process of Client's employee benefit program, LPI will conduct an annual review during the renewal process to include negotiations on your behalf with current vendors/carriers, as per Client's request.
- Upon request of Client, LPI will assist in the preparation of an RFP for purposes of obtaining competitive quotes from the marketplace.
- Upon request of Client, evaluate and assist in the management of voluntary benefit products offered to your employees.
- Assist Client in the implementation of the benefit program by dealing with vendors/carriers and performing contract review for purposes of determining conformity to agreed-upon plan provisions and costs.
- Assist Client in the development of paper and/or Web-based communication strategies.
- LPI will facilitate and pay for one annual 5500 filing on Client's behalf.
- LPI will assist Client with proactive compliance consulting services, including access to legal advance provider by LPI's ERISA attorney.

#### **B. Placement Services**

- Identify and negotiate on Client's behalf with insurers and other benefit program providers and keep you informed of significant developments. LPI shall be authorized for purposes of this Agreement to represent and assist Client in all discussions and transactions with all insurers/providers, provided that LPI shall not place any insurance or vendor programs on behalf of you unless so authorized by Client.
- Assist with documentation and other steps to obtain commitments for and implement insurance policies and other services selected by Client regarding its employee benefits program upon Client's instructions, it being understood that LPI will not independently verify or authenticate information provided by you necessary to prepare proposals or underwriting submissions and other documents relied upon by insurers/providers, and Client shall be solely responsible for the accuracy and completeness of such information and other documents furnished to LPI and/or insurers/providers, and shall sign any application for coverage.
- Provide Client access to the regional and national insurance and related services marketplace that is available to LPI and use LPI's commercially reasonable efforts to place insurance policies and other services selected by Client regarding its employee benefit program on behalf of you, if so instructed by Client.
- Act as a liaison between Client and insurers/providers for the lines of coverage and services that LPI has placed or obtained on behalf of you or for which LPI is named as the broker of record.
- Following any such placement, deliver confirmation of coverages as promptly as practicable.

- Follow up with insurance carriers/providers for timely issuance of policies and endorsements/contracts.
- Review policies, contracts and endorsements for accuracy and conformity to specifications provided by Client and the related negotiated coverages.
- Assist Client in connection with issues relating to interpretation of insurance policies/contracts placed by LPI.
- Provide information/coverage summaries for all new coverages and updates on changes to existing coverages.

### **3. COMPENSATION**

#### **Monthly Fee**

LPI will be compensated for its services through payment of a fee by Client to LPI as outlined in this Agreement. The annual fee will be \$78,000, payable and invoiced monthly.

Broker/Consultant shall not receive or accept any commissions or compensation from insurance carriers for the placement of Client's medical, dental, vision, and employer paid life/add insurance coverages.

In the event there is a significant change in Client operations which affects the nature and scope of its insurance requirements, the parties agree to renegotiate LPI's compensation as appropriate.

### **4. TERM AND TERMINATION**

The term of this Agreement shall commence on January 1, 2025 and shall remain in place, unchanged for three (3) years with the option to have three (3) additional one-year extensions. The total duration of the contract, including the exercise of any options under this provision, shall not exceed six (6) years.

Changes to this agreement must be agreed to by mutual written agreement of the parties. Either party shall have the right to terminate this Agreement upon 30 days' prior notice to the other.

In the event of termination, LPI will assist Client in arranging a smooth transition process. LPI's obligation and the obligation of its affiliates to provide services to Client will cease upon the effective date of termination, unless otherwise agreed in writing.

### **5. ACCURACY OF INFORMATION**

LPI's ability to provide Client with the services outlined in section 2 above is conditioned upon LPI's receipt of accurate and timely information from Client. LPI will not independently verify or authenticate information provided by or on behalf of Client. Client shall be solely responsible for the accuracy and completeness of such information and other documentation furnished to LPI.

## **6. BOOKS AND RECORDS**

Client is entitled to copies of reports prepared by LPI hereunder, contracts between Client and its carriers/administrators to the extent such contracts are in LPI's possession and control, and communications between LPI and Client's insurance carriers and employee benefits providers to the extent such books and records are maintained by LPI with regard to its performance under this Agreement.

## **7. MISCELLANEOUS**

LPI is not named a fiduciary with respect to any plan for which it may provide services. It is not intended by Client or LPI that any services performed by LPI under this agreement shall include any fiduciary duties or make LPI a fiduciary of any plan maintained by Client.

In order to provide the services identified herein, it may be necessary for LPI to receive from Client, or from a party on their behalf, information of a personal nature that may be protected by various federal and state privacy or other laws. LPI advises that Client consult with its legal counsel as to how these laws impact you and your employees, Client's plan, and our contemplated engagement. It is understood that Client, or a party on their behalf, have the right and authority to disclose an individual's protected health information to LPI for LPI's use in performing its services for you and your employees applicable law.

Moreover, since LPI is not engaged in the practice of law and the services provided hereunder are not intended as a substitute for legal advice, LPI recommends that Client secure the advice of competent legal counsel with respect to any legal matters related to any plan subject to this agreement.

## **8. ENTIRE AGREEMENT**

This Agreement contains the entire understanding of the parties with respect to the subject matter contained herein, superseding all prior agreements, understandings, and negotiations with respect to such matters. This Agreement may be modified or otherwise amended and the observance of any term of this Agreement may be waived only if such modification, amendment, or waiver is in writing and signed by the party to be charged with same. This Agreement shall be binding upon and inure to the benefit of the parties' respective successors. Neither party shall have any liability for any failure or delay in performance of its obligations under this Agreement because of circumstances beyond its reasonable control, including, without limitation, acts of God, fires, floods, earthquakes, acts of war or terrorism, civil disturbances, sabotage, accidents, unusually severe weather, governmental actions, power failures, computer/network viruses that are not preventable through generally available retail products, catastrophic hardware failures, or attacks on its server. The parties further agree that neither party shall have any liability for indirect, special, punitive, consequential, or incidental damages, including, without limitation, loss of profits.

## **9. GOVERNING LAW**

This Agreement shall be governed by and construed in accordance with the laws of the State of Nevada.



#### **10. SELECTION OF ISSUING INSURANCE COMPANY**

LPI has no ownership interest in and is not under common control with the insurance company that is issuing the lines of insurance coverage described in this Agreement. LPI represents the insurance company for the placement of insurance and provides related services to the client on behalf of the insurer.

IN WITNESS THEREOF, the parties have hereunto set their hands on the date and year first above written for the purposes set forth in this Agreement:

**LP Insurance Services, Inc.**

**Lyon County School District**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

## Lyon County School District Board Memo

**Date:** December 17, 2024  
**To:** Board of School Trustees  
**From:** Kyle Rodriguez, Fiscal Service Officer  
**Re:** December Amended FY 2025 Budget

---

### **Recommendation:**

The Board of Trustees approved the resolutions amending the FY2025 budget to include audited fund balances, carry forward amounts, and recommended adjustments to specific funds.

### **Background Information:**

The General Fund budget is amended at this time of each fiscal year to comply with NRS 354.598005, which requires “on or before January 1 of each school year, each school district shall adopt an amendment to its final budget after the average daily enrollment of pupils is reported for the preceding quarter”. The first quarter's average daily enrollment was 8,972 compared to the 9,045 budgeted average daily enrollment.

Additionally, NRS 354.598005 permits local governments to augment the budget if anticipated resources available during a budget period exceed those estimated, and the governing body approves the augmentation by a majority vote. If not approved, the district could exceed its budgeted appropriations by function, which would result in a violation reported to the State Department of Taxation.

### **Budget Considerations:**

General Fund – (\$22,489) reduction of resources.  
Special Education – \$935,969 additional resources.  
English Learner – \$19,361 additional resources.  
Gifted & Talented (\$12,282) reduction of resources.  
At-Risk – \$154,075 additional resources.  
Medicaid – (10,812) reduction of resources.  
Federal School Lunch – \$491,360 additional resources  
Residential Construction Tax – \$235,213 additional resources  
Capital Projects Fund – \$2,479,271 additional resources  
Bond Projects – \$6,248,398 additional resources

### **Attachment(s):**

Lyon County School District Fiscal Year 2025 December Amended Budget  
General Fund FY25 Budget Resolution & Budget Adjustment Schedule  
Combined Budget Resolutions and Adjustment Schedule

***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.*



25 EAST GOLDFIELD AVENUE  
YERINGTON, NEVADA 89447

SUPERINTENDENT:  
Tim Logan

(775) 463-6800  
FAX (775) 463-6808

DEPUTY SUPERINTENDENT:  
Dawn Huckaby

Nevada Department of Taxation  
1550 College Parkway, Suite 115  
Carson City, NV 89706-7921

Lyon County School District here with submits the AMENDED budget for the  
fiscal year ending 06/30/25

This budget contains 4 funds requiring State Education Fund revenues totalling \$120,957,746

This budget contains 19 governmental fund types with estimated expenditures of \$ 200,846,048 ,  
3 proprietary funds with estimated expenses of \$ \$815,000

Copies of this budget have been filed for public record and inspection in the offices enumerated in NRS 354.596 (Local Government Budget and Finance Act).

CERTIFICATION

APPROVED BY THE GOVERNING BOARD

I Kyle Rodriguez  
(Printed Name)  
Fiscal Service Officer  
(Title)  
certify that all applicable funds and financial  
operations of this Local Government are  
listed herein

Signed \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SCHEDULED PUBLIC HEARING:

Date and Time 12/17/2023 6:00PM

Publication Date 12/17/24

Place: Sutro Elementary School, Dayton  
\_\_\_\_\_

**Lyon County School District Final Budget  
2024-2025**

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**SUMMARY OF PROPERTY TAX BASE**

|                                                          |               |                                                                    |    |  |
|----------------------------------------------------------|---------------|--------------------------------------------------------------------|----|--|
| (A) Assessed Valuation (excluding Net Proceeds of Mines) | 3,314,695,801 | (B2) Tax from Net Proceeds unavailable for Appropriation 2024-2025 | \$ |  |
| (B1) Net Proceeds of Mines (AV)                          |               |                                                                    |    |  |
| (C) TOTAL ASSESSED VALUE                                 | 3,314,695,801 |                                                                    |    |  |

(D)

**TOTAL EMPLOYEE INFORMATION**

|                        | ACTUAL YEAR<br>Ending 6/30/2023 | ACTUAL YEAR<br>Ending 6/30/2024 | ESTIMATED<br>YEAR<br>Ending 6/30/2025 |
|------------------------|---------------------------------|---------------------------------|---------------------------------------|
| FTE Total employees    | 1,056.0                         | 1,061.0                         | 1,061.0                               |
| FTE Classroom teachers | 535.0                           | 538.0                           | 538.0                                 |
| Total Enrollment       |                                 |                                 |                                       |

(E)

**ENROLLMENT**

|                                                                  | ACTUAL YEAR<br>Ending 6/30/2023 | ESTIMATED ADE*<br>Ending 6/30/2024 | ESTIMATED ADE*<br>Ending 6/30/2025 |
|------------------------------------------------------------------|---------------------------------|------------------------------------|------------------------------------|
| Subtotal                                                         | 9,023.00                        | 9,011.00                           | 8,972.00                           |
| <u>Deduct</u> students transported into Nevada from out-of-state |                                 |                                    |                                    |
| <u>Add</u> students transported to another state                 |                                 |                                    |                                    |
| Total WEIGHTED enrollment                                        | 9,023.00                        | 9,011.00                           | 8,972.00                           |

(F)

**STATE EDUCATION FUNDING****Adjusted Base per Pupil Funding**

Adjusted Base per Pupil Amount for Ending 6/30/2025 \$11,488.00

Estimated Weighted Average Daily Enrollment 8,972

**Total Adjusted Base per Pupil Funding \$ 103,070,336****Weighted Funding**

At-Risk Weighted Funding \$ 1,093,903

English Learners Weighted Funding 2,168,977

Gifted &amp; Talented Weighted Funding \$ 47,446

**Total Weighted Funding \$ 3,310,326****Local Special Education Funding \$ 9,568,684****Auxiliary Funding**

Auxiliary - Transportation \$ 5,008,400

Auxiliary - Special Transportation \$ -

Auxiliary - Food Services \$ -

**Total Auxiliary Funding \$ 5,008,400****Total Funding from State Education Fund \$ 120,957,746**School District Lyon County School District

\* ADE = Average Daily Enrollment

Schedule B- 1

| (1)<br>FUND                        | (2)<br>OPENING<br>FUND<br>BALANCE | (3)<br>NONPROPERTY<br>TAX<br>RESOURCES | (4)<br>STATE<br>EDUCATION<br>FUNDING | (5)<br>PROPERTY<br>TAX<br>RESOURCES | (6)<br>TAX RATE | (7)<br>TRANSFERS<br>IN | (8)<br>TOTAL<br>FUND<br>RESOURCES |
|------------------------------------|-----------------------------------|----------------------------------------|--------------------------------------|-------------------------------------|-----------------|------------------------|-----------------------------------|
| GENERAL FUND                       |                                   |                                        |                                      |                                     |                 |                        |                                   |
| 1000 Local                         |                                   | 150,000                                |                                      |                                     |                 |                        | 150,000                           |
| 3000 State                         |                                   |                                        |                                      |                                     |                 |                        | 0                                 |
| State Education Funding            |                                   |                                        | 117,647,420                          |                                     |                 |                        | 117,647,420                       |
| 4000 Federal                       |                                   | 200,000                                |                                      |                                     |                 |                        | 200,000                           |
| Opening Balance                    | 22,337,969                        |                                        |                                      |                                     |                 |                        | 22,337,969                        |
| Other                              |                                   |                                        |                                      |                                     |                 |                        | 0                                 |
| Total Opening Balance              | 22,337,969                        |                                        |                                      |                                     |                 |                        | 22,337,969                        |
| 5000 Other Sources                 |                                   |                                        |                                      |                                     |                 | 0                      | 0                                 |
| <b>General Subtotal</b>            | <b>22,337,969</b>                 | <b>350,000</b>                         | <b>117,647,420</b>                   | <b>0</b>                            | <b>0.75%</b>    | <b>0</b>               | <b>140,335,389</b>                |
| <b>DEBT SERVICE</b>                | <b>12,130,288</b>                 | <b>25,000</b>                          |                                      | <b>12,828,180</b>                   | <b>0.58670%</b> | <b>0</b>               | <b>24,983,468</b>                 |
| <b>SUBTOTAL</b>                    | <b>34,468,257</b>                 | <b>375,000</b>                         | <b>117,647,420</b>                   | <b>12,828,180</b>                   | <b>1.3367%</b>  | <b>0</b>               | <b>165,318,857</b>                |
| <b>OTHER FUNDS: (List)</b>         |                                   |                                        |                                      |                                     |                 |                        |                                   |
| English Learners Weighted Funding  | 19,361                            | 0                                      | 2,168,977                            |                                     |                 | 1,250,000              | 3,438,338                         |
| Gifted & Talented Weighted Funding | 170,272                           | 0                                      | 47,446                               |                                     |                 | 500,000                | 717,718                           |
| At-Risk Weighted Funding           | 720,173                           | 0                                      | 1,093,903                            |                                     |                 | 1,110,000              | 2,924,076                         |
| Class Size Reduction               | 0                                 | 0                                      |                                      |                                     |                 | 0                      | 0                                 |
| Adult Education                    | 0                                 | 474,000                                |                                      |                                     |                 | 0                      | 474,000                           |
| State Grants                       | 0                                 | 2,090,000                              | 0                                    |                                     |                 | 0                      | 2,090,000                         |
| SB231                              | 0                                 | 4,426,940                              |                                      |                                     |                 | 0                      | 4,426,940                         |
| Special Education                  | 415,969                           | 4,835,124                              |                                      |                                     |                 | 16,830,000             | 22,081,093                        |
| Private Donations & Grants         | 26,806                            | 15,000                                 |                                      |                                     |                 | 0                      | 41,806                            |
| Federal Grants                     | 0                                 | 6,908,000                              |                                      |                                     |                 | 0                      | 6,908,000                         |
| Medicaid                           | 220,974                           | 275,000                                |                                      |                                     |                 | 100,000                | 595,974                           |
| Federal School Lunch               | 4,373,535                         | 4,362,130                              |                                      |                                     |                 | 500,000                | 9,235,665                         |
| Residential Construction Tax       | 1,512,505                         | 560,000                                |                                      |                                     |                 | 0                      | 2,072,505                         |
| Building & Sites                   | 103,796                           | 8,800                                  |                                      |                                     |                 | 0                      | 112,596                           |
| Bond Projects                      | 11,705,440                        | 15,095,801                             |                                      |                                     |                 | 0                      | 26,801,241                        |
| Capital Projects                   | 5,611,078                         | 1,774,787                              |                                      |                                     |                 | 1,000,000              | 8,385,865                         |
| Student Activity Funds             | 1,072,031                         | 1,450,000                              |                                      |                                     |                 | 0                      | 2,522,031                         |
| <b>Proprietary</b>                 |                                   |                                        |                                      |                                     |                 |                        | 0                                 |
| Workers Comp Insurance             | 1,449,184                         | 625,000                                |                                      |                                     |                 | 0                      | 2,074,184                         |
| Unemployment Insurance             | 1,642,723                         | 155,000                                |                                      |                                     |                 | 0                      | 1,797,723                         |
| Group Insurance                    | 651,515                           | 0                                      |                                      |                                     |                 | 0                      | 651,515                           |
| <b>SUBTOTAL OTHER FUNDS</b>        | <b>29,695,362</b>                 | <b>43,055,582</b>                      | <b>3,310,326</b>                     | <b>0</b>                            | <b>0</b>        | <b>21,290,000</b>      | <b>97,351,270</b>                 |
| <b>TOTAL ALL FUNDS</b>             | <b>64,163,619</b>                 | <b>43,430,582</b>                      | <b>120,957,746</b>                   | <b>12,828,180</b>                   |                 | <b>21,290,000</b>      | <b>262,670,127</b>                |
| Less: Interfund Transfers          |                                   |                                        |                                      |                                     |                 | (21,290,000)           | (21,290,000)                      |
| <b>NET ALL FUNDS</b>               | <b>64,163,619</b>                 | <b>43,430,582</b>                      | <b>120,957,746</b>                   | <b>12,828,180</b>                   |                 | <b>0</b>               | <b>241,380,127</b>                |

| (1)                                  | (2)                      | (3)                  | (4)                                | (5)               | (6)              | (7)                       | (8)                             |
|--------------------------------------|--------------------------|----------------------|------------------------------------|-------------------|------------------|---------------------------|---------------------------------|
| PROGRAM OR FUNCTION                  | SALARIES<br>AND<br>WAGES | EMPLOYEE<br>BENEFITS | SERVICES,<br>SUPPLIES<br>AND OTHER | TRANSFERS<br>OUT  | CONTINGENCY      | ENDING<br>FUND<br>BALANCE | TOTAL FUND<br>REQUIRE-<br>MENTS |
| General Fund                         |                          |                      |                                    |                   |                  |                           |                                 |
| 100 Regular                          | 31,310,511               | 13,931,000           | 4,490,000                          |                   |                  |                           | 49,731,511                      |
| 200 Special                          |                          |                      |                                    |                   |                  |                           | 0                               |
| 300 Vocational & Technical           | 1,487,000                | 764,000              | 280,000                            |                   |                  |                           | 2,531,000                       |
| 400 Other PK - 12                    |                          |                      |                                    |                   |                  |                           | 0                               |
| 600 Adult Education                  | 0                        | 0                    | 0                                  |                   |                  |                           | 0                               |
| 900 Co-Curricular & Extra Curricular | 1,234,000                | 123,000              | 990,000                            |                   |                  |                           | 2,347,000                       |
| 000 Undistributed Expenditures       | 21,891,000               | 9,453,000            | 21,082,000                         |                   |                  |                           | 52,426,000                      |
| 5100 Debt Service                    |                          |                      |                                    |                   |                  |                           | 0                               |
| 6200 Fund Transfers                  |                          |                      |                                    | 21,290,000        |                  |                           | 21,290,000                      |
| 6300 Contingency                     |                          |                      |                                    |                   | 1,300,000        |                           | 1,300,000                       |
| Ending Balance                       |                          |                      |                                    |                   |                  | 10,709,878                | 10,709,878                      |
| Other                                |                          |                      |                                    |                   |                  |                           | 0                               |
| Total Ending Fund Balance            |                          |                      |                                    |                   |                  | 10,709,878                | 10,709,878                      |
| <b>General Subtotal</b>              | <b>55,922,511</b>        | <b>24,271,000</b>    | <b>26,842,000</b>                  | <b>21,290,000</b> | <b>1,300,000</b> | <b>10,709,878</b>         | <b>140,335,389</b>              |
| <b>DEBT SERVICE</b>                  |                          |                      | <b>12,515,399</b>                  | <b>0</b>          |                  | <b>12,468,069</b>         | <b>24,983,468</b>               |
| <b>SUBTOTAL APPROP. FUNDS</b>        | <b>55,922,511</b>        | <b>24,271,000</b>    | <b>39,357,399</b>                  | <b>21,290,000</b> | <b>1,300,000</b> | <b>23,177,948</b>         | <b>165,318,857</b>              |
| <b>OTHER FUNDS: (List)</b>           |                          |                      |                                    |                   |                  |                           |                                 |
| English Learners Weighted Funding    | 2,207,000                | 992,000              | 239,338                            | 0                 |                  | 0                         | 3,438,338                       |
| Gifted & Talented Weighted Funding   | 375,000                  | 175,000              | 167,718                            | 0                 |                  | 0                         | 717,718                         |
| At-Risk Weighted Funding             | 1,682,000                | 744,000              | 498,076                            | 0                 |                  | (0)                       | 2,924,076                       |
| Class Size Reduction                 | 0                        | 0                    | 0                                  | 0                 |                  | 0                         | 0                               |
| Adult Education                      | 225,000                  | 112,000              | 137,000                            | 0                 |                  | 0                         | 474,000                         |
| State Grants                         | 981,242                  | 408,128              | 700,630                            | 0                 |                  | 0                         | 2,090,000                       |
| SB231                                | 3,207,000                | 1,219,940            |                                    |                   |                  | 0                         | 4,426,940                       |
| Special Education                    | 13,279,000               | 5,554,000            | 3,248,093                          |                   |                  | (0)                       | 22,081,093                      |
| Private Donations & Grants           | 0                        | 0                    | 41,000                             | 0                 |                  | 806                       | 41,806                          |
| Federal Grants                       | 3,390,000                | 592,000              | 2,926,000                          | 0                 |                  | 0                         | 6,908,000                       |
| Medicaid                             | 205,000                  | 93,000               | 297,974                            | 0                 |                  | 0                         | 595,974                         |
| Federal School Lunch                 | 637,000                  | 255,000              | 4,871,000                          | 0                 |                  | 3,472,665                 | 9,235,665                       |
| Residential Construction Tax         | 0                        | 0                    | 1,800,000                          | 0                 |                  | 272,505                   | 2,072,505                       |
| Building & Sites                     | 0                        | 0                    | 25,000                             | 0                 | 25,000           | 62,596                    | 112,596                         |
| Bond Projects                        | 0                        | 0                    | 20,510,000                         | 0                 |                  | 6,291,241                 | 26,801,241                      |
| Capital Projects                     | 0                        | 0                    | 7,000,000                          |                   |                  | 1,385,865                 | 8,385,865                       |
| Student Activity Funds               | 0                        | 0                    | 2,500,000                          | 0                 |                  | 22,031                    | 2,522,031                       |
| <b>Proprietary</b>                   |                          |                      |                                    |                   |                  |                           |                                 |
| Workers Comp Insurance               |                          | 640,000              | 150,000                            | 0                 |                  | 1,284,184                 | 2,074,184                       |
| Unemployment Insurance               |                          | 25,000               | 0                                  | 0                 |                  | 1,772,723                 | 1,797,723                       |
| Group Insurance                      |                          | 0                    |                                    | 0                 |                  | 651,515                   | 651,515                         |
| <b>SUBTOTAL OTHER FUNDS</b>          | <b>26,188,242</b>        | <b>10,810,068</b>    | <b>45,111,829</b>                  | <b>0</b>          | <b>25,000</b>    | <b>15,216,130</b>         | <b>97,351,269</b>               |
| <b>TOTAL ALL FUNDS</b>               | <b>82,110,753</b>        | <b>35,081,068</b>    | <b>84,469,228</b>                  | <b>21,290,000</b> | <b>1,325,000</b> | <b>38,394,078</b>         | <b>262,670,127</b>              |
| Less: Interfund Transfers            |                          |                      | 0                                  |                   | 0                |                           | (21,290,000)                    |
| <b>NET ALL FUNDS</b>                 | <b>82,110,753</b>        | <b>35,081,068</b>    | <b>84,469,228</b>                  | <b>21,290,000</b> | <b>1,325,000</b> | <b>38,394,078</b>         | <b>241,380,127</b>              |



|                                               | (1)         | (2)            | (3)                 | (4)         |
|-----------------------------------------------|-------------|----------------|---------------------|-------------|
|                                               | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |             |
|                                               | YEAR ENDING | PRIOR          | FINAL               | AMENDED     |
|                                               | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED    |
| <b>REVENUE</b>                                |             |                |                     |             |
| <b>1000 LOCAL SOURCES</b>                     |             |                |                     |             |
| 1100 Tax Revenue                              |             |                |                     |             |
| 1300 Tuition                                  |             |                |                     |             |
| 1500 Earnings on Investments                  | 26,457      | 63,017         | 25,000              | 25,000      |
| 1600 Food Service Revenue                     |             |                |                     |             |
| 1611 Daily Sales - School Lunch               |             |                |                     |             |
| 1612 Daily Sales - School Breakfast           |             |                |                     |             |
| 1613 Daily Sales - Special Milk               |             |                |                     |             |
| 1614 Daily Sales - After School Program       |             |                |                     |             |
| 1700 District Activities Revenue              |             |                |                     |             |
| 1800 Community Service Activities             |             |                |                     |             |
| 1900 Other Revenues                           | 418,148     | 354,254        | 125,000             | 125,000     |
| 1910 Rentals                                  |             |                |                     |             |
| 1920 Donations                                |             |                |                     |             |
| <b>TOTAL LOCAL SOURCES</b>                    | 444,605     | 417,271        | 150,000             | 150,000     |
| <b>3000 REVENUE FROM STATE SOURCES</b>        |             |                |                     |             |
| 3110 Distributive School Fund                 |             |                |                     |             |
| 3110 PCFP Adjusted Base Per-Pupil Funding     | 78,031,440  | 98,022,737     | 103,912,521         | 103,070,336 |
| 3113 PCFP Auxiliary - Transportation          | 4,703,936   | 5,007,439      | 5,008,400           | 5,008,400   |
| 3115 PCFP Local Special Education             | 8,190,088   | 9,566,849      | 9,568,684           | 9,568,684   |
| 3200 Restricted Funding/Grants -in-Aid Rev    |             |                |                     |             |
| 3210 Special Transportation                   |             |                |                     |             |
| 3220 Adult High School Diploma                |             |                |                     |             |
| 3230 Class Size Reduction                     |             |                |                     |             |
| 3800 In Lieu of Taxes                         |             |                |                     |             |
| 3900 For/on behalf of School District         |             |                |                     |             |
| <b>TOTAL STATE SOURCES</b>                    | 90,925,464  | 112,597,025    | 118,489,605         | 117,647,420 |
| <b>4000 FEDERAL SOURCES</b>                   |             |                |                     |             |
| 4100 Unrestricted - Direct Fed Gov't          |             |                |                     |             |
| 4200 Unrestricted - State Agency              |             |                |                     |             |
| 4300 Restricted - Direct                      |             |                |                     |             |
| 4500 Restricted - State Agency                |             |                |                     |             |
| 4700 Federal Other Flow Through               |             |                |                     |             |
| 4710 Forrest Revenue                          | 100,827     | 109,840        | 100,000             | 100,000     |
| 4703 E-Rate                                   | 655,831     | 244,772        | 50,000              | 100,000     |
| 4800 Revenue in Lieu of Taxes                 |             |                |                     |             |
| 4900 Revenue for-on behalf of School District |             |                |                     |             |
| <b>TOTAL FEDERAL SOURCES</b>                  | 756,658     | 354,613        | 150,000             | 200,000     |
| <b>5000 OTHER SOURCES OF FUNDS</b>            |             |                |                     |             |
| 5100 Issuance of Bonds                        |             |                |                     |             |
| 5110 Bond Principal                           |             |                |                     |             |
| 5120 Premium/Discount of Bond Sale            |             |                |                     |             |
| 5200 Transfers from Other Funds               | 10          | 0              | 0                   | 0           |
| 5300 Gain/Loss on Disposal of Assets          | 86,474      | 0              | 0                   | 0           |
| 5400 Loan Proceeds (>12 months)               |             |                |                     |             |
| 5500 Medium Term Note Proceeds                |             |                |                     |             |
| 5600 Other Long-Term Debt Proceeds            |             |                |                     |             |
| <b>TOTAL OTHER SOURCES</b>                    | 86,484      | 0              | 0                   | 0           |
| <b>8000 OPENING FUND BALANCE</b>              |             |                |                     |             |
| Reserved Opening Balance (NPM)                |             |                |                     |             |
| Unreserved Opening Balance                    | 14,646,595  | 17,054,019     | 21,568,273          | 22,337,969  |
| <b>TOTAL OPENING BALANCE</b>                  | 14,646,595  | 17,054,019     | 21,568,273          | 22,337,969  |
| Prior Period Adjustments                      |             |                |                     |             |
| Residual Equity transfers                     |             |                |                     |             |
| <b>TOTAL ALL RESOURCES</b>                    | 106,859,806 | 130,422,928    | 140,357,878         | 140,335,389 |

|                                                     | (1)               | (2)               | (3)                 | (4)               |
|-----------------------------------------------------|-------------------|-------------------|---------------------|-------------------|
|                                                     | ACTUAL            | ACTUAL            | FISCAL YEAR 2024-25 |                   |
|                                                     | YEAR ENDING       | PRIOR             | FINAL               | AMENDED           |
| PROGRAM FUNCTION OBJECT                             | 6/30/2023         | ENDING 6/30/24    | APPROVED            | APPROVED          |
| <b>100 REGULAR PROGRAMS</b>                         |                   |                   |                     |                   |
| <b>1000 Instruction</b>                             |                   |                   |                     |                   |
| 100 Salaries                                        | 24,842,181        | 27,857,339        | 32,688,000          | 31,310,511        |
| 200 Benefits                                        | 10,250,078        | 12,467,978        | 14,128,000          | 13,931,000        |
| 300/400/500 Purchased Service                       | 188,443           | 395,709           | 1,000,000           | 1,000,000         |
| 600 Supplies                                        | 1,917,178         | 1,964,391         | 3,000,000           | 3,400,000         |
| 700 Property                                        |                   | 0                 | 65,000              | 65,000            |
| 800 Other                                           | 5,985             | 5,377             | 25,000              | 25,000            |
| <b>100 TOTAL REGULAR PROGRAMS</b>                   | <b>37,203,865</b> | <b>42,690,794</b> | <b>50,906,000</b>   | <b>49,731,511</b> |
| <b>300 VOCATIONAL &amp; TECHNICAL PROGRAMS</b>      |                   |                   |                     |                   |
| <b>1000 Instruction</b>                             |                   |                   |                     |                   |
| 100 Salaries                                        | 955,800           | 1,136,964         | 1,487,000           | 1,487,000         |
| 200 Benefits                                        | 414,649           | 517,912           | 764,000             | 764,000           |
| 300/400/500 Purchased Service                       | 69,676            | 113,719           | 75,000              | 75,000            |
| 600 Supplies                                        | 100,756           | 77,699            | 200,000             | 200,000           |
| 700 Property                                        |                   |                   |                     |                   |
| 800 Other                                           | 236               | 3,285             | 5,000               | 5,000             |
| <b>2200 Instructional Staff Support</b>             |                   |                   |                     |                   |
| 100 Salaries                                        |                   |                   |                     |                   |
| 200 Benefits                                        |                   |                   |                     |                   |
| 300/400/500 Purchased Service                       |                   |                   |                     |                   |
| 600 Supplies                                        |                   |                   |                     |                   |
| 700 Property                                        |                   |                   |                     |                   |
| 800 Other                                           |                   |                   |                     |                   |
| <b>300 TOTAL VOCATIONAL &amp; TECHNICAL PROGRAM</b> | <b>1,541,117</b>  | <b>1,849,580</b>  | <b>2,531,000</b>    | <b>2,531,000</b>  |
| <b>440 SUMMER SCHOOL</b>                            |                   |                   |                     |                   |
| <b>1000 Instruction</b>                             |                   |                   |                     |                   |
| 100 Salaries                                        |                   |                   |                     |                   |
| 200 Benefits                                        |                   |                   |                     |                   |
| 300/400/500 Purchased Service                       |                   |                   |                     |                   |
| 600 Supplies                                        |                   |                   |                     |                   |
| 700 Property                                        |                   |                   |                     |                   |
| 800 Other                                           |                   |                   |                     |                   |
| <b>440 TOTAL SUMMER SCHOOL</b>                      | <b>0</b>          | <b>0</b>          | <b>0</b>            | <b>0</b>          |
| <b>600 ADULT EDUCATION</b>                          |                   |                   |                     |                   |
| <b>1000 Instruction</b>                             |                   |                   |                     |                   |
| 100 Salaries                                        |                   |                   |                     |                   |
| 200 Benefits                                        |                   |                   |                     |                   |
| 300/400/500 Purchased Service                       | 1,243             |                   |                     |                   |
| 600 Supplies                                        | 2,166             |                   |                     |                   |
| 700 Property                                        |                   |                   |                     |                   |
| 800 Other                                           |                   |                   |                     |                   |
| <b>600 TOTAL ADULT EDUCATION</b>                    | <b>3,409</b>      | <b>0</b>          | <b>0</b>            | <b>0</b>          |

|                                         | (1)         | (2)            | (3)                 | (4)       |
|-----------------------------------------|-------------|----------------|---------------------|-----------|
|                                         | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                         | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
| PROGRAM FUNCTION OBJECT                 | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>910 COCURRICULAR PROGRAMS</b>        |             |                |                     |           |
| <b>1000 Instruction</b>                 |             |                |                     |           |
| 100 Salaries                            | 235,670     | 274,284        | 350,000             | 350,000   |
| 200 Benefits                            | 6,740       | 9,285          | 15,000              | 15,000    |
| 300/400/500 Purchased Service           | 2,700       | 3,000          | 5,000               | 5,000     |
| 600 Supplies                            | 6,390       | 967            | 25,000              | 25,000    |
| 700 Property                            |             |                |                     |           |
| 800 Other                               | 755         | 960            | 5,000               | 5,000     |
| <b>2700 Student Transportation</b>      |             |                |                     |           |
| 100 Salaries                            |             |                |                     |           |
| 200 Benefits                            |             |                |                     |           |
| 300/400/500 Purchased Service           |             |                |                     |           |
| 600 Supplies                            |             |                |                     |           |
| 700 Property                            |             |                |                     |           |
| 800 Other                               |             |                |                     |           |
| <b>2900 Other Direct Support</b>        |             |                |                     |           |
| 100 Salaries                            |             |                |                     |           |
| 200 Benefits                            |             |                |                     |           |
| 300/400/500 Purchased Service           |             |                |                     |           |
| 600 Supplies                            |             |                |                     |           |
| 700 Property                            |             |                |                     |           |
| 800 Other                               |             |                |                     |           |
| <b>910 TOTAL COCURRICULAR PROGRAMS</b>  | 252,255     | 288,496        | 400,000             | 400,000   |
| <b>920 ATHLETICS</b>                    |             |                |                     |           |
| <b>1000 Instruction</b>                 |             |                |                     |           |
| 100 Salaries                            | 639,049     | 723,904        | 884,000             | 884,000   |
| 200 Benefits                            | 58,984      | 67,243         | 108,000             | 108,000   |
| 300/400/500 Purchased Service           | 185,335     | 255,182        | 250,000             | 250,000   |
| 600 Supplies                            | 156,720     | 431,576        | 650,000             | 650,000   |
| 700 Property                            |             | 203,019        |                     |           |
| 800 Other                               | 23,464      | 22,338         | 55,000              | 55,000    |
| <b>2200 Instructional Staff Support</b> |             |                |                     |           |
| 100 Salaries                            |             |                |                     |           |
| 200 Benefits                            |             |                |                     |           |
| 300/400/500 Purchased Service           |             |                |                     |           |
| 600 Supplies                            |             |                |                     |           |
| 700 Property                            |             |                |                     |           |
| 800 Other                               |             |                |                     |           |
| <b>2700 Student Transportation</b>      |             |                |                     |           |
| 100 Salaries                            |             |                |                     |           |
| 200 Benefits                            |             |                |                     |           |
| 300/400/500 Purchased Service           |             |                |                     |           |
| 600 Supplies                            |             |                |                     |           |
| 700 Property                            |             |                |                     |           |
| 800 Other                               |             |                |                     |           |
| <b>920 TOTAL ATHLETICS</b>              | 1,063,552   | 1,703,262      | 1,947,000           | 1,947,000 |

|                                                 | (1)               | (2)               | (3)                 | (4)               |
|-------------------------------------------------|-------------------|-------------------|---------------------|-------------------|
|                                                 | ACTUAL            | ACTUAL            | FISCAL YEAR 2024-25 |                   |
|                                                 | YEAR ENDING       | PRIOR             | FINAL               | AMENDED           |
| PROGRAM FUNCTION OBJECT                         | 6/30/2023         | ENDING 6/30/24    | APPROVED            | APPROVED          |
| <b>000 UNDISTRIBUTED EXPENDITURES</b>           |                   |                   |                     |                   |
| <b>2100 Student Support</b>                     |                   |                   |                     |                   |
| 100 Salaries                                    | 2,428,047         | 2,769,304         | 3,093,000           | 3,043,000         |
| 200 Benefits                                    | 986,853           | 1,200,371         | 1,260,000           | 1,213,000         |
| 300/400/500 Purchased Service                   | 108,025           | 14,444            | 55,000              | 55,000            |
| 600 Supplies                                    | 23,600            | 56,435            | 100,000             | 100,000           |
| 700 Property                                    |                   |                   |                     |                   |
| 800 Other                                       |                   |                   |                     |                   |
| <b>2100 SUBTOTAL</b>                            | <b>3,546,525</b>  | <b>4,040,555</b>  | <b>4,508,000</b>    | <b>4,411,000</b>  |
| <b>2200 Instructional Staff Support</b>         |                   |                   |                     |                   |
| 100 Salaries                                    | 1,087,034         | 1,189,509         | 1,388,000           | 1,388,000         |
| 200 Benefits                                    | 342,046           | 441,579           | 603,000             | 603,000           |
| 300/400/500 Purchased Service                   | 231,825           | 202,278           | 225,000             | 225,000           |
| 600 Supplies                                    | 187,663           | 599,710           | 250,000             | 250,000           |
| 700 Property                                    |                   |                   |                     |                   |
| 800 Other                                       | 33,091            | 40,842            | 50,000              | 50,000            |
| <b>2200 SUBTOTAL</b>                            | <b>1,881,659</b>  | <b>2,473,919</b>  | <b>2,516,000</b>    | <b>2,516,000</b>  |
| <b>2300 General Administration</b>              |                   |                   |                     |                   |
| 100 Salaries                                    | 777,311           | 692,501           | 845,000             | 845,000           |
| 200 Benefits                                    | 514,337           | 574,577           | 488,000             | 488,000           |
| 300/400/500 Purchased Service                   | 894,784           | 372,635           | 915,000             | 660,000           |
| 600 Supplies                                    | 79,376            | 107,684           | 85,000              | 85,000            |
| 700 Property                                    |                   | 92,247            | 100,000             | 100,000           |
| 800 Other                                       | 29,588            | 50,078            | 50,000              | 50,000            |
| <b>2300 SUBTOTAL</b>                            | <b>2,295,396</b>  | <b>1,889,721</b>  | <b>2,483,000</b>    | <b>2,228,000</b>  |
| <b>2400 School Administration</b>               |                   |                   |                     |                   |
| 100 Salaries                                    | 5,587,496         | 6,246,077         | 6,798,000           | 6,698,000         |
| 200 Benefits                                    | 2,116,796         | 2,584,519         | 2,975,000           | 2,875,000         |
| 300/400/500 Purchased Service                   | 253,938           | 289,477           | 398,000             | 358,000           |
| 600 Supplies                                    | 244,901           | 213,328           | 385,000             | 230,000           |
| 700 Property                                    | 5,494             | 0                 | 25,000              | 10,000            |
| 800 Other                                       | 13,977            | 9,041             | 10,000              | 10,000            |
| <b>2400 SUBTOTAL</b>                            | <b>8,222,602</b>  | <b>9,342,442</b>  | <b>10,591,000</b>   | <b>10,181,000</b> |
| <b>2500 Central Services</b>                    |                   |                   |                     |                   |
| 100 Salaries                                    | 1,898,077         | 2,233,723         | 2,573,000           | 2,503,000         |
| 200 Benefits                                    | 591,479           | 752,722           | 1,119,000           | 1,094,000         |
| 300/400/500 Purchased Service                   | 1,571,847         | 1,962,235         | 1,700,000           | 1,700,000         |
| 600 Supplies                                    | 1,148,613         | 1,199,048         | 1,270,000           | 1,266,000         |
| 700 Property                                    | 346,164           | 468,513           | 150,000             | 150,000           |
| 800 Other                                       | 363,076           | 32,343            | 50,000              | 25,000            |
| <b>2500 SUBTOTAL</b>                            | <b>5,919,256</b>  | <b>6,648,585</b>  | <b>6,862,000</b>    | <b>6,738,000</b>  |
| <b>2600 Operations and Maintenance of Plant</b> |                   |                   |                     |                   |
| 100 Salaries                                    | 3,345,640         | 3,854,737         | 4,650,000           | 4,650,000         |
| 200 Benefits                                    | 1,149,601         | 1,393,842         | 1,982,000           | 1,982,000         |
| 300/400/500 Purchased Service                   | 2,147,008         | 4,591,564         | 4,000,000           | 4,000,000         |
| 600 Supplies                                    | 3,919,572         | 4,741,922         | 5,300,000           | 4,588,000         |
| 700 Property                                    | 514,198           | 410,292           | 1,000,000           | 500,000           |
| 800 Other                                       | 43,269            | 68,586            | 75,000              | 75,000            |
| <b>2600 SUBTOTAL</b>                            | <b>11,119,288</b> | <b>15,060,943</b> | <b>17,007,000</b>   | <b>15,795,000</b> |
| <b>2700 Student Transportation</b>              |                   |                   |                     |                   |
| 100 Salaries                                    | 2,188,566         | 2,616,704         | 2,764,000           | 2,764,000         |
| 200 Benefits                                    | 770,657           | 943,739           | 1,198,000           | 1,198,000         |
| 300/400/500 Purchased Service                   | 467,187           | 390,303           | 725,000             | 725,000           |
| 600 Supplies                                    | 1,000,727         | 1,093,597         | 1,000,000           | 1,125,000         |
| 700 Property                                    | 657,993           | 980,678           | 950,000             | 550,000           |
| 800 Other                                       | 6,645             | 2,692             | 20,000              | 20,000            |
| <b>2700 SUBTOTAL</b>                            | <b>5,091,775</b>  | <b>6,027,713</b>  | <b>6,657,000</b>    | <b>6,382,000</b>  |
| <b>TOTAL SUPPORT SERVICES</b>                   | <b>38,076,501</b> | <b>45,483,879</b> | <b>50,624,000</b>   | <b>48,251,000</b> |

|                                                           | (1)         | (2)            | (3)                 | (4)         |
|-----------------------------------------------------------|-------------|----------------|---------------------|-------------|
|                                                           | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |             |
|                                                           | YEAR ENDING | PRIOR          | FINAL               | AMENDED     |
| PROGRAM FUNCTION OBJECT                                   | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED    |
| <b>000 UNDISTRIBUTED EXPENDITURES (continued)</b>         |             |                |                     |             |
| <b>4300 Architectural &amp; Engineering Services</b>      |             |                |                     |             |
| 100 Salaries                                              |             |                |                     |             |
| 200 Benefits                                              |             |                |                     |             |
| 300/400/500 Purchased Service                             |             |                |                     |             |
| 600 Supplies                                              |             |                |                     |             |
| 700 Property                                              |             |                |                     | 1,550,000   |
| 800 Other                                                 |             |                |                     |             |
| <b>4500 SUBTOTAL</b>                                      |             | 0              | 0                   | 1,550,000   |
| <b>4500 Building Acquisition &amp; Construction</b>       |             |                |                     |             |
| 100 Salaries                                              |             |                |                     |             |
| 200 Benefits                                              |             |                |                     |             |
| 300/400/500 Purchased Service                             |             |                |                     |             |
| 600 Supplies                                              |             |                |                     |             |
| 700 Property                                              |             | 132,858        | 200,000             | 100,000     |
| 800 Other                                                 |             |                |                     |             |
| <b>4500 SUBTOTAL</b>                                      |             | 132,858        | 200,000             | 100,000     |
| <b>4600 Site Improvement</b>                              |             |                |                     |             |
| 100 Salaries                                              |             |                |                     |             |
| 200 Benefits                                              |             |                |                     |             |
| 300/400/500 Purchased Service                             |             | 48,808         | 225,000             | 225,000     |
| 600 Supplies                                              |             |                |                     |             |
| 700 Property                                              |             |                |                     |             |
| 800 Other                                                 |             |                |                     |             |
| <b>4600 SUBTOTAL</b>                                      | 0           | 48,808         | 225,000             | 225,000     |
| <b>4700 Building Improvements</b>                         |             |                |                     |             |
| 100 Salaries                                              |             |                |                     |             |
| 200 Benefits                                              |             |                |                     |             |
| 300/400/500 Purchased Service                             | 0           | 362,282        | 225,000             | 2,300,000   |
| 600 Supplies                                              |             |                |                     |             |
| 700 Property                                              |             |                |                     |             |
| 800 Other                                                 |             |                |                     |             |
| <b>4700 Subtotal</b>                                      | 0           | 362,282        | 225,000             | 2,300,000   |
| <b>4000 TOTAL FACILITIES ACQUISITION AND CONSTRUCTION</b> | 0           | 543,947        | 650,000             | 4,175,000   |
| <b>5100 Debt Service</b>                                  |             |                |                     |             |
| Principal                                                 |             |                |                     |             |
| Interest                                                  |             |                |                     |             |
| <b>5100 TOTAL DEBT SERVICE</b>                            | 0           | 0              | 0                   | 0           |
| <b>6200 Other Fund Transfers</b>                          |             |                |                     |             |
| 910 Interfund Transfers                                   | 11,665,088  | 15,525,000     | 21,290,000          | 21,290,000  |
| <b>5300 Conversion Factor Reduction</b>                   |             |                |                     |             |
| <b>000 TOTAL UNDISTRIBUTED EXPENDITURES</b>               | 49,741,589  | 61,552,826     | 72,564,000          | 73,716,000  |
| <b>TOTAL ALL EXPENDITURES</b>                             | 89,805,787  | 108,084,958    | 128,348,000         | 128,325,511 |
| <b>6300 Contingency</b>                                   | 0           | 0              | 1,300,000           | 1,300,000   |
| <b>ENDING FUND BALANCE</b>                                |             |                |                     |             |
| Reserved Ending Balance(Inv. & Enc.)                      |             |                |                     |             |
| Unresolved Budget Shortfall                               |             |                |                     |             |
| Unreserved Ending Balance                                 | 17,054,019  | 22,337,969     | 10,709,878          | 10,709,878  |
| <b>TOTAL ENDING FUND BALANCE</b>                          | 17,054,019  | 22,337,969     | 10,709,878          | 10,709,878  |
| <b>TOTAL APPLICATIONS</b>                                 | 106,859,806 | 130,422,928    | 140,357,878         | 140,335,389 |

|                                               | (1)         | (2)            | (3)                 | (4)       |
|-----------------------------------------------|-------------|----------------|---------------------|-----------|
|                                               | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                               | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
|                                               | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>REVENUE</b>                                |             |                |                     |           |
| <b>1000 LOCAL SOURCES</b>                     |             |                |                     |           |
| 1500 Earnings on Investments                  |             |                |                     |           |
| <b>TOTAL LOCAL SOURCES</b>                    | 0           | 0              | 0                   | 0         |
| <b>3000 REVENUE FROM STATE SOURCES</b>        |             |                |                     |           |
| State Education Funding                       |             |                |                     |           |
| 3110 Distributive School Fund                 |             |                |                     |           |
| 3115 Special Education - DSA Funding          |             |                |                     |           |
| 3200 Restricted Funding/Grants -in-Aid Rev    |             |                |                     |           |
| 3210 Special Transportation                   |             |                |                     |           |
| 3220 Adult High School Diploma                |             |                |                     |           |
| 3230 Class Size Reduction                     |             |                |                     |           |
| 3254 PCFP English Learner                     | 665,871     | 1,956,810      | 2,168,977           | 2,168,977 |
| 3800 In Lieu of Taxes                         |             |                |                     |           |
| 3900 For/on behalf of School District         |             |                |                     |           |
| <b>TOTAL STATE SOURCES</b>                    | 665,871     | 1,956,810      | 2,168,977           | 2,168,977 |
| <b>4000 FEDERAL SOURCES</b>                   |             |                |                     |           |
| 4100 Unrestricted - Direct Fed Gov't          |             |                |                     |           |
| '4103 Energy Education / E-Rate               |             |                |                     |           |
| 4200 Unrestricted - State Agency              |             |                |                     |           |
| 4300 Restricted - Direct                      |             |                |                     |           |
| 4500 Restricted - State Agency                |             |                |                     |           |
| 4700 Federal Other Flow Through               |             |                |                     |           |
| 4710 Forrest Revenue                          |             |                |                     |           |
| 47200 Federal Medicaid Outgoing Paym          |             |                |                     |           |
| 4900 Revenue for-on behalf of School District |             |                |                     |           |
| <b>TOTAL FEDERAL SOURCES</b>                  | 0           | 0              | 0                   | 0         |
| <b>5000 OTHER SOURCES OF FUNDS</b>            |             |                |                     |           |
| 5100 Issuance of Bonds                        |             |                |                     |           |
| 5110 Bond Principal                           |             |                |                     |           |
| 5120 Premium/Discount of Bond Sale            |             |                |                     |           |
| 5200 Transfers from Other Funds               | 1,000,000   | 500,000        | 1,250,000           | 1,250,000 |
| 5300 Gain/Loss on Disposal of Assets          |             |                |                     |           |
| 5400 Loan Proceeds (>12 months)               |             |                |                     |           |
| 5500 Capital Lease Proceeds                   |             |                |                     |           |
| 5600 Other Long-Term Debt Proceeds            |             |                |                     |           |
| <b>TOTAL OTHER SOURCES</b>                    | 1,000,000   | 500,000        | 1,250,000           | 1,250,000 |
| <b>8000 OPENING FUND BALANCE</b>              |             |                |                     |           |
| Reserved Opening Balance (NPM)                |             |                |                     |           |
| Unreserved Opening Balance                    | 0           | 200,702        | 0                   | 19,361    |
| <b>TOTAL OPENING BALANCE</b>                  | 0           | 200,702        | 0                   | 19,361    |
| Prior Period Adjustments                      |             |                |                     |           |
| Residual Equity transfers                     |             |                |                     |           |
| <b>TOTAL ALL RESOURCES</b>                    | 1,665,871   | 2,657,512      | 3,418,977           | 3,438,338 |

|                                               | (1)         | (2)            | (3)                 | (4)       |
|-----------------------------------------------|-------------|----------------|---------------------|-----------|
|                                               | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                               | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
| PROGRAM FUNCTION OBJECT                       | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>400 OTHER INSTRUCTIONAL PROGRAMS</b>       |             |                |                     |           |
| <b>1000 Instruction</b>                       |             |                |                     |           |
| 100 Salaries                                  | 800,244     | 1,162,980      | 1,541,000           | 1,541,000 |
| 200 Benefits                                  | 360,365     | 550,632        | 693,000             | 693,000   |
| 300/400/500 Purchased Service                 |             | 198,365        | 208,000             | 208,000   |
| 600 Supplies                                  | 180         | 540            | 10,000              | 29,361    |
| 700 Property                                  |             |                |                     |           |
| 800 Other                                     |             |                |                     |           |
| <b>2100 Student Support Services</b>          |             |                |                     |           |
| 100 Salaries                                  |             |                |                     |           |
| 200 Benefits                                  |             |                |                     |           |
| 300/400/500 Purchased Service                 |             |                |                     |           |
| 600 Supplies                                  |             |                |                     |           |
| 700 Property                                  |             |                |                     |           |
| 800 Other                                     |             |                |                     |           |
| <b>2200 Instructional Support Services</b>    |             |                |                     |           |
| 100 Salaries                                  | 206,338     | 480,226        | 666,000             | 666,000   |
| 200 Benefits                                  | 97,855      | 245,408        | 299,000             | 299,000   |
| 300/400/500 Purchased Service                 |             |                |                     |           |
| 600 Supplies                                  | 187         |                | 1,977               | 1,977     |
| 700 Property                                  |             |                |                     |           |
| 800 Other                                     |             |                |                     |           |
| <b>400 TOTAL OTHER INSTRUCTIONAL PROGRAMS</b> | 1,465,169   | 2,638,150      | 3,418,977           | 3,438,338 |
| <b>6200 Other Fund Transfers</b>              |             |                |                     |           |
| 910 Interfund Transfers                       |             |                |                     |           |
| <b>5300 Conversion Factor Reduction</b>       |             |                |                     |           |
| <b>000 TOTAL UNDISTRIBUTED EXPENDITURES</b>   | 0           | 0              | 0                   | 0         |
| <b>TOTAL ALL EXPENDITURES</b>                 | 1,465,169   | 2,638,150      | 3,418,977           | 3,438,338 |
| <b>6300 Contingency</b>                       |             |                |                     |           |
| <b>ENDING FUND BALANCE</b>                    |             |                |                     |           |
| Reserved Ending Balance                       |             |                |                     |           |
| Unreserved Ending Balance                     | 200,702     | 19,361         | 0                   | 0         |
| <b>TOTAL ENDING FUND BALANCE</b>              | 200,702     | 19,361         | 0                   | 0         |
| <b>TOTAL APPLICATIONS</b>                     | 1,665,871   | 2,657,512      | 3,418,977           | 3,438,338 |

|                                               | (1)         | (2)            | (3)                 | (4)      |
|-----------------------------------------------|-------------|----------------|---------------------|----------|
|                                               | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |          |
|                                               | YEAR ENDING | PRIOR          | FINAL               | AMENDED  |
| REVENUE                                       | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED |
| <b>1000 LOCAL SOURCES</b>                     |             |                |                     |          |
| 1500 Earnings on Investments                  |             |                |                     |          |
| <b>TOTAL LOCAL SOURCES</b>                    | 0           | 0              | 0                   | 0        |
| <b>3000 REVENUE FROM STATE SOURCES</b>        |             |                |                     |          |
| State Education Funding                       |             |                |                     |          |
| 3110 Distributive School Fund                 |             |                |                     |          |
| 3115 Special Education - DSA Funding          |             |                |                     |          |
| 3200 Restricted Funding/Grants -in-Aid Rev    |             |                |                     |          |
| 3210 Special Transportation                   |             |                |                     |          |
| 3220 Adult High School Diploma                |             |                |                     |          |
| 3230 Class Size Reduction                     |             |                |                     |          |
| 3256 PCFP Gifted and Talented                 | 29,710      | 27,950         | 47,446              | 47,446   |
| 3800 In Lieu of Taxes                         |             |                |                     |          |
| 3900 For/on behalf of School District         |             |                |                     |          |
| <b>TOTAL STATE SOURCES</b>                    | 29,710      | 27,950         | 47,446              | 47,446   |
| <b>4000 FEDERAL SOURCES</b>                   |             |                |                     |          |
| 4100 Unrestricted - Direct Fed Gov't          |             |                |                     |          |
| '4103 Energy Education / E-Rate               |             |                |                     |          |
| 4200 Unrestricted - State Agency              |             |                |                     |          |
| 4300 Restricted - Direct                      |             |                |                     |          |
| 4500 Restricted - State Agency                |             |                |                     |          |
| 4700 Federal Other Flow Through               |             |                |                     |          |
| 4710 Forrest Revenue                          |             |                |                     |          |
| 47200 Federal Medicaid Outgoing Paym          |             |                |                     |          |
| 4900 Revenue for-on behalf of School District |             |                |                     |          |
| <b>TOTAL FEDERAL SOURCES</b>                  | 0           | 0              | 0                   | 0        |
| <b>5000 OTHER SOURCES OF FUNDS</b>            |             |                |                     |          |
| 5100 Issuance of Bonds                        |             |                |                     |          |
| 5110 Bond Principal                           |             |                |                     |          |
| 5120 Premium/Discount of Bond Sale            |             |                |                     |          |
| 5200 Transfers from Other Funds               | 325,000     | 500,000        | 500,000             | 500,000  |
| 5300 Gain/Loss on Disposal of Assets          |             |                |                     |          |
| 5400 Loan Proceeds (>12 months)               |             |                |                     |          |
| 5500 Capital Lease Proceeds                   |             |                |                     |          |
| 5600 Other Long-Term Debt Proceeds            |             |                |                     |          |
| <b>TOTAL OTHER SOURCES</b>                    | 325,000     | 500,000        | 500,000             | 500,000  |
| <b>8000 OPENING FUND BALANCE</b>              |             |                |                     |          |
| Reserved Opening Balance (NPM)                |             |                |                     |          |
| Unreserved Opening Balance                    |             | 68,830         | 182,554             | 170,272  |
| <b>TOTAL OPENING BALANCE</b>                  | 0           | 68,830         | 182,554             | 170,272  |
| Prior Period Adjustments                      |             |                |                     |          |
| Residual Equity transfers                     |             |                |                     |          |
| <b>TOTAL ALL RESOURCES</b>                    | 354,710     | 596,780        | 730,000             | 717,718  |



|                                               | (1)         | (2)            | (3)                 | (4)      |
|-----------------------------------------------|-------------|----------------|---------------------|----------|
|                                               | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |          |
|                                               | YEAR ENDING | PRIOR          | FINAL               | AMENDED  |
| PROGRAM FUNCTION OBJECT                       | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED |
| <b>400 OTHER INSTRUCTIONAL PROGRAMS</b>       |             |                |                     |          |
| <b>1000 Instruction</b>                       |             |                |                     |          |
| 100 Salaries                                  | 199,727     | 261,814        | 375,000             | 375,000  |
| 200 Benefits                                  | 86,153      | 123,518        | 175,000             | 175,000  |
| 300/400/500 Purchased Service                 |             | 0              | 50,000              | 50,000   |
| 600 Supplies                                  |             | 41,176         | 130,000             | 117,718  |
| 700 Property                                  |             |                |                     |          |
| 800 Other                                     |             |                |                     |          |
| <b>2100 Student Support Services</b>          |             |                |                     |          |
| 100 Salaries                                  |             |                |                     |          |
| 200 Benefits                                  |             |                |                     |          |
| 300/400/500 Purchased Service                 |             |                |                     |          |
| 600 Supplies                                  |             |                |                     |          |
| 700 Property                                  |             |                |                     |          |
| 800 Other                                     |             |                |                     |          |
| <b>2200 Instructional Support Services</b>    |             |                |                     |          |
| 100 Salaries                                  |             |                |                     |          |
| 200 Benefits                                  |             |                |                     |          |
| 300/400/500 Purchased Service                 |             |                |                     |          |
| 600 Supplies                                  |             |                |                     |          |
| 700 Property                                  |             |                |                     |          |
| 800 Other                                     |             |                |                     |          |
| <b>400 TOTAL OTHER INSTRUCTIONAL PROGRAMS</b> | 285,880     | 426,508        | 730,000             | 717,718  |
| <b>6200 Other Fund Transfers</b>              |             |                |                     |          |
| 910 Interfund Transfers                       |             |                |                     |          |
| <b>5300 Conversion Factor Reduction</b>       |             |                |                     |          |
| <b>000 TOTAL UNDISTRIBUTED EXPENDITURES</b>   | 0           | 0              | 0                   | 0        |
| <b>TOTAL ALL EXPENDITURES</b>                 | 285,880     | 426,508        | 730,000             | 717,718  |
| <b>6300 Contingency</b>                       |             |                |                     |          |
| <b>ENDING FUND BALANCE</b>                    |             |                |                     |          |
| Reserved Ending Balance                       |             |                |                     |          |
| Unreserved Ending Balance                     | 68,830      | 170,272        | 0                   | 0        |
| <b>TOTAL ENDING FUND BALANCE</b>              | 68,830      | 170,272        | 0                   | 0        |
| <b>TOTAL APPLICATIONS</b>                     | 354,710     | 596,780        | 730,000             | 717,718  |

|                                               | (1)         | (2)            | (3)                 | (4)       |
|-----------------------------------------------|-------------|----------------|---------------------|-----------|
|                                               | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                               | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
| REVENUE                                       | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>1000 LOCAL SOURCES</b>                     |             |                |                     |           |
| 1500 Earnings on Investments                  |             |                |                     |           |
| <b>TOTAL LOCAL SOURCES</b>                    | 0           | 0              | 0                   | 0         |
| <b>3000 REVENUE FROM STATE SOURCES</b>        |             |                |                     |           |
| State Education Funding                       |             |                |                     |           |
| 3110 Distributive School Fund                 |             |                |                     |           |
| 3115 Special Education - DSA Funding          |             |                |                     |           |
| 3200 Restricted Funding/Grants -in-Aid Rev    |             |                |                     |           |
| 3210 Special Transportation                   |             |                |                     |           |
| 3220 Adult High School Diploma                |             |                |                     |           |
| 3230 Class Size Reduction                     |             |                |                     |           |
| 3255 PCFP At-Risk                             | 744,220     | 1,650,624      | 1,093,903           | 1,093,903 |
| 3800 In Lieu of Taxes                         |             |                |                     |           |
| 3900 For/on behalf of School District         |             |                |                     |           |
| <b>TOTAL STATE SOURCES</b>                    | 744,220     | 1,650,624      | 1,093,903           | 1,093,903 |
| <b>4000 FEDERAL SOURCES</b>                   |             |                |                     |           |
| 4100 Unrestricted - Direct Fed Gov't          |             |                |                     |           |
| '4103 Energy Education / E-Rate               |             |                |                     |           |
| 4200 Unrestricted - State Agency              |             |                |                     |           |
| 4300 Restricted - Direct                      |             |                |                     |           |
| 4500 Restricted - State Agency                |             |                |                     |           |
| 4700 Federal Other Flow Through               |             |                |                     |           |
| 4710 Forrest Revenue                          |             |                |                     |           |
| 47200 Federal Medicaid Outgoing Paym          |             |                |                     |           |
| 4900 Revenue for-on behalf of School District |             |                |                     |           |
| <b>TOTAL FEDERAL SOURCES</b>                  | 0           | 0              | 0                   | 0         |
| <b>5000 OTHER SOURCES OF FUNDS</b>            |             |                |                     |           |
| 5100 Issuance of Bonds                        |             |                |                     |           |
| 5110 Bond Principal                           |             |                |                     |           |
| 5120 Premium/Discount of Bond Sale            |             |                |                     |           |
| 5200 Transfers from Other Funds               |             | 450,000        | 1,110,000           | 1,110,000 |
| 5300 Gain/Loss on Disposal of Assets          |             |                |                     |           |
| 5400 Loan Proceeds (>12 months)               |             |                |                     |           |
| 5500 Capital Lease Proceeds                   |             |                |                     |           |
| 5600 Other Long-Term Debt Proceeds            |             |                |                     |           |
| <b>TOTAL OTHER SOURCES</b>                    | 0           | 450,000        | 1,110,000           | 1,110,000 |
| <b>8000 OPENING FUND BALANCE</b>              |             |                |                     |           |
| Reserved Opening Balance (NPM)                |             |                |                     |           |
| Unreserved Opening Balance                    |             | 235,313        | 566,098             | 720,173   |
| <b>TOTAL OPENING BALANCE</b>                  | 0           | 235,313        | 566,098             | 720,173   |
| Prior Period Adjustments                      |             |                |                     |           |
| Residual Equity transfers                     |             |                |                     |           |
| <b>TOTAL ALL RESOURCES</b>                    | 744,220     | 2,335,937      | 2,770,000           | 2,924,076 |

|                                               | (1)         | (2)            | (3)                 | (4)       |
|-----------------------------------------------|-------------|----------------|---------------------|-----------|
|                                               | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                               | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
| PROGRAM FUNCTION OBJECT                       | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>PROGRAM FUNCTION OBJECT</b>                |             |                |                     |           |
| <b>400 OTHER INSTRUCTIONAL PROGRAMS</b>       |             |                |                     |           |
| <b>1000 Instruction</b>                       |             |                |                     |           |
| 100 Salaries                                  | 363,691     | 809,898        | 1,186,000           | 1,186,000 |
| 200 Benefits                                  | 145,216     | 379,739        | 533,000             | 533,000   |
| 300/400/500 Purchased Service                 |             | 5,250          | 200,000             | 200,000   |
| 600 Supplies                                  |             | 213,441        | 170,000             | 170,000   |
| 700 Property                                  |             |                |                     |           |
| 800 Other                                     |             |                |                     |           |
| <b>2100 Student Support Services</b>          |             |                |                     |           |
| 100 Salaries                                  |             | 58,034         | 71,000              | 71,000    |
| 200 Benefits                                  |             | 20,875         | 31,000              | 31,000    |
| 300/400/500 Purchased Service                 |             | 0              | 85,000              | 85,000    |
| 600 Supplies                                  |             | 0              | 10,000              | 10,000    |
| 700 Property                                  |             |                |                     |           |
| 800 Other                                     |             |                |                     |           |
| <b>2200 Instructional Support Services</b>    |             |                |                     |           |
| 100 Salaries                                  |             | 90,611         | 320,000             | 425,000   |
| 200 Benefits                                  |             | 37,916         | 144,000             | 180,000   |
| 300/400/500 Purchased Service                 |             |                |                     | 13,076    |
| 600 Supplies                                  |             | 0              | 20,000              | 20,000    |
| 700 Property                                  |             |                |                     |           |
| 800 Other                                     |             |                |                     |           |
| <b>400 TOTAL OTHER INSTRUCTIONAL PROGRAMS</b> | 508,907     | 1,615,764      | 2,770,000           | 2,924,076 |
|                                               |             |                |                     |           |
| <b>TOTAL SUPPORT SERVICES</b>                 | 508,907     | 1,615,764      | 2,770,000           | 2,924,076 |
| <b>6200 Other Fund Transfers</b>              |             |                |                     |           |
| 910 Interfund Transfers                       |             |                |                     |           |
| <b>5300 Conversion Factor Reduction</b>       |             |                |                     |           |
| <b>000 TOTAL UNDISTRIBUTED EXPENDITURES</b>   | 508,907     | 1,615,764      | 2,770,000           | 2,924,076 |
| <b>TOTAL ALL EXPENDITURES</b>                 | 508,907     | 1,615,764      | 2,770,000           | 2,924,076 |
| <b>6300 Contingency</b>                       |             |                |                     |           |
| <b>ENDING FUND BALANCE</b>                    |             |                |                     |           |
| Reserved Ending Balance                       |             |                |                     |           |
| Unreserved Ending Balance                     | 235,313     | 720,173        | 0                   | (0)       |
| <b>TOTAL ENDING FUND BALANCE</b>              | 235,313     | 720,173        | 0                   | (0)       |
| <b>TOTAL APPLICATIONS</b>                     | 744,220     | 2,335,937      | 2,770,000           | 2,924,076 |

|                                            | (1)         | (2)            | (3)                 | (4)      |
|--------------------------------------------|-------------|----------------|---------------------|----------|
|                                            | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |          |
|                                            | YEAR ENDING | PRIOR          | FINAL               | AMENDED  |
| REVENUE                                    | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED |
| <b>1000 LOCAL SOURCES</b>                  |             |                |                     |          |
| 1500 Earnings on Investments               |             |                |                     |          |
| <b>TOTAL LOCAL SOURCES</b>                 | 0           | 0              | 0                   | 0        |
| <b>3000 REVENUE FROM STATE SOURCES</b>     |             |                |                     |          |
| 3110 Distributive School Fund              |             |                |                     |          |
| 3115 Special Education - DSA Funding       |             |                |                     |          |
| 3200 Restricted Funding/Grants -in-Aid Rev |             |                |                     |          |
| 3210 Special Transportation                |             |                |                     |          |
| 3220 Adult High School Diploma             |             |                |                     |          |
| 3230 Class Size Reduction                  | -           |                |                     |          |
| 3240 Full Day Kindergarten                 |             |                |                     |          |
| 3800 In Lieu of Taxes                      |             |                |                     |          |
| 3900 For/on behalf of School District      |             |                |                     |          |
| <b>TOTAL STATE SOURCES</b>                 | 0           | 0              | 0                   | 0        |
| <b>5000 OTHER SOURCES OF FUNDS</b>         |             |                |                     |          |
| 5200 Transfers from Other Funds            |             |                |                     |          |
| 5300 Gain/Loss on Disposal of Assets       |             |                |                     |          |
| 5400 Loan Proceeds (>12 months)            |             |                |                     |          |
| 5500 Capital Lease Proceeds                |             |                |                     |          |
| 5600 Other Long-Term Debt Proceeds         |             |                |                     |          |
| <b>TOTAL OTHER SOURCES</b>                 | 0           | 0              | 0                   | 0        |
| <b>8000 OPENING FUND BALANCE</b>           |             |                |                     |          |
| Reserved Opening Balance (NPM)             |             |                |                     |          |
| Unreserved Opening Balance                 | 10          | 0              | 0                   | 0        |
| <b>TOTAL OPENING BALANCE</b>               | 10          | 0              | 0                   | 0        |
| Prior Period Adjustments                   |             |                |                     |          |
| Residual Equity transfers                  |             |                |                     |          |
| <b>TOTAL ALL RESOURCES</b>                 | 10          | 0              | 0                   | 0        |

|                                             | (1)         | (2)            | (3)                 | (4)      |
|---------------------------------------------|-------------|----------------|---------------------|----------|
|                                             | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |          |
|                                             | YEAR ENDING | PRIOR          | FINAL               | AMENDED  |
| PROGRAM FUNCTION OBJECT                     | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED |
| <b>100 REGULAR PROGRAMS</b>                 |             |                |                     |          |
| <b>1000 Instruction</b>                     |             |                |                     |          |
| 100 Salaries                                |             |                |                     |          |
| 200 Benefits                                |             |                |                     |          |
| 300/400/500 Purchased Service               |             |                |                     |          |
| 600 Supplies                                |             |                |                     |          |
| 700 Property                                |             |                |                     |          |
| 800 Other                                   |             |                |                     |          |
| <b>2500 SUBTOTAL</b>                        | 0           | 0              | 0                   | 0        |
| <b>TOTAL SUPPORT SERVICES</b>               | 0           | 0              | 0                   | 0        |
| <b>6200 Other Fund Transfers</b>            |             |                |                     |          |
| 910 Interfund Transfers                     | 10          |                |                     |          |
| <b>5300 Conversion Factor Reduction</b>     |             |                |                     |          |
| <b>000 TOTAL UNDISTRIBUTED EXPENDITURES</b> | 10          | 0              | 0                   | 0        |
| <b>TOTAL ALL EXPENDITURES</b>               | 10          | 0              | 0                   | 0        |
| <b>6300 Contingency</b>                     |             |                |                     |          |
| <b>ENDING FUND BALANCE</b>                  |             |                |                     |          |
| Reserved Ending Balance                     |             |                |                     |          |
| Unreserved Ending Balance                   | 0           | 0              | 0                   | 0        |
| <b>TOTAL ENDING FUND BALANCE</b>            | 0           | 0              | 0                   | 0        |
| <b>TOTAL APPLICATIONS</b>                   | 10          | 0              | 0                   | 0        |

|                                               | (1)         | (2)            | (3)                 | (4)      |
|-----------------------------------------------|-------------|----------------|---------------------|----------|
|                                               | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |          |
|                                               | YEAR ENDING | PRIOR          | FINAL               | AMENDED  |
|                                               | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED |
| <b>REVENUE</b>                                |             |                |                     |          |
| <b>1000 LOCAL SOURCES</b>                     |             |                |                     |          |
| 1100 Tax Revenue                              |             |                |                     |          |
| 1190 Other Taxes                              |             |                |                     |          |
| 1191 Franchise Taxes                          |             |                |                     |          |
| 1192 Governmental Services Tax                |             |                |                     |          |
| 1200 Local Gov Units - Not School Districts   |             |                |                     |          |
| 1210 Rev in Lieu of Taxes                     |             |                |                     |          |
| 1300 Tuition                                  | 828         |                |                     |          |
| 1400 Transportation Fees                      |             |                |                     |          |
| 1500 Earnings on Investments                  |             |                |                     |          |
| 1600 Food Service Revenue                     |             |                |                     |          |
| 1611 Daily Sales - School Lunch               |             |                |                     |          |
| 1612 Daily Sales - School Breakfast           |             |                |                     |          |
| 1613 Daily Sales - Special Milk               |             |                |                     |          |
| 1614 Daily Sales - After School Program       |             |                |                     |          |
| 1700 District Activities Revenue              |             |                |                     |          |
| 1800 Community Service Activities             |             |                |                     |          |
| 1900 Other Revenues                           |             |                |                     |          |
| 1910 Rentals                                  |             |                |                     |          |
| 1920 Donations                                |             |                |                     |          |
| 1950/60 Services Provided other Governments   |             |                |                     |          |
| 1990 Miscellaneous                            |             |                |                     |          |
| <b>TOTAL LOCAL SOURCES</b>                    | 828         | 0              | 0                   | 0        |
| <b>3000 REVENUE FROM STATE SOURCES</b>        |             |                |                     |          |
| 3110 Distributive School Fund                 |             |                |                     |          |
| 3115 Special Education - DSA Funding          |             |                |                     |          |
| 3200 Restricted Funding/Grants -in-Aid Rev    |             |                |                     |          |
| 3210 Special Transportation                   |             |                |                     |          |
| 3220 Adult High School Diploma                | 372,048     | 437,606        | 474,000             | 474,000  |
| 3230 Class Size Reduction                     |             |                |                     |          |
| 3800 In Lieu of Taxes                         |             |                |                     |          |
| 3900 For/on behalf of School District         |             |                |                     |          |
| <b>TOTAL STATE SOURCES</b>                    | 372,048     | 437,606        | 474,000             | 474,000  |
| <b>4000 FEDERAL SOURCES</b>                   |             |                |                     |          |
| 4100 Unrestricted - Direct Fed Gov't          |             |                |                     |          |
| '4103 Energy Education / E-Rate               |             |                |                     |          |
| 4200 Unrestricted - State Agency              |             |                |                     |          |
| 4300 Restricted - Direct                      |             |                |                     |          |
| 4500 Restricted - State Agency                |             |                |                     |          |
| 4700 Federal Other Flow Through               |             |                |                     |          |
| 4710 Forrest Revenue                          |             |                |                     |          |
| 4800 Revenue in Lieu of Taxes                 |             |                |                     |          |
| 4900 Revenue for-on behalf of School District |             |                |                     |          |
| <b>TOTAL FEDERAL SOURCES</b>                  | 0           | 0              |                     |          |
| <b>8000 OPENING FUND BALANCE</b>              |             |                |                     |          |
| Reserved Opening Balance (NPM)                |             |                |                     |          |
| Unreserved Opening Balance                    | 5,524       | 6,055          | 0                   | 0        |
| <b>TOTAL OPENING BALANCE</b>                  | 5,524       | 6,055          | 0                   | 0        |
| Prior Period Adjustments                      |             |                |                     |          |
| Residual Equity transfers                     |             |                |                     |          |
| <b>TOTAL ALL RESOURCES</b>                    | 378,400     | 443,661        | 474,000             | 474,000  |

|                                             | (1)            | (2)            | (3)                 | (4)            |
|---------------------------------------------|----------------|----------------|---------------------|----------------|
|                                             | ACTUAL         | ACTUAL         | FISCAL YEAR 2024-25 |                |
|                                             | YEAR ENDING    | PRIOR          | FINAL               | AMENDED        |
| PROGRAM FUNCTION OBJECT                     | 6/30/2023      | ENDING 6/30/24 | APPROVED            | APPROVED       |
| <b>600 ADULT EDUCATION PROGRAMS</b>         |                |                |                     |                |
| <b>1000 Instruction</b>                     |                |                |                     |                |
| 100 Salaries                                | 171,025        | 228,127        | 215,000             | 215,000        |
| 200 Benefits                                | 76,080         | 85,438         | 110,000             | 110,000        |
| 300/400/500 Purchased Service               | 6,896          | 7,586          | 25,000              | 25,000         |
| 600 Supplies                                | 7,428          | 55,403         | 77,000              | 77,000         |
| 700 Property                                | 82,521         | 50,000         | 25,000              | 25,000         |
| 800 Other                                   |                |                |                     |                |
| <b>1000 Subtotal</b>                        | <b>343,950</b> | <b>426,555</b> | <b>452,000</b>      | <b>452,000</b> |
| <b>2400 School Administration</b>           |                |                |                     |                |
| 100 Salaries                                |                |                |                     |                |
| 200 Benefits                                |                |                |                     |                |
| 300/400/500 Purchased Service               | 1,744          |                |                     |                |
| 600 Supplies                                |                |                |                     |                |
| 700 Property                                |                |                |                     |                |
| 800 Other                                   |                |                |                     |                |
| <b>2400 Subtotal</b>                        | <b>1,744</b>   | <b>0</b>       | <b>0</b>            | <b>0</b>       |
| <b>2500 Central Services</b>                |                |                |                     |                |
| 100 Salaries                                | 14,499         | 12,283         | 10,000              | 10,000         |
| 200 Benefits                                | 4,158          | 4,574          | 2,000               | 2,000          |
| 300/400/500 Purchased Service               | 7,994          | 250            | 10,000              | 10,000         |
| 600 Supplies                                |                |                |                     |                |
| 700 Property                                |                |                |                     |                |
| 800 Other                                   |                |                |                     |                |
| <b>2500 Subtotal</b>                        | <b>26,651</b>  | <b>17,106</b>  | <b>22,000</b>       | <b>22,000</b>  |
| <b>TOTAL SUPPORT SERVICES</b>               | <b>372,345</b> | <b>443,661</b> | <b>474,000</b>      | <b>474,000</b> |
| <b>6200 Other Fund Transfers</b>            |                |                |                     |                |
| 910 Interfund Transfers                     |                |                |                     |                |
| <b>5300 Conversion Factor Reduction</b>     |                |                |                     |                |
| <b>000 TOTAL UNDISTRIBUTED EXPENDITURES</b> | <b>372,345</b> | <b>443,661</b> | <b>474,000</b>      | <b>474,000</b> |
| <b>TOTAL ALL EXPENDITURES</b>               | <b>372,345</b> | <b>443,661</b> | <b>474,000</b>      | <b>474,000</b> |
| <b>6300 Contingency</b>                     |                |                |                     |                |
| <b>ENDING FUND BALANCE</b>                  |                |                |                     |                |
| Reserved Ending Balance                     |                |                |                     |                |
| Unreserved Ending Balance                   | 6,055          | 0              | 0                   | 0              |
| <b>TOTAL ENDING FUND BALANCE</b>            | <b>6,055</b>   | <b>0</b>       | <b>0</b>            | <b>0</b>       |
| <b>TOTAL APPLICATIONS</b>                   | <b>378,400</b> | <b>443,661</b> | <b>474,000</b>      | <b>474,000</b> |

|                                               | (1)         | (2)            | (3)                 | (4)       |
|-----------------------------------------------|-------------|----------------|---------------------|-----------|
|                                               | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                               | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
| REVENUE                                       | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>3000 REVENUE FROM STATE SOURCES</b>        |             |                |                     |           |
| 3110 Distributive School Fund                 |             |                |                     |           |
| 3110 PCFP Adjusted Base Per-Pupil Funding     |             |                |                     |           |
| 3113 Auxiliary - Transportation               |             |                |                     |           |
| 3115 Local Special Education                  |             |                |                     |           |
| 3200 Restricted Funding/Grants -in-Aid Rev    | 0           | 1,801,273      | 4,426,940           | 4,426,940 |
| 3210 Special Transportation                   |             |                |                     |           |
| 3220 Adult High School Diploma                |             |                |                     |           |
| 3250 Restricted State Funding                 |             |                |                     |           |
| 3800 In Lieu of Taxes                         |             |                |                     |           |
| 3900 For/on behalf of School District         |             |                |                     |           |
| <b>TOTAL STATE SOURCES</b>                    | 0           | 1,801,273      | 4,426,940           | 4,426,940 |
| <b>4000 FEDERAL SOURCES</b>                   |             |                |                     |           |
| 4100 Unrestricted - Direct Fed Gov't          |             |                |                     |           |
| 4103 Energy Education / E-Rate                |             |                |                     |           |
| 4200 Unrestricted - State Agency              |             |                |                     |           |
| 4300 Restricted - Direct                      |             |                |                     |           |
| 4500 Restricted - State Agency                |             |                |                     |           |
| 4700 Federal Other Flow Through               |             |                |                     |           |
| 4710 Forrest Revenue                          |             |                |                     |           |
| 47200 Federal Medicaid Outgoing Paym          |             |                |                     |           |
| 4900 Revenue for-on behalf of School District |             |                |                     |           |
| <b>TOTAL FEDERAL SOURCES</b>                  | 0           | 0              | 0                   | 0         |
| <b>5000 OTHER SOURCES OF FUNDS</b>            |             |                |                     |           |
| 5100 Issuance of Bonds                        |             |                |                     |           |
| 5110 Bond Principal                           |             |                |                     |           |
| 5120 Premium/Discount of Bond Sale            |             |                |                     |           |
| 5200 Transfers from Other Funds               |             |                |                     |           |
| 5300 Gain/Loss on Disposal of Assets          |             |                |                     |           |
| 5400 Loan Proceeds (>12 months)               |             |                |                     |           |
| 5500 Capital Lease Proceeds                   |             |                |                     |           |
| 5600 Other Long-Term Debt Proceeds            |             |                |                     |           |
| <b>TOTAL OTHER SOURCES</b>                    | 0           | 0              | 0                   | 0         |
| <b>8000 OPENING FUND BALANCE</b>              |             |                |                     |           |
| Reserved Opening Balance (NPM)                |             |                |                     |           |
| Unreserved Opening Balance                    |             |                |                     |           |
| <b>TOTAL OPENING BALANCE</b>                  | 0           | 0              | 0                   | 0         |
| Prior Period Adjustments                      |             |                |                     |           |
| Residual Equity transfers                     |             |                |                     |           |
| <b>TOTAL ALL RESOURCES</b>                    | 0           | 1,801,273      | 4,426,940           | 4,426,940 |



|                                         | (1)         | (2)            | (3)                 | (4)       |
|-----------------------------------------|-------------|----------------|---------------------|-----------|
|                                         | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                         | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
| PROGRAM FUNCTION OBJECT                 | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>100 REGULAR PROGRAMS</b>             |             |                |                     |           |
| <b>1000 Instruction</b>                 |             |                |                     |           |
| 100 Salaries                            |             | 820,000        | 2,130,000           | 2,130,000 |
| 200 Benefits                            |             | 311,600        | 809,000             | 809,000   |
| 300/400/500 Purchased Service           |             |                |                     |           |
| 600 Supplies                            |             |                |                     |           |
| 700 Property                            |             |                |                     |           |
| 800 Other                               |             |                |                     |           |
| <b>100 TOTAL REGULAR PROGRAMS</b>       | 0           | 1,131,600      | 2,939,000           | 2,939,000 |
| <b>000 UNDISTRIBUTED EXPENDITURES</b>   |             |                |                     |           |
| <b>2100 Student Support</b>             |             |                |                     |           |
| 100 Salaries                            |             | 105,705        | 210,000             | 210,000   |
| 200 Benefits                            |             | 50,000         | 80,000              | 80,000    |
| 300/400/500 Purchased Service           |             |                |                     |           |
| 600 Supplies                            |             |                |                     |           |
| 700 Property                            |             |                |                     |           |
| 800 Other                               |             |                |                     |           |
| <b>2100 SUBTOTAL</b>                    | 0           | 155,705        | 290,000             | 290,000   |
| <b>2200 Instructional Staff Support</b> |             |                |                     |           |
| 100 Salaries                            |             | 39,902         | 80,000              | 80,000    |
| 200 Benefits                            |             | 15,163         | 31,940              | 31,940    |
| 300/400/500 Purchased Service           |             |                |                     |           |
| 600 Supplies                            |             |                |                     |           |
| 700 Property                            |             |                |                     |           |
| 800 Other                               |             |                |                     |           |
| <b>2200 SUBTOTAL</b>                    | 0           | 55,065         | 111,940             | 111,940   |
| <b>2300 General Administration</b>      |             |                |                     |           |
| 100 Salaries                            |             | 8,650          | 22,000              | 22,000    |
| 200 Benefits                            |             | 2,150          | 8,000               | 8,000     |
| 300/400/500 Purchased Service           |             |                |                     |           |
| 600 Supplies                            |             |                |                     |           |
| 700 Property                            |             |                |                     |           |
| 800 Other                               |             |                |                     |           |
| <b>2300 SUBTOTAL</b>                    | 0           | 10,800         | 30,000              | 30,000    |

|                                                   | (1)         | (2)            | (3)                 | (4)       |
|---------------------------------------------------|-------------|----------------|---------------------|-----------|
|                                                   | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                                   | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
| PROGRAM FUNCTION OBJECT                           | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>000 UNDISTRIBUTED EXPENDITURES (continued)</b> |             |                |                     |           |
| <b>2400 School Administration</b>                 |             |                |                     |           |
| 100 Salaries                                      |             | 49,202         | 100,000             | 100,000   |
| 200 Benefits                                      |             | 18,697         | 38,000              | 38,000    |
| 300/400/500 Purchased Service                     |             |                |                     |           |
| 600 Supplies                                      |             |                |                     |           |
| 700 Property                                      |             |                |                     |           |
| 800 Other                                         |             |                |                     |           |
| <b>2400 SUBTOTAL</b>                              | 0           | 67,899         | 138,000             | 138,000   |
| <b>2500 Central Services</b>                      |             |                |                     |           |
| 100 Salaries                                      |             | 42,802         | 95,000              | 95,000    |
| 200 Benefits                                      |             | 16,265         | 36,000              | 36,000    |
| 300/400/500 Purchased Service                     |             |                |                     |           |
| 600 Supplies                                      |             |                |                     |           |
| 700 Property                                      |             |                |                     |           |
| 800 Other                                         |             |                |                     |           |
| <b>2500 SUBTOTAL</b>                              | 0           | 59,067         | 131,000             | 131,000   |
| <b>2600 Operations and Maintenance of Plant</b>   |             |                |                     |           |
| 100 Salaries                                      |             | 130,000        | 305,000             | 305,000   |
| 200 Benefits                                      |             | 49,400         | 116,000             | 116,000   |
| 300/400/500 Purchased Service                     |             |                |                     |           |
| 600 Supplies                                      |             |                |                     |           |
| 700 Property                                      |             |                |                     |           |
| 800 Other                                         |             |                |                     |           |
| <b>2600 SUBTOTAL</b>                              | 0           | 179,400        | 421,000             | 421,000   |
| <b>2700 Student Transportation</b>                |             |                |                     |           |
| 100 Salaries                                      |             | 102,873        | 265,000             | 265,000   |
| 200 Benefits                                      |             | 38,864         | 101,000             | 101,000   |
| 300/400/500 Purchased Service                     |             |                |                     |           |
| 600 Supplies                                      |             |                |                     |           |
| 700 Property                                      |             |                |                     |           |
| 800 Other                                         |             |                |                     |           |
| <b>2700 SUBTOTAL</b>                              | 0           | 141,737        | 366,000             | 366,000   |
| <b>6200 Other Fund Transfers</b>                  |             |                |                     |           |
| 910 Interfund Transfers                           |             |                |                     |           |
|                                                   |             |                |                     |           |
| <b>000 TOTAL UNDISTRIBUTED EXPENDITURES</b>       | 0           | 669,673        | 1,487,940           | 1,487,940 |
| <b>TOTAL ALL EXPENDITURES</b>                     | 0           | 1,801,273      | 4,426,940           | 4,426,940 |
| <b>6300 Contingency</b>                           |             |                |                     |           |
| <b>ENDING FUND BALANCE</b>                        | 0           | 0              | 0                   | 0         |
| Reserved Ending Balance                           |             | (0)            | (0)                 | (0)       |
| Unreserved Ending Balance                         | 0           | (0)            | (0)                 | (0)       |
| <b>TOTAL ENDING FUND BALANCE</b>                  | 0           | (0)            | (0)                 | (0)       |
| <b>TOTAL APPLICATIONS</b>                         | 0           | 1,801,273      | 4,426,940           | 4,426,940 |

|                                               | (1)         | (2)            | (3)                 | (4)       |
|-----------------------------------------------|-------------|----------------|---------------------|-----------|
|                                               | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                               | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
| REVENUE                                       | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>3000 REVENUE FROM STATE SOURCES</b>        |             |                |                     |           |
| 3110 Distributive School Fund                 |             |                |                     |           |
| 3110 PCFP Adjusted Base Per-Pupil Funding     |             |                |                     |           |
| 3113 Auxiliary - Transportation               |             |                |                     |           |
| 3115 Local Special Education                  |             |                |                     |           |
| 3200 Restricted Funding/Grants -in-Aid Rev    | 621,035     | 621,035        | 2,090,000           | 2,090,000 |
| 3210 Special Transportation                   |             |                |                     |           |
| 3220 Adult High School Diploma                |             |                |                     |           |
| 3250 Restricted State Funding                 |             |                |                     |           |
| 3800 In Lieu of Taxes                         |             |                |                     |           |
| 3900 For/on behalf of School District         |             |                |                     |           |
| <b>TOTAL STATE SOURCES</b>                    | 621,035     | 621,035        | 2,090,000           | 2,090,000 |
| <b>4000 FEDERAL SOURCES</b>                   |             |                |                     |           |
| 4100 Unrestricted - Direct Fed Gov't          |             |                |                     |           |
| 4103 Energy Education / E-Rate                |             |                |                     |           |
| 4200 Unrestricted - State Agency              |             |                |                     |           |
| 4300 Restricted - Direct                      |             |                |                     |           |
| 4500 Restricted - State Agency                |             |                |                     |           |
| 4700 Federal Other Flow Through               |             |                |                     |           |
| 4710 Forrest Revenue                          |             |                |                     |           |
| 47200 Federal Medicaid Outgoing Paym          |             |                |                     |           |
| 4900 Revenue for-on behalf of School District |             |                |                     |           |
| <b>TOTAL FEDERAL SOURCES</b>                  | 0           | 0              | 0                   | 0         |
| <b>5000 OTHER SOURCES OF FUNDS</b>            |             |                |                     |           |
| 5100 Issuance of Bonds                        |             |                |                     |           |
| 5110 Bond Principal                           |             |                |                     |           |
| 5120 Premium/Discount of Bond Sale            |             |                |                     |           |
| 5200 Transfers from Other Funds               |             |                |                     |           |
| 5300 Gain/Loss on Disposal of Assets          |             |                |                     |           |
| 5400 Loan Proceeds (>12 months)               |             |                |                     |           |
| 5500 Capital Lease Proceeds                   |             |                |                     |           |
| 5600 Other Long-Term Debt Proceeds            |             |                |                     |           |
| <b>TOTAL OTHER SOURCES</b>                    | 0           | 0              | 0                   | 0         |
| <b>8000 OPENING FUND BALANCE</b>              |             |                |                     |           |
| Reserved Opening Balance (NPM)                |             |                |                     |           |
| Unreserved Opening Balance                    |             |                |                     |           |
| <b>TOTAL OPENING BALANCE</b>                  | 0           | 0              | 0                   | 0         |
| Prior Period Adjustments                      |             |                |                     |           |
| Residual Equity transfers                     |             |                |                     |           |
| <b>TOTAL ALL RESOURCES</b>                    | 621,035     | 621,035        | 2,090,000           | 2,090,000 |

|                                                      | (1)            | (2)            | (3)                 | (4)              |
|------------------------------------------------------|----------------|----------------|---------------------|------------------|
|                                                      | ACTUAL         | ACTUAL         | FISCAL YEAR 2024-25 |                  |
|                                                      | YEAR ENDING    | PRIOR          | FINAL               | AMENDED          |
| PROGRAM FUNCTION OBJECT                              | 6/30/2023      | ENDING 6/30/24 | APPROVED            | APPROVED         |
| <b>100 REGULAR PROGRAMS</b>                          |                |                |                     |                  |
| <b>1000 Instruction</b>                              |                |                |                     |                  |
| 100 Salaries                                         | 56,242         | 56,242         | 56,242              | 56,242           |
| 200 Benefits                                         | 28,128         | 28,128         | 28,128              | 28,128           |
| 300/400/500 Purchased Service                        |                |                |                     |                  |
| 600 Supplies                                         | 183,306        | 183,306        | 183,306             | 183,306          |
| 700 Property                                         | 15,218         | 15,218         | 15,218              | 15,218           |
| 800 Other                                            | 4,730          | 4,730          | 4,730               | 4,730            |
| <b>100 TOTAL REGULAR PROGRAMS</b>                    | <b>287,624</b> | <b>287,624</b> | <b>287,624</b>      | <b>287,624</b>   |
| <b>200 SPECIAL PROGRAMS</b>                          |                |                |                     |                  |
| <b>1000 Instruction</b>                              |                |                |                     |                  |
| 100 Salaries                                         |                |                | 800,000             | 800,000          |
| 200 Benefits                                         |                |                | 320,000             | 320,000          |
| 300/400/500 Purchased Service                        |                |                | 119,000             | 119,000          |
| 600 Supplies                                         |                |                | 50,000              | 50,000           |
| 700 Property                                         |                |                |                     |                  |
| <b>270 TOTAL SPECIAL PROGRAMS</b>                    | <b>0</b>       | <b>0</b>       | <b>1,289,000</b>    | <b>1,289,000</b> |
| <b>300 VOCATIONAL &amp; TECHNICAL PROGRAMS</b>       |                |                |                     |                  |
| <b>1000 Instruction</b>                              |                |                |                     |                  |
| 100 Salaries                                         |                |                | 125,000             | 125,000          |
| 200 Benefits                                         |                |                | 60,000              | 60,000           |
| 300/400/500 Purchased Service                        | 5,985          | 5,985          | 5,985               | 5,985            |
| 600 Supplies                                         | 161,286        | 161,286        | 161,286             | 161,286          |
| 700 Property                                         | 138,877        | 138,877        | 138,877             | 138,877          |
| 800 Other                                            | 1,176          | 1,176          | 1,176               | 1,176            |
| <b>300 TOTAL VOCATIONAL &amp; TECHNICAL PROGRAMS</b> | <b>307,324</b> | <b>307,324</b> | <b>492,324</b>      | <b>492,324</b>   |
| <b>000 UNDISTRIBUTED EXPENDITURES</b>                |                |                |                     |                  |
| <b>2100 Student Support</b>                          |                |                |                     |                  |
| 100 Salaries                                         |                |                |                     |                  |
| 200 Benefits                                         |                |                |                     |                  |
| 300/400/500 Purchased Service                        |                |                |                     |                  |
| 600 Supplies                                         | 56             | 56             | 52                  | 52               |
| 700 Property                                         |                |                |                     |                  |
| 800 Other                                            |                |                |                     |                  |
| <b>2100 SUBTOTAL</b>                                 | <b>56</b>      | <b>56</b>      | <b>52</b>           | <b>52</b>        |
| <b>2200 Instructional Staff Support</b>              |                |                |                     |                  |
| 100 Salaries                                         |                |                |                     |                  |
| 200 Benefits                                         |                |                |                     |                  |
| 300/400/500 Purchased Service                        |                |                |                     |                  |
| 600 Supplies                                         |                |                |                     |                  |
| 700 Property                                         |                |                |                     |                  |
| 800 Other                                            |                |                |                     |                  |
| <b>2200 SUBTOTAL</b>                                 | <b>0</b>       | <b>0</b>       | <b>0</b>            | <b>0</b>         |

|                                                 | (1)         | (2)            | (3)                 | (4)       |
|-------------------------------------------------|-------------|----------------|---------------------|-----------|
|                                                 | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                                 | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
| PROGRAM FUNCTION OBJECT                         | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>2300 General Administration</b>              |             |                |                     |           |
| 100 Salaries                                    |             |                |                     |           |
| 200 Benefits                                    |             |                |                     |           |
| 300/400/500 Purchased Service                   | 1,232       | 1,232          |                     |           |
| 600 Supplies                                    |             |                |                     |           |
| 700 Property                                    |             |                |                     |           |
| 800 Other                                       |             |                |                     |           |
| <b>2300 SUBTOTAL</b>                            | 1,232       | 1,232          | 0                   | 0         |
| <b>2400 SUBTOTAL</b>                            | 0           | 0              |                     |           |
| <b>2600 Operations and Maintenance of Plant</b> |             |                |                     |           |
| 100 Salaries                                    |             |                |                     |           |
| 200 Benefits                                    |             |                |                     |           |
| 300/400/500 Purchased Service                   | 22,815      | 22,815         | 20,000              | 20,000    |
| 600 Supplies                                    |             |                |                     |           |
| 700 Property                                    |             |                |                     |           |
| 800 Other                                       |             |                |                     |           |
| <b>2600 SUBTOTAL</b>                            | 22,815      | 22,815         | 20,000              | 20,000    |
| <b>2700 Student Transportation</b>              |             |                |                     |           |
| 100 Salaries                                    |             |                |                     |           |
| 200 Benefits                                    |             |                |                     |           |
| 300/400/500 Purchased Service                   | 1,984       | 1,984          | 1,000               | 1,000     |
| 600 Supplies                                    |             |                |                     |           |
| 700 Property                                    |             |                |                     |           |
| 800 Other                                       |             |                |                     |           |
| <b>2700 SUBTOTAL</b>                            | 1,984       | 1,984          | 1,000               | 1,000     |
| <b>6200 Other Fund Transfers</b>                |             |                |                     |           |
| 910 Interfund Transfers                         |             |                |                     |           |
|                                                 |             |                |                     |           |
| <b>000 TOTAL UNDISTRIBUTED EXPENDITURES</b>     | 26,087      | 26,087         | 21,052              | 21,052    |
| <b>TOTAL ALL EXPENDITURES</b>                   | 621,035     | 621,035        | 2,090,000           | 2,090,000 |
| <b>6300 Contingency</b>                         |             |                |                     |           |
| <b>ENDING FUND BALANCE</b>                      |             |                |                     |           |
| Reserved Ending Balance                         | 0           | 0              | 0                   | 0         |
| Unreserved Ending Balance                       | 0           | 0              | 0                   | 0         |
| <b>TOTAL ENDING FUND BALANCE</b>                | 0           | 0              | 0                   | 0         |
| <b>TOTAL APPLICATIONS</b>                       | 621,035     | 621,035        | 2,090,000           | 2,090,000 |

|                                               | (1)         | (2)            | (3)                 | (4)        |
|-----------------------------------------------|-------------|----------------|---------------------|------------|
|                                               | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |            |
|                                               | YEAR ENDING | PRIOR          | FINAL               | AMENDED    |
| REVENUE                                       | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED   |
| <b>1000 LOCAL SOURCES</b>                     |             |                |                     |            |
| 1100 Tax Revenue                              |             |                |                     |            |
| 1110 Property Taxes                           |             |                |                     |            |
| 1111 Net Proceeds of Mines                    |             |                |                     |            |
| 1150 Residential Construction Tax             |             |                |                     |            |
| 1400 Transportation Fees                      |             |                |                     |            |
| 1500 Earnings on Investments                  |             |                |                     |            |
| 1800 Community Service Activities             |             |                |                     |            |
| 1900 Other Revenues                           |             |                |                     |            |
| 1910 Rentals                                  |             |                |                     |            |
| 1920 Donations                                |             |                |                     |            |
| 1950/60 Services Provided other Governments   |             |                |                     |            |
| 1990 Miscellaneous                            |             |                |                     |            |
| <b>TOTAL LOCAL SOURCES</b>                    | 0           | 0              | 0                   | 0          |
| <b>3000 REVENUE FROM STATE SOURCES</b>        |             |                |                     |            |
| 3110 Distributive School Fund                 |             |                |                     |            |
| 3115 Special Education - PCFP Funding         |             |                |                     | 0          |
| 3200 Restricted Funding/Grants -in-Aid Rev    |             |                |                     |            |
| 3210 Special Transportation                   |             |                |                     |            |
| 3270 State Special Education Funding          | 4,669,092   | 4,895,480      | 4,477,155           | 4,835,124  |
| 3800 In Lieu of Taxes                         |             |                |                     |            |
| 3900 For/on behalf of School District         |             |                |                     |            |
| <b>TOTAL STATE SOURCES</b>                    | 4,669,092   | 4,895,480      | 4,477,155           | 4,835,124  |
| <b>4000 FEDERAL SOURCES</b>                   |             |                |                     |            |
| 4300 Restricted - Direct                      |             |                |                     |            |
| 4500 Restricted - State Agency                |             |                |                     |            |
| 4700 Federal Other Flow Through               |             |                |                     |            |
| 4710 Forrest Revenue                          |             |                |                     |            |
| 4800 Revenue in Lieu of Taxes                 |             |                |                     |            |
| 4900 Revenue for-on behalf of School District |             |                |                     |            |
| <b>TOTAL FEDERAL SOURCES</b>                  | 0           | 0              |                     |            |
| <b>5000 OTHER SOURCES OF FUNDS</b>            |             |                |                     |            |
| 5100 Issuance of Bonds                        |             |                |                     |            |
| 5110 Bond Principal                           |             |                |                     |            |
| 5120 Premium/Discount of Bond Sale            |             |                |                     |            |
| 5200 Transfers from Other Funds               | 9,590,088   | 12,375,000     | 16,830,000          | 16,830,000 |
| 5300 Gain/Loss on Disposal of Assets          |             |                |                     |            |
| 5400 Loan Proceeds (>12 months)               |             |                |                     |            |
| 5500 Capital Lease Proceeds                   |             |                |                     |            |
| 5600 Other Long-Term Debt Proceeds            |             |                |                     |            |
| <b>TOTAL OTHER SOURCES</b>                    | 9,590,088   | 12,375,000     | 16,830,000          | 16,830,000 |
| <b>8000 OPENING FUND BALANCE</b>              |             |                |                     |            |
| Reserved Opening Balance (NPM)                |             |                |                     |            |
| Unreserved Opening Balance                    | 717,038     | 770,199        | 845                 | 415,969    |
| <b>TOTAL OPENING BALANCE</b>                  | 717,038     | 770,199        | 845                 | 415,969    |
| Prior Period Adjustments                      |             |                |                     |            |
| Residual Equity transfers                     |             |                |                     |            |
| <b>TOTAL ALL RESOURCES</b>                    | 14,976,218  | 18,040,679     | 21,308,000          | 22,081,093 |

|                                                           | (1)               | (2)               | (3)                 | (4)               |
|-----------------------------------------------------------|-------------------|-------------------|---------------------|-------------------|
|                                                           | ACTUAL            | ACTUAL            | FISCAL YEAR 2024-25 |                   |
|                                                           | YEAR ENDING       | PRIOR             | FINAL               | AMENDED           |
| PROGRAM FUNCTION OBJECT                                   | 6/30/2023         | ENDING 6/30/24    | APPROVED            | APPROVED          |
| <b>200 SPECIAL PROGRAMS</b>                               |                   |                   |                     |                   |
| <b>1000 Instruction</b>                                   |                   |                   |                     |                   |
| 100 Salaries                                              | 6,614,967         | 7,814,114         | 9,100,000           | 9,125,000         |
| 200 Benefits                                              | 2,971,105         | 3,820,264         | 3,890,000           | 3,890,000         |
| 300/400/500 Purchased Service                             |                   | 7,162             | 15,000              | 30,000            |
| 600 Supplies                                              | 16,218            | 31,920            | 95,000              | 105,000           |
| 700 Property                                              | 7,500             |                   |                     | 8,093             |
| 800 Other                                                 |                   |                   |                     |                   |
| <b>1000 SUBTOTAL</b>                                      | <b>9,609,790</b>  | <b>11,673,460</b> | <b>13,100,000</b>   | <b>13,158,093</b> |
| <b>2100 Student Support Services</b>                      |                   |                   |                     |                   |
| 100 Salaries                                              | 1,901,788         | 2,840,193         | 4,018,000           | 2,950,000         |
| 200 Benefits                                              | 770,066           | 1,092,342         | 1,798,000           | 1,100,000         |
| 300/400/500 Purchased Service                             | 1,080,732         | 1,025,879         | 500,000             | 2,975,000         |
| 600 Supplies                                              | 102               | 1,871             | 13,000              | 13,000            |
| 700 Property                                              |                   |                   |                     |                   |
| 800 Other                                                 |                   |                   |                     |                   |
| <b>2100 SUBTOTAL</b>                                      | <b>3,752,688</b>  | <b>4,960,285</b>  | <b>6,329,000</b>    | <b>7,038,000</b>  |
| <b>2200 Instruction Staff Support</b>                     |                   |                   |                     |                   |
| 100 Salaries                                              | 1,317             | 13,018            | 186,000             | 186,000           |
| 200 Benefits                                              | 121               | 1,265             | 80,000              | 80,000            |
| 300/400/500 Purchased Service                             | 57                | 0                 | 100,000             | 100,000           |
| 600 Supplies                                              |                   |                   |                     |                   |
| 700 Property                                              |                   |                   |                     |                   |
| 800 Other                                                 |                   |                   |                     |                   |
| <b>2200 SUBTOTAL</b>                                      | <b>1,495</b>      | <b>14,283</b>     | <b>366,000</b>      | <b>366,000</b>    |
| <b>2300 General Administration</b>                        |                   |                   |                     |                   |
| 100 Salaries                                              | 206,968           | 204,089           | 218,000             | 218,000           |
| 200 Benefits                                              | 68,928            | 77,931            | 94,000              | 94,000            |
| 300/400/500 Purchased Service                             | 11,679            | 4,454             | 7,000               | 7,000             |
| 600 Supplies                                              | 1,309             | 7,639             | 4,000               | 10,000            |
| 700 Property                                              |                   |                   |                     |                   |
| 800 Other                                                 |                   |                   |                     |                   |
| <b>2300 SUBTOTAL</b>                                      | <b>288,883</b>    | <b>294,113</b>    | <b>323,000</b>      | <b>329,000</b>    |
| <b>2700 Student Transportation</b>                        |                   |                   |                     |                   |
| 100 Salaries                                              | 395,132           | 489,932           | 800,000             | 800,000           |
| 200 Benefits                                              | 158,031           | 192,637           | 390,000             | 390,000           |
| 300/400/500 Purchased Service                             |                   |                   |                     |                   |
| 600 Supplies                                              |                   |                   |                     |                   |
| 700 Property                                              |                   |                   |                     |                   |
| 800 Other                                                 |                   |                   |                     |                   |
| <b>2700 SUBTOTAL</b>                                      | <b>553,163</b>    | <b>682,569</b>    | <b>1,190,000</b>    | <b>1,190,000</b>  |
| <b>4000 TOTAL FACILITIES ACQUISITION AND CONSTRUCTION</b> |                   |                   |                     |                   |
| <b>6200 Other Fund Transfers</b>                          |                   |                   |                     |                   |
| 910 Interfund Transfers                                   |                   |                   |                     |                   |
| <b>5300 Conversion Factor Reduction</b>                   |                   |                   |                     |                   |
| <b>200 TOTAL SPECIAL PROGRAMS</b>                         | <b>14,206,019</b> | <b>17,624,710</b> | <b>21,308,000</b>   | <b>22,081,093</b> |
| <b>TOTAL ALL EXPENDITURES</b>                             | <b>14,206,019</b> | <b>17,624,710</b> | <b>21,308,000</b>   | <b>22,081,093</b> |
| <b>6300 Contingency</b>                                   |                   |                   |                     |                   |
| <b>ENDING FUND BALANCE</b>                                |                   |                   |                     |                   |
| Reserved Ending Balance                                   |                   |                   |                     |                   |
| Unreserved Ending Balance                                 | 770,199           | 415,969           | 0                   | (0)               |
| <b>TOTAL ENDING FUND BALANCE</b>                          | <b>770,199</b>    | <b>415,969</b>    | <b>0</b>            | <b>(0)</b>        |
| <b>TOTAL APPLICATIONS</b>                                 | <b>14,976,218</b> | <b>18,040,679</b> | <b>21,308,000</b>   | <b>22,081,093</b> |

|                                             | (1)         | (2)            | (3)                 | (4)      |
|---------------------------------------------|-------------|----------------|---------------------|----------|
|                                             | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |          |
|                                             | YEAR ENDING | PRIOR          | FINAL               | AMENDED  |
| REVENUE                                     | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED |
| <b>1000 LOCAL SOURCES</b>                   |             |                |                     |          |
| 1100 Tax Revenue                            |             |                |                     |          |
| 1110 Property Taxes                         |             |                |                     |          |
| 1111 Net Proceeds of Mines                  |             |                |                     |          |
| 1112 Net Proceeds Of Mines -Prior Year      |             |                |                     |          |
| 1120 School Support Taxes                   |             |                |                     |          |
| 1150 Residential Construction Tax           |             |                |                     |          |
| 1190 Other Taxes                            |             |                |                     |          |
| 1191 Franchise Taxes                        |             |                |                     |          |
| 1192 Governmental Services Tax              |             |                |                     |          |
| 1200 Local Gov Units - Not School Districts |             |                |                     |          |
| 1210 Rev in Lieu of Taxes - Boat Tax        |             |                |                     |          |
| 1300 Tuition                                |             |                |                     |          |
| 1400 Transportation Fees                    |             |                |                     |          |
| 1500 Earnings on Investments                |             |                |                     |          |
| 1600 Food Service Revenue                   |             |                |                     |          |
| 1611 Daily Sales - School Lunch             |             |                |                     |          |
| 1612 Daily Sales - School Breakfast         |             |                |                     |          |
| 1613 Daily Sales - Special Milk             |             |                |                     |          |
| 1614 Daily Sales - After School Program     |             |                |                     |          |
| 1700 District Activities Revenue            |             |                |                     |          |
| 1800 Community Service Activities           |             |                |                     |          |
| 1900 Other Revenues                         |             |                |                     |          |
| 1910 Rentals                                |             |                |                     |          |
| 1920 Donations                              | 16,004      | 15,000         | 15,000              | 15,000   |
| 1950/60 Services Provided other Governments |             |                |                     |          |
| 1990 Miscellaneous                          |             |                |                     |          |
| <b>TOTAL LOCAL SOURCES</b>                  | 16,004      | 15,000         | 15,000              | 15,000   |
| <b>5000 OTHER SOURCES OF FUNDS</b>          |             |                |                     |          |
| 5100 Issuance of Bonds                      |             |                |                     |          |
| 5110 Bond Principal                         |             |                |                     |          |
| 5120 Premium/Discount of Bond Sale          |             |                |                     |          |
| 5200 Transfers from Other Funds             |             |                |                     |          |
| 5300 Gain/Loss on Disposal of Assets        |             |                |                     |          |
| 5400 Loan Proceeds (>12 months)             |             |                |                     |          |
| 5500 Capital Lease Proceeds                 |             |                |                     |          |
| 5600 Other Long-Term Debt Proceeds          |             |                |                     |          |
| <b>TOTAL OTHER SOURCES</b>                  | 0           | 0              | 0                   | 0        |
| <b>8000 OPENING FUND BALANCE</b>            |             |                |                     |          |
| Reserved Opening Balance (NPM)              |             |                |                     |          |
| Unreserved Opening Balance                  | 22,917      | 31,806         | 26,806              | 26,806   |
| <b>TOTAL OPENING BALANCE</b>                | 22,917      | 31,806         | 26,806              | 26,806   |
| Prior Period Adjustments                    |             |                |                     |          |
| Residual Equity transfers                   |             |                |                     |          |
| <b>TOTAL ALL RESOURCES</b>                  | 38,921      | 46,806         | 41,806              | 41,806   |



|                                             | (1)         | (2)            | (3)                 | (4)      |
|---------------------------------------------|-------------|----------------|---------------------|----------|
|                                             | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |          |
|                                             | YEAR ENDING | PRIOR          | FINAL               | AMENDED  |
| PROGRAM FUNCTION OBJECT                     | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED |
| <b>100 REGULAR PROGRAMS</b>                 |             |                |                     |          |
| <b>1000 Instruction</b>                     |             |                |                     |          |
| 100 Salaries                                |             |                |                     |          |
| 200 Benefits                                |             | 10,000         | 25,000              | 25,000   |
| 300/400/500 Purchased Service               |             |                |                     |          |
| 600 Supplies                                |             |                |                     | 0        |
| 700 Property                                |             |                |                     |          |
| 800 Other                                   |             |                |                     |          |
| <b>100 TOTAL REGULAR PROGRAMS</b>           | 0           | 10,000         | 25,000              | 25,000   |
| <b>000 UNDISTRIBUTED EXPENDITURES</b>       |             |                |                     |          |
| <b>2100 Student Support</b>                 |             |                |                     |          |
| 100 Salaries                                |             |                |                     |          |
| 200 Benefits                                |             |                |                     |          |
| 300/400/500 Purchased Service               |             |                |                     |          |
| 600 Supplies                                | 7,115       | 10,000         | 16,000              | 16,000   |
| 700 Property                                |             |                |                     |          |
| 800 Other                                   |             |                |                     |          |
| <b>000 TOTAL UNDISTRIBUTED EXPENDITURES</b> | 7,115       | 10,000         | 16,000              | 16,000   |
| <b>TOTAL ALL EXPENDITURES</b>               | 7,115       | 20,000         | 41,000              | 41,000   |
| <b>6300 Contingency</b>                     |             |                |                     |          |
| <b>ENDING FUND BALANCE</b>                  |             |                |                     |          |
| Reserved Ending Balance                     |             |                |                     |          |
| Unreserved Ending Balance                   | 31,806      | 26,806         | 806                 | 806      |
| <b>TOTAL ENDING FUND BALANCE</b>            | 31,806      | 26,806         | 806                 | 806      |
| <b>TOTAL APPLICATIONS</b>                   | 38,921      | 46,806         | 41,806              | 41,806   |

|                                               | (1)         | (2)            | (3)                 | (4)       |
|-----------------------------------------------|-------------|----------------|---------------------|-----------|
|                                               | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                               | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
|                                               | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>REVENUE</b>                                |             |                |                     |           |
| <b>1000 LOCAL SOURCES</b>                     |             |                |                     |           |
| 1100 Tax Revenue                              |             |                |                     |           |
| 1400 Transportation Fees                      |             |                |                     |           |
| 1500 Earnings on Investments                  |             |                |                     |           |
| 1600 Food Service Revenue                     |             |                |                     |           |
| 1611 Daily Sales - School Lunch               |             |                |                     |           |
| 1612 Daily Sales - School Breakfast           |             |                |                     |           |
| 1613 Daily Sales - Special Milk               |             |                |                     |           |
| 1614 Daily Sales - After School Program       |             |                |                     |           |
| 1700 District Activities Revenue              |             |                |                     |           |
| 1800 Community Service Activities             |             |                |                     |           |
| 1900 Other Revenues                           |             |                |                     |           |
| 1910 Rentals                                  |             |                |                     |           |
| 1920 Donations                                |             |                |                     |           |
| 1950/60 Services Provided other Governments   |             |                |                     |           |
| 1990 Miscellaneous                            |             |                |                     |           |
| <b>TOTAL LOCAL SOURCES</b>                    | 0           | 0              | 0                   | 0         |
| <b>3000 REVENUE FROM STATE SOURCES</b>        |             |                |                     |           |
| 3110 Distributive School Fund                 |             |                |                     |           |
| 3115 Special Education - DSA Funding          |             |                |                     |           |
| 3200 Restricted Funding/Grants -in-Aid Rev    |             |                |                     |           |
| 3210 Special Transportation                   |             |                |                     |           |
| 3220 Adult High School Diploma                |             |                |                     |           |
| 3230 Class Size Reduction                     |             |                |                     |           |
| 3800 In Lieu of Taxes                         |             |                |                     |           |
| 3900 For/on behalf of School District         |             |                |                     |           |
| <b>TOTAL STATE SOURCES</b>                    | 0           | 0              | 0                   | 0         |
| <b>4000 FEDERAL SOURCES</b>                   |             |                |                     |           |
| 4100 Unrestricted - Direct Fed Gov't          |             |                |                     |           |
| 4103 Energy Education / E-Rate                |             |                |                     |           |
| 4200 Unrestricted - State Agency              |             |                |                     |           |
| 4300 Restricted - Direct                      |             |                |                     |           |
| 4500 Restricted - State Agency                | 13,327,128  | 9,691,442      | 6,908,000           | 6,908,000 |
| 4700 Federal Other Flow Through               |             |                |                     |           |
| 4710 Forrest Revenue                          |             |                |                     |           |
| 4800 Revenue in Lieu of Taxes                 |             |                |                     |           |
| 4900 Revenue for-on behalf of School District |             |                |                     |           |
| <b>TOTAL FEDERAL SOURCES</b>                  | 13,327,128  | 9,691,442      | 6,908,000           | 6,908,000 |
| <b>5000 OTHER SOURCES OF FUNDS</b>            |             |                |                     |           |
| 5100 Issuance of Bonds                        |             |                |                     |           |
| 5110 Bond Principal                           |             |                |                     |           |
| 5120 Premium/Discount of Bond Sale            |             |                |                     |           |
| 5200 Transfers from Other Funds               |             |                |                     |           |
| 5300 Gain/Loss on Disposal of Assets          |             |                |                     |           |
| 5400 Loan Proceeds (>12 months)               |             |                |                     |           |
| 5500 Capital Lease Proceeds                   |             |                |                     |           |
| 5600 Other Long-Term Debt Proceeds            |             |                |                     |           |
| <b>TOTAL OTHER SOURCES</b>                    | 0           | 0              | 0                   | 0         |
| <b>8000 OPENING FUND BALANCE</b>              |             |                |                     |           |
| Reserved Opening Balance (NPM)                |             |                |                     |           |
| Unreserved Opening Balance                    |             | 0              | 0                   | 0         |
| <b>TOTAL OPENING BALANCE</b>                  | 0           | 0              | 0                   | 0         |
| Prior Period Adjustments                      |             |                |                     |           |
| Residual Equity transfers                     |             |                |                     |           |
| <b>TOTAL ALL RESOURCES</b>                    | 13,327,128  | 9,691,442      | 6,908,000           | 6,908,000 |

|                                                      | (1)              | (2)                 | (3)                 | (4)                 |
|------------------------------------------------------|------------------|---------------------|---------------------|---------------------|
|                                                      | ACTUAL           | ACTUAL              | FISCAL YEAR 2024-25 |                     |
|                                                      | YEAR ENDING      | PRIOR               | FINAL               | AMENDED             |
| PROGRAM FUNCTION OBJECT                              | 6/30/2023        | ENDING 6/30/24      | APPROVED            | APPROVED            |
| <b>100 REGULAR PROGRAMS</b>                          |                  |                     |                     |                     |
| <b>1000 Instruction</b>                              |                  |                     |                     |                     |
| 100 Salaries                                         | 626,481          | 1,075,000           | 650,000             | 650,000             |
| 200 Benefits                                         | 84,421           | 164,977             | 100,000             | 100,000             |
| 300/400/500 Purchased Service                        | 644,952          | 113,706             | 113,000             | 113,000             |
| 600 Supplies                                         | 179,936          | 600,000             | 250,000             | 250,000             |
| 700 Property                                         | 15,683           | 21,550              | 21,000              | 21,000              |
| 800 Other                                            | 2,976            |                     |                     |                     |
| <b>1000 SUBTOTAL</b>                                 | <b>1,554,449</b> | <b>1,975,233.00</b> | <b>1,134,000.00</b> | <b>1,134,000.00</b> |
| <b>2700 Student Transportation</b>                   |                  |                     |                     |                     |
| 100 Salaries                                         |                  |                     |                     |                     |
| 200 Benefits                                         |                  |                     |                     |                     |
| 300/400/500 Purchased Service                        |                  |                     |                     |                     |
| 600 Supplies                                         |                  |                     |                     |                     |
| 700 Property                                         |                  |                     |                     |                     |
| 800 Other                                            |                  |                     |                     |                     |
| <b>2700 SUBTOTAL</b>                                 | <b>0</b>         | <b>-</b>            | <b>-</b>            | <b>-</b>            |
| <b>100 TOTAL REGULAR EXPENDITURES</b>                | <b>1,554,449</b> | <b>1,975,233.00</b> | <b>1,134,000.00</b> | <b>1,134,000.00</b> |
| <b>200 SPECIAL PROGRAMS</b>                          |                  |                     |                     |                     |
| <b>1000 Instruction</b>                              |                  |                     |                     |                     |
| 100 Salaries                                         | 1,154,957        | 1,073,200           | 873,000             | 873,000             |
| 200 Benefits                                         | 276,463          | 344,847             | 274,000             | 274,000             |
| 300/400/500 Purchased Service                        | 695,210          | 453,598             | 250,000             | 250,000             |
| 600 Supplies                                         | 178,030          | 125,000             | 125,000             | 125,000             |
| 700 Property                                         | 7,500            |                     |                     |                     |
| 800 Other                                            |                  |                     |                     |                     |
| <b>1000 SUBTOTAL</b>                                 | <b>2,312,160</b> | <b>1,996,645.00</b> | <b>1,522,000.00</b> | <b>1,522,000.00</b> |
| <b>2700 Student Transportation</b>                   |                  |                     |                     |                     |
| 100 Salaries                                         |                  |                     |                     |                     |
| 200 Benefits                                         |                  |                     |                     |                     |
| 300/400/500 Purchased Service                        |                  |                     |                     |                     |
| 600 Supplies                                         |                  |                     |                     |                     |
| 700 Property                                         |                  |                     |                     |                     |
| 800 Other                                            |                  |                     |                     |                     |
| <b>2700 SUBTOTAL</b>                                 | <b>0</b>         | <b>-</b>            | <b>-</b>            | <b>-</b>            |
| <b>200 TOTAL SPECIAL PROGRAMS</b>                    | <b>2,312,160</b> | <b>1,996,645.00</b> | <b>1,522,000.00</b> | <b>1,522,000.00</b> |
| <b>300 VOCATIONAL &amp; TECHNICAL PROGRAMS</b>       |                  |                     |                     |                     |
| <b>1000 Instruction</b>                              |                  |                     |                     |                     |
| 100 Salaries                                         | 14,000           |                     |                     |                     |
| 200 Benefits                                         |                  |                     |                     |                     |
| 300/400/500 Purchased Service                        |                  | 5,668               | 5,000               | 5,000               |
| 600 Supplies                                         | 188,451          | 72,842              | 72,000              | 72,000              |
| 700 Property                                         |                  | 65,862              | 65,000              | 65,000              |
| 800 Other                                            | 356              |                     |                     |                     |
| <b>300 TOTAL VOCATIONAL &amp; TECHNICAL PROGRAMS</b> | <b>202,807</b>   | <b>144,372.00</b>   | <b>142,000.00</b>   | <b>142,000.00</b>   |

|                                         | (1)              | (2)               | (3)                 | (4)               |
|-----------------------------------------|------------------|-------------------|---------------------|-------------------|
|                                         | ACTUAL           | ACTUAL            | FISCAL YEAR 2024-25 |                   |
|                                         | YEAR ENDING      | PRIOR             | FINAL               | AMENDED           |
| PROGRAM FUNCTION OBJECT                 | 6/30/2023        | ENDING 6/30/24    | APPROVED            | APPROVED          |
| <b>440 SUMMER SCHOOL</b>                |                  |                   |                     |                   |
| <b>1000 Instruction</b>                 |                  |                   |                     |                   |
| 100 Salaries                            | 2,414,823        | 697,226           | 597,000             | 597,000           |
| 200 Benefits                            | 84,674           | 23,682            | 24,000              | 24,000            |
| 300/400/500 Purchased Service           |                  |                   |                     |                   |
| 600 Supplies                            | 169,966          | 117,255           | 110,000             | 110,000           |
| 700 Property                            |                  |                   |                     |                   |
| 800 Other                               |                  |                   |                     |                   |
| <b>440 TOTAL SUMMER SCHOOL</b>          | <b>2,669,463</b> | <b>838,163.00</b> | <b>731,000.00</b>   | <b>731,000.00</b> |
| <b>000 UNDISTRIBUTED EXPENDITURES</b>   |                  |                   |                     |                   |
| <b>2100 Student Support</b>             |                  |                   |                     |                   |
| 100 Salaries                            | 187,194          | 365,663           | 360,000             | 360,000           |
| 200 Benefits                            | 46,109           | 36,164            | 36,000              | 36,000            |
| 300/400/500 Purchased Service           | 1,599,849        | 751,593           | 250,000             | 250,000           |
| 600 Supplies                            | 647,665          | 800,000           | 500,000             | 500,000           |
| 700 Property                            |                  |                   |                     |                   |
| 800 Other                               | 174              | 334               | 1,000               | 1,000             |
| <b>2100 SUBTOTAL</b>                    | <b>2,480,991</b> | <b>1,953,754</b>  | <b>1,147,000</b>    | <b>1,147,000</b>  |
| <b>2200 Instructional Staff Support</b> |                  |                   |                     |                   |
| 100 Salaries                            | 660,785          | 680,937           | 380,000             | 380,000           |
| 200 Benefits                            | 123,901          | 96,589            | 96,000              | 96,000            |
| 300/400/500 Purchased Service           | 444,310          | 231,127           | 31,000              | 31,000            |
| 600 Supplies                            | 596,271          | 126,705           | 126,000             | 126,000           |
| 700 Property                            | 719              |                   |                     |                   |
| 800 Other                               |                  |                   |                     |                   |
| <b>2200 SUBTOTAL</b>                    | <b>1,825,986</b> | <b>1,135,358</b>  | <b>633,000</b>      | <b>633,000</b>    |
| <b>2300 General Administration</b>      |                  |                   |                     |                   |
| 100 Salaries                            |                  | 80,073            | 80,000              | 80,000            |
| 200 Benefits                            |                  | 2,150             | 2,000               | 2,000             |
| 300/400/500 Purchased Service           | 187,236          | 276,500           | 270,000             | 270,000           |
| 600 Supplies                            | 317,984          |                   |                     |                   |
| 700 Property                            |                  |                   |                     |                   |
| 800 Other                               |                  |                   |                     |                   |
| <b>2300 SUBTOTAL</b>                    | <b>505,220</b>   | <b>358,723</b>    | <b>352,000</b>      | <b>352,000</b>    |
| <b>2400 School Administration</b>       |                  |                   |                     |                   |
| 100 Salaries                            | 62,000           | 234,171           | 230,000             | 230,000           |
| 200 Benefits                            | 2,665            | 11,397            | 10,000              | 10,000            |
| 300/400/500 Purchased Service           |                  |                   |                     |                   |
| 600 Supplies                            |                  |                   |                     |                   |
| 700 Property                            |                  |                   |                     |                   |
| 800 Other                               |                  |                   |                     |                   |
| <b>2400 SUBTOTAL</b>                    | <b>64,665</b>    | <b>245,568</b>    | <b>240,000</b>      | <b>240,000</b>    |
| <b>2500 Central Services</b>            |                  |                   |                     |                   |
| 100 Salaries                            | 194,802          | 253,179           | 220,000             | 220,000           |
| 200 Benefits                            | 64,140           | 59,158            | 50,000              | 50,000            |
| 300/400/500 Purchased Service           |                  | 175               | 0                   | 0                 |
| 600 Supplies                            |                  | 97,678            | 100,000             | 100,000           |
| 700 Property                            |                  |                   |                     |                   |
| 800 Other                               |                  |                   |                     |                   |
| <b>2500 SUBTOTAL</b>                    | <b>258,942</b>   | <b>410,190</b>    | <b>370,000</b>      | <b>370,000</b>    |

|                                                 | (1)         | (2)            | (3)                 | (4)       |
|-------------------------------------------------|-------------|----------------|---------------------|-----------|
|                                                 | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                                 | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
| PROGRAM FUNCTION OBJECT                         | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>2600 Operations and Maintenance of Plant</b> |             |                |                     |           |
| 100 Salaries                                    |             |                |                     |           |
| 200 Benefits                                    |             |                |                     |           |
| 300/400/500 Purchased Service                   | 1,379,075   |                |                     |           |
| 600 Supplies                                    |             | 543,428        | 546,000             | 546,000   |
| 700 Property                                    |             | 14,904         | 14,000              | 14,000    |
| 800 Other                                       |             |                |                     |           |
| <b>2600 SUBTOTAL</b>                            | 1,379,075   | 558,332        | 560,000             | 560,000   |
| <b>2700 Student Transportation</b>              |             |                |                     |           |
| 100 Salaries                                    | 5,683       |                |                     |           |
| 200 Benefits                                    | 52          |                |                     |           |
| 300/400/500 Purchased Service                   | 9,087       | 2,000          | 2,000               | 2,000     |
| 600 Supplies                                    |             |                |                     |           |
| 700 Property                                    |             |                |                     |           |
| 800 Other                                       |             |                |                     |           |
| <b>2700 SUBTOTAL</b>                            | 14,822      | 2,000          | 2,000               | 2,000     |
| <b>3300 Community Service Operations</b>        |             |                |                     |           |
| 100 Salaries                                    |             |                |                     |           |
| 200 Benefits                                    |             |                |                     |           |
| 300/400/500 Purchased Service                   |             |                |                     |           |
| 600 Supplies                                    | 58,548      | 73,104         | 75,000              | 75,000    |
| 700 Property                                    |             |                |                     |           |
| 800 Other                                       |             |                |                     |           |
| <b>3300 SUBTOTAL</b>                            | 58,548      | 73,104         | 75,000              | 75,000    |
| <b>6200 Other Fund Transfers</b>                |             |                |                     |           |
| 910 Interfund Transfers                         |             |                |                     |           |
| <b>5300 Conversion Factor Reduction</b>         |             |                |                     |           |
| <b>000 TOTAL UNDISTRIBUTED EXPENDITURES</b>     | 6,588,249   | 4,737,029      | 3,379,000           | 3,379,000 |
| <b>TOTAL ALL EXPENDITURES</b>                   | 13,327,128  | 9,691,442      | 6,908,000           | 6,908,000 |
| <b>6300 Contingency</b>                         |             |                |                     |           |
| <b>ENDING FUND BALANCE</b>                      |             |                |                     |           |
| Reserved Ending Balance                         |             |                |                     |           |
| Unreserved Ending Balance                       | 0           | 0              | 0                   | 0         |
| <b>TOTAL ENDING FUND BALANCE</b>                | 0           | 0              | 0                   | 0         |
| <b>TOTAL APPLICATIONS</b>                       | 13,327,128  | 9,691,442      | 6,908,000           | 6,908,000 |

|                                               | (1)         | (2)            | (3)                 | (4)      |
|-----------------------------------------------|-------------|----------------|---------------------|----------|
|                                               | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |          |
|                                               | YEAR ENDING | PRIOR          | FINAL               | AMENDED  |
| REVENUE                                       | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED |
| <b>1000 LOCAL SOURCES</b>                     |             |                |                     |          |
| 1100 Tax Revenue                              |             |                |                     |          |
| 1110 Property Taxes                           |             |                |                     |          |
| 1150 Residential Construction Tax             |             |                |                     |          |
| 1190 Other Taxes                              |             |                |                     |          |
| 1191 Franchise Taxes                          |             |                |                     |          |
| 1192 Governmental Services Tax                |             |                |                     |          |
| 1200 Local Gov Units - Not School Districts   |             |                |                     |          |
| 1210 Rev in Lieu of Taxes                     |             |                |                     |          |
| 1300 Tuition                                  |             |                |                     |          |
| 1400 Transportation Fees                      |             |                |                     |          |
| 1500 Earnings on Investments                  |             |                |                     |          |
| 1700 District Activities Revenue              |             |                |                     |          |
| 1800 Community Service Activities             |             |                |                     |          |
| 1900 Other Revenues                           |             |                |                     |          |
| 1910 Rentals                                  |             |                |                     |          |
| 1920 Donations                                |             |                |                     |          |
| 1950/60 Services Provided other Governments   |             |                |                     |          |
| 1990 Miscellaneous                            |             |                |                     |          |
| <b>TOTAL LOCAL SOURCES</b>                    | 0           | 0              | 0                   | 0        |
| <b>3000 REVENUE FROM STATE SOURCES</b>        |             |                |                     |          |
| 3110 Distributive School Fund                 |             |                |                     |          |
| 3115 Special Education - DSA Funding          |             |                |                     |          |
| 3200 Restricted Funding/Grants -in-Aid Rev    |             |                |                     |          |
| <b>TOTAL STATE SOURCES</b>                    | 0           | 0              | 0                   | 0        |
| <b>4000 FEDERAL SOURCES</b>                   |             |                |                     |          |
| 4100 Unrestricted - Direct Fed Gov't          |             |                |                     |          |
| '4103 Energy Education / E-Rate               |             |                |                     |          |
| 4200 Unrestricted - State Agency              |             |                |                     |          |
| 4300 Restricted - Direct                      |             |                |                     |          |
| 4500 Restricted - State Agency                |             |                |                     |          |
| 4700 Federal Other Flow Through               | 260,617     | 349,457        | 275,000             | 275,000  |
| 4710 Forrest Revenue                          |             |                |                     |          |
| 4800 Revenue in Lieu of Taxes                 |             |                |                     |          |
| 4900 Revenue for-on behalf of School District |             |                |                     |          |
| <b>TOTAL FEDERAL SOURCES</b>                  | 260,617     | 349,457        | 275,000             | 275,000  |
| <b>5000 OTHER SOURCES OF FUNDS</b>            |             |                |                     |          |
| 5200 Transfers from Other Funds               |             | 100,000        | 100,000             | 100,000  |
| 5300 Gain/Loss on Disposal of Assets          |             |                |                     |          |
| 5400 Loan Proceeds (>12 months)               |             |                |                     |          |
| 5500 Capital Lease Proceeds                   |             |                |                     |          |
| 5600 Other Long-Term Debt Proceeds            |             |                |                     |          |
| <b>TOTAL OTHER SOURCES</b>                    | 0           | 100,000        | 100,000             | 100,000  |
| <b>8000 OPENING FUND BALANCE</b>              |             |                |                     |          |
| Reserved Opening Balance (NPM)                |             |                |                     |          |
| Unreserved Opening Balance                    | 104,742     | 130,849        | 231,786             | 220,974  |
| <b>TOTAL OPENING BALANCE</b>                  | 104,742     | 130,849        | 231,786             | 220,974  |
| Prior Period Adjustments                      |             |                |                     |          |
| Residual Equity transfers                     |             |                |                     |          |
| <b>TOTAL ALL RESOURCES</b>                    | 365,359     | 580,306        | 606,786             | 595,974  |

|                                          | (1)         | (2)            | (3)                 | (4)      |
|------------------------------------------|-------------|----------------|---------------------|----------|
|                                          | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |          |
|                                          | YEAR ENDING | PRIOR          | FINAL               | AMENDED  |
| PROGRAM FUNCTION OBJECT                  | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED |
| <b>200 SPECIAL PROGRAMS EXPENDITURES</b> |             |                |                     |          |
| <b>2100 Student Support</b>              |             |                |                     |          |
| 100 Salaries                             | 120,437     | 222,246        | 129,000             | 150,000  |
| 200 Benefits                             | 20,399      | 36,714         | 53,000              | 70,000   |
| 300/400/500 Purchased Service            |             |                | 236,786             | 172,974  |
| 600 Supplies                             |             |                | 50,000              | 50,000   |
| 700 Property                             |             |                |                     |          |
| 800 Other                                |             |                |                     |          |
| <b>2100 Subtotal</b>                     | 140,835     | 258,960        | 468,786             | 442,974  |
| <b>2200 Instructional Staff Support</b>  |             |                |                     |          |
| 100 Salaries                             |             |                |                     |          |
| 200 Benefits                             |             |                |                     |          |
| 300/400/500 Purchased Service            |             |                |                     |          |
| 600 Supplies                             |             |                |                     |          |
| 700 Property                             |             |                |                     |          |
| 800 Other                                |             |                |                     |          |
| <b>2300 SUBTOTAL</b>                     | 0           | 0              | 0                   | 0        |
| <b>2300 General Administration</b>       |             |                |                     |          |
| 100 Salaries                             | 46,037      | 45,633         | 54,000              | 55,000   |
| 200 Benefits                             | 13,376      | 17,817         | 24,000              | 23,000   |
| 300/400/500 Purchased Service            | 33,961      | 34,922         | 35,000              | 50,000   |
| 600 Supplies                             | 301         | 2,000          | 25,000              | 25,000   |
| 700 Property                             |             |                |                     |          |
| 800 Other                                |             |                |                     |          |
| <b>2600 SUBTOTAL</b>                     | 93,675      | 100,372        | 138,000             | 153,000  |
| <b>2700 Student Transportation</b>       |             |                |                     |          |
| 100 Salaries                             |             |                |                     |          |
| 200 Benefits                             |             |                |                     |          |
| 300/400/500 Purchased Service            |             |                |                     |          |
| 600 Supplies                             |             |                |                     |          |
| 700 Property                             |             |                |                     |          |
| 800 Other                                |             |                |                     |          |
| <b>2700 Subtotal</b>                     | 0           | 0              | 0                   | 0        |
| <b>6200 Other Fund Transfers</b>         |             |                |                     |          |
| 910 Interfund Transfers                  |             |                |                     |          |
| <b>5300 Conversion Factor Reduction</b>  |             |                |                     |          |
| <b>200 TOTAL SPECIAL PROGRAMS</b>        | 234,510     | 359,332        | 606,786             | 595,974  |
| <b>TOTAL ALL EXPENDITURES</b>            | 234,510     | 359,332        | 606,786             | 595,974  |
| <b>6300 Contingency</b>                  |             |                |                     |          |
| <b>ENDING FUND BALANCE</b>               |             |                |                     |          |
| Reserved Ending Balance                  |             |                |                     |          |
| Unreserved Ending Balance                | 130,849     | 220,974        | 0                   | 0        |
| <b>TOTAL ENDING FUND BALANCE</b>         | 130,849     | 220,974        | 0                   | 0        |
| <b>TOTAL APPLICATIONS</b>                | 365,359     | 580,306        | 606,786             | 595,974  |

|                                               | (1)              | (2)              | (3)                 | (4)              |
|-----------------------------------------------|------------------|------------------|---------------------|------------------|
|                                               | ACTUAL           | ACTUAL           | FISCAL YEAR 2024-25 |                  |
|                                               | YEAR ENDING      | PRIOR            | FINAL               | AMENDED          |
|                                               | 6/30/2023        | ENDING 6/30/24   | APPROVED            | APPROVED         |
| <b>REVENUE</b>                                |                  |                  |                     |                  |
| <b>1000 LOCAL SOURCES</b>                     |                  |                  |                     |                  |
| 1400 Transportation Fees                      |                  |                  |                     |                  |
| 1500 Earnings on Investments                  |                  |                  |                     |                  |
| 1600 Food Service Revenue                     | 38,404           | 41,812           | 55,522              | 55,522           |
| 1700 District Activities Revenue              |                  |                  |                     |                  |
| 1800 Community Service Activities             |                  |                  |                     |                  |
| 1900 Other Revenues                           |                  |                  |                     |                  |
| 1910 Rentals                                  |                  |                  |                     |                  |
| 1920 Donations                                |                  |                  |                     |                  |
| 1950/60 Services Provided other Governments   | 22,168           | 31,864           | 15,000              | 15,000           |
| 1990 Miscellaneous                            |                  |                  |                     |                  |
| <b>TOTAL LOCAL SOURCES</b>                    | <b>60,572</b>    | <b>73,676</b>    | <b>70,522</b>       | <b>70,522</b>    |
| <b>3000 REVENUE FROM STATE SOURCES</b>        |                  |                  |                     |                  |
| 3110 Distributive School Fund                 |                  |                  |                     |                  |
| 3115 Special Education - DSA Funding          |                  |                  |                     |                  |
| 3200 Restricted Funding/Grants -in-Aid Rev    | 17,699           | 9,068            | 9,068               | 9,068            |
| 3210 Special Transportation                   |                  |                  |                     |                  |
| 3220 Adult High School Diploma                |                  |                  |                     |                  |
| 3230 Class Size Reduction                     |                  |                  |                     |                  |
| 3800 In Lieu of Taxes                         |                  |                  |                     |                  |
| 3900 For/on behalf of School District         |                  | 134,133          |                     |                  |
| <b>TOTAL STATE SOURCES</b>                    | <b>17,699</b>    | <b>143,201</b>   | <b>9,068</b>        | <b>9,068</b>     |
| <b>4000 FEDERAL SOURCES</b>                   |                  |                  |                     |                  |
| 4100 Unrestricted - Direct Fed Gov't          |                  |                  |                     |                  |
| 4103 Energy Education / E-Rate                |                  |                  |                     |                  |
| 4200 Unrestricted - State Agency              |                  |                  |                     |                  |
| 4300 Restricted - Direct                      |                  |                  |                     |                  |
| 4500 Restricted - State Agency                | 6,268,179        | 6,380,969        | 4,282,540           | 4,282,540        |
| 4700 Federal Other Flow Through               |                  |                  |                     |                  |
| 4710 Forrest Revenue                          |                  |                  |                     |                  |
| 4800 Revenue in Lieu of Taxes                 |                  |                  |                     |                  |
| 4900 Revenue for-on behalf of School District |                  |                  |                     |                  |
| <b>TOTAL FEDERAL SOURCES</b>                  | <b>6,268,179</b> | <b>6,380,969</b> | <b>4,282,540</b>    | <b>4,282,540</b> |
| <b>5000 OTHER SOURCES OF FUNDS</b>            |                  |                  |                     |                  |
| 5100 Issuance of Bonds                        |                  |                  |                     |                  |
| 5110 Bond Principal                           |                  |                  |                     |                  |
| 5120 Premium/Discount of Bond Sale            |                  |                  |                     |                  |
| 5200 Transfers from Other Funds               |                  |                  | 500,000             | 500,000          |
| 5300 Gain/Loss on Disposal of Assets          |                  |                  |                     |                  |
| 5400 Loan Proceeds (>12 months)               |                  |                  |                     |                  |
| 5500 Medium Term Note Proceeds                |                  |                  |                     |                  |
| 5600 Other Long-Term Debt Proceeds            |                  |                  |                     |                  |
| <b>TOTAL OTHER SOURCES</b>                    | <b>0</b>         | <b>0</b>         | <b>500,000</b>      | <b>500,000</b>   |
| <b>8000 OPENING FUND BALANCE</b>              |                  |                  |                     |                  |
| Reserved Opening Balance (NPM)                |                  |                  |                     |                  |
| Unreserved Opening Balance                    | 3,028,446        | 3,330,129        | 3,882,175           | 4,373,535        |
| <b>TOTAL OPENING BALANCE</b>                  | <b>3,028,446</b> | <b>3,330,129</b> | <b>3,882,175</b>    | <b>4,373,535</b> |
| Prior Period Adjustments                      |                  |                  |                     |                  |
| Residual Equity transfers                     |                  |                  |                     |                  |
| <b>TOTAL ALL RESOURCES</b>                    | <b>9,374,896</b> | <b>9,927,975</b> | <b>8,744,305</b>    | <b>9,235,665</b> |



|                                                 | (1)         | (2)            | (3)                 | (4)       |
|-------------------------------------------------|-------------|----------------|---------------------|-----------|
|                                                 | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                                 | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
| PROGRAM FUNCTION OBJECT                         | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>000 UNDISTRIBUTED EXPENDITURES</b>           |             |                |                     |           |
| <b>2400 School Administration</b>               |             |                |                     |           |
| 100 Salaries                                    |             |                |                     |           |
| 200 Benefits                                    |             |                |                     |           |
| 300/400/500 Purchased Service                   |             |                |                     |           |
| 600 Supplies                                    |             |                |                     |           |
| 700 Property                                    |             |                |                     |           |
| 800 Other                                       |             |                |                     |           |
| <b>2400 Subtotal</b>                            | 0           | 0              | 0                   | 0         |
| <b>2500 Central Services</b>                    |             |                |                     |           |
| 100 Salaries                                    |             |                |                     |           |
| 200 Benefits                                    |             |                |                     |           |
| 300/400/500 Purchased Service                   |             |                |                     |           |
| 600 Supplies                                    |             |                |                     |           |
| 700 Property                                    |             |                |                     |           |
| 800 Other                                       |             |                |                     |           |
| <b>2500 Subtotal</b>                            | 0           | 0              | 0                   | 0         |
| <b>2600 Operations and Maintenance of Plant</b> |             |                |                     |           |
| 100 Salaries                                    |             |                |                     |           |
| 200 Benefits                                    |             |                |                     |           |
| 300/400/500 Purchased Service                   |             |                |                     |           |
| 600 Supplies                                    |             |                |                     |           |
| 700 Property                                    |             |                |                     |           |
| 800 Other                                       |             |                |                     |           |
| <b>2600 Subtotal</b>                            | 0           | 0              | 0                   | 0         |
| <b>TOTAL SUPPORT SERVICES</b>                   | 0           | 0              | 0                   | 0         |
| <b>NONINSTRUCTIONAL SERVICES</b>                |             |                |                     |           |
| <b>3100 Food Service Operations</b>             |             |                |                     |           |
| 100 Salaries                                    | 629,771     | 630,703        | 625,000             | 637,000   |
| 200 Benefits                                    | 196,008     | 226,389        | 255,000             | 255,000   |
| 300/400/500 Purchased Service                   | 1,719,269   | 1,009,844      | 1,255,000           | 1,255,000 |
| 600 Supplies                                    | 2,834,005   | 3,610,551      | 3,287,000           | 3,587,000 |
| 700 Property                                    | 662,575     | 75,000         | 25,000              | 25,000    |
| 800 Other                                       | 3,140       | 1,953          | 3,530               | 4,000     |
| <b>3100 SUBTOTAL</b>                            | 6,044,768   | 5,554,440      | 5,450,530           | 5,763,000 |
| <b>4700 Subtotal</b>                            | 0           | 0              | 0                   | 0         |
| <b>3100 TOTAL FOOD SERVICE OPERATIONS</b>       | 6,044,768   | 5,554,440      | 5,450,530           | 5,763,000 |
| <b>6200 Other Fund Transfers</b>                |             |                |                     |           |
| 910 Interfund Transfers                         |             |                |                     |           |
| <b>5300 Conversion Factor Reduction</b>         |             |                |                     |           |
| <b>000 TOTAL UNDISTRIBUTED EXPENDITURES</b>     | 6,044,768   | 5,554,440      | 5,450,530           | 5,763,000 |
| <b>TOTAL ALL EXPENDITURES</b>                   | 6,044,768   | 5,554,440      | 5,450,530           | 5,763,000 |
| <b>6300 Contingency</b>                         |             |                |                     |           |
| <b>ENDING FUND BALANCE</b>                      |             |                |                     |           |
| Reserved Ending Balance                         |             |                |                     |           |
| Unreserved Ending Balance                       | 3,330,129   | 4,373,535      | 3,293,775           | 3,472,665 |
| <b>TOTAL ENDING FUND BALANCE</b>                | 3,330,129   | 4,373,535      | 3,293,775           | 3,472,665 |
| <b>TOTAL APPLICATIONS</b>                       | 9,374,896   | 9,927,975      | 8,744,305           | 9,235,665 |

|                                             | (1)         | (2)            | (3)                 | (4)       |
|---------------------------------------------|-------------|----------------|---------------------|-----------|
|                                             | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                             | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
| REVENUE                                     | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>1000 LOCAL SOURCES</b>                   |             |                |                     |           |
| 1100 Tax Revenue                            |             |                |                     |           |
| 1110 Property Taxes                         |             |                |                     |           |
| 1111 Net Proceeds of Mines                  |             |                |                     |           |
| 1112 Net Proceeds Of Mines -Prior Year      |             |                |                     |           |
| 1120 WC-1 Sales Tax Revenue                 |             |                |                     |           |
| 1150 Residential Construction Tax           | 624,003     | 742,768        | 560,000             | 560,000   |
| 1190 Other Taxes                            |             |                |                     |           |
| 1191 Franchise Taxes                        |             |                |                     |           |
| 1192 Governmental Services Tax              |             |                |                     |           |
| 1200 Local Gov Units - Not School Districts |             |                |                     |           |
| 1210 Rev in Lieu of Taxes                   |             |                |                     |           |
| 1300 Tuition                                |             |                |                     |           |
| 1400 Transportation Fees                    |             |                |                     |           |
| 1500 Investment Earnings                    | 3,599       |                |                     |           |
| 1600 Food Service Revenue                   |             |                |                     |           |
| 1611 Daily Sales - School Lunch             |             |                |                     |           |
| 1612 Daily Sales - School Breakfast         |             |                |                     |           |
| 1613 Daily Sales - Special Milk             |             |                |                     |           |
| 1614 Daily Sales - After School Program     |             |                |                     |           |
| 1700 District Activities Revenue            |             |                |                     |           |
| 1800 Community Service Activities           |             |                |                     |           |
| 1900 Other Revenues                         |             |                |                     |           |
| 1910 Rentals                                |             |                |                     |           |
| 1920 Donations                              |             |                |                     |           |
| 1950/60 Services Provided other Governments |             |                |                     |           |
| 1990 Miscellaneous                          |             |                |                     |           |
| <b>TOTAL LOCAL SOURCES</b>                  | 627,602     | 742,768        | 560,000             | 560,000   |
| <b>3000 REVENUE FROM STATE SOURCES</b>      |             |                |                     |           |
| 3210 Special Transportation                 |             |                |                     |           |
| 3220 Adult High School Diploma              |             |                |                     |           |
| 3230 Class Size Reduction                   |             |                |                     |           |
| 3240 Full Day Kindergarten                  |             |                |                     |           |
| 3800 In Lieu of Taxes                       |             |                |                     |           |
| 3900 For/on behalf of School District       |             |                |                     |           |
| <b>TOTAL STATE SOURCES</b>                  | 0           | 0              | 0                   | 0         |
| <b>4000 FEDERAL SOURCES</b>                 |             |                |                     |           |
| 4100 Unrestricted - Direct Fed Gov't        |             |                |                     |           |
| '4103 Energy Education / E-Rate             |             |                |                     |           |
| 4200 Unrestricted - State Agency            |             |                |                     |           |
| 4300 Restricted - Direct                    |             |                |                     |           |
| <b>TOTAL FEDERAL SOURCES</b>                | 0           | 0              | 0                   | 0         |
| <b>8000 OPENING FUND BALANCE</b>            |             |                |                     |           |
| Reserved Opening Balance (NPM)              |             |                |                     |           |
| Unreserved Opening Balance                  | 2,141,149   | 1,773,730      | 1,277,292           | 1,512,505 |
| <b>TOTAL OPENING BALANCE</b>                | 2,141,149   | 1,773,730      | 1,277,292           | 1,512,505 |
| Prior Period Adjustments                    |             |                |                     |           |
| Residual Equity transfers                   |             |                |                     |           |
| <b>TOTAL ALL RESOURCES</b>                  | 2,768,751   | 2,516,498      | 1,837,292           | 2,072,505 |

|                                                           | (1)         | (2)            | (3)                 | (4)       |
|-----------------------------------------------------------|-------------|----------------|---------------------|-----------|
|                                                           | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                                           | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
| PROGRAM FUNCTION OBJECT                                   | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>000 UNDISTRIBUTED EXPENDITURES</b>                     |             |                |                     |           |
| <b>2600 Plant Maintenance and Operations</b>              |             |                |                     |           |
| 100 Salaries                                              |             |                |                     |           |
| 200 Benefits                                              |             |                |                     |           |
| 300/400/500 Purchased Service                             |             |                |                     |           |
| 600 Supplies                                              |             |                |                     |           |
| 700 Property                                              |             |                |                     |           |
| 800 Other                                                 |             |                |                     |           |
| <b>TOTAL SUPPORT SERVICES</b>                             | 0           | 0              | 0                   | 0         |
| <b>4500 Building Acquisition &amp; Construction</b>       |             |                |                     |           |
| 100 Salaries                                              |             |                |                     |           |
| 300/400/500 Purchased Service                             |             | 71,507         |                     |           |
| 600 Supplies                                              |             |                |                     |           |
| 700 Property                                              |             |                |                     |           |
| 800 Other                                                 |             |                |                     |           |
| <b>4500 SUBTOTAL</b>                                      | 0           | 71,507         | 0                   | 0         |
| <b>PROGRAM FUNCTION OBJECT</b>                            |             |                |                     |           |
| <b>4600 Site Improvement</b>                              |             |                |                     |           |
| 100 Salaries                                              |             |                |                     |           |
| 200 Benefits                                              |             |                |                     |           |
| 300/400/500 Purchased Service                             | 995,021     | 422,773        | 800,000             | 700,000   |
| 600 Supplies                                              |             |                |                     |           |
| 700 Property                                              |             |                |                     |           |
| 800 Other                                                 |             |                |                     |           |
| <b>4600 SUBTOTAL</b>                                      | 995,021     | 422,773        | 800,000             | 700,000   |
| <b>4700 Building Improvements</b>                         |             |                |                     |           |
| 100 Salaries                                              |             |                |                     |           |
| 200 Benefits                                              |             |                |                     |           |
| 300/400/500 Purchased Service                             |             | 347,468        | 500,000             | 1,100,000 |
| 600 Supplies                                              |             | 162,245        |                     |           |
| 700 Property                                              |             |                |                     |           |
| 800 Other                                                 |             |                |                     |           |
| <b>4700 Subtotal</b>                                      | 0           | 509,713        | 500,000             | 1,100,000 |
| <b>4000 TOTAL FACILITIES ACQUISITION AND CONSTRUCTION</b> | 995,021     | 1,003,993      | 1,300,000           | 1,800,000 |
| <b>6200 Other Fund Transfers</b>                          |             |                |                     |           |
| 910 Interfund Transfers                                   |             |                |                     |           |
| <b>5300 Conversion Factor Reduction</b>                   |             |                |                     |           |
| <b>000 TOTAL UNDISTRIBUTED EXPENDITURES</b>               | 0           | 0              | 0                   | 0         |
| <b>TOTAL ALL EXPENDITURES</b>                             | 995,021     | 1,003,993      | 1,300,000           | 1,800,000 |
| <b>6300 Contingency</b>                                   |             |                |                     |           |
| <b>ENDING FUND BALANCE</b>                                |             |                |                     |           |
| Reserved Ending Balance                                   |             |                |                     |           |
| Unreserved Ending Balance                                 | 1,773,730   | 1,512,505      | 537,292             | 272,505   |
| <b>TOTAL ENDING FUND BALANCE</b>                          | 1,773,730   | 1,512,505      | 537,292             | 272,505   |
| <b>TOTAL APPLICATIONS</b>                                 | 2,768,751   | 2,516,498      | 1,837,292           | 2,072,505 |

|                                               | (1)            | (2)            | (3)                 | (4)            |
|-----------------------------------------------|----------------|----------------|---------------------|----------------|
|                                               | ACTUAL         | ACTUAL         | FISCAL YEAR 2024-25 |                |
|                                               | YEAR ENDING    | PRIOR          | FINAL               | AMENDED        |
|                                               | 6/30/2023      | ENDING 6/30/24 | APPROVED            | APPROVED       |
| <b>REVENUE</b>                                |                |                |                     |                |
| <b>1000 LOCAL SOURCES</b>                     |                |                |                     |                |
| 1100 Tax Revenue                              |                |                |                     |                |
| 1110 Property Taxes                           |                |                |                     |                |
| 1111 Net Proceeds of Mines                    |                |                |                     |                |
| 1112 Net Proceeds Of Mines -Prior Year        |                |                |                     |                |
| 1120 WC-1 Sales Tax Revenue                   |                |                |                     |                |
| 1150 Residential Construction Tax             |                |                |                     |                |
| 1190 Other Taxes                              |                |                |                     |                |
| 1191 Franchise Taxes                          |                |                |                     |                |
| 1192 Governmental Services Tax                |                |                |                     |                |
| 1200 Local Gov Units - Not School Districts   |                |                |                     |                |
| 1210 Rev in Lieu of Taxes                     |                |                |                     |                |
| 1300 Tuition                                  |                |                |                     |                |
| 1400 Transportation Fees                      |                |                |                     |                |
| 1500 Investment Earnings                      |                |                |                     |                |
| 1600 Food Service Revenue                     |                |                |                     |                |
| 1611 Daily Sales - School Lunch               |                |                |                     |                |
| 1612 Daily Sales - School Breakfast           |                |                |                     |                |
| 1613 Daily Sales - Special Milk               |                |                |                     |                |
| 1614 Daily Sales - After School Program       |                |                |                     |                |
| 1700 District Activities Revenue              |                |                |                     |                |
| 1800 Community Service Activities             |                |                |                     |                |
| 1900 Other Revenues                           |                |                |                     |                |
| 1910 Rentals                                  | 8,800          | 8,800          | 8,800               | 8,800          |
| 1920 Donations                                |                |                |                     |                |
| 1950/60 Services Provided other Governments   |                |                |                     |                |
| 1990 Miscellaneous                            |                |                |                     |                |
| <b>TOTAL LOCAL SOURCES</b>                    | <b>8,800</b>   | <b>8,800</b>   | <b>8,800</b>        | <b>8,800</b>   |
| <b>3000 REVENUE FROM STATE SOURCES</b>        |                |                |                     |                |
| 3110 Distributive School Fund                 |                |                |                     |                |
| 3115 Special Education - DSA Funding          |                |                |                     |                |
| 3200 Restricted Funding/Grants -in-Aid Rev    |                |                |                     |                |
| 3240 Full Day Kindergarten                    |                |                |                     |                |
| 3800 In Lieu of Taxes                         |                |                |                     |                |
| 3900 For/on behalf of School District         |                |                |                     |                |
| <b>TOTAL STATE SOURCES</b>                    | <b>0</b>       | <b>0</b>       | <b>0</b>            | <b>0</b>       |
| <b>4000 FEDERAL SOURCES</b>                   |                |                |                     |                |
| 4100 Unrestricted - Direct Fed Gov't          |                |                |                     |                |
| '4103 Energy Education / E-Rate               |                |                |                     |                |
| 4710 Forrest Revenue                          |                |                |                     |                |
| 47200 Federal Medicaid Outgoing Paym          |                |                |                     |                |
| 4900 Revenue for-on behalf of School District |                |                |                     |                |
| <b>TOTAL FEDERAL SOURCES</b>                  | <b>0</b>       | <b>0</b>       | <b>0</b>            | <b>0</b>       |
| <b>8000 OPENING FUND BALANCE</b>              |                |                |                     |                |
| Reserved Opening Balance (NPM)                |                |                |                     |                |
| Unreserved Opening Balance                    | 226,015        | 114,996        | 103,796             | 103,796        |
| <b>TOTAL OPENING BALANCE</b>                  | <b>226,015</b> | <b>114,996</b> | <b>103,796</b>      | <b>103,796</b> |
| Prior Period Adjustments                      |                |                |                     |                |
| Residual Equity transfers                     |                |                |                     |                |
| <b>TOTAL ALL RESOURCES</b>                    | <b>234,815</b> | <b>123,796</b> | <b>112,596</b>      | <b>112,596</b> |

|                                                 | (1)         | (2)            | (3)                 | (4)      |
|-------------------------------------------------|-------------|----------------|---------------------|----------|
|                                                 | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |          |
|                                                 | YEAR ENDING | PRIOR          | FINAL               | AMENDED  |
| PROGRAM FUNCTION OBJECT                         | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED |
| <b>2500 Central Services</b>                    |             |                |                     |          |
| 100 Salaries                                    |             |                |                     |          |
| 200 Benefits                                    |             |                |                     |          |
| 300/400/500 Purchased Service                   |             |                |                     |          |
| 600 Supplies                                    |             |                |                     |          |
| 700 Property                                    |             |                |                     |          |
| 800 Other                                       |             |                |                     |          |
| <b>2600 Operations and Maintenance of Plant</b> |             |                |                     |          |
| 100 Salaries                                    |             |                |                     |          |
| 200 Benefits                                    |             |                |                     |          |
| 300/400/500 Purchased Service                   |             |                |                     |          |
| 600 Supplies                                    | 119,819     | 20,000         | 25,000              | 25,000   |
| 700 Property                                    |             |                |                     |          |
| 800 Other                                       |             |                |                     |          |
| <b>2700 Student Transportation</b>              |             |                |                     |          |
| 100 Salaries                                    |             |                |                     |          |
| 200 Benefits                                    |             |                |                     |          |
| 300/400/500 Purchased Service                   |             |                |                     |          |
| 600 Supplies                                    |             |                |                     |          |
| 700 Property                                    |             |                |                     |          |
| 800 Other                                       |             |                |                     |          |
| <b>3300 Community Service Operations</b>        |             |                |                     |          |
| 100 Salaries                                    |             |                |                     |          |
| 200 Benefits                                    |             |                |                     |          |
| 300/400/500 Purchased Service                   |             |                |                     |          |
| 600 Supplies                                    |             |                |                     |          |
| 700 Property                                    |             |                |                     |          |
| 800 Other                                       |             |                |                     |          |
| <b>400 TOTAL OTHER INSTRUCTIONAL PROGRAMS</b>   | 119,819     | 20,000         | 25,000              | 25,000   |
| <b>6200 Other Fund Transfers</b>                |             |                |                     |          |
| 910 Interfund Transfers                         |             |                |                     |          |
| <b>5300 Conversion Factor Reduction</b>         |             |                |                     |          |
| <b>000 TOTAL UNDISTRIBUTED EXPENDITURES</b>     | 0           | 0              | 0                   | 0        |
| <b>TOTAL ALL EXPENDITURES</b>                   | 119,819     | 20,000         | 25,000              | 25,000   |
| <b>6300 Contingency</b>                         |             |                | 25,000              | 25,000   |
| <b>ENDING FUND BALANCE</b>                      |             |                |                     |          |
| Reserved Ending Balance                         |             |                |                     |          |
| Unreserved Ending Balance                       | 114,996     | 103,796        | 62,596              | 62,596   |
| <b>TOTAL ENDING FUND BALANCE</b>                | 114,996     | 103,796        | 62,596              | 62,596   |
| <b>TOTAL APPLICATIONS</b>                       | 234,815     | 123,796        | 112,596             | 112,596  |

|                                               | (1)         | (2)            | (3)                 | (4)        |
|-----------------------------------------------|-------------|----------------|---------------------|------------|
|                                               | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |            |
|                                               | YEAR ENDING | PRIOR          | FINAL               | AMENDED    |
|                                               | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED   |
| <b>REVENUE</b>                                |             |                |                     |            |
| <b>1000 LOCAL SOURCES</b>                     |             |                |                     |            |
| 1100 Tax Revenue                              |             |                |                     |            |
| 1110 Property Taxes                           |             |                |                     |            |
| 1111 Net Proceeds of Mines                    |             |                |                     |            |
| 1190 Other Taxes                              |             |                |                     |            |
| 1191 Franchise Taxes                          |             |                |                     |            |
| 1192 Governmental Services Tax                |             |                |                     |            |
| 1200 Local Gov Units - Not School Districts   |             |                |                     |            |
| 1210 Rev in Lieu of Taxes                     |             |                |                     |            |
| 1300 Tuition                                  |             |                |                     |            |
| 1400 Transportation Fees                      |             |                |                     |            |
| 1500 Investment Earnings                      | 899,405     | 947,763        | 100,000             | 100,000    |
| 1600 Food Service Revenue                     |             |                |                     |            |
| 1611 Daily Sales - School Lunch               |             |                |                     |            |
| 1612 Daily Sales - School Breakfast           |             |                |                     |            |
| 1613 Daily Sales - Special Milk               |             |                |                     |            |
| 1614 Daily Sales - After School Program       |             |                |                     |            |
| 1700 District Activities Revenue              |             |                |                     |            |
| 1800 Community Service Activities             |             |                |                     |            |
| 1900 Other Revenues                           |             |                |                     |            |
| 1910 Rentals                                  |             |                |                     |            |
| 1920 Donations                                |             |                |                     |            |
| 1950/60 Services Provided other Governments   |             |                |                     |            |
| 1990 Miscellaneous                            |             |                |                     |            |
| <b>TOTAL LOCAL SOURCES</b>                    | 899,405     | 947,763        | 100,000             | 100,000    |
| <b>4000 FEDERAL SOURCES</b>                   |             |                |                     |            |
| 4100 Unrestricted - Direct Fed Gov't          |             |                |                     |            |
| 4103 Energy Education / E-Rate                |             |                |                     |            |
| 4200 Unrestricted - State Agency              |             |                |                     |            |
| 4300 Restricted - Direct                      |             |                |                     |            |
| 4500 Restricted - State Agency                |             |                |                     |            |
| 4700 Federal Other Flow Through               |             |                |                     |            |
| 4710 Forrest Revenue                          |             |                |                     |            |
| 47200 Federal Medicaid Outgoing Paym          |             |                |                     |            |
| 4900 Revenue for-on behalf of School District |             |                |                     |            |
| <b>TOTAL FEDERAL SOURCES</b>                  | 0           | 0              | 0                   | 0          |
| <b>5000 OTHER SOURCES OF FUNDS</b>            |             |                |                     |            |
| 5100 Issuance of Bonds                        | 6,500,000   |                | 14,000,000          | 14,995,801 |
| 5110 Bond Principal                           |             |                |                     |            |
| 5120 Premium/Discount of Bond Sale            |             |                |                     |            |
| 5200 Transfers from Other Funds               |             |                |                     |            |
| 5300 Gain/Loss on Disposal of Assets          |             |                |                     |            |
| 5400 Loan Proceeds (>12 months)               |             |                |                     |            |
| 5500 Capital Lease Proceeds                   |             |                |                     |            |
| 5600 Other Long-Term Debt Proceeds            |             |                |                     |            |
| <b>TOTAL OTHER SOURCES</b>                    | 6,500,000   | 0              | 14,000,000          | 14,995,801 |
| <b>8000 OPENING FUND BALANCE</b>              |             |                |                     |            |
| Reserved Opening Balance (NPM)                |             |                |                     |            |
| Unreserved Opening Balance                    | 39,988,392  | 28,719,924     | 6,452,843           | 11,705,440 |
| <b>TOTAL OPENING BALANCE</b>                  | 39,988,392  | 28,719,924     | 6,452,843           | 11,705,440 |
| Prior Period Adjustments                      |             |                |                     |            |
| Residual Equity transfers                     |             |                |                     |            |
| <b>TOTAL ALL RESOURCES</b>                    | 47,387,797  | 29,667,687     | 20,552,843          | 26,801,241 |

|                                                 | (1)         | (2)            | (3)                 | (4)       |
|-------------------------------------------------|-------------|----------------|---------------------|-----------|
|                                                 | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                                 | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
| PROGRAM FUNCTION OBJECT                         | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>100 REGULAR PROGRAMS</b>                     |             |                |                     |           |
| <b>1000 Instruction</b>                         |             |                |                     |           |
| 100 Salaries                                    |             |                |                     |           |
| 200 Benefits                                    |             |                |                     |           |
| 300/400/500 Purchased Service                   |             | 2,200,000      |                     |           |
| 600 Supplies                                    |             |                |                     |           |
| 700 Property                                    |             |                |                     |           |
| 800 Other                                       |             |                |                     |           |
| <b>100 TOTAL REGULAR PROGRAMS</b>               | 0           | 2,200,000      | 0                   | 0         |
| <b>000 UNDISTRIBUTED EXPENDITURES</b>           |             |                |                     |           |
| <b>2300 General Administration</b>              |             |                |                     |           |
| 100 Salaries                                    |             |                |                     |           |
| 200 Benefits                                    |             |                |                     |           |
| 300/400/500 Purchased Service                   | 77,646      | 27,170         | 25,000              | 125,000   |
| 600 Supplies                                    |             |                |                     |           |
| 700 Property                                    |             |                |                     |           |
| 800 Other                                       |             |                |                     |           |
| <b>2600 Operations and Maintenance of Plant</b> |             |                |                     |           |
| 100 Salaries                                    |             |                |                     |           |
| 200 Benefits                                    |             |                |                     |           |
| 300/400/500 Purchased Service                   |             | 247,127        |                     |           |
| 600 Supplies                                    |             |                |                     |           |
| 700 Property                                    |             |                |                     |           |
| 800 Other                                       |             |                |                     |           |
| <b>2700 Student Transportation</b>              |             |                |                     |           |
| 100 Salaries                                    |             |                |                     |           |
| 200 Benefits                                    |             |                |                     |           |
| 300/400/500 Purchased Service                   |             |                |                     |           |
| 600 Supplies                                    |             |                |                     |           |
| 700 Property                                    |             | 751,268        | 2,210,000           | 2,210,000 |
| 800 Other                                       |             |                |                     |           |
| <b>TOTAL SUPPORT SERVICES</b>                   | 77,646      | 1,025,565      | 2,235,000           | 2,335,000 |
| <b>4100 Land Acquisition</b>                    |             |                |                     |           |
| 100 Salaries                                    |             |                |                     |           |
| 200 Benefits                                    |             |                |                     |           |
| 300/400/500 Purchased Service                   |             |                |                     |           |
| 600 Supplies                                    |             |                |                     |           |
| 700 Property                                    |             |                |                     |           |
| 800 Other                                       |             |                |                     |           |
| <b>4100 SUBTOTAL</b>                            | 0           | 0              | 0                   | 0         |

|                                                           | (1)         | (2)            | (3)                 | (4)        |
|-----------------------------------------------------------|-------------|----------------|---------------------|------------|
|                                                           | ACTUAL      | ESTIMATED      | FISCAL YEAR 2024-25 |            |
|                                                           | YEAR ENDING | CURRENT YEAR   | FINAL               | AMENDED    |
| PROGRAM FUNCTION OBJECT                                   | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED   |
| <b>4300 Architecture/Engineering</b>                      |             |                |                     |            |
| 300/400/500 Purchased Service                             | 674,290     | 190,129        | 25,000              | 250,000    |
| 600 Supplies                                              | 172,392     |                |                     |            |
| 700 Property                                              |             |                |                     |            |
| 800 Other                                                 |             |                |                     |            |
| <b>4300 SUBTOTAL</b>                                      | 846,682     | 190,129        | 25,000              | 250,000    |
| <b>4400 EDUCATIONAL SPECIFICATIONS DEVELOPMENT</b>        |             |                |                     |            |
| 300/400/500 Purchased Service                             | 32,050      |                | 75,000              | 75,000     |
| 600 Supplies                                              |             |                |                     |            |
| 700 Property                                              |             |                |                     |            |
| 800 Other                                                 |             |                |                     |            |
| <b>4400 SUBTOTAL</b>                                      | 32,050      | 0              | 75,000              | 75,000     |
| <b>4500 Building Acquisition &amp; Construction</b>       |             |                |                     |            |
| 100 Salaries                                              |             |                |                     |            |
| 200 Benefits                                              |             |                |                     |            |
| 300/400/500 Purchased Service                             | 14,855,214  | 10,595,599     | 4,000,000           | 4,000,000  |
| 600 Supplies                                              |             |                |                     |            |
| 700 Property                                              |             |                |                     |            |
| 800 Other                                                 |             |                |                     |            |
| <b>4500 SUBTOTAL</b>                                      | 14,855,214  | 10,595,599     | 4,000,000           | 4,000,000  |
| <b>4600 Site Improvement</b>                              |             |                |                     |            |
| 100 Salaries                                              |             |                |                     |            |
| 200 Benefits                                              |             |                |                     |            |
| 300/400/500 Purchased Service                             | 2,786,121   | 8,184          | 200,000             | 850,000    |
| 600 Supplies                                              |             |                |                     |            |
| 700 Property                                              |             |                |                     |            |
| 800 Other                                                 |             |                |                     |            |
| <b>4600 SUBTOTAL</b>                                      | 2,786,121   | 8,184          | 200,000             | 850,000    |
| <b>4700 Building Improvements</b>                         |             |                |                     |            |
| 100 Salaries                                              |             |                |                     |            |
| 200 Benefits                                              |             |                |                     |            |
| 300/400/500 Purchased Service                             | 70,160      | 2,673,334      | 13,235,000          | 13,000,000 |
| 600 Supplies                                              |             | 1,236,127      |                     |            |
| 700 Property                                              |             |                |                     |            |
| 800 Other                                                 |             | 33,309         |                     |            |
| <b>4700 Subtotal</b>                                      | 70,160      | 3,942,770      | 13,235,000          | 13,000,000 |
| <b>4000 TOTAL FACILITIES ACQUISITION AND CONSTRUCTION</b> | 18,590,227  | 14,736,682     | 17,535,000          | 18,175,000 |
| <b>6200 Other Fund Transfers</b>                          |             |                |                     |            |
| 910 Interfund Transfers                                   |             |                |                     |            |
| <b>5000 Debt Service</b>                                  |             |                |                     |            |
| <b>TOTAL ALL EXPENDITURES</b>                             | 18,667,873  | 17,962,247     | 19,770,000          | 20,510,000 |
| <b>6300 Contingency</b>                                   |             |                |                     |            |
| <b>ENDING FUND BALANCE</b>                                |             |                |                     |            |
| Reserved Ending Balance                                   |             |                |                     |            |
| Unreserved Ending Balance                                 | 28,719,924  | 11,705,440     | 782,843             | 6,291,241  |
| <b>TOTAL ENDING FUND BALANCE</b>                          | 28,719,924  | 11,705,440     | 782,843             | 6,291,241  |
| <b>TOTAL APPLICATIONS</b>                                 | 47,387,797  | 29,667,687     | 20,552,843          | 26,801,241 |



|                                             | (1)              | (2)              | (3)                 | (4)              |
|---------------------------------------------|------------------|------------------|---------------------|------------------|
|                                             | ACTUAL           | ACTUAL           | FISCAL YEAR 2024-25 |                  |
|                                             | YEAR ENDING      | PRIOR            | FINAL               | AMENDED          |
| REVENUE                                     | 6/30/2023        | ENDING 6/30/24   | APPROVED            | APPROVED         |
| <b>1000 LOCAL SOURCES</b>                   |                  |                  |                     |                  |
| 1100 Tax Revenue                            |                  |                  |                     |                  |
| 1110 Property Taxes                         |                  |                  |                     |                  |
| 1111 Net Proceeds of Mines                  |                  |                  |                     |                  |
| 1112 Net Proceeds Of Mines -Prior Year      |                  |                  |                     |                  |
| 1120 WC-1 Sales Tax Revenue                 |                  |                  |                     |                  |
| 1150 Residential Construction Tax           |                  |                  |                     |                  |
| 1190 Other Taxes                            |                  |                  |                     |                  |
| 1191 Franchise Taxes                        |                  |                  |                     |                  |
| 1192 Governmental Services Tax              | 1,004,595        | 1,030,218        | 1,024,787           | 1,024,787        |
| 1200 Local Gov Units - Not School Districts |                  |                  |                     |                  |
| 1210 Rev in Lieu of Taxes                   |                  |                  |                     |                  |
| 1300 Tuition                                |                  |                  |                     |                  |
| 1400 Transportation Fees                    |                  |                  |                     |                  |
| 1500 Investment Earnings                    | 913,016          | 2,112,087        | 500,000             | 750,000          |
| 1700 District Activities Revenue            |                  |                  |                     |                  |
| 1800 Community Service Activities           |                  |                  |                     |                  |
| 1900 Other Revenues                         |                  |                  |                     |                  |
| 1910 Rentals                                |                  |                  |                     |                  |
| 1920 Donations                              |                  |                  |                     |                  |
| 1950/60 Services Provided other Governments |                  |                  |                     |                  |
| 1990 Miscellaneous                          |                  |                  |                     |                  |
| <b>TOTAL LOCAL SOURCES</b>                  | <b>1,917,611</b> | <b>3,142,305</b> | <b>1,524,787</b>    | <b>1,774,787</b> |
| <b>3000 REVENUE FROM STATE SOURCES</b>      |                  |                  |                     |                  |
| 3200 Restricted Funding/Grants -in-Aid Rev  |                  |                  |                     |                  |
| 3800 In Lieu of Taxes                       |                  |                  |                     |                  |
| 3900 For/on behalf of School District       |                  |                  |                     |                  |
| <b>TOTAL STATE SOURCES</b>                  | <b>0</b>         | <b>0</b>         | <b>0</b>            | <b>0</b>         |
| <b>5000 OTHER SOURCES OF FUNDS</b>          |                  |                  |                     |                  |
| 5100 Issuance of Bonds                      |                  |                  |                     |                  |
| 5110 Bond Principal                         |                  |                  |                     |                  |
| 5120 Premium/Discount of Bond Sale          |                  |                  |                     |                  |
| 5200 Transfers from Other Funds             | 750,000          | 1,600,000        | 1,000,000           | 1,000,000        |
| 5300 Gain/Loss on Disposal of Assets        |                  |                  |                     |                  |
| 5400 Loan Proceeds (>12 months)             |                  |                  |                     |                  |
| 5500 Capital Lease Proceeds                 |                  |                  |                     |                  |
| 5600 Other Long-Term Debt Proceeds          |                  |                  |                     |                  |
| <b>TOTAL OTHER SOURCES</b>                  | <b>750,000</b>   | <b>1,600,000</b> | <b>1,000,000</b>    | <b>1,000,000</b> |
| <b>8000 OPENING FUND BALANCE</b>            |                  |                  |                     |                  |
| Reserved Opening Balance (NPM)              |                  |                  |                     |                  |
| Unreserved Opening Balance                  | 1,973,947        | 3,399,403        | 3,381,807           | 5,611,078        |
| <b>TOTAL OPENING BALANCE</b>                | <b>1,973,947</b> | <b>3,399,403</b> | <b>3,381,807</b>    | <b>5,611,078</b> |
| Prior Period Adjustments                    |                  |                  |                     |                  |
| Residual Equity transfers                   |                  |                  |                     |                  |
| <b>TOTAL ALL RESOURCES</b>                  | <b>4,641,558</b> | <b>8,141,708</b> | <b>5,906,594</b>    | <b>8,385,865</b> |

|                                                     | (1)         | (2)            | (3)                 | (4)           |
|-----------------------------------------------------|-------------|----------------|---------------------|---------------|
|                                                     | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |               |
|                                                     | YEAR ENDING | PRIOR          | FINAL               | AMENDED FINAL |
| PROGRAM FUNCTION OBJECT                             | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED      |
| <b>000 UNDISTRIBUTED</b>                            |             |                |                     |               |
| <b>2600 Operations and Maintenance of Plant</b>     |             |                |                     |               |
| 100 Salaries                                        |             |                |                     |               |
| 200 Benefits                                        |             |                |                     |               |
| 300/400/500 Purchased Service                       |             | 19,977         |                     |               |
| 600 Supplies                                        |             |                |                     |               |
| 700 Property                                        |             |                |                     |               |
| 800 Other                                           |             |                |                     |               |
| <b>2600 SUBTOTAL</b>                                | 0           | 19,977         | 0                   | 0             |
| <b>4300 Architecture/Engineering</b>                |             |                |                     |               |
| 100 Salaries                                        |             |                |                     |               |
| 200 Benefits                                        |             |                |                     |               |
| 300/400/500 Purchased Service                       | 1,500       |                |                     |               |
| 600 Supplies                                        |             |                |                     |               |
| 700 Property                                        |             |                |                     |               |
| 800 Other                                           |             |                |                     |               |
| <b>4300 SUBTOTAL</b>                                | 1,500       | 0              | 0                   | 0             |
| <b>4500 Building Acquisition &amp; Construction</b> |             |                |                     |               |
| 100 Salaries                                        |             |                |                     |               |
| 200 Benefits                                        |             |                |                     |               |
| 300/400/500 Purchased Service                       |             | 71,507         |                     |               |
| 600 Supplies                                        |             |                |                     |               |
| 700 Property                                        |             |                |                     |               |
| 800 Other                                           |             |                |                     |               |
| <b>4500 SUBTOTAL</b>                                | 0           | 71,507         | 0                   | 0             |
| <b>4600 Site Improvement</b>                        |             |                |                     |               |
| 100 Salaries                                        |             |                |                     |               |
| 200 Benefits                                        |             |                |                     |               |
| 300/400/500 Purchased Service                       | 821,183     | 256,956        | 1,000,000           | 1,250,000     |
| 600 Supplies                                        |             |                |                     |               |
| 700 Property                                        |             |                |                     |               |
| 800 Other                                           | 6,271       |                |                     |               |
| <b>4600 SUBTOTAL</b>                                | 827,454     | 256,956        | 1,000,000           | 1,250,000     |
| <b>4700 Building Improvements</b>                   |             |                |                     |               |
| 100 Salaries                                        |             |                |                     |               |
| 200 Benefits                                        |             |                |                     |               |
| 300/400/500 Purchased Service                       | 413,201     | 2,182,189      | 3,000,000           | 5,750,000     |
| 600 Supplies                                        |             |                |                     |               |
| 700 Property                                        |             |                |                     |               |
| 800 Other                                           |             |                |                     |               |
| <b>4700 Subtotal</b>                                | 413,201     | 2,182,189      | 3,000,000           | 5,750,000     |
| <b>000 TOTAL UNDISTRIBUTED</b>                      | 1,242,155   | 2,530,630      | 4,000,000           | 7,000,000     |
| <b>6200 Other Fund Transfers</b>                    |             |                |                     |               |
| 910 Interfund Transfers                             |             |                |                     |               |
| <b>5300 Conversion Factor Reduction</b>             |             |                |                     |               |
| <b>TOTAL ALL EXPENDITURES</b>                       | 1,242,155   | 2,530,630      | 4,000,000           | 7,000,000     |
| <b>6300 Contingency</b>                             |             |                |                     |               |
| <b>ENDING FUND BALANCE</b>                          |             |                |                     |               |
| Reserved Ending Balance                             |             |                |                     |               |
| Unreserved Ending Balance                           | 3,399,403   | 5,611,078      | 1,906,594           | 1,385,865     |
| <b>TOTAL ENDING FUND BALANCE</b>                    | 3,399,403   | 5,611,078      | 1,906,594           | 1,385,865     |
| <b>TOTAL APPLICATIONS</b>                           | 4,641,558   | 8,141,708      | 5,906,594           | 8,385,865     |

|                                             | (1)         | (2)            | (3)                 | (4)                |
|---------------------------------------------|-------------|----------------|---------------------|--------------------|
|                                             | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |                    |
|                                             | YEAR ENDING | PRIOR          | FINAL               | December Augmented |
| REVENUE                                     | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED           |
| <b>1000 LOCAL SOURCES</b>                   |             |                |                     |                    |
| 1100 Tax Revenue                            |             |                |                     |                    |
| 1110 Property Taxes                         |             |                |                     |                    |
| 1111 Net Proceeds of Mines                  |             |                |                     |                    |
| 1112 Net Proceeds Of Mines -Prior Year      |             |                |                     |                    |
| 1120 School Support Taxes                   |             |                |                     |                    |
| 1150 Residential Construction Tax           |             |                |                     |                    |
| 1190 Other Taxes                            |             |                |                     |                    |
| 1191 Franchise Taxes                        |             |                |                     |                    |
| 1192 Governmental Services Tax              |             |                |                     |                    |
| 1200 Local Gov Units - Not School Districts |             |                |                     |                    |
| 1210 Rev in Lieu of Taxes                   |             |                |                     |                    |
| 1300 Tuition                                |             |                |                     |                    |
| 1400 Transportation Fees                    |             |                |                     |                    |
| 1500 Earnings on Investments                |             |                |                     |                    |
| 1600 Food Service Revenue                   |             |                |                     |                    |
| 1611 Daily Sales - School Lunch             |             |                |                     |                    |
| 1612 Daily Sales - School Breakfast         |             |                |                     |                    |
| 1613 Daily Sales - Special Milk             |             |                |                     |                    |
| 1614 Daily Sales - After School Program     |             |                |                     |                    |
| 1700 District Activities Revenue            |             |                |                     |                    |
| 1800 Community Service Activities           |             |                |                     |                    |
| 1900 Other Revenues                         | 1,179,360   | 1,214,936      | 1,450,000           | 1,450,000          |
| 1910 Rentals                                |             |                |                     |                    |
| 1920 Donations                              |             |                |                     |                    |
| 1950/60 Services Provided other Governments |             |                |                     |                    |
| 1990 Miscellaneous                          |             |                |                     |                    |
| <b>TOTAL LOCAL SOURCES</b>                  | 1,179,360   | 1,214,936      | 1,450,000           | 1,450,000          |
| <b>8000 OPENING FUND BALANCE</b>            |             |                |                     |                    |
| Reserved Opening Balance (NPM)              |             |                |                     |                    |
| Unreserved Opening Balance                  | 974,735     | 1,067,095      | 1,072,031           | 1,072,031          |
| <b>TOTAL OPENING BALANCE</b>                | 974,735     | 1,067,095      | 1,072,031           | 1,072,031          |
| Prior Period Adjustments                    |             |                |                     |                    |
| Residual Equity transfers                   |             |                |                     |                    |
| <b>TOTAL ALL RESOURCES</b>                  | 2,154,095   | 2,282,031      | 2,522,031           | 2,522,031          |

|                                             | (1)         | (2)            | (3)                 | (4)       |
|---------------------------------------------|-------------|----------------|---------------------|-----------|
|                                             | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                             | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
| PROGRAM FUNCTION OBJECT                     | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>910 COCURRICULAR ACTIVITIES</b>          |             |                |                     |           |
| <b>1000 Instruction</b>                     |             |                |                     |           |
| 100 Salaries                                |             |                |                     |           |
| 200 Benefits                                |             |                |                     |           |
| 300/400/500 Purchased Service               | 1,087,000   | 1,210,000      | 2,500,000           | 1,750,000 |
| 600 Supplies                                |             |                |                     | 750,000   |
| 700 Property                                |             |                |                     |           |
| 800 Other                                   |             |                |                     |           |
| <b>2100 Student Support Services</b>        |             |                |                     |           |
| 100 Salaries                                |             |                |                     |           |
| 200 Benefits                                |             |                |                     |           |
| 300/400/500 Purchased Service               |             |                |                     |           |
| 600 Supplies                                |             |                |                     |           |
| 700 Property                                |             |                |                     |           |
| 800 Other                                   |             |                |                     |           |
| <b>2200 Student Support Services</b>        |             |                |                     |           |
| 100 Salaries                                |             |                |                     |           |
| 200 Benefits                                |             |                |                     |           |
| 300/400/500 Purchased Service               |             |                |                     |           |
| 600 Supplies                                |             |                |                     |           |
| 700 Property                                |             |                |                     |           |
| 800 Other                                   |             |                |                     |           |
| <b>910 TOTAL COCURRICULAR ACTIVITIES</b>    | 1,087,000   | 1,210,000      | 2,500,000           | 2,500,000 |
| <b>6200 Other Fund Transfers</b>            |             |                |                     |           |
| 910 Interfund Transfers                     |             |                |                     |           |
| <b>5300 Conversion Factor Reduction</b>     |             |                |                     |           |
| <b>000 TOTAL UNDISTRIBUTED EXPENDITURES</b> | 0           | 0              | 0                   | 0         |
| <b>TOTAL ALL EXPENDITURES</b>               | 1,087,000   | 1,210,000      | 2,500,000           | 2,500,000 |
| <b>6300 Contingency</b>                     |             |                |                     |           |
| <b>ENDING FUND BALANCE</b>                  |             |                |                     |           |
| Reserved Ending Balance                     |             |                |                     |           |
| Unreserved Ending Balance                   | 1,067,095   | 1,072,031      | 22,031              | 22,031    |
| <b>TOTAL ENDING FUND BALANCE</b>            | 1,067,095   | 1,072,031      | 22,031              | 22,031    |
| <b>TOTAL APPLICATIONS</b>                   | 2,154,095   | 2,282,031      | 2,522,031           | 2,522,031 |

|                                              | (1)         | (2)            | (3)                 | (4)        |
|----------------------------------------------|-------------|----------------|---------------------|------------|
|                                              | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |            |
|                                              | YEAR ENDING | PRIOR          | FINAL               | AMENDED    |
| AVAILABLE RESOURCES                          | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED   |
| <b>COMBINED BONDS</b>                        |             |                |                     |            |
| <b>1110 Property Taxes</b>                   | 10,726,659  | 11,550,852     | 12,830,253          | 12,828,180 |
| <b>1110 Property Tax Fee</b>                 |             |                |                     |            |
| <b>1120 School Support Taxes</b>             |             |                |                     |            |
| <b>1190 Other Resources:</b>                 |             |                |                     |            |
| Net Incr (Decr) in Fair Value of Investments |             |                |                     |            |
| Proceeds from Refunding Bonds                |             |                |                     |            |
| Premium on Bonds sold                        | 0           |                |                     |            |
| Proceeds from Bond Sales                     |             |                |                     |            |
| Gain or Loss on Investments                  |             |                |                     |            |
| Debt Premium                                 |             |                |                     |            |
| <b>1500 Earnings on Investments</b>          | 110,798     | 547,815        | 25,000              | 25,000     |
| Intetest Subsidy                             |             |                |                     |            |
| Transfers IN from other funds                |             |                |                     |            |
| <b>Subtotal</b>                              | 10,837,457  | 12,098,667     | 12,855,253          | 12,853,180 |
| Opening Fund Balance                         | 10,392,351  | 11,593,327     | 12,320,902          | 12,130,288 |
| <b>Subtotal-Combined Bonds</b>               | 21,229,808  | 23,691,994     | 25,176,155          | 24,983,468 |
| <b>MEDIUM-TERM FINANCING</b>                 |             |                |                     |            |
| <b>1110 Property Taxes</b>                   |             |                |                     |            |
| <b>1190 Other Resources:</b>                 |             |                |                     |            |
| Proceeds of Refunding Bonds                  |             |                |                     |            |
| Premium on Bonds sold                        |             |                |                     |            |
| <b>1500 Earnings on Investments</b>          |             |                |                     |            |
| Transfers IN from Other Funds                |             |                |                     |            |
| Opening Fund Balance                         | 0           | 0              | 0                   | 0          |
| <b>TOTAL AVAILABLE FINANCING</b>             | 21,229,808  | 23,691,994     | 25,176,155          | 24,983,468 |
| <b>FUND EXPENDITURES</b>                     |             |                |                     |            |
| <b>COMBINED BONDS</b>                        |             |                |                     |            |
| <b>4700 Building Improvements</b>            |             |                |                     |            |
| <b>9004 Principal</b>                        | 6,080,000   | 8,355,000      | 9,190,000           | 9,190,000  |
| <b>9003 Interest</b>                         | 3,556,481   | 3,178,424      | 3,506,149           | 3,165,399  |
| Bond Defeasance                              |             |                |                     |            |
| Bond Defeasance Other Costs                  |             |                |                     |            |
| <b>9006 Coupon Redemption</b>                |             |                |                     |            |
| <b>9007 Other Costs</b>                      |             | 28,282         | 160,000             | 160,000    |
| Bond Issuance Costs                          |             |                |                     |            |
| Payments for Refunding Bonds                 |             |                |                     |            |
| Incline Property Tax Refunds & Interest      |             |                |                     |            |
| Dues & Fees                                  |             |                |                     |            |
| Reno Development Settlement                  |             |                |                     |            |
| Misc Costs                                   |             |                |                     |            |
| Transfers TO Other Funds                     |             |                |                     |            |
| <b>Subtotal - Combined Bonds</b>             | 9,636,481   | 11,561,706     | 12,856,149          | 12,515,399 |
| <b>MEDIUM-TERM FINANCING</b>                 |             |                |                     |            |
| <b>8004 Principal</b>                        |             |                |                     |            |
| <b>8003 Interest</b>                         |             |                |                     |            |
| Reserves (Include unappropriated balance)    |             |                |                     |            |
| <b>Subtotal - MTF</b>                        | 0           | 0              | 0                   | 0          |
| <b>Ending Fund Balance</b>                   | 11,593,327  | 12,130,288     | 12,320,007          | 12,468,069 |

ALL EXISTING OR PROPOSED  
GENERAL OBLIGATION BONDS, REVENUE BONDS  
MEDIUM-TERM FINANCING, CAPITAL LEASES AND  
SPECIAL ASSESSMENT BONDS

- \* - Type  
1 - General Obligation Bonds  
2 - G. O. Revenue Supported Bonds  
3 - G. O. Special Assessment Bonds  
4 - Revenue Bonds  
5 - Medium-Term Financing  
6 - Medium-Term Financing - Lease Purchase  
7 - Capital Leases  
8 - Special Assessment Bonds  
9 - Mortgages  
10 - Other (Specify Type)  
11 - Proposed (Specify Type)  
12 - Consolidated on CAFR Note Disclosure  
\*\*\* - Principal placed into a sinking fund and are part of fund balance

| (1)                                               | (2) | (3)  | (4)                            | (5)           | (6)                      | (7)              | (8)                                             | (9)                                             | (10)                 | (11)              |
|---------------------------------------------------|-----|------|--------------------------------|---------------|--------------------------|------------------|-------------------------------------------------|-------------------------------------------------|----------------------|-------------------|
| NAME OF BOND OR LOAN<br>List and Subtotal By Fund | *   | TERM | ORIGINAL<br>AMOUNT OF<br>ISSUE | ISSUE<br>DATE | FINAL<br>PAYMENT<br>DATE | INTEREST<br>RATE | BEGINNING<br>OUTSTANDING<br>BALANCE<br>7/1/2024 | REQUIREMENTS FOR FISCAL<br>YEAR ENDING 06/30/25 |                      | (9)+(10)<br>TOTAL |
|                                                   |     |      |                                |               |                          |                  |                                                 | INTEREST<br>PAYABLE                             | PRINCIPAL<br>PAYABLE |                   |
| FUND:                                             |     |      |                                |               |                          |                  |                                                 |                                                 |                      |                   |
| 2013 Refunding Bonds                              | 1   | 12   | 9,765,000                      | 03/13/13      | 04/01/25                 | 2.00%            | 670,000                                         | 16,750                                          | 670,000              | 686,750           |
| 2016A Improvement & Refunding                     | 1   | 20   | 6,400,000                      | 06/20/16      | 04/01/36                 | 3.00%            | 5,130,000                                       | 143,100                                         | 335,000              | 478,100           |
| 2017 Refunding Bonds                              | 1   | 13   | 17,900,000                     | 08/08/17      | 06/01/30                 | 5.00%            | 8,925,000                                       | 403,550                                         | 1,465,000            | 1,868,550         |
| 2019 Refunding Bonds                              | 1   | 15   | 7,055,000                      | 10/09/19      | 04/01/28                 | 5.00%            | 4,690,000                                       | 234,500                                         | 1,710,000            | 1,944,500         |
| 2021A Refunding Bonds                             | 1   | 15   | 14,925,000                     | 05/13/20      | 06/01/35                 | 2.29%            | 12,220,000                                      | 491,750                                         | 1,495,000            | 1,986,750         |
| 2022B Improvement Bonds                           | 1   | 10   | 9,705,000                      | 03/10/22      | 06/01/32                 | 1.88%            | 8,510,000                                       | 425,500                                         | 500,000              | 925,500           |
| 2022A Improvement and Refunding                   | 1   | 20   | 27,660,000                     | 03/10/22      | 06/01/42                 | 2.50%            | 26,870,000                                      | 939,888                                         | 400,000              | 1,339,888         |
| 2023 Various Rollover Bond                        | 1   | 3    | 6,500,000                      | 06/12/23      | 06/30/26                 | 3.77%            | 4,410,000                                       | 163,611                                         | 2,165,000            | 2,328,611         |
| 2025 Various Rollover Bond                        | 1   | 7    | 14,995,801                     | 07/15/24      | 12/15/32                 | 4.25%            | 14,995,801                                      | 346,750                                         | 450,000              | 796,750           |
| <b>Total Bond Issue Debt Service Fund</b>         |     |      | <b>114,905,801</b>             |               |                          |                  | <b>86,420,801</b>                               | <b>3,165,399</b>                                | <b>9,190,000</b>     | <b>12,355,399</b> |
|                                                   |     |      |                                |               |                          |                  |                                                 |                                                 |                      |                   |
|                                                   |     |      |                                |               |                          |                  |                                                 |                                                 |                      |                   |
|                                                   |     |      |                                |               |                          |                  |                                                 |                                                 |                      |                   |
|                                                   |     |      |                                |               |                          |                  |                                                 |                                                 |                      |                   |
| <b>Total Debt Service (ST)</b>                    |     |      | <b>0</b>                       |               |                          |                  | <b>0</b>                                        | <b>0</b>                                        | <b>0</b>             | <b>0</b>          |
|                                                   |     |      |                                |               |                          |                  |                                                 |                                                 |                      |                   |
| <b>TOTAL ALL DEBT SERVICE</b>                     |     |      | <b>114,905,801</b>             |               |                          |                  | <b>86,420,801</b>                               | <b>3,165,399</b>                                | <b>9,190,000</b>     | <b>12,355,399</b> |

| PROPRIETARY FUND                        | (1)         | (2)            | (3)                 | (4)       |
|-----------------------------------------|-------------|----------------|---------------------|-----------|
|                                         | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                         | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
|                                         | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>OPERATING REVENUE</b>                |             |                |                     |           |
| Local Sources                           |             |                |                     |           |
| 1900 Charges for Services               | 639,968     | 743,837        | 625,000             | 625,000   |
|                                         |             |                |                     |           |
|                                         |             |                |                     |           |
|                                         |             |                |                     |           |
| <b>(A) Total Operating Revenue</b>      | 639,968     | 743,837        | 625,000             | 625,000   |
| <b>OPERATING EXPENSE</b>                |             |                |                     |           |
| 100 Salaries                            |             |                |                     |           |
| 200 Benefits                            | 634,569     | 630,294        | 640,000             | 640,000   |
| 300/400/500 Purchased Services          | 95,951      | 170,328        | 100,000             | 100,000   |
| 600 Supplies                            |             |                |                     |           |
| 700 Property                            |             |                |                     |           |
| 800 Other                               | 53,277      | 0              | 50,000              | 50,000    |
|                                         |             |                |                     |           |
|                                         |             |                |                     |           |
|                                         |             |                |                     |           |
| <b>(B) Total Operating Expense</b>      | 783,797     | 800,622        | 790,000             | 790,000   |
| <b>Operating Income or (Loss)</b>       | (143,829)   | (56,785)       | (165,000)           | (165,000) |
| <b>NONOPERATING REVENUES</b>            |             |                |                     |           |
| 1500 Interest Earned                    |             |                |                     |           |
| Subsidies                               |             |                |                     |           |
| 1000 Revenue from Local Sources         |             |                |                     |           |
| 3000 Revenue from State Sources         |             |                |                     |           |
| 4000 Revenue from Federal Sources       |             |                |                     |           |
| Medicare Part D                         |             |                |                     |           |
| Loss on Disposal of Asset               |             |                |                     |           |
| <b>(C) Total NONOPERATING Revenues</b>  |             |                |                     |           |
| <b>NONOPERATING EXPENSES</b>            |             |                |                     |           |
| 832 Interest Expense                    |             |                |                     |           |
| Other Expense                           |             |                |                     |           |
|                                         |             |                |                     |           |
|                                         |             |                |                     |           |
| <b>(D) Total NONOPERATING Expenses</b>  |             |                |                     |           |
| Net Income before Operating Transfers   | (143,829)   | (56,785)       | (165,000)           | (165,000) |
|                                         |             |                |                     |           |
| <b>Operating Transfers (Schedule T)</b> |             |                |                     |           |
| 6200 From Other Funds                   |             |                |                     |           |
| 910 To Other Funds                      |             |                |                     |           |
| <b>(E) Net Operating Transfers</b>      | 0           | 0              |                     |           |
|                                         |             |                |                     |           |
| <b>(F) NET INCOME</b>                   | (143,829)   | (56,785)       | (165,000)           | (165,000) |
| <b>Retained Earnings</b>                |             |                |                     |           |
| Beginning July 1                        | 1,649,798   | 1,505,969      | 1,340,969           | 1,449,184 |
| Ending June 30                          | 1,505,969   | 1,449,184      | 1,175,969           | 1,284,184 |

| PROPRIETARY FUND                                                      | (1)              | (2)              | (3)                 | (4)              |
|-----------------------------------------------------------------------|------------------|------------------|---------------------|------------------|
|                                                                       | ACTUAL           | ACTUAL           | FISCAL YEAR 2024-25 |                  |
|                                                                       | YEAR ENDING      | PRIOR            | FINAL               | AMENDED          |
|                                                                       | 6/30/2023        | ENDING 6/30/24   | APPROVED            | APPROVED         |
|                                                                       |                  |                  |                     |                  |
| <b>A. CASH FLOWS FROM OPERATING ACTIVITIES:</b>                       |                  |                  |                     |                  |
|                                                                       |                  |                  |                     |                  |
| Charges for Services                                                  | 644,510          | 712,208          | 625,000             | 625,000          |
| Cash received from other funds                                        |                  |                  |                     |                  |
| Claims                                                                | (474,569)        | (607,294)        | (640,000)           | (640,000)        |
| Insurance Premiums                                                    | (111,519)        | (91,706)         | (100,000)           | (100,000)        |
| Administrative Expenses                                               |                  |                  |                     |                  |
| Fees and Assessments                                                  |                  |                  |                     |                  |
|                                                                       |                  |                  |                     |                  |
| <b>a. Net cash provided/(used) by operating activities</b>            | <b>58,422</b>    | <b>13,208</b>    | <b>(115,000)</b>    | <b>(115,000)</b> |
|                                                                       |                  |                  |                     |                  |
| <b>B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>             |                  |                  |                     |                  |
|                                                                       |                  |                  |                     |                  |
|                                                                       |                  |                  |                     |                  |
| Operating Transfers-In (Out)                                          | 0                | 0                | 0                   | 0                |
|                                                                       |                  |                  |                     |                  |
| <b>b. Net cash provided by noncapital financing activities</b>        | <b>0</b>         | <b>0</b>         | <b>0</b>            | <b>0</b>         |
|                                                                       |                  |                  |                     |                  |
| <b>C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>   |                  |                  |                     |                  |
| Purchase of Equipment                                                 |                  |                  |                     |                  |
|                                                                       |                  |                  |                     |                  |
|                                                                       |                  |                  |                     |                  |
|                                                                       |                  |                  |                     |                  |
| <b>c. Net cash used for capital and related financing activities</b>  | <b>0</b>         | <b>0</b>         | <b>0</b>            | <b>0</b>         |
|                                                                       |                  |                  |                     |                  |
| <b>D. CASH FLOWS FROM INVESTING ACTIVITIES:</b>                       |                  |                  |                     |                  |
| Interest Earned                                                       |                  |                  |                     |                  |
| Local Revenue                                                         |                  |                  |                     |                  |
| State Revenue                                                         |                  |                  |                     |                  |
| Federal Revenue                                                       |                  | 0                | 0                   | 0                |
| <b>d. Net cash provided from Investing Activities</b>                 | <b>0</b>         | <b>0</b>         | <b>0</b>            | <b>0</b>         |
|                                                                       |                  |                  |                     |                  |
| <b>NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)</b> | <b>58,422</b>    | <b>13,208</b>    | <b>(115,000)</b>    | <b>(115,000)</b> |
|                                                                       |                  |                  |                     |                  |
| <b>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR</b>                 | <b>2,507,256</b> | <b>2,565,678</b> | <b>2,460,678</b>    | <b>2,578,886</b> |
|                                                                       |                  |                  |                     |                  |
| <b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>                       | <b>2,565,678</b> | <b>2,578,886</b> | <b>2,345,678</b>    | <b>2,463,886</b> |



| PROPRIETARY FUND                        | (1)         | (2)            | (3)                 | (4)       |
|-----------------------------------------|-------------|----------------|---------------------|-----------|
|                                         | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                         | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
|                                         | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
| <b>OPERATING REVENUE</b>                |             |                |                     |           |
| Local Sources                           |             |                |                     |           |
| 1900 Charges for Services               | 168,645     | 168,000        | 155,000             | 155,000   |
|                                         |             |                |                     |           |
|                                         |             |                |                     |           |
|                                         |             |                |                     |           |
| <b>(A) Total Operating Revenue</b>      | 168,645     | 168,000        | 155,000             | 155,000   |
| <b>OPERATING EXPENSE</b>                |             |                |                     |           |
| 100 Salaries                            |             |                |                     |           |
| 200 Benefits                            | 0           | 28,193         | 25,000              | 25,000    |
| 300/400/500 Purchased Services          |             |                |                     |           |
| 600 Supplies                            |             |                |                     |           |
| 700 Property                            |             |                |                     |           |
| 800 Other                               |             |                |                     |           |
|                                         |             |                |                     |           |
|                                         |             |                |                     |           |
|                                         |             |                |                     |           |
| <b>(B) Total Operating Expense</b>      | 0           | 28,193         | 25,000              | 25,000    |
| <b>Operating Income or (Loss)</b>       | 168,645     | 139,807        | 130,000             | 130,000   |
| <b>NONOPERATING REVENUES</b>            |             |                |                     |           |
| 1500 Interest Earned                    |             |                |                     |           |
| Subsidies                               |             |                |                     |           |
| 1000 Revenue from Local Sources         |             |                |                     |           |
| 3000 Revenue from State Sources         |             |                |                     |           |
| 4000 Revenue from Federal Sources       |             |                |                     |           |
| Medicare Part D                         |             |                |                     |           |
| Loss on Disposal of Asset               |             |                |                     |           |
| <b>(C) Total NONOPERATING Revenues</b>  |             |                |                     |           |
| <b>NONOPERATING EXPENSES</b>            |             |                |                     |           |
| 832 Interest Expense                    |             |                |                     |           |
| Other Expense                           |             |                |                     |           |
|                                         |             |                |                     |           |
| <b>(D) Total NONOPERATING Expenses</b>  |             |                |                     |           |
| Net Income before Operating Transfers   | 168,645     | 139,807        | 130,000             | 130,000   |
|                                         |             |                |                     |           |
| <b>Operating Transfers (Schedule T)</b> |             |                |                     |           |
| 6200 From Other Funds                   |             |                |                     |           |
| 910 To Other Funds                      |             |                |                     |           |
| <b>(E) Net Operating Transfers</b>      |             |                |                     |           |
|                                         |             |                |                     |           |
| <b>(F) NET INCOME</b>                   | 168,645     | 139,807        | 130,000             | 130,000   |
| <b>Retained Earnings</b>                |             |                |                     |           |
| Beginning July 1                        | 1,334,271   | 1,502,916      | 1,642,723           | 1,642,723 |
| Ending June 30                          | 1,502,916   | 1,642,723      | 1,772,723           | 1,772,723 |

| PROPRIETARY FUND                                                      | (1)         | (2)            | (3)                 | (4)       |
|-----------------------------------------------------------------------|-------------|----------------|---------------------|-----------|
|                                                                       | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |           |
|                                                                       | YEAR ENDING | PRIOR          | FINAL               | AMENDED   |
|                                                                       | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED  |
|                                                                       |             |                |                     |           |
| <b>A. CASH FLOWS FROM OPERATING ACTIVITIES:</b>                       |             |                |                     |           |
| Cash received for services                                            | 168,645     | 168,000        | 168,000             | 168,000   |
| Cash paid for salaries and benefits                                   |             |                |                     |           |
| Cash payments for employee benefits                                   |             | (28,193)       | (25,000)            | (25,000)  |
| Cash payments for claims and services                                 |             |                |                     |           |
|                                                                       |             |                |                     |           |
|                                                                       |             |                |                     |           |
| <b>a. Net cash provided/(used) by operating activities</b>            | 168,645     | 139,807        | 143,000             | 143,000   |
| <b>B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>             |             |                |                     |           |
| Federal reimbursements                                                |             |                |                     |           |
| Loss on Disposal of assets                                            |             |                |                     |           |
| Operating Transfers-In (Out)                                          |             |                |                     |           |
|                                                                       |             |                |                     |           |
| <b>b. Net cash provided by noncapital financing activities</b>        | 0           | 0              | 0                   | 0         |
| <b>C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>   |             |                |                     |           |
| Purchase of Equipment                                                 |             |                |                     |           |
|                                                                       |             |                |                     |           |
|                                                                       |             |                |                     |           |
| <b>c. Net cash used for capital and related financing activities</b>  | 0           | 0              | 0                   | 0         |
| <b>D. CASH FLOWS FROM INVESTING ACTIVITIES:</b>                       |             |                |                     |           |
| Interest Earned                                                       |             |                |                     |           |
| Local Revenue                                                         |             |                |                     |           |
| State Revenue                                                         |             |                |                     |           |
| Federal Revenue                                                       |             |                |                     |           |
| <b>d. Net cash provided from Investing Activities</b>                 | 0           | 0              | 0                   | 0         |
| <b>NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)</b> | 168,645     | 139,807        | 143,000             | 143,000   |
| <b>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR</b>                 | 1,327,527   | 1,496,172      | 1,635,979           | 1,635,979 |
| <b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>                       | 1,496,172   | 1,635,979      | 1,778,979           | 1,778,979 |

| PROPRIETARY FUND                        | (1)         | (2)            | (3)                 | (4)      |
|-----------------------------------------|-------------|----------------|---------------------|----------|
|                                         | ACTUAL      | ACTUAL         | FISCAL YEAR 2024-25 |          |
|                                         | YEAR ENDING | PRIOR          | FINAL               | AMENDED  |
|                                         | 6/30/2023   | ENDING 6/30/24 | APPROVED            | APPROVED |
| <b>OPERATING REVENUE</b>                |             |                |                     |          |
| Local Sources                           |             |                |                     |          |
| 1900 Charges for Services               | -           |                | 0                   |          |
|                                         |             |                |                     |          |
|                                         |             |                |                     |          |
|                                         |             |                |                     |          |
| <b>(A) Total Operating Revenue</b>      | 0           | 0              | 0                   | 0        |
| <b>OPERATING EXPENSE</b>                |             |                |                     |          |
| 100 Salaries                            |             |                |                     |          |
| 200 Benefits                            |             |                |                     |          |
| 300/400/500 Purchased Services          | -           |                |                     |          |
| 600 Supplies                            | -           |                |                     |          |
| 700 Property                            |             |                |                     |          |
| 800 Other                               |             |                |                     |          |
|                                         |             |                |                     |          |
|                                         |             |                |                     |          |
| <b>(B) Total Operating Expense</b>      | 0           | 0              | 0                   | 0        |
| <b>Operating Income or (Loss)</b>       | 0           | 0              | 0                   | 0        |
| <b>NONOPERATING REVENUES</b>            |             |                |                     |          |
| 1500 Interest Earned                    | 0           |                |                     |          |
| Subsidies                               |             |                |                     |          |
| 1000 Revenue from Local Sources         |             |                |                     |          |
| 3000 Revenue from State Sources         |             |                |                     |          |
| 4000 Revenue from Federal Sources       |             |                |                     |          |
| Medicare Part D                         |             |                |                     |          |
| Loss on Disposal of Asset               |             |                |                     |          |
| <b>(C) Total NONOPERATING Revenues</b>  |             |                |                     |          |
| <b>NONOPERATING EXPENSES</b>            |             |                |                     |          |
| 832 Interest Expense                    |             |                |                     |          |
| Other Expense                           |             |                |                     |          |
|                                         |             |                |                     |          |
| <b>(D) Total NONOPERATING Expenses</b>  |             |                |                     |          |
| Net Income before Operating Transfers   | 0           | 0              | 0                   | 0        |
|                                         |             |                |                     |          |
| <b>Operating Transfers (Schedule T)</b> |             |                |                     |          |
| 6200 From Other Funds                   |             |                |                     |          |
| 910 To Other Funds                      |             |                |                     |          |
| <b>(E) Net Operating Transfers</b>      | 0           | 0              |                     |          |
|                                         |             |                |                     |          |
| <b>(F) NET INCOME</b>                   | 0           | 0              | 0                   | 0        |
| <b>Retained Earnings</b>                |             |                |                     |          |
| Beginning July 1                        | 651,515     | 651,515        | 651,515             | 651,515  |
| Ending June 30                          | 651,515     | 651,515        | 651,515             | 651,515  |

| PROPRIETARY FUND                                                      | (1)            | (2)            | (3)                 | (4)            |
|-----------------------------------------------------------------------|----------------|----------------|---------------------|----------------|
|                                                                       | ACTUAL         | ACTUAL         | FISCAL YEAR 2024-25 |                |
|                                                                       | YEAR ENDING    | PRIOR          | FINAL               | AMENDED        |
|                                                                       | 6/30/2023      | ENDING 6/30/24 | APPROVED            | APPROVED       |
|                                                                       |                |                |                     |                |
| <b>A. CASH FLOWS FROM OPERATING ACTIVITIES:</b>                       |                |                |                     |                |
|                                                                       |                |                |                     |                |
| Cash rebate received for services                                     | (1,375)        | 0              | 0                   |                |
| Cash paid for salaries and benefits                                   |                |                |                     |                |
| Cash payments for employee benefits                                   |                |                |                     |                |
| Cash payments for claims and services                                 | 0              | 0              | 0                   |                |
|                                                                       |                |                |                     |                |
|                                                                       |                |                |                     |                |
| <b>a. Net cash provided/(used) by operating activities</b>            | <b>(1,375)</b> | <b>0</b>       | <b>0</b>            | <b>0</b>       |
|                                                                       |                |                |                     |                |
| <b>B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>             |                |                |                     |                |
|                                                                       |                |                |                     |                |
|                                                                       |                |                |                     |                |
| Operating Transfers-In (Out)                                          | 0              | 0              | 0                   | 0              |
|                                                                       |                |                |                     |                |
| <b>b. Net cash provided by noncapital financing activities</b>        | <b>0</b>       | <b>0</b>       | <b>0</b>            | <b>0</b>       |
|                                                                       |                |                |                     |                |
| <b>C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>   |                |                |                     |                |
| Purchase of Equipment                                                 |                |                |                     |                |
|                                                                       |                |                |                     |                |
|                                                                       |                |                |                     |                |
|                                                                       |                |                |                     |                |
| <b>c. Net cash used for capital and related financing activities</b>  | <b>0</b>       | <b>0</b>       | <b>0</b>            | <b>0</b>       |
|                                                                       |                |                |                     |                |
| <b>D. CASH FLOWS FROM INVESTING ACTIVITIES:</b>                       |                |                |                     |                |
|                                                                       |                |                |                     |                |
| Interest Earned                                                       | 0              |                |                     |                |
| Local Revenue                                                         |                |                |                     |                |
| State Revenue                                                         |                |                |                     |                |
| Federal Revenue                                                       |                | 0              | 0                   | 0              |
| <b>d. Net cash provided from Investing Activities</b>                 | <b>0</b>       | <b>0</b>       | <b>0</b>            | <b>0</b>       |
|                                                                       |                |                |                     |                |
| <b>NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)</b> | <b>(1,375)</b> | <b>0</b>       | <b>0</b>            | <b>0</b>       |
|                                                                       |                |                |                     |                |
| <b>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR</b>                 | <b>705,006</b> | <b>703,631</b> | <b>703,631</b>      | <b>703,631</b> |
|                                                                       |                |                |                     |                |
| <b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>                       | <b>703,631</b> | <b>703,631</b> | <b>703,631</b>      | <b>703,631</b> |

|                      |                             |                    |                                  |                    |
|----------------------|-----------------------------|--------------------|----------------------------------|--------------------|
| REPORT FOR ALL FUNDS | TO/FROM DISTRICTS IN NEVADA |                    | TO/FROM DISTRICTS OUTSIDE NEVADA |                    |
|                      | (1)Tuition                  | (2) Transportation | (3) Tuition                      | (4) Transportation |
|                      | CODE(S)                     | 1312,1322,1332     | 1412,1423                        | 1313,1323,1333     |

|          |  |  |  |     |  |
|----------|--|--|--|-----|--|
| REVENUES |  |  |  | \$0 |  |
|----------|--|--|--|-----|--|

EXPENDITURES

|                            |             |     |     |     |     |
|----------------------------|-------------|-----|-----|-----|-----|
|                            | OBJECT CODE | 561 | 511 | 562 | 512 |
| 100 - Regular Programs     |             |     |     |     |     |
| 200 - Special Programs     |             |     |     |     |     |
| 300 - Vocational Programs  |             |     |     |     |     |
| 400 - Other PK-12 Programs |             |     |     |     |     |
| 500 - Nonpublic Programs   |             |     |     |     |     |
| 600 - Adult Programs       |             |     |     |     |     |
|                            |             |     |     |     |     |
| TOTALS                     |             |     |     |     |     |

| (1)<br>FUND TYPE       | TRANSFERS FROM   |             |               |  | TRANSFERS TO      |             |               |
|------------------------|------------------|-------------|---------------|--|-------------------|-------------|---------------|
|                        | (2)<br>FROM FUND | (3)<br>PAGE | (4)<br>AMOUNT |  | (5)<br>TO FUND    | (6)<br>PAGE | (7)<br>AMOUNT |
| <b>GENERAL FUND</b>    |                  |             |               |  |                   |             |               |
|                        | General Fund     | 10          | 21,290,000    |  | English Learner   | 11          | \$1,250,000   |
|                        |                  |             |               |  | Gifted & Talented | 13          | \$500,000     |
|                        |                  |             |               |  | At-Risk           | 15          | \$1,110,000   |
|                        |                  |             |               |  | Special Education | 27          | 16,830,000    |
|                        |                  |             |               |  | Medicaid          | 35          | 100,000       |
|                        |                  |             |               |  | School Lunch      | 37          | \$500,000     |
|                        |                  |             |               |  | Capital Projects  | 46          | \$1,000,000   |
|                        |                  |             |               |  |                   |             |               |
|                        |                  |             |               |  |                   |             |               |
|                        |                  |             |               |  |                   |             |               |
| <b>SUBTOTAL</b>        |                  |             | \$21,290,000  |  |                   |             | \$21,290,000  |
| <b>Other Funds</b>     |                  |             |               |  |                   |             |               |
|                        |                  |             |               |  |                   |             |               |
|                        |                  |             |               |  |                   |             |               |
|                        |                  |             |               |  |                   |             |               |
|                        |                  |             |               |  |                   |             |               |
|                        |                  |             |               |  |                   |             |               |
|                        |                  |             |               |  |                   |             |               |
|                        |                  |             |               |  |                   |             |               |
|                        |                  |             |               |  |                   |             |               |
|                        |                  |             |               |  |                   |             |               |
|                        |                  |             |               |  |                   |             |               |
|                        |                  |             |               |  |                   |             |               |
|                        |                  |             |               |  |                   |             |               |
| <b>SUBTOTAL</b>        |                  |             | \$0           |  |                   |             | \$0           |
| <b>TOTAL TRANSFERS</b> |                  |             | \$21,290,000  |  |                   |             | \$21,290,000  |

## LOBBYING EXPENSE ESTIMATE

Pursuant to NRS 354.600 (3), **each** (emphasis added) local government budget must obtain a separate statement of anticipated expenses relating to activities designed to influence the passage or defeat of legislation in an upcoming legislative session.

*Nevada Legislature: 82nd Session; February 6, 2025 to June 5, 2025*

|                                                                                        |          |                             |
|----------------------------------------------------------------------------------------|----------|-----------------------------|
| 1. Activity:                                                                           | _____    | No Lobbying Expense Planned |
| 2. Funding Source:                                                                     | _____    | Not Applicable              |
| 3. Transportation                                                                      | \$ _____ |                             |
| 4. Lodging and meals                                                                   | \$ _____ |                             |
| 5. Salaries and Wages                                                                  | \$ _____ |                             |
| 6. Compensation to lobbyists                                                           | \$ _____ |                             |
| 7. Entertainment                                                                       | \$ _____ |                             |
| 8. Supplies, equipment & facilities; other personnel and services spent in Carson City | \$ _____ |                             |
| <b>Total</b>                                                                           | \$ _____ | -                           |

Entity: Lyon County School District

Budget Fiscal Year 2024-25

| Schedule of Existing Contracts |                                                                                                    |                                                                    |                              |                                            |                                 |                                                    |
|--------------------------------|----------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|------------------------------|--------------------------------------------|---------------------------------|----------------------------------------------------|
| Budget Year 2024-25            |                                                                                                    |                                                                    |                              |                                            |                                 |                                                    |
|                                | <b>Local Government:</b>                                                                           | Lyon County School District                                        |                              |                                            |                                 |                                                    |
|                                | <b>Contact:</b>                                                                                    | Kyle Rodriguez                                                     |                              |                                            |                                 |                                                    |
|                                | <b>E-Mail Address:</b>                                                                             | <a href="mailto:KRodriguez@lyoncsd.org">KRodriguez@lyoncsd.org</a> |                              |                                            |                                 |                                                    |
|                                | <b>Daytime Telephone:</b>                                                                          | (775) 463-6800 x10136                                              |                              | <b>Total Number of Existing Contracts:</b> | 11                              |                                                    |
| Line                           | VENDOR                                                                                             | Effective Date of Contract                                         | Termination Date of Contract | Proposed Expenditure FY 2023-24            | Proposed Expenditure FY 2024-25 | DESCRIPTION                                        |
| 1                              | Rife Silva & Co., LLC                                                                              | 7/1/2024                                                           | 6/30/2025                    | \$76,600                                   | \$78,600                        | Annual Financial Audit (year-ending 06/30/2024)    |
| 2                              | JNA Consulting                                                                                     | 7/1/2024                                                           | 6/30/2025                    | \$2,500                                    | \$2,500                         | Financial Consulting - Secondary Market Disclosure |
| 3                              | Infinite Campus                                                                                    | 7/1/2024                                                           | 6/30/2025                    | \$87,319                                   | \$90,000                        | Student Information System                         |
| 4                              | Tyler Technologies                                                                                 | 7/1/2024                                                           | 6/30/2025                    | \$112,465                                  | \$135,132                       | ERP System                                         |
| 5                              | Macleod Watts Inc.                                                                                 | 7/1/2024                                                           | 6/30/2025                    | \$7,500                                    | \$7,500                         | Actuarial Services                                 |
| 6                              | Maupin, Cox & Legoy                                                                                | 7/1/2024                                                           | 6/30/2025                    | \$68,000                                   | \$70,000                        | Legal Services                                     |
| 7                              | Skyfiber                                                                                           | 7/1/2024                                                           | 6/30/2025                    | \$697,452                                  | \$702,000                       | Internet Services                                  |
| 8                              | Frontline                                                                                          | 7/1/2024                                                           | 6/30/2025                    | \$32,051                                   | \$32,051                        | Personal and absence tracking software             |
| 9                              | Evaluwise                                                                                          | 7/1/2024                                                           | 6/30/2025                    | \$15,322                                   | \$15,322                        | Certified Evaluation Software                      |
| 10                             | Bickmore Actuarial                                                                                 | 7/1/2024                                                           | 6/30/2025                    | \$4,000                                    | \$4,000                         | Actuarial Services                                 |
| 11                             | Finalsite                                                                                          | 7/1/2024                                                           | 6/30/2025                    | \$36,000                                   | \$36,000                        | District Website Services                          |
| 12                             |                                                                                                    |                                                                    |                              |                                            |                                 |                                                    |
|                                | <b>Total Proposed Expenditures</b>                                                                 |                                                                    |                              | <b>\$1,139,208</b>                         | <b>\$1,173,104</b>              |                                                    |
|                                |                                                                                                    |                                                                    |                              |                                            |                                 |                                                    |
|                                | *Contracts that end on or before 06/30/24 have automatic renewals or renewal options in FY2024-25. |                                                                    |                              |                                            |                                 |                                                    |



| Schedule of Privatization Contracts                                                                |                    |                                                                    |                              |                          |                                 |                                     |                                  |                                                    |                                                           |                                                                                                  |
|----------------------------------------------------------------------------------------------------|--------------------|--------------------------------------------------------------------|------------------------------|--------------------------|---------------------------------|-------------------------------------|----------------------------------|----------------------------------------------------|-----------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| Budget Year 2024-25                                                                                |                    |                                                                    |                              |                          |                                 |                                     |                                  |                                                    |                                                           |                                                                                                  |
|                                                                                                    |                    |                                                                    |                              |                          |                                 |                                     |                                  |                                                    |                                                           |                                                                                                  |
|                                                                                                    | Local Government:  | Lyon County School District                                        |                              |                          |                                 |                                     |                                  |                                                    |                                                           |                                                                                                  |
|                                                                                                    | Contact:           | Kyle Rodriguez                                                     |                              |                          |                                 |                                     |                                  |                                                    |                                                           |                                                                                                  |
|                                                                                                    | E-Mail Address:    | <a href="mailto:Krodriguez@lyoncsd.org">Krodriguez@lyoncsd.org</a> |                              |                          |                                 |                                     |                                  |                                                    |                                                           |                                                                                                  |
|                                                                                                    | Daytime Telephone: | (775) 463-6800 x10136                                              |                              |                          |                                 | Total Number of Existing Contracts: | 2                                |                                                    |                                                           |                                                                                                  |
|                                                                                                    |                    |                                                                    |                              |                          |                                 |                                     |                                  |                                                    |                                                           |                                                                                                  |
| Line                                                                                               | VENDOR             | Effective Date of Contract                                         | Termination Date of Contract | Duration (Months/ Years) | Proposed Expenditure FY 2023-24 | Proposed Expenditure FY 2024-25     | Position or Class or Grade       | Number of FTEs employed by Position Class or Grade | Equivalent hourly wage of FTEs by Position Class or Grade | Reason or need for contract                                                                      |
| 1                                                                                                  | Chartwells         | 7/1/2020                                                           | 7/1/2025                     | 5                        | \$5,472,394                     | \$5,195,000                         | Nutrition Information Technology |                                                    |                                                           | Reduce operating cost and outsource food service to a profesion food service management company. |
| 2                                                                                                  | Oasis Online       | 1/1/2022                                                           | 12/31/2025                   | 4                        | \$103,950                       | \$103,950                           |                                  |                                                    |                                                           | District networking services.                                                                    |
| 3                                                                                                  |                    |                                                                    |                              |                          |                                 |                                     |                                  |                                                    |                                                           |                                                                                                  |
| 4                                                                                                  |                    |                                                                    |                              |                          |                                 |                                     |                                  |                                                    |                                                           |                                                                                                  |
| 5                                                                                                  |                    |                                                                    |                              |                          |                                 |                                     |                                  |                                                    |                                                           |                                                                                                  |
| 6                                                                                                  |                    |                                                                    |                              |                          |                                 |                                     |                                  |                                                    |                                                           |                                                                                                  |
| 7                                                                                                  |                    |                                                                    |                              |                          |                                 |                                     |                                  |                                                    |                                                           |                                                                                                  |
| 8                                                                                                  |                    |                                                                    |                              |                          |                                 |                                     |                                  |                                                    |                                                           |                                                                                                  |
| 9                                                                                                  |                    |                                                                    |                              |                          |                                 |                                     |                                  |                                                    |                                                           |                                                                                                  |
| Total Proposed Expenditures                                                                        |                    |                                                                    |                              |                          | \$ 5,576,344                    | \$ 5,298,950                        |                                  | -                                                  |                                                           |                                                                                                  |
| *Contracts that end on or before 06/30/24 have automatic renewals or renewal options in FY2024-25. |                    |                                                                    |                              |                          |                                 |                                     |                                  |                                                    |                                                           |                                                                                                  |
|                                                                                                    |                    |                                                                    |                              |                          |                                 |                                     |                                  |                                                    |                                                           |                                                                                                  |

**LYON COUNTY SCHOOL DISTRICT  
RESOLUTION TO AMEND  
THE 2024-2025 GENERAL FUND BUDGET  
OF THE LYON COUNTY SCHOOL DISTRICT**

**WHEREAS**, the total resources of the Lyon County School District General Fund have sufficient available resources consisting of an unappropriated opening fund balance of \$769,696 more than budget and \$50,000 of additional Federal ERATE revenue.

**WHEREAS**, the Lyon County School District must amend its budget to reflect the average daily enrollment count from the prior quarter by January 1st per NRS 354.598005 (9), resulting in a revenue decrease of \$842,185

**WHEREAS**, the Lyon County School District has the ability to reduce appropriation authority for expenditures due to projected expenditures less than budgeted.

**Now, therefore it is hereby RESOLVED**, that the Lyon County School District shall amend its Fiscal Year 2024-2025 General Fund budget, thereby decreasing its appropriations by \$22,489 from \$128,348,000 to \$128,325,511.

**IT IS FURTHER RESOLVED**, by the Lyon County School District Board of Trustees:

**PASSED, ADOPTED, AND APPROVED** the 17<sup>th</sup> of December, 2025.

**AYES:**

**NAYS:**

|       |       |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

**Absent:**

\_\_\_\_\_

**By:** \_\_\_\_\_  
Phil Cowee, President

**ATTEST:** \_\_\_\_\_  
Bridget Peterson, Clerk

**General Fund (Final Budget To December Amended)**

***Adjust Revenues/Sources***

|                                      |    |              |
|--------------------------------------|----|--------------|
| Unappropriated Fund Balance          | \$ | 769,696.00   |
| PCFP Adjusted Base Per-Pupil Funding |    | (842,185.00) |
| Federal Erate Revenue                |    | 50,000.00    |
|                                      | \$ | (22,489.00)  |

***Adjust Expenditures***

|                  |                             |    |                |
|------------------|-----------------------------|----|----------------|
| Regular Programs | 1000 Instruction            | \$ | (1,174,489.00) |
| Undistributed    | Student Support             |    | (97,000.00)    |
| Undistributed    | General Administration      |    | (255,000.00)   |
| Undistributed    | School Administration       |    | (410,000.00)   |
| Undistributed    | Central Services            |    | (124,000.00)   |
| Undistributed    | Operations & Maintenance    |    | (1,212,000.00) |
| Undistributed    | Student Transportation      |    | (275,000.00)   |
| Undistributed    | Architectural & Engineering |    | 1,550,000.00   |
|                  | Building Acquisition &      |    |                |
| Undistributed    | Construction                |    | (100,000.00)   |
| Undistributed    | Building Improvements       |    | 2,075,000.00   |
|                  |                             | \$ | (22,489.00)    |

**General Fund (Board Approved Budget Transfer To December Amended)**

***Adjust Revenues/Sources***

|                                      |    |              |
|--------------------------------------|----|--------------|
| Unappropriated Fund Balance          | \$ | 769,696.00   |
| PCFP Adjusted Base Per-Pupil Funding |    | (842,185.00) |
| Federal Erate Revenue                |    | 50,000.00    |
|                                      | \$ | (22,489.00)  |

***Adjust Expenditures***

|                  |                             |    |              |
|------------------|-----------------------------|----|--------------|
| Regular Programs | 1000 Instruction            | \$ | (848,489.00) |
| Undistributed    | Student Support             |    | (822.00)     |
| Undistributed    | General Administration      |    | -            |
| Undistributed    | School Administration       |    | 244,000.00   |
| Undistributed    | Central Services            |    | (178.00)     |
| Undistributed    | Operations & Maintenance    |    | -            |
| Undistributed    | Student Transportation      |    | (50,000.00)  |
| Undistributed    | Architectural & Engineering |    | 633,000.00   |
|                  | Building Acquisition &      |    |              |
| Undistributed    | Construction                |    | -            |
|                  |                             | \$ | (22,489.00)  |

**LYON COUNTY SCHOOL DISTRICT  
RESOLUTION TO AUGMENT THE 2024-2025 BUDGET  
OF THE LYON COUNTY SCHOOL DISTRICT  
COMBINED FUNDS**

**WHEREAS,** The following funds for Lyon County School District have additional resources, shortfalls and/or unappropriated beginning fund balance that differ from the amounts set forth in the FY25 Final Budget.

**WHEREAS,** the available resources and beginning fund balance in the Special Education Fund are anticipated to exceed that budgeted by \$935,969.

**WHEREAS,** the available resources and beginning fund balance in the PCFP English Learner Fund are anticipated to exceed that budgeted by \$19,361.

**WHEREAS,** the available resources and beginning fund balance in the PCFP Gifted & Talented has an anticipated a shortfall of to that budgeted by (12,282).

**WHEREAS,** the available resources and beginning fund balance in the PCFP At-Risk Fund are anticipated to exceed that budget by \$154,075.

**WHEREAS,** the available resources and beginning fund balance in the Medicaid Fund has an anticipated a shortfall of to that budgeted by (10,812).

**WHEREAS,** the available resources and beginning fund balance in the Federal School Lunch are anticipated to exceed that budgeted by \$491,360.

**WHEREAS,** the available resources and beginning fund balance in the Residential Construction Tax are anticipated to exceed that budgeted by \$235,213.

**WHEREAS,** the available resources and beginning fund balance in the Capital Projects Fund are anticipated to exceed that budgeted by \$2,479,271.

**WHEREAS,** the available resources and beginning fund balance in the Bond Projects Fund are anticipated to exceed that budgeted by \$6,248,398.

**NOW, THEREFORE, BE IT RESOLVED,** That the Lyon County School District shall augment the Special Education Fund by increasing its appropriations from \$21,308,000 to \$22,081,093.

**BE IT FURTHER RESOLVED** That the Lyon County School District shall augment the PCFP English Learner Fund by increasing its appropriations from \$3,418,977 to \$3,438,338.

**BE IT FURTHER RESOLVED** That the Lyon County School District shall amend the PCFP Gifted & Talented Fund decreasing its applications from \$730,000 to \$717,718.

**BE IT FURTHER RESOLVED** That the Lyon County School District shall augment the PCFP At-Risk Fund by increasing its appropriations from \$2,770,000 to \$2,924,076.

**BE IT FURTHER RESOLVED** That the Lyon County School District shall amend the Medicaid Fund decreasing its applications from \$606,786 to \$595,974.

**BE IT FURTHER RESOLVED** That the Lyon County School District shall augment the Federal School Lunch Fund by increasing its appropriations from \$8,744,305 to \$9,235,665.

**BE IT FURTHER RESOLVED** That the Lyon County School District shall augment the Residential Construction Tax Fund by increasing its appropriations from \$1,837,292 to \$2,072,505.

**BE IT FURTHER RESOLVED** That the Lyon County School District shall augment the Capital Projects Fund by increasing its appropriations from \$5,906,594 to 8,385,865.

**BE IT FURTHER RESOLVED** That the Lyon County School District shall augment the Bond Projects Fund by increasing its appropriations from \$26,801,241 to 20,552,843.

**IT IS FURTHER RESOLVED**, by the Lyon County School District Board of Trustees

**PASSED, ADOPTED, AND APPROVED** on the 17<sup>th</sup> of December 2024.

**AYES:**

**NAYS:**

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**Absent:**

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**By:** \_\_\_\_\_ **ATTEST:** \_\_\_\_\_  
Phil Cowee, President Bridget Peterson, Clerk

### Special Education Fund

**Adjust Revenues/Sources**

|                                 |                      |
|---------------------------------|----------------------|
| Unappropriated Fund Balance     | \$ 415,124.00        |
| State Special Education Funding | \$ 520,845.00        |
|                                 | <u>\$ 935,969.00</u> |

**Adjust Expenditures**

|                  |                         |                      |
|------------------|-------------------------|----------------------|
| Special Programs | 1000 Instruction        | \$ 72,093.00         |
| Special Programs | Student Support         | 857,000.00           |
| Special Programs | General Administration  | 6,000.00             |
|                  | Reserved Ending Balance | 876.00               |
|                  |                         | <u>\$ 935,969.00</u> |

### PCFP English Learner Fund

**Adjust Revenues/Sources**

|                             |                     |
|-----------------------------|---------------------|
| Unappropriated Fund Balance | \$ 19,361.00        |
|                             | <u>\$ 19,361.00</u> |

**Adjust Expenditures**

|                     |                  |                     |
|---------------------|------------------|---------------------|
| Other Instructional | 1000 Instruction | \$ 19,361.00        |
|                     |                  | <u>\$ 19,361.00</u> |

### PCFP Gifted & Talented Fund

**Adjust Revenues/Sources**

|                             |                       |
|-----------------------------|-----------------------|
| Unappropriated Fund Balance | \$ (12,282.00)        |
|                             | <u>\$ (12,282.00)</u> |

**Adjust Expenditures**

|                     |                  |                       |
|---------------------|------------------|-----------------------|
| Other Instructional | 1000 Instruction | \$ (12,282.00)        |
|                     |                  | <u>\$ (12,282.00)</u> |

### PCFP At-Risk Fund

**Adjust Revenues/Sources**

|                             |                      |
|-----------------------------|----------------------|
| Unappropriated Fund Balance | \$ 154,075.00        |
|                             | <u>\$ 154,075.00</u> |

**Adjust Expenditures**

|                     |                       |                      |
|---------------------|-----------------------|----------------------|
|                     | Instructional Support |                      |
| Other Instructional | Services              | \$ 154,075.00        |
|                     |                       | <u>\$ 154,075.00</u> |

### Medicaid Fund

#### ***Adjust Revenues/Sources***

|                             |    |             |
|-----------------------------|----|-------------|
| Unappropriated Fund Balance | \$ | (10,812.00) |
|                             | \$ | (10,812.00) |

#### ***Adjust Expenditures***

|                  |                        |    |             |
|------------------|------------------------|----|-------------|
| Special Programs | Student Support        | \$ | (25,812.00) |
| Special Programs | General Administration |    | 15,000.00   |
|                  |                        | \$ | (10,812.00) |

### Federal School Lunch Fund

#### ***Adjust Revenues/Sources***

|                             |    |            |
|-----------------------------|----|------------|
| Unappropriated Fund Balance | \$ | 491,360.00 |
|                             | \$ | 491,360.00 |

#### ***Adjust Expenditures***

|               |                         |    |            |
|---------------|-------------------------|----|------------|
| Undistributed | Food Service Operations | \$ | 439,470.00 |
| Undistributed | Ending Fund Balance     |    | 51,890.00  |
|               |                         | \$ | 491,360.00 |

### Residential Construction Tax Fund

***Adjust Revenues/Sources***

|                             |                      |
|-----------------------------|----------------------|
| Unappropriated Fund Balance | \$ 235,213.00        |
|                             | <u>\$ 235,213.00</u> |

***Adjust Expenditures***

|               |                       |                      |
|---------------|-----------------------|----------------------|
| Undistributed | Site Improvement      | \$ (100,000.00)      |
| Undistributed | Building Improvements | 600,000.00           |
| Undistributed | Ending Fund Balance   | <u>(264,787.00)</u>  |
|               |                       | <u>\$ 235,213.00</u> |

### Capital Projects Fund

***Adjust Revenues/Sources***

|                             |                        |
|-----------------------------|------------------------|
| Unappropriated Fund Balance | \$ 2,229,271.00        |
| Investment Earnings         | <u>\$ 250,000.00</u>   |
|                             | <u>\$ 2,479,271.00</u> |

***Adjust Expenditures***

|               |                       |                        |
|---------------|-----------------------|------------------------|
| Undistributed | Site Improvement      | \$ 250,000.00          |
| Undistributed | Building Improvements | 2,750,000.00           |
| Undistributed | Ending Fund Balance   | <u>(520,729.00)</u>    |
|               |                       | <u>\$ 2,479,271.00</u> |

### Bond Projects Fund

***Adjust Revenues/Sources***

|                             |                        |
|-----------------------------|------------------------|
| Unappropriated Fund Balance | \$ 5,252,597.00        |
| Issuance of Bond            | <u>\$ 995,801.00</u>   |
|                             | <u>\$ 6,248,398.00</u> |

***Adjust Expenditures***

|               |                          |                        |
|---------------|--------------------------|------------------------|
| Undistributed | General Administration   | \$ 100,000.00          |
| Undistributed | Architecture/Engineering | 225,000.00             |
| Undistributed | Site Improvement         | 650,000.00             |
| Undistributed | Building Improvements    | (235,000.00)           |
| Undistributed | Ending Fund Balance      | <u>5,508,398.00</u>    |
|               |                          | <u>\$ 6,248,398.00</u> |



## Lyon County School District Board Memo

**Date:** December 17, 2024  
**To:** Board of School Trustees  
**From:** Harman Bains, Executive Director of Operations  
**Re:** FY25 Five-Year Capital Improvement Plan (CIP)

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### **Recommendation:**

That the Board of Trustees approves the Five-Year Capital Improvement Plan (CIP) as a result of the FY25 Budget Augmentation.

### **Background Information:**

NRS 354.5945 requires each local government to annually prepare a capital improvement plan for the fiscal year ending June 30 of that year and the ensuing 5 fiscal years. In addition, the number of expenditures contained in the plan for fiscal year 2025 must not exceed the total amount of expenditures for capital outlay in the district's final fiscal year 2025 budget. Furthermore, the plan needs to identify the proposed capital projects and the anticipated costs associated with each project.

The Five-Year Capital Improvement Plan includes the following funds:

**Building and Sites Fund (Fund 330)** – proceeds are used for various capital projects. Revenues for this fund are accumulated through district owned rental properties, investments, and general fund appropriations.

**Capital Projects Fund (Fund 340)** – proceeds are used for various capital projects including, parking lot renovation and maintenance, roof replacement, athletic fields and tracks, etc. Revenues are received from the investments, general fund appropriations, and Motor Vehicle Privilege Tax associated with Lyon County residents' vehicles.

**Residential Construction Fund (310)** – proceeds are used for various capital projects per NRS 278. Revenues are received as a portion (\$1,600.00) of building permits issued in Lyon County. The proceeds are specifically designated to be used in the area for which the permit is issued. For example, proceeds from Fernley permits must be used for Fernley area schools.

**Bonds Projects Fund (360)** – used for projects specified in bond resolutions. Proceeds are obtained through the district's issuance of general obligation bonds.

LCSD's five-year CIP impacts students and staff by enhancing the quality of the learning and working environment. Modernized facilities, upgraded technology, and improved infrastructure creates safer, more efficient, and more engaging spaces for education. An effective plan can lead to increased access to resources, reduced distractions from outdated or inadequate facilities, and an environment that supports academic achievement and personal growth. Additionally, long-term planning ensures that the district is proactively addressing growth, maintenance, and evolving educational needs, fostering a sense of stability and investment in the community.

***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.*

**Budget Considerations:**

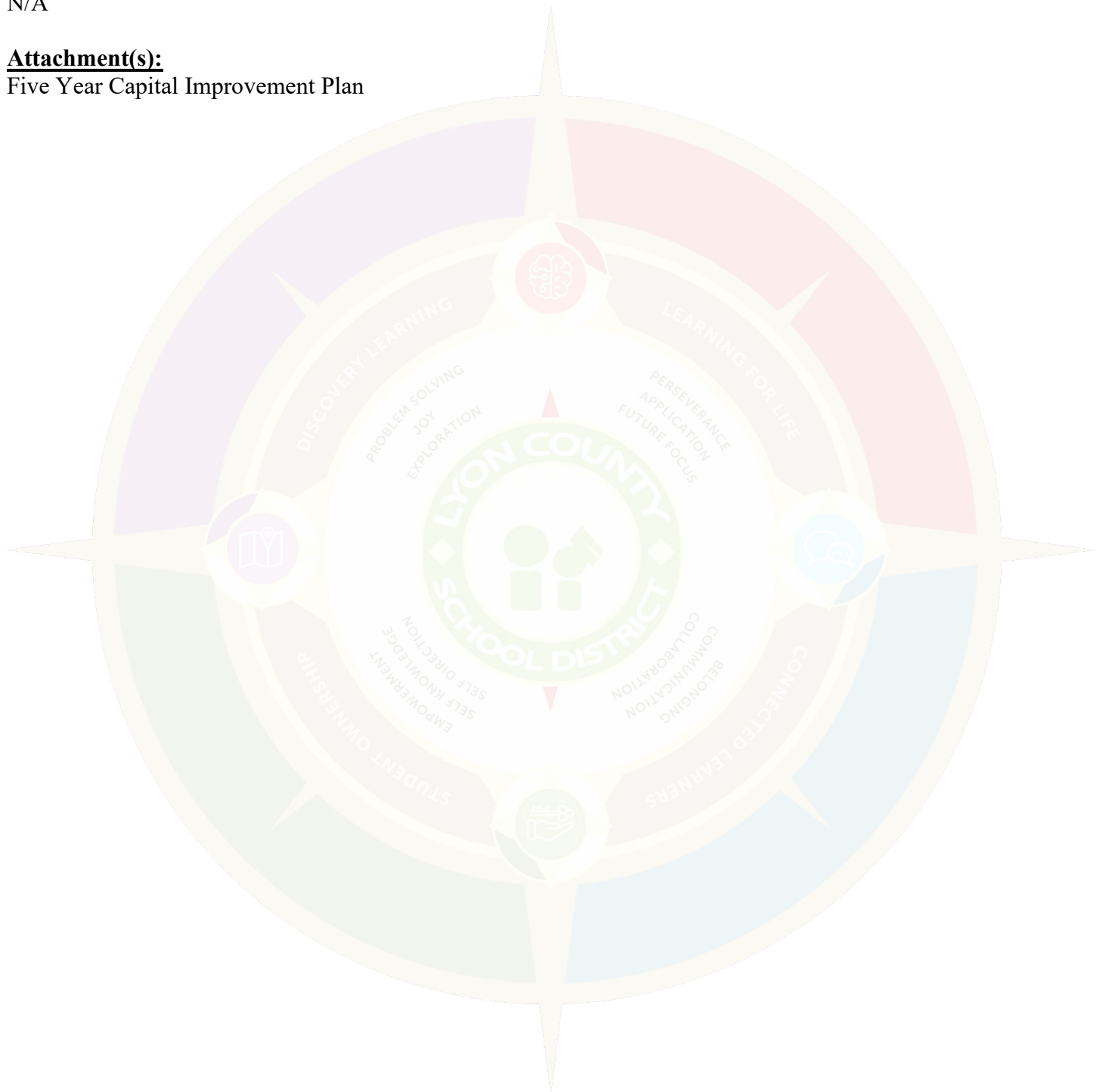
N/A

**Discussed at Previous Meeting:**

N/A

**Attachment(s):**

Five Year Capital Improvement Plan



***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.

LYON COUNTY SCHOOL DISTRICT  
FIVE YEAR CAPITAL IMPROVEMENT PLAN  
(NRS 354.5945)

December 10, 2024  
Updated  
Estimated  
Budgeted

Minimum level of expenditure for items classified as capital asset - \$5,000  
Minimum level of expenditure for items classified as capital projects - \$15,000

|              |                                         | FY2023   | FY2024   | FY2025   | FY2026 | FY2027 | FY2028 |
|--------------|-----------------------------------------|----------|----------|----------|--------|--------|--------|
| Fund: 330    | Building & Sites Fund                   |          |          |          |        |        |        |
|              | Beginning Balance                       | 226,015  | 114,996  | 79,596   | 4,797  | 14,397 | 23,997 |
|              | Contingent Funds                        |          | (25,000) |          |        |        |        |
|              | Yerington HS Gym Resurfacing/Sanding    | (68,010) |          |          |        |        |        |
|              | Smith Valley HS Gym Resurfacing/Sanding | (51,809) |          |          |        |        |        |
|              | Yerington ES Playground                 |          | (20,000) | (64,399) |        |        |        |
|              | Yerington IS Playground                 |          |          | (20,000) |        |        |        |
| Fund Revenue |                                         |          |          |          |        |        |        |
|              | Smith Valley Property Fees (estimated)  | 8,800    | 9,600    | 9,600    | 9,600  | 9,600  | 9,600  |
|              | Investments                             |          |          |          |        |        |        |
| Fund Balance |                                         | 114,996  | 79,596   | 4,797    | 14,397 | 23,997 | 33,597 |

|                     |                                                | FY2023           | FY2024           | FY2025         | FY2026        | FY2027           | FY2028           |
|---------------------|------------------------------------------------|------------------|------------------|----------------|---------------|------------------|------------------|
| <b>Fund: 340</b>    | <b>Capital Projects Fund</b>                   |                  |                  |                |               |                  |                  |
|                     | Beginning Balance                              | 1,724,037        | 2,899,493        | 2,780,223      | 337,664       | 13,589           | (299,976)        |
|                     | Professional Services                          | (27,635)         |                  | (25,000)       | (25,000)      | (25,000)         | (25,000)         |
|                     | Building HVAC / Boilers / Controls             | (26,725)         | -                |                |               | (750,000)        | (750,000)        |
|                     | Classroom and Hallway Flooring / Carpet        | (177,598)        | (146,687)        | (250,000)      | (250,000)     | (250,000)        | (250,000)        |
|                     | Parking Lot Reseal/Striping                    | (138,950)        | (82,650)         | (100,000)      | (100,000)     | (100,000)        | (100,000)        |
|                     | Silver Springs Lync Modular                    | (489,635)        |                  |                |               |                  |                  |
|                     | Silver Springs Alerton Fire Panel              | (23,750)         |                  |                |               |                  |                  |
|                     | YES Boiler (500 Wing)                          | (19,976)         |                  |                |               |                  |                  |
|                     | YHS Indoor Bleachers                           | (314,566)        |                  |                |               |                  |                  |
|                     | DES Building Controls                          |                  | (144,995)        |                |               |                  |                  |
|                     | FES Building Controls                          |                  | (18,950)         |                |               |                  |                  |
|                     | FIS Building Controls                          |                  | (179,950)        |                |               |                  |                  |
|                     | RES Building Controls                          |                  | (162,760)        |                |               |                  |                  |
|                     | SMS Building Controls                          |                  | (299,740)        |                |               |                  |                  |
|                     | SVS Building Controls                          |                  | (280,910)        |                |               |                  |                  |
|                     | YHS Building Controls                          |                  | (209,820)        |                |               |                  |                  |
|                     | YES Doors                                      | (23,320)         |                  |                |               |                  |                  |
|                     | FIS Chiller                                    |                  | (72,650)         |                |               |                  |                  |
|                     | FES Chillers 2x                                |                  | (141,540)        |                |               |                  |                  |
|                     | SSHS Chillers 2x                               |                  | (208,000)        |                |               |                  |                  |
|                     | YHS Baseball/Softball Upgrades                 |                  | (238,151)        |                |               |                  |                  |
|                     | SSHS Baseball/Softball Upgrades                |                  | (183,984)        |                |               |                  |                  |
|                     | DHS Boilers Replacement                        |                  | (575,790)        |                |               |                  |                  |
|                     | SSMS Boilers Replacement                       |                  | (812,167)        |                |               |                  |                  |
|                     | CES Boilers Replacement                        |                  | (852,830)        |                |               |                  |                  |
|                     | DHS Baseball Scoreboard Installation           |                  |                  | (50,435)       |               |                  |                  |
|                     | DHS Softball Scoreboard Installation           |                  |                  | (50,435)       |               |                  |                  |
|                     | DHS Football Scoreboard Installation           |                  |                  | (50,435)       |               |                  |                  |
|                     | YHS Baseball Scoreboard Installation           |                  |                  | (50,435)       |               |                  |                  |
|                     | YHS Softball Scoreboard Installation           |                  |                  | (50,435)       |               |                  |                  |
|                     | YHS Baseball Batter Eye                        |                  |                  | (28,860)       |               |                  |                  |
|                     | YIS Heat Exchanger                             |                  |                  | (18,556)       |               |                  |                  |
|                     | YES Heat Exchanger                             |                  |                  | (18,556)       |               |                  |                  |
|                     | DHS Sage Bld Chiller                           |                  |                  | (73,550)       |               |                  |                  |
|                     | FHS English Bld Chiller                        |                  |                  | (73,550)       |               |                  |                  |
|                     | SS Dining Hall Chiller                         |                  |                  | (73,550)       |               |                  |                  |
|                     | DIS Boiler Upgrade                             |                  |                  | (997,177)      |               |                  |                  |
|                     | DIS Swamp to HVAC Replacement                  |                  |                  | (650,000)      | (250,000)     |                  |                  |
|                     | SSMS Swamp to HVAC Replacement                 |                  |                  | (634,106)      | (300,000)     |                  |                  |
|                     | SMS Watercooling Replacement                   |                  |                  | (775,000)      | (200,000)     |                  |                  |
|                     | FHS Math Bld HVAC                              |                  |                  |                |               |                  |                  |
|                     | DHS Navao Bld HVAC                             |                  |                  |                |               |                  |                  |
|                     | CES MPR Chiller                                |                  |                  |                |               |                  |                  |
|                     | FIS 5th Grade Chiller                          |                  |                  |                |               |                  |                  |
|                     | RES Main Chiller                               |                  |                  |                |               |                  |                  |
|                     | Athletic Fields / Tracks (Annual Allocation)   | (250,000)        | (250,000)        | (250,000)      | (250,000)     | (250,000)        | (250,000)        |
|                     | Athletic Fields / Tracks (Reserved Allocation) | 500,000          | 750,000          | 1,000,000      | 1,250,000     | 1,500,000        | 1,750,000        |
| <b>Fund Revenue</b> |                                                |                  |                  |                |               |                  |                  |
|                     | Motor Vehicle Tax                              | 1,004,595        | 1,030,218        | 1,040,520      | 1,050,925     | 1,061,435        | 1,072,049        |
|                     | Investments/Transfers                          | 1,663,016        | 3,712,087        | 737,000        |               |                  |                  |
| <b>Fund Balance</b> |                                                | <b>2,899,493</b> | <b>2,780,223</b> | <b>337,664</b> | <b>13,589</b> | <b>(299,976)</b> | <b>(602,927)</b> |

|                     |                                           | FY2023                        | FY2024                        | FY2025                           | FY2026         | FY2027         | FY2028                 |
|---------------------|-------------------------------------------|-------------------------------|-------------------------------|----------------------------------|----------------|----------------|------------------------|
| Fund: 310           |                                           | Residential Construction Fund |                               |                                  |                |                |                        |
|                     | Beginning Balance                         | 2,074,050                     | 1,705,912                     | 1,444,989                        | 613,594        | 613,594        | 613,594                |
|                     | <b>Dayton</b>                             |                               |                               |                                  |                |                |                        |
|                     | DHS Outdoor Bleachers Project             | (204,402)                     |                               |                                  |                |                |                        |
|                     | DIS/DES/SES/RES MPR Flooring              |                               | (197,858)                     |                                  |                |                |                        |
|                     | DHS Stage Lighting                        |                               | (53,742)                      |                                  |                |                |                        |
|                     | DHS Falcon Restrooms                      |                               | (71,508)                      |                                  |                |                |                        |
|                     | Playground Equipment/Repairs              |                               | (113,294)                     |                                  |                |                |                        |
|                     | DHS Baseball/Softball Upgrades            |                               | (216,898)                     |                                  |                |                |                        |
|                     | DHS Main Gym Floor Replacement            |                               |                               | (387,303)                        |                |                |                        |
|                     | DHS Aux Gym Resurface                     |                               |                               | (50,059)                         |                |                |                        |
|                     | DHS Football Scoreboard                   |                               |                               | (3,000)                          |                |                |                        |
|                     | DHS Baseball/Softball Scoreboard          |                               | (13,000)                      |                                  |                |                |                        |
|                     | DHS Stage Speakers                        |                               |                               |                                  |                |                |                        |
|                     | DIS Stage Lighting and Speakers           |                               |                               |                                  |                |                |                        |
|                     | Dayton Area Playground Equipment/Repairs  |                               |                               | (116,499)                        |                |                |                        |
|                     | <b>Fernley</b>                            |                               |                               |                                  |                |                |                        |
|                     | FHS Stadium Bleachers Project             | (640,600)                     |                               |                                  |                |                |                        |
|                     | FIS Indoor Bleachers                      |                               | (142,891)                     |                                  |                |                |                        |
|                     | FIS Gym Resurfacing/Sanding               |                               | (43,577)                      |                                  |                |                |                        |
|                     | FHS Gym Resurfacing/Sanding               |                               |                               | (35,255)                         |                |                |                        |
|                     | FHS Baseball/Softball Upgrades            |                               | (47,148)                      |                                  |                |                |                        |
|                     | FHS Main Gym Floor Replacement            |                               |                               | (355,705)                        |                |                |                        |
|                     | FHS Bleachers                             |                               |                               | (137,751)                        |                |                |                        |
|                     | FIS/FES/CES MPR Flooring                  |                               | (52,805)                      |                                  |                |                |                        |
|                     | FHS Stage Lighting and Speakers           |                               |                               |                                  |                |                |                        |
|                     | FIS Stage Lighting and Speakers           |                               |                               |                                  |                |                |                        |
|                     | Fernely Area Playground Equipment/Repairs |                               | (37,923)                      | (272,385)                        |                |                |                        |
|                     | <b>Smith Valley</b>                       |                               |                               |                                  |                |                |                        |
|                     | Smith Rubber Aux Gym Floor                | (129,979)                     |                               |                                  |                |                |                        |
|                     | Playground Equipment/Repairs              |                               | -                             | (69,603)                         |                |                |                        |
|                     | SVS Stage Lighting and Speakers           |                               |                               |                                  |                |                |                        |
|                     | <b>Silver Springs</b>                     |                               |                               |                                  |                |                |                        |
|                     | Playground Equipment/Repairs              |                               | -                             |                                  |                |                |                        |
|                     | SSES/SSME Speakers                        |                               |                               |                                  |                |                |                        |
|                     | SSES/SSMS Playground Equipment            |                               |                               | (19,554)                         |                |                |                        |
|                     | <b>Yerington Area</b>                     |                               |                               |                                  |                |                |                        |
|                     | YHS Stadium Bleachers Project             | (20,040)                      |                               |                                  |                |                |                        |
|                     | YIS/YES/YHS Playground Equipment/Repairs  |                               | -                             |                                  |                |                |                        |
|                     | YIS Main Floor Resurface                  |                               |                               | (51,710)                         |                |                |                        |
|                     | YHS/YIS MPR Flooring                      |                               |                               |                                  |                |                |                        |
|                     | YES MPR Flooring                          |                               | (13,047)                      | (15,596)                         |                |                |                        |
|                     | YIS Stage Lighting and Speakers           |                               |                               |                                  |                |                |                        |
| <b>Fund Revenue</b> | <b>Attendance Area</b>                    | <b>Actual FY 2023 Revenue</b> | <b>Actual FY 2024 Revenue</b> | <b>FY 2025 Estimated Revenue</b> |                |                | <b>Current Balance</b> |
|                     | Dayton Area                               | 238,864                       | 253,440                       | 246,152                          |                |                | 135,516                |
|                     | Fernley Area                              | 240,787                       | 372,240                       | 306,514                          |                |                | 385,387                |
|                     | Silver Springs Area                       | 64,192                        | 66,448                        | 65,320                           |                |                | 162,309                |
|                     | Smith Valley Area                         | 33,248                        | 28,496                        | 30,872                           |                |                | 11,454                 |
|                     | Yerington Area                            | 46,192                        | 22,144                        | 34,168                           |                |                | 96,984                 |
| <b>Fund Balance</b> |                                           | <b>1,705,912</b>              | <b>1,444,989</b>              | <b>613,594</b>                   | <b>613,594</b> | <b>613,594</b> | <b>791,649</b>         |

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|              |                                                         | FY2023              | FY2024       | FY2025      | FY2026      | FY2027      | FY2028    |
|--------------|---------------------------------------------------------|---------------------|--------------|-------------|-------------|-------------|-----------|
| Fund: 360    |                                                         | Bonds Projects Fund |              |             |             |             |           |
|              | Beginning Balance                                       | 39,988,392          | 28,674,665   | 9,515,984   | 11,212,966  | 6,047,966   | 1,546,859 |
|              | Professional Services (Bond Fee)                        | (71,221)            |              | (242,450)   |             |             |           |
|              | Silver Springs Transportation Yard Construction         |                     |              | (2,608,951) |             |             |           |
|              | Silver Springs Transportation Yard Professional Service | (198,432)           | (41,900)     |             |             |             |           |
|              | Silver Springs Turf Repair                              | (87,009)            |              |             |             |             |           |
|              | Silver Springs Training Modular                         | (178,818)           |              |             |             |             |           |
|              | FHS Rooftop HVAC Unit Equipment                         |                     | (262,500)    |             |             |             |           |
|              | DHS Rooftop HVAC Unit Equipment                         |                     | (211,794)    |             |             |             |           |
|              | DES Rooftop HVAC Unit Equipment                         |                     | (116,606)    |             |             |             |           |
|              | FHS/DHS/DES Rooftop HVAC Replacement                    |                     | (524,458)    |             |             |             |           |
|              | CES/SES Swamp Cooler Replacements                       | (69,568)            | (3,223,537)  |             |             |             |           |
|              | FHS Gym Professional Services                           | (612,070)           |              |             |             |             |           |
|              | FHS Gym Construction Costs                              | (15,679,372)        | (11,415,555) |             |             |             |           |
|              | District Office Renovation                              |                     |              |             |             |             |           |
|              | CES Roof Replacement                                    |                     | (335,000)    |             |             |             |           |
|              | SSES Dining Facility Roof Replacement                   |                     | (92,750)     |             |             |             |           |
|              | SMS Roof Professional Services                          | (32,050)            |              |             |             |             |           |
|              | SES Roof Replacement                                    |                     |              | (334,250)   |             |             |           |
|              | SSES Bld A Roof Replacement                             |                     |              | (200,000)   |             |             |           |
|              | YES Bld 500 Roof Replacement                            |                     |              |             | (315,000)   |             |           |
|              | SMS Audio Enhancement                                   |                     | (268,728)    |             |             |             |           |
|              | SSHS Audio Enhancement                                  |                     | (192,790)    |             |             |             |           |
|              | DES Audio Enhancement                                   |                     | (222,432)    |             |             |             |           |
|              | SSES Audio Enhancement                                  |                     |              | (238,153)   |             |             |           |
|              | FES Audio Enhancement                                   |                     |              | (289,859)   |             |             |           |
|              | YES Audio Enhancement                                   |                     |              | (252,449)   |             |             |           |
|              | FHS, DHS, and YHS Perimeter Fencing/Doors               |                     |              | (1,500,000) | (1,500,000) |             |           |
|              | DIS Swamp to HVAC Replacement                           |                     |              | (3,364,866) |             |             |           |
|              | SSMS Swamp to HVAC Replacement                          |                     |              | (2,200,000) |             |             |           |
|              | DHS Audio Enhancement                                   |                     |              |             | (250,000)   |             |           |
|              | SVS Audio Enhancement                                   |                     |              |             | (250,000)   |             |           |
|              | FHS Audio Enhancement                                   |                     |              |             | (250,000)   |             |           |
|              | YIS Audio Enhancement                                   |                     |              |             |             | (250,000)   |           |
|              | DIS Audio Enhancement                                   |                     |              |             |             | (250,000)   |           |
|              | SSMS Audio Enhancement                                  |                     |              |             |             | (250,000)   |           |
|              | Audio Enhancement Site TBD                              |                     |              |             |             |             | (250,000) |
|              | Audio Enhancement Site TBD                              |                     |              |             |             |             | (250,000) |
|              | Audio Enhancement Site TBD                              |                     |              |             |             |             | (250,000) |
|              | SES Boiler Room                                         |                     |              |             | (950,000)   |             |           |
|              | SSES B and C Bld Boilers                                |                     |              |             | (650,000)   |             |           |
|              | SSES B Bld HVAC                                         |                     |              |             |             | (1,550,000) |           |
|              | YES 500 Bld HVAC                                        |                     |              |             |             | (550,000)   |           |
|              | YIS 600 Bld HVAC                                        |                     |              |             |             | (550,000)   |           |
|              | RES roof (comp)                                         |                     |              |             | (400,000)   |             |           |
|              | YES bld 400 roof (comp)                                 |                     |              |             | (150,000)   |             |           |
|              | SSES Bld B and C roof (comp)                            |                     |              |             | (450,000)   |             |           |
|              | DHS roof (foam)                                         |                     |              |             |             |             |           |
|              | Distict Wide Audio Enhancement                          |                     |              |             |             |             |           |
|              | District Wide Stadium Renovations                       | (1,722,454)         |              |             |             |             |           |
|              | District Wide Curriculum                                |                     | (2,200,000)  |             |             |             |           |
|              | District Wide Transportation Vechicles                  | (45,258)            | (998,395)    | (2,155,241) |             | (1,101,107) |           |
|              | District Wide Safety and Security                       | (16,880)            |              |             |             |             |           |
| Fund Revenue |                                                         |                     |              |             |             |             |           |
|              | Series A 2022 (360.022)                                 |                     |              |             |             |             |           |
|              | Series B 2022 (360.023)                                 |                     |              |             |             |             |           |
|              | Series 2023 (360.011)                                   | 6,500,000           |              |             |             |             |           |
|              | Series 2024 (360.012)                                   |                     |              | 14,995,801  |             |             |           |
|              | Investments (YTD)                                       | 899,405             | 947,763      | 87,400      |             |             |           |
| Fund Balance |                                                         | 28,674,665          | 9,515,984    | 11,212,966  | 6,047,966   | 1,546,859   | 796,859   |

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# Dayton Elementary School

285 Old Dayton Valley Road, Dayton, NV 89403

Phone 775-246-6262 Fax 775-246-6264

Mr. Chase R. Woodford, Principal

Ms. Dusti Houk, Assistant Principal

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## DES Highlights

- DES was designated a Purple Star School
- Hosted several events to engage families including Trunk-or-Treat, Polar Express, Sierra Nevada STEM Night, Color Run, Bobcat Mash
- We had a good turn out for Camp Bobcat (summer camp) with 120+ students signing up
- Students participated in several Workplace Learning opportunities for our students from career fairs, field trips, and guest speakers
- SBAC Math: 23.4 - 31.7 +8.3%  
ELA: 26 – 30% +4%

## Performance Plan 2023-2024

**Goal 1:** The number of students on grade level in math measured by the iReady Diagnostic will increase by 30% by the spring benchmark. Result: beat that goal by 12% with 51% of students

**Goal 2:** By Spring of 2024, 100% certified DES teachers will increase collective teacher efficacy by implementing success criteria through the use of iReady Math tools to implement the use of success criteria in classrooms by students, and by teachers discussing student data during bi-weekly PLC's using individual student's success criteria.

**Goal 3:** By Spring 2024, 25% of students will complete relevant activities with families connecting learning at school to real life application. Home reflection/caught in the wild

## Performance Plan 2024-2025

**Goal 1:** Dayton Elementary will focus on the Lyon County School District's Portrait of a Learner, focusing on Connected Learners and creating belonging, communication, and collaboration.

- Chronic Absenteeism from 23.9 to 20.0% by the end of the 2024-2025 school year.

**Goal 2:** Dayton Elementary will enhance Tier 1 instruction to improve student outcomes.

- Based on the iReady Diagnostic, 63% of students will hit their typical growth goal.
- Based on MAP Reading, 50% of students will reach their growth goal for the 2024-2025 school year.

Dayton Elementary School will partner with parents and community to foster motivated, independent learners in a safe and integrated learning environment where students can achieve their potential through consistent, high quality instruction.



Home of the Mustangs

## SUTRO ELEMENTARY SCHOOL

Mr. Mike Walker, Principal

Mrs. Corinne Burns, Assistant Principal

Phone (775) 246-6270

Email: [mbwalker@lyoncsd.org](mailto:mbwalker@lyoncsd.org)

Website: [www.ses.lyoncsd.org](http://www.ses.lyoncsd.org)

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### Highlights from 2023-2024

- More than 60 students in grades 1-6 participated in Camp Invention hosted at RES due to construction at Sutro. Our teachers provided ELA and Math enrichment in addition to social emotional support for our students and taught hands-on STEM lessons. Around 90% of our incoming Kindergarten students attended our Kindergarten Round Up where students and their parents learned basic information about Sutro and our Kindergarten curriculum.
- The Sutro PBIS team continues to implement Tier II interventions to meet the needs of our students. Our counselor and assistant principal have used a check in/check out program for students needing Tier II interventions. The team has planned several events that have served as incentives for students and staff members to reward them for positive behavior and attendance. Events included dance parties, art lessons, and quarterly raffles.
- Sutro students and staff continue to be focused academically. 27% of our students met or exceeded grade-level standards in Math and 24% met or grade-level expectations in ELA. To increase the levels of academic success we will focus on Tier I instruction and targeted interventions.
- Student Achievement Conferences at the end of the 1<sup>st</sup> and 3<sup>rd</sup> quarters to support students reading below grade level.
- We have started a school-wide program that allows students to choose a club on Fridays to support the Portrait of a Learner Program by encouraging student choice and learning for life.
- The Parent Staff Organization supported family engagement through the planning of monthly events that were well attended.

### Sutro Elementary School Performance Plan Summary for 2024-2025

**Goal 1:** By spring 2025, there will be at least a 3% increase in the percentage of students meeting/exceeding grade-level expectations in reading and in math as measured by MAP Assessment Data.

**Strategies and Activities:** Grade level teachers will receive mentoring and coaching on hold effective PLC meetings focused on reviewing achievement data and identifying academic strengths and areas of concern to improve learning and Tier 1 instruction.

**Goal 2:** Teachers will plan for daily enrichment/remediation blocks to address specific academic needs of students during weekly PLC meetings.

**Strategies and Activities:** Teachers will collaborate with colleagues to identify skills needing to be retaught or receive additional academic support during scheduled enrichment/remediation blocks.

**Goal 3:** By June 2025, there will be at least a 3% reduction in the number of students deemed chronically absent through family engagement meetings focused on the importance of school attendance and school-wide incentive programs.

**Strategies and Activities:** Teachers and administrators will schedule family engagement activities highlighting the importance of school attendance and the creation of a school-wide incentive program.





# **RIVERVIEW**

## *Elementary School*

DAYTON, NV

1200 Ferretto Pkwy  
Dayton, NV 89403  
775-246-6170

### **CIP Highlights 2023-2024**

#### **23-24 Goal 1: Student Success**

Students reading MAP scores will increase by 10% from Fall to Spring from 26% to 36% so that by the 25-26 school year 50% of students will be proficient on the reading Fall MAPs.

##### **Results: Did not meet goal**

- Student reading proficiency increased 4% on the reading MAPs from the Fall of 2023-Spring of 2024 from 26% proficient school wide, to 30% of students proficient

#### **23-24 Goal 2: Adult Learning Culture**

RES teachers will improve intervention instruction during intervention blocks with the use of small groups for ELA.

##### **Results: Did Meet Goal**

- 100% of teachers implemented small group instruction to differentiate instruction and meet students' individual needs.
- 75% of teachers participated in peer observations to witness different management styles of small group instruction in peers classrooms.
- Held weekly PLC's with all grade levels to collaborate and plan around HMH implementation, interventions, and analyze student work.

#### **23-24 Goal 3: Connectedness**

RES will improve school culture so that parents, students, staff and all stakeholders feel safe at RES and participate in school events.

##### **Results: Did meet goal**

- Based on End of Year Surveys:
  - 97% of parents reported feeling safe with their child at RES
  - 90% of staff members reported feeling safe at work
  - 96% of parents reported feeling welcomed by their child's teacher
  - 97% of parents reported feeling welcome in our school
  - 93% of parents came to one or more family event at RES over the year

# Dayton Intermediate School

## "HOME OF THE SUNDEVILS"

315 OLD DAYTON VALLEY ROAD  
DAYTON, NEVADA 89403  
(775) 246-6250  
FAX (775) 246-6253



Kevin Kranjcec  
Principal

Jeremy Satalick  
Assistant Principal

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### Dayton Intermediate School Highlights 2024-2025

- DIS offers band (honor band), choir (honor choir), yearbook, leadership, drama as well as art, Science Technology Engineering Math (STEM), computer science, Media Technology and PE/Health as electives.
- New this year we have added two CTE classes in Teening to Adulting as well as a Beginner's Woodshop.
- Hosted our 7th annual Night of the Arts, where our Band, Choir, and Theatre students perform. In addition, our Art and woodshop students display their work and the Teening to Adulting students handout homemade cookies.
- Students are able to receive HS credit for Computer Science and Algebra 1.
- Our Drama, Choir and Band students held performances in the winter and spring.
- Our Choir students competed in a regional honor choir in Fallon, NV.
- Our 7<sup>th</sup> and 8<sup>th</sup> grade boys basketball teams placed 1<sup>st</sup> and 2<sup>nd</sup> in the Sagebrush League Championship.
- We offer Accelerated math classes in 7<sup>th</sup> grade and 8<sup>th</sup> grade. In addition, we offer a 7<sup>th</sup> grade and 8<sup>th</sup> grade reading remediation class that is blocked with an ELA class, 2 assisted math classes and an Edgenuity credit recovery.
- The Special Education Department offers a Community Life Skills Class (CLS) that provides students with opportunities to interact in the community. The CLS program operates the "Sundevil Coffee Cart", in which students take orders, prepare and serve to DIS staff. In addition, students learn daily living skills in the CLS lab.
- Multiple teachers continue to participate in continual professional growth opportunities. For example, Nevada Leads Project, McGraw Hill ELA, Educurious, Cengage, iReady math, Character Strong.
- Held our 8th annual 4.0 dinner for all students and families that maintained a 4.0 GPA for the entire year (13 students maintained a 4.0 throughout the year!)
- Partnered with DHS to bring in the Department of Homeland Security, Cyber Awareness assemblies for our students as well as hosting a parent night to share the same information with our parents.
- DIS continues to reach out to the community and provide events to be engaged with the schools. One of our events this year was to bring in the National Guard Anti-Drug task force to do an assembly on the dangers of vaping to our students. Ice cream social/Back to School Night for all students. (over 400 people attended)
- Utilizing Title funds to have a former teacher be a virtual tutor of Google meets.
- DIS Counselor, Safe School Professional, Resource Coordinator, Juvenile Probation Officers and School Administration come together weekly to make sure we are helping students who need assistance.
- Student Leadership conducted our 2<sup>nd</sup> 7<sup>th</sup> grade student and parent orientation in the Spring.
- Offered several different enrichment opportunities during the summer for 53 DIS students.
- DIS was awarded the Battle Born Award for the Middle School Student Council and Leadership groups for Nevada for the 7th straight year.

### DIS School Performance Plan Goals for 2024-2025 School Year

- *We will have 50% of our students meet their typical growth goals and 20% of our students meet their stretch growth goal on the math iReady Diagnostic assessments from Fall to Spring during the 2024-2025 school year.*
- *We will have 50% of our students meet their targeted growth goal in ELA Reading as demonstrated on the ELA MAPs assessments from Fall 2024 to Spring 2025.*
- *Increase the total number of work-based learning opportunities provided to all students at Dayton Intermediate School from 10 total WBL opportunities to 20 WBL opportunities during the 2024/2025 school year as measured by tracking through the work-based learning participation report. DIS work-based learning opportunities include, but are not limited to: CTE Work Experience, Work Based Learning Activities, Job Shadows, field trips and Career Exploration.*

The Dayton Intermediate Community will empower all students to develop academic skills, character, and problem-solving abilities to achieve their highest potential and be college and career ready.

# DAYTON HIGH SCHOOL

"HOME OF THE DUST DEVILS"

335 OLD DAYTON VALLEY ROAD

DAYTON, NEVADA 89403

(775) 246-6240

FAX (775) 246-6268



**Julie Bumgardner**  
Principal

**Stephanie Lotito**  
Assistant Principal



**David Palmer**  
Assistant Principal

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## DHS Highlights of 2023-2024

- The students of the class of 2024 earned approximately \$561,570 in scholarships. This included 47 students earning the millennium scholarship and 12 students earning the Nevada Promise Scholarship.
- We had a total of 34 students in the WNC JumpStart program with 10 students from the class of 2024 earning their AA or AS degree.
- Fourteen Seniors were awarded Career and Technical Education seals on their diplomas for the 2023- 24 school year.
- DHS had nine students earn the seal of biliteracy.
- DHS Theatre Troupe 5373 won Silver Honor Troupe at the State Conference. The theatre troupe also put on their first full length musical, OZ!. Two theatre students qualified for and attended the International Thespian Festival in Bloomington, Indiana.
- The DHS athletics program qualified one cross country athlete, two track athletes, and one boy's golf team member for state.
- The DHS choir earned superior ratings at the choir festival. The music program also qualified six students for the Northern Zone honor choir, one student for the Northern Zone honor band, two students for the Nevada All-State Choir and five students for the Nevada Small Schools All-State Band.
- The DHS Cheerleading team competed at JAMZ Nationals in Las Vegas.
- The DHS FBLA (Future Business Leaders of America) chapter had its first state champions (in Digital Animation). Eleven students competed at Nationals in Orlando, FL with one student placing in the top 15 in the nation in Client Services.
- All seven of our DHS nursing students passed the state exam for licensure and now hold CNA licenses. One of our nursing students won the Bronze award at the state Skills USA competition.
- DHS was awarded a Bronze Level award for our work with PBIS and MTSS.
- DHS had five student athletes who committed to play at the college level in their respective sports.
- DHS students were awarded 13 Scholastic Art awards and all four AP art students passed the AP Art Portfolio scoring at a 3 or higher.

## DHS Areas of Focus for 2024-2025

- DHS will continue to strive for improved graduation rates while providing students with a positive learning experience that lives up to the Student Bill of Rights. We will continue to provide and improve upon alternative paths to College and Career Readiness, such as our Career and Technical Education (CTE) programs and our Advanced Placement (AP), Dual Enrollment and JumpStart Programs. We will also continue to identify and support students that are deemed as at risk for high school graduation through utilization of our advisory classes and our College and Career Readiness Interventionists. By the end of the 2024-25 school year, Dayton High School will have 88% of its students on track to graduate. (Freshman will have at least 5 credits. Sophomores will have at least 11 credits. Juniors will have at least 17 credits. Seniors will have at least 23 credits).
- DHS will reduce chronic absenteeism by 10% (currently 38.9%) by the end of the current academic year (June 2025). We will focus on identifying and supporting at-risk students, enhancing student engagement, and improving communication with families.

## Lyon County School District Board Memo

**Date:** December 17, 2024  
**To:** Board of School Trustees  
**From:** Jim Gianotti, Heather Moyle and Rachel Stewart  
**Re:** Status Update #1 of the Lyon CSD District Performance Plan

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### **Recommendation:**

That the Board of Trustees approve the Status Update # 1 of the Lyon CSD District Performance Plan.

### **Background Information:**

Every Student Succeeds Act (ESSA) and AB400 require the Nevada Department of Education (NDE) to collect and approve an annual performance plan from the Local Education Agencies (LEAs). The 2024-2025 Lyon CSD District Performance Plan (DPP) was submitted to NDE on June 1, 2024. This plan outlines the following goals and objectives for the 2024-2025 school year:

**Goal #1: Graduate all students of Lyon County School District to be college, career, and life successful.**

**Goal #2: Ensure that every student and employee of Lyon County School District exemplifies the "Portrait of a Learner", by demonstrating a commitment to lifelong learning, connected learning, owning their learning, and learning through discovery.**

The Lyon CSD District Performance Plan Status Update #1 shows the progress toward these goals through the monitoring of the implementation of the improvement strategies, as of November 2024.

### **Budget Considerations:**

N/A

### **Discussed at Previous Meeting:**

N/A

### **Attachment(s):**

Lyon CSD District Performance Plan Status Update #1

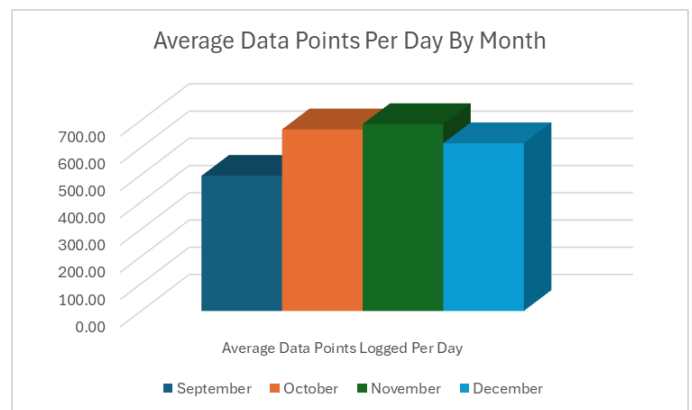
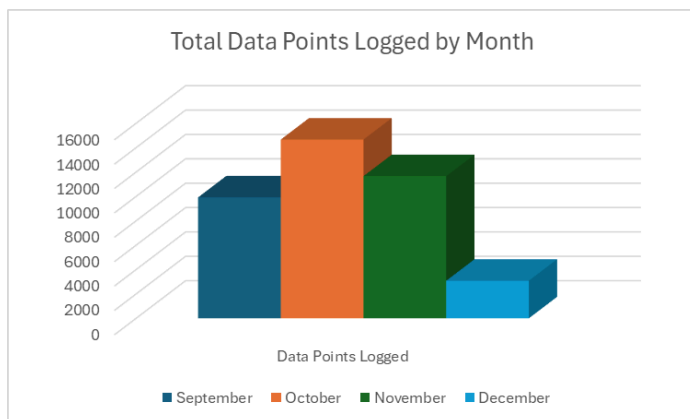
# Lyon County School District

## District Performance Plan

### Status Update #1

December 17, 2024

- **Goal #1: Graduate all students of Lyon County School District to be college, career, and life successful.**
  - **Annual Performance Objective 1:** Lyon County School District will show an increase in graduation rates by 1% (2023: 86.41% | 2024: 87.77) by the end of the 2024/2025 school year.
  - **Improvement Strategy 1:** Progress monitoring (November, February, and April) of IEP goals using a progress monitoring system to ensure students are achieving IEP goals.
    - **Able Space Data Points Logged**
      - Data is logged on individual student IEP goals and objectives by special education teachers, related service providers and paraprofessionals.
      - Increased and effective progress monitoring of goals and objectives, will improve the provision of services for students with disabilities.



- **Current Progress:**
  - Data entry system has been established through Able Space
  - All special education teachers, related service providers and administrators have been trained
- **November Lessons Learned**
  - Making sure that all teachers and staff have the right equipment and log in information to collect data and systems are integrated and working so staff can collect data.
  - Staff have indicated they still need more training and time to work with the system.
  - Staff have also indicated they like the graphs the system is able to create and progress monitoring to be able to communicate this with parents.
- **November Next Steps/Needs**
  - Continue working with teachers and administrators on how to use Able Space, collect data, and use the data to make informed decisions.
  - Continue to work with Able Space to make the data entry system tailored to the specific needs of LCSD.
- **Improvement Strategy 2:** Through the development of data decision rules (DDR), schools will implement Tier II and III interventions to support students resulting in an increase in median percentile achievement in grades K-3 ELA (NWEA MAP) and proficiency rates in grades K-8 mathematics (iReady Diagnostic) by 3% as measured by Spring 2024 to Spring 2025 data.
  - **Data from:**
    - [Lyon County School District Suggested Data Decision Rules](#)
    - [Tier II/III Progress Monitoring Report](#)
    - **Fall NWEA MAP**
    - **Fall iReady Diagnostic**
  - **Current Progress:** Through the Tier1 and Tier 2/3 MTSS teams the [Lyon County School District Suggested Data Decision Rules](#) has been developed.

■ **November Lessons Learned:**

- As an MTSS team we have found the value in collecting data to inform decision making. It has allowed us to go from making decisions on feelings to having supporting evidence.

■ **November Next Steps/Needs:**

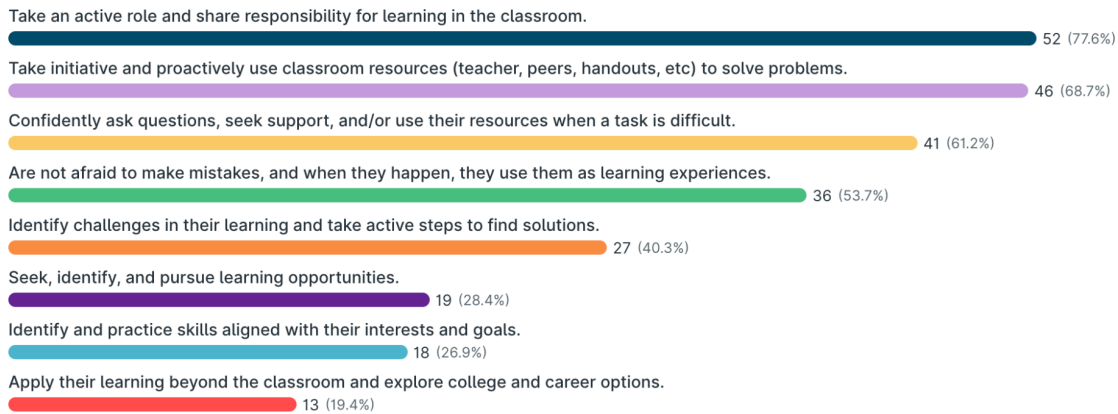
- We need to engage our decision makers and other stakeholders in the use of this data to inform change.
- We need to add this data to our data dig day and engage stakeholders in a collaborative discussion.
- **Improvement Strategy 3: (Damon)** Utilizing the student learning tool to identify the professional development needs of educators to train and coach them toward student-centered learning.
  - **POL Walk-through Data**

Learning for Life - Indicate which of the following area(s) you saw students engaging:



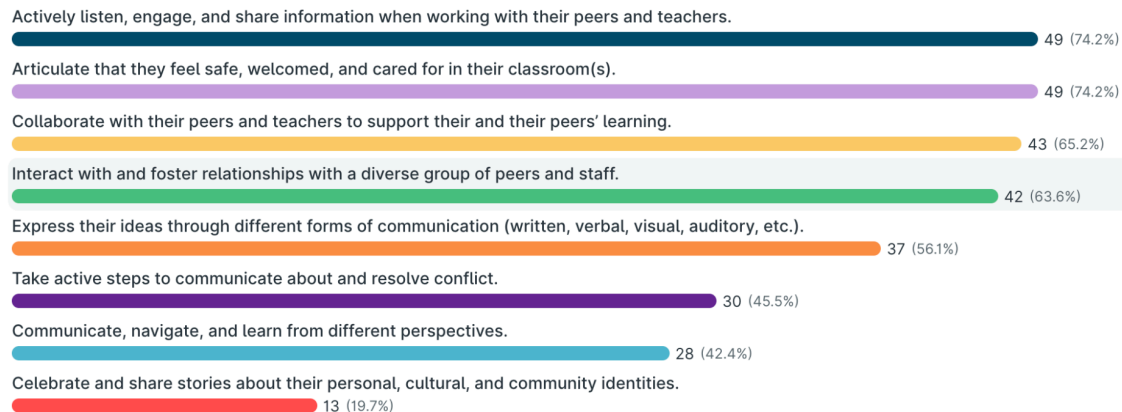
**Connected Learners - Indicate which of the following area(s) you saw students engage:**

Drill in



Total responses **67**

**Connected Learners - Indicate which of the following area(s) you saw students engage:**



Total responses **66**

■ **Current Progress:**

- We have been consistent with visiting each school to observe student actions around Portrait of a Learner commitments. Each quarter the focus is on each of the four domains of Portrait of a Learner.

■ **November Lessons Learned**

- Staff has communicated they feel uncertain about having students celebrating and sharing stories about their personal,



cultural, and community identities due to the current school board resolution on Equitable Educational Opportunities.

■ **November Next Steps/Needs**

- Continue with the current cycle of observing classrooms to collect data around the portrait, engage stakeholders in the analysis of this data, and make adjustments to the data collection tool.

- **Goal #2: Ensure that every student and employee of Lyon County School District exemplifies the "Portrait of a Learner", by demonstrating a commitment to lifelong learning, connected learning, owning their learning, and learning through discovery.**

- **Annual Performance Objective 1:** Increase the total number of K-12 work based learning opportunities provided to all students in the Lyon County School District by 10% from 1095 to 1205 during the 2024/2025 school year. K-12 work based learning opportunities include, but are not limited to: CTE Work Experience, General Work Experience, Work Based Learning Activities, Job Shadows, Clinical Experiences, Supervised Agricultural Experiences, and Career Exploration.

- **Improvement Strategy 1:** Training of staff on identifying work based learning opportunities.

■ **Current Progress:**

- Administrators and Counselors have been trained on what qualifies for Work Based Learning (WBL) opportunities and they are capturing these on a google form (soon to transfer over to a platform called School Links). Additionally, the WBL Coordinator is tracking students that are engaged in a WBL CTE Work Experience (98) and General Work Experience (213) as well as students who have completed Industry Recognized Credentials (IRC's) (160).

■ **November Lessons Learned**

- Sites must be reminded frequently to update the google form so we are able to capture the numbers of experiences provided.

- Reminders of what qualifies as sites move forward is needed and repetitive.
- Teachers outside of CTE staff still have questions as to what may qualify.

■ **November Next Steps/Needs**

- Continue to educate all staff about WBL and encourage the continued offering of WBL Opportunities K-12.
- Obtain the School Links platform and begin the process of onboarding and transfer of data.

**Improvement Strategy 2:**

Develop a system to identify work based learning opportunities

■ **Current Progress**

- The Work Based Learning (WBL) Coordinator has developed a Google Form utilized to collect data around opportunities provided and the number of students impacted by the opportunities.
- The WBL Coordinator has engaged in work with the grants department to utilize grant funding for the purchase of a platform known as School Links.
- The State of Nevada has tentatively approved the purchase of the platform, but the district is awaiting final approval.

■ **November Lessons Learned**

- Sites need continual reminders for updating the form and refreshers as to what qualifies as a WBL opportunity

■ **November Next Steps/Needs**

- Need to find out where the state is in its approval process and then train/onboard the data when School Links is purchased.

**Annual Performance Objective 2:**

Increase the total number of students participating in K-12 work based learning opportunities in the Lyon County School District by 10% from 4473 to 4920 during the 2024/2025 school year. K-12 work based learning opportunities include, but are not limited to: CTE Work Experience, General Work Experience, Work Based

Learning Activities, Job Shadows, Clinical Experiences, Supervised Agricultural Experiences, and Career Exploration.

### Improvement Strategy 1:

Staff will incorporate work based learning opportunities into Tier I instruction.

- **Current Practices**

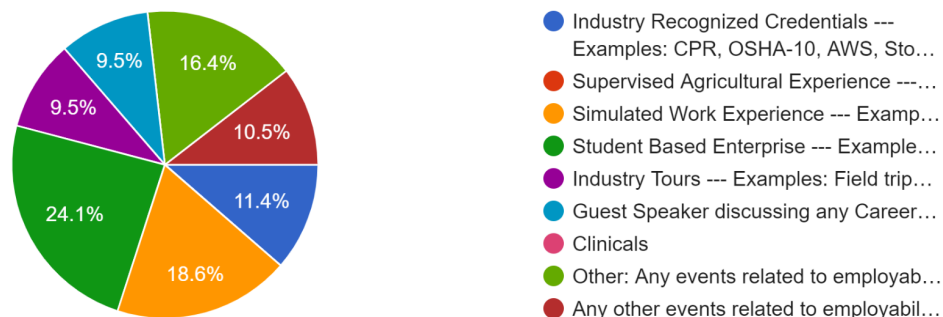
- Currently, the school sites are reporting the Work Based Learning activities through a Google Form and update this each month as we send out reminders and ask for them to inform us of the activities participated in.

- **Current Progress**

- As of December 4th, there were over 2,465 students reported to take part in WBL activities district wide, K-12. Participating in more than 220 activities.

### Work Based Learning Activities

220 responses



- This did not capture the 311 students in CTE Work Experience or General Work Experience, which increased the number of students participating to 2,776.

- **November Lessons Learned**

- It seems we still need to spend some time educating teachers on what WBL experiences are and how to capture them.

- **November Next Steps/Needs**

- Continue the work of training staff on the importance of WBL offerings in Tier I instruction K-12.

### **Improvement Strategy 2:**

Incorporate work based learning opportunities into academic plans.

- **Current Progress**

- High school counselors work to capture and maintain academic plans in the Infinite Campus (IC) system as students progress through high school. Determining what student's goals and objectives for their learning are helps to create this plan and guide students on a pathway that sets them up for success in life and career. Counselors are aware that WBL is and can be a part of a successful academic plan, allowing students opportunities to experience the world of career and workforce. From the fall of 2023 to the fall of 2024, the Lyon CSD has increased WBL opportunities included in academic plans from 288 to 410 districtwide. This is an increase of 42.36%.

- **November Lessons Learned**

- Academic plans are established for students in IC and include WBL if that is part of the student's pathway toward graduation and college/career. Lyon CSD will continue to work with counseling staff to emphasize the importance of including WBL in the academic plans.

- **November Next Steps/Needs**

- Ensure that we are capturing all students and helping them realize their goals for life and career.

### **Annual Performance Objective 3:**

Increase the percentage of attained postsecondary credits for students in Career and Technical Education pathways to 5%, demonstrating progress toward preparing high school graduates for success in college and/or career.

### **Improvement Strategy 1:**

Collaborate with Western Nevada College (WNC) to offer more post secondary offerings with Lyon County School District (LCSD) Career and Technical Education (CTE) staff as affiliate professors.

- **Current Progress**

- Currently we have more than 114 students enrolled in Dual Credit offerings related to CTE. This is an improvement of 54 from the past year. This is more than a 100% increase, which far exceeds our 5% goal. We continue to explore opportunities and are currently in discussions for offering dual credit for the Paiute Language class offered in Yerington with hopes of expanding this opportunity to Fernley in the next year.

- **November Lessons Learned**

- We continue to work with counselors and WNC/UNR to add and enhance CTE offerings to students districtwide. In February, we will host a stakeholder meeting as part of the Comprehensive Local Needs Assessment work we do and gather input from our stakeholders.

- **November Next Steps/Needs**

- Continue to work with postsecondary partners to find ways to encourage dual enrollments in CTE offerings.

# Lyon County School District Board Memo

**Date:** December 17, 2024  
**To:** Board of School Trustees  
**From:** Tim Logan, Superintendent  
**Re:** Mid-Year Review of the Superintendent

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## **Recommendation:**

At the discretion of the Board of Trustees

## **Background Information:**

LCSD policy BCD: Board-Superintendent Relationship states that, “The Superintendent shall be given a formal evaluation by the Board in a regularly agendized, open meeting no less than one time per each school year that they are employed by the School Board (See NRS 241.031). The Board may, at their discretion, informally evaluate the Superintendent at any time during the school year in order to develop the formal year-end evaluation. Informal evaluations will not be used by the Board in any other manner”. This is an opportunity for the board to provide helpful information to the superintendent should they wish.

## **Budget Considerations:**

None

## **Discussed at Previous Meeting:**

No

## **Attachment(s):**

Policy BCD: Board-Superintendent Relationship  
2024 Summary Mid-Year Review of Superintendent  
Trustee Cowee Mid-Year Review  
Trustee Farr Mid-Year Review  
Trustee Hendrix Mid-Year Review  
Trustee McIntyre II Mid-Year Review  
Trustee Parsons Mid-Year Review  
Trustee Peterson Mid-Year Review  
Trustee Villines Mid-Year Review

***BOARD-SUPERINTENDENT RELATIONSHIP***

The superintendent shall be the chief executive officer and shall be responsible for the professional leadership necessary to translate the will of the Board into administrative action.

The superintendent shall be responsible for all aspects of district operation and for such duties and powers pertaining thereto as directed or delegated by the Board, and to develop such procedures and regulations as he/she considers necessary to ensure efficient operation of the district.

The Board expects that the superintendent is professionally able and possesses outstanding qualities of leadership, vision and administrative skill and that the superintendent will implement all Board policies in good faith.

The superintendent can expect that the Board will respect the superintendent's professional competence and extend to him/her full responsibility for implementation of Board policy decisions.

The Board holds the superintendent responsible for carrying out its policies within established guidelines and for keeping the Board informed about district operations. Any communication between the Board and Superintendent that directs the Superintendent's actions on policy implementation or district management needs to be done either in open public meeting or if it is on an urgent nature, communicated to all Board members in the same manner.

Individual Board members can request information from the Superintendent pertinent to policies and operations of the district. Individual Board members can provide information to the Superintendent pertinent to the operation of the district. Individual Board members cannot direct the Superintendent or Staff outside of open public meetings except as required for the duties of the Board President and Board Secretary as outlined in Policy BCB.

The Superintendent shall be given a formal evaluation by the Board in a regularly agendized, open meeting no less than one time per each school year that they are employed by the School Board (See NRS 241.031). The Board may, at their discretion, informally evaluate the Superintendent at any time during the school year in order to develop the formal year-end evaluation. Informal evaluations will not be used by the Board in any other manner.

**Legal Reference(s): NRS 241.031**

Policy #BCD  
Revised 4/25/17

***BOARD-SUPERINTENDENT RELATIONSHIP – ADMINISTRATIVE  
REGULATIONS***

**Lyon County School District  
BOARD ASSURANCES TO THE SUPERINTENDENT**

- Follow proper protocols with respect to communication.
- Let the Superintendent do his job – not direct him like a puppet.
- Be honest and open with the Superintendent.
- Support the schools and staff within their communities.
- Treat recommendations by administrative staff with respect.
- Provide clear expectations for the Superintendent and reinforce those with meaningful evaluations.
- Dress to business casual standards as appropriate to the event.

**Lyon County School District  
SUPERINTENDENT ASSURANCES TO THE BOARD**

- Keep kids first!
- Promote a safe and positive environment/culture.
- Focus on curriculum, instruction and assessment.
- Effectively communicate with the Board, staff, students and parents/community members in an open, honest, transparent and positive manner.
- Have visible presence at District schools.
- Treat all Board members equally.
- Work collaboratively with all stakeholders in promoting continuous improvement.



## **LCSD Trustee/Superintendent Communication Protocol**

The Superintendent or his assistant will notify all trustees about any high profile incidents (emergency, accident, etc.).

Any request for information that involves time and research to produce a document will be provided to all trustees. All other simple requests will be provided to the requesting trustee.

As individual trustees contact cabinet members or administrators requesting information or answers, they will also notify the superintendent about the request.

Unless an emergency exists, as individual trustees receive formal complaints or information from stakeholders, they will first respond by asking if they have spoken to the site administrator/supervisor or superintendent respectively. If the individual trustee communicates directly with the site administrator/supervisor about the complaint or information, they will also inform the superintendent. Otherwise, the trustee will forward the complaint or information directly to the superintendent.

\*In order to respect each other's personal and family time, communication on the weekends will be limited to emergency situations, so far as is feasible.

# Lyon County School District Superintendent

## 2024 Mid-Year Review

### PART I- RATING BASED ON STANDARDS AND PROFESSIONAL PRACTICES

#### Standards and Professional Practices:

- 1) Student Learning and Instruction
- 2) Communication and Ethics
- 3) Human Resources and Finance
- 4) Policy and Board Relations
- 5) Facilities and Safety

#### Rating Scale:

| Exceeds Expectations:<br>(5pts)                          | Meets Expectations:<br>(3pts)                      | Does Not Meet Expectations:<br>(1pt)                                               |
|----------------------------------------------------------|----------------------------------------------------|------------------------------------------------------------------------------------|
| <i>Performance has continually exceeded the criteria</i> | <i>Performance consistently meets the criteria</i> | <i>Performance does not meet the criteria and requires significant improvement</i> |

| OUTCOME #1 Student Learning & Instruction | Exceeds Expectations:<br>(5pts) | Meets Expectations:<br>(3pts) | Does Not Meet Expectations:<br>(1pt) | Averages for trustee responses: |
|-------------------------------------------|---------------------------------|-------------------------------|--------------------------------------|---------------------------------|
|-------------------------------------------|---------------------------------|-------------------------------|--------------------------------------|---------------------------------|

|                                                                                                                                                                                                                               |   |    |   |      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|----|---|------|
| 1.1 Student achievement proficiency and growth data in Math and ELA are monitored by the Superintendent and are regularly reported to the Board, including a plan for addressing deficiencies<br>Provide Evidence for Rating: | 5 | 12 | 2 | 2.71 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|----|---|------|

|                                                                                                                                                                                                                                                  |    |    |   |      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|----|---|------|
| 1.2 CTE and workplace learning participation are monitored by the Superintendent and are regularly reported to the Board, including a plan for addressing concerns and areas of growth<br>Provide Evidence for Rating:                           | 20 | 9  | 0 | 4.14 |
| 1.3 District graduation rate meets or exceeds the state's graduation rate<br>Provide Evidence for Rating:                                                                                                                                        | 25 | 6  | 0 | 4.43 |
| 1.4 Students with specialized learning needs are provided appropriate modifications and accommodations through individual plans with learning goals and programs<br>Provide Evidence for Rating:                                                 | 0  | 18 | 1 | 2.71 |
| 1.5 District goals, curriculum, and initiatives are systemically aligned throughout the District using the District Performance Plan and Portrait of a Learner with associated professional development to staff<br>Provide Evidence for Rating: | 10 | 9  | 2 | 3.00 |

|                                      |      |
|--------------------------------------|------|
| <b>Overall average for Outcome 1</b> | 3.11 |
|--------------------------------------|------|

| <b>OUTCOME #2 Communication &amp; Ethics</b> | Exceeds Expectations: (5pts) | Meets Expectations: (3pts) | Does Not Meet Expectations: (1pt) | Averages for trustee responses: |
|----------------------------------------------|------------------------------|----------------------------|-----------------------------------|---------------------------------|
|----------------------------------------------|------------------------------|----------------------------|-----------------------------------|---------------------------------|

|                                                                                                                                                                                                                 |    |   |   |      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|---|---|------|
| 2.1 Uses effective public information strategies to communicate and promote a positive image of the District with families, community, the media, and state and local officials<br>Provide Evidence for Rating: | 15 | 9 | 1 | 3.57 |
| 2.2 Provides an annual survey for parents/guardians to communicate experiences and provide feedback about District and school operations                                                                        | 15 | 9 | 1 | 3.57 |

|                                                                                                                                                            |    |    |   |      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|----|----|---|------|
| Provide Evidence for Rating:                                                                                                                               |    |    |   |      |
| 2.3 Regularly visits schools and visibly engages the school community and the community at large<br>Provide Evidence for Rating:                           | 10 | 12 | 1 | 3.29 |
| 2.4 Reports during the monthly board meeting to help educate stakeholders about important educational issues and updates<br>Provide Evidence for Rating:   | 5  | 15 | 1 | 3.00 |
| 2.5 Responds to stakeholder and board communications within 2 working days<br>Provide Evidence for Rating:                                                 | 0  | 15 | 2 | 2.43 |
| 2.6 Manifests a professional code of ethics and demonstrates personal integrity, including continued professional learning<br>Provide Evidence for Rating: | 0  | 18 | 1 | 2.71 |
| 2.7 Models accepted moral and ethical standards in all interactions<br>Provide Evidence for Rating:                                                        | 5  | 15 | 1 | 3.00 |
| 2.8 Explores and develops ways to find common ground in dealing with difficult and divisive issues<br>Provide Evidence for Rating:                         | 10 | 12 | 1 | 3.29 |

|                                      |             |
|--------------------------------------|-------------|
| <b>Overall average for Outcome 2</b> | <b>3.11</b> |
|--------------------------------------|-------------|

|                                               |                                 |                               |                                      |                                 |
|-----------------------------------------------|---------------------------------|-------------------------------|--------------------------------------|---------------------------------|
| <b>OUTCOME #3 Human Resources and Finance</b> | Exceeds Expectations:<br>(5pts) | Meets Expectations:<br>(3pts) | Does Not Meet Expectations:<br>(1pt) | Averages for trustee responses: |
|-----------------------------------------------|---------------------------------|-------------------------------|--------------------------------------|---------------------------------|

|                                                                                                                                       |    |   |   |      |
|---------------------------------------------------------------------------------------------------------------------------------------|----|---|---|------|
| 3.1 Implements personnel procedures, recruitment, and employee performance programs to hire and retain the best qualified individuals | 10 | 9 | 2 | 3.00 |
|---------------------------------------------------------------------------------------------------------------------------------------|----|---|---|------|

|                                                                                                                                                                                               |    |    |   |      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|----|---|------|
| Provide Evidence for Rating:                                                                                                                                                                  |    |    |   |      |
| 3.2 Effectively works with District bargaining units and actively seeks to improve bargaining outcomes that best serve students and the District<br>Provide Evidence for Rating:              | 0  | 15 | 2 | 2.43 |
| 3.3 Ensures that federal, state, and local laws and policies are implemented for employees<br>Provide Evidence for Rating:                                                                    | 5  | 15 | 1 | 3.00 |
| 3.4 Guides the process of fiscal planning and budget development and makes recommendations based upon the District's current fiscal position and future needs<br>Provide Evidence for Rating: | 35 | 0  | 0 | 5.00 |
| 3.5 Implements audit recommendations and works to ensure the annual audit is completed in a timely manner and reflects best practices<br>Provide Evidence for Rating:                         | 10 | 12 | 1 | 3.29 |
| 3.6 Ensures that District expenses and budgeting reflect a positive ending fund balance and bond rating<br>Provide Evidence for Rating:                                                       | 15 | 9  | 1 | 3.57 |

|                                      |             |
|--------------------------------------|-------------|
| <b>Overall Average for Outcome 3</b> | <b>3.38</b> |
|--------------------------------------|-------------|

|                                                |                              |                            |                                   |                                 |
|------------------------------------------------|------------------------------|----------------------------|-----------------------------------|---------------------------------|
| <b>OUTCOME #4 Policy &amp; Board Relations</b> | Exceeds Expectations: (5pts) | Meets Expectations: (3pts) | Does Not Meet Expectations: (1pt) | Averages for trustee responses: |
|------------------------------------------------|------------------------------|----------------------------|-----------------------------------|---------------------------------|

|                                                                                                                                                                          |    |    |   |      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|----|---|------|
| 4.1 Advises the Board on the need for new and/or revised policies and regulations, with particular attention during legislative sessions<br>Provide Evidence for Rating: | 10 | 12 | 1 | 3.29 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|----|---|------|

|                                                                                                                                                                                       |    |    |   |      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|----|---|------|
| 4.2 Creates administrative regulations to ensure the appropriate enforcement of board policy and compliance with state and federal law<br>Provide Evidence for Rating:                | 5  | 15 | 1 | 3.00 |
| 4.3 Legal resources are appropriately used to proactively prevent and respond to possible liabilities<br>Provide Evidence for Rating:                                                 | 10 | 12 | 1 | 3.29 |
| 4.4 Keeps the Board regularly informed with data, reports, and information which enables them to make effective and timely decisions<br>Provide Evidence for Rating:                  | 5  | 12 | 2 | 2.71 |
| 4.5 Works with the Board to develop District Goals that align with the District Performance Plan (DPP)<br>Provide Evidence for Rating:                                                | 35 | 0  | 0 | 5.00 |
| 4.6 Attends trustee conferences and workshops as circumstances allow and invites trustees to site visits and events<br>Provide Evidence for Rating:                                   | 5  | 12 | 2 | 2.71 |
| 4.7 Makes considerable effort to have a positive working relationship with the Board and attempts to resolve any serious conflicts with Board members<br>Provide Evidence for Rating: | 5  | 15 | 1 | 3.00 |
| 4.8 Works proactively with the Board President to plan for meetings, prepare agenda items, and collaborate regarding issues and concerns<br>Provide Evidence for Rating:              | 10 | 12 | 1 | 3.29 |

|                                       |      |
|---------------------------------------|------|
| <b>Overall Average for Outcome 4:</b> | 3.29 |
|---------------------------------------|------|

| <b>OUTCOME #5 Facilities and Safety</b> | Exceeds Expectations:<br>(5pts) | Meets Expectations:<br>(3pts) | Does Not Meet Expectations:<br>(1pt) | Averages for trustee responses: |
|-----------------------------------------|---------------------------------|-------------------------------|--------------------------------------|---------------------------------|
|-----------------------------------------|---------------------------------|-------------------------------|--------------------------------------|---------------------------------|

|                                                                                                                                                                                                                                 |    |    |   |      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|----|---|------|
| 5.1 Ensures the Capital Improvement Plan (CIP), Master Facility Plan, and current facility projects are being updated and presented to the Board<br>Provide Evidence for Rating:                                                | 35 | 0  | 0 | 5.00 |
| 5.2 Stays informed of facilities use and needs and makes facility and safety improvement recommendations as needed to the Board<br>Provide Evidence for Rating:                                                                 | 5  | 15 | 1 | 3.00 |
| 5.3 Ensures that each school and the District has a current Emergency Operation Plan and applicable safety drills are conducted at each school in conjunction with appropriate first responders<br>Provide Evidence for Rating: | 0  | 18 | 1 | 2.71 |
| 5.4 Provides an appropriate Social Emotional Learning (SEL) curriculum and resources to students, staff, and families for mental health wellness<br>Provide Evidence for Rating:                                                | 0  | 18 | 1 | 2.71 |
| 5.5 Presents the District progressive restorative discipline plan and safe and respectful learning policy for annual approval and update<br>Provide Evidence for Rating:                                                        | 35 | 0  | 0 | 5.00 |

|                                       |      |
|---------------------------------------|------|
| <b>Overall average for Outcome 5:</b> | 3.69 |
|---------------------------------------|------|

## PART II- EVALUATION SUMMARY

|                                           |      |
|-------------------------------------------|------|
| Outcome #1 Student Learning & Instruction | 3.11 |
| Outcome #2 Communication & Ethics         | 3.11 |
| Outcome #3 Human Resources and Finance    | 3.38 |
| Outcome #4 Policy & Board Relations       | 3.29 |
| Outcome #5 Facilities and Safety          | 3.69 |

|                                      |      |
|--------------------------------------|------|
| Final Overall Average (Final Score): | 3.29 |
|--------------------------------------|------|

An overall average between 1 to 2.32 signifies an **unsatisfactory** evaluation.

An overall average between 2.33 to 3.66 points signifies a **satisfactory** evaluation.

An overall average between 3.67 to 5 points signifies an **exceptional** evaluation.



## Presented for Mid-Year Review

# Lyon County School District Superintendent Evaluation

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**EVALUATION OVERVIEW** This evaluation model offers a two-part guide for evaluating the Superintendent:

**Part I** is based on standards and professional practices.

**Part II** is the final performance summary sheet. It provides a final rating on the Superintendent's performance standards.

**THE EVALUATION MODEL AND TIMELINE MODEL:** The Board of Trustees should participate in the process from start to finish, and the Board Chair is responsible for expediting the evaluation process.

Per LCSD Board Policy BCD, The Superintendent shall be given a formal evaluation by the Board in a regularly agendized, open meeting no less than one time per each school year that they are employed by the School Board (See NRS 241.031). The Board may, at their discretion, informally evaluate the Superintendent at any time during the school year in order to develop the formal year-end evaluation. Informal evaluations will not be used by the Board in any other manner.

The Board and Superintendent should agree on the evaluation timeline and process. Collectively, the Board and Superintendent review the standards of performance, as well as identify the annual Superintendent goals based on local priorities of the District.

It is recommended that the Superintendent provide the feedback survey completed by cabinet and leadership as evidence to the Board.

A designee collects all the individual Board member evaluations and compiles the results and comments.

A regular public meeting is convened for the Board to discuss the evaluation results and provide feedback regarding performance ratings and recommendations. The Board shall vote on the final overall rating for the Superintendent evaluation.

### **CONSIDER THESE NORMS WHEN CONDUCTING THE EVALUATION:**

- Give each review the time and attention it deserves and provide specific evidence
- Maintain a respectful, professional process
- Focus on standards and outcomes (not personality)
- Consider the Superintendent feedback survey completed by cabinet and leadership
- Use multiple evidence-based documents when assessing performance
- Identify strengths in performance upon which to build
- Address ratings that need improvement with tact and constructive criticism
- Provide recommendations for specific corrective action

## **PART I- RATING BASED ON STANDARDS AND PROFESSIONAL PRACTICES**

### **Standards and Professional Practices:**

- 1) Student Learning and Instruction
- 2) Communication and Ethics
- 3) Human Resources and Finance
- 4) Policy and Board Relations
- 5) Facilities and Safety

### **Rating Scale:**

| Exceeds Expectations:<br>(5pts)                          | Meets Expectations:<br>(3pts)                      | Does Not Meet Expectations:<br>(1pt)                                               |
|----------------------------------------------------------|----------------------------------------------------|------------------------------------------------------------------------------------|
| <i>Performance has continually exceeded the criteria</i> | <i>Performance consistently meets the criteria</i> | <i>Performance does not meet the criteria and requires significant improvement</i> |

Name of Evaluator: Cowee

Date of Evaluation: 12/8/24

| OUTCOME #1 Student Learning & Instruction                                                                                                                                                                                                                                                                             | Exceeds Expectations: (5pts)     | Meets Expectations: (3pts)       | Does Not Meet Expectations: (1pt) |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------|-----------------------------------|
| <b><i>Students are achieving benchmarks for grade level proficiency or targeted growth goals. The Superintendent leads the District by providing best practices in instructional programs and staff professional development.</i></b>                                                                                 |                                  |                                  |                                   |
| <p>1.1 Student achievement proficiency and growth data in Math and ELA are monitored by the Superintendent and are regularly reported to the Board, including a plan for addressing deficiencies</p> <p>Provide Evidence for Rating:</p> <p>The board was updated with Item 19 on the November agenda.</p>            | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| <p>1.2 CTE and workplace learning participation are monitored by the Superintendent and are regularly reported to the Board, including a plan for addressing concerns and areas of growth</p> <p>Provide Evidence for Rating:</p> <p>The board is continuously updated on CTE and workplace learning <sup>+</sup></p> | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| <p>1.3 District graduation rate meets or exceeds the state's graduation rate</p> <p>Provide Evidence for Rating:</p> <p>Lyon rate of 87.77 % to 81.6 % for the state.</p>                                                                                                                                             | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| <p>1.4 Students with specialized learning needs are provided appropriate modifications and accommodations through individual plans with learning goals and programs</p>                                                                                                                                               | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>             |

|                                                                                                                                                                                                                                                      |                                  |                       |                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-----------------------|-----------------------|
| Provide Evidence for Rating:                                                                                                                                                                                                                         |                                  |                       |                       |
| 1.5 District goals, curriculum, and initiatives are systemically aligned throughout the District using the District Performance Plan and Portrait of a Learner with associated professional development to staff<br><br>Provide Evidence for Rating: | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Comments: (Identify strengths or recommendations for improvement):

Student learning is improving and would be further enhanced by lowering chronic absenteeism throughout the district.

| OUTCOME #2 Communication & Ethics                                                                                                                                                                                   | Exceeds Expectations:<br>(5pts)  | Meets Expectations:<br>(3pts) | Does Not Meet Expectations:<br>(1pt) |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------------------|--------------------------------------|
| <i><b>The Superintendent establishes effective communication with all stakeholders by effectively engaging and responding to the interests and needs that support the success of all students.</b></i>              |                                  |                               |                                      |
| 2.1 Uses effective public information strategies to communicate and promote a positive image of the District with families, community, the media, and state and local officials<br><br>Provide Evidence for Rating: | <input checked="" type="radio"/> | <input type="radio"/>         | <input type="radio"/>                |

|                                                                                                                                                                                                                                                                                                                                |                                                                                       |                                                                                       |                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                                                                                |                                                                                       |                                                                                       |                                                                                       |
| <p>2.2 Provides an annual survey for parents/guardians to communicate experiences and provide feedback about District and school operations</p> <p>Provide Evidence for Rating:</p> <p>Parental surveys are sent for feedback throughout </p> |    |    |    |
| <p>2.3 Regularly visits schools and visibly engages the school community and the community at large</p> <p>Provide Evidence for Rating:</p> <p>I have been able to be a part of many of these </p>                                            |    |    |    |
| <p>2.4 Reports during the monthly board meeting to help educate stakeholders about important educational issues and updates</p> <p>Provide Evidence for Rating:</p>                                                                                                                                                            |    |    |    |
| <p>2.5 Responds to stakeholder and board communications within 2 working days</p> <p>Provide Evidence for Rating:</p> <p>All communications have been timely with not only </p>                                                             |  |  |  |
| <b><i>The Superintendent administers district operations in an ethical manner.</i></b>                                                                                                                                                                                                                                         | Exceeds Expectations: (5pts)                                                          | Meets Expectations: (3pts)                                                            | Does Not Meet Expectations: (1pt)                                                     |
| <p>2.6 Manifests a professional code of ethics and demonstrates personal integrity, including continued professional learning</p> <p>Provide Evidence for Rating:</p>                                                                                                                                                          |  |  |  |
|                                                                                                                                                                                                                                                                                                                                |                                                                                       |                                                                                       |                                                                                       |

|                                                                                                                                        |                                  |                       |                       |
|----------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-----------------------|-----------------------|
| 2.7 Models accepted moral and ethical standards in all interactions<br><br>Provide Evidence for Rating:                                | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 2.8 Explores and develops ways to find common ground in dealing with difficult and divisive issues<br><br>Provide Evidence for Rating: | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #3 Human Resources and Finance                                                                                                                                                                                               | Exceeds Expectations:<br>(5pts)  | Meets Expectations:<br>(3pts) | Does Not Meet Expectations:<br>(1pt) |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------------------|--------------------------------------|
| <b><i>The Superintendent demonstrates the knowledge, skills, and ability to effectively manage operations and promotes a positive working environment for staff.</i></b>                                                             |                                  |                               |                                      |
| 3.1 Implements personnel procedures, recruitment, and employee performance programs to hire and retain the best qualified individuals<br><br>Provide Evidence for Rating:<br><br>In a time of a critical labor shortage nationwide I | <input checked="" type="radio"/> | <input type="radio"/>         | <input type="radio"/>                |

|                                                                                                                                                                                                                                                                                                                                                         |                                  |                            |                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------|-----------------------------------|
| <p>3.2 Effectively works with District bargaining units and actively seeks to improve bargaining outcomes that best serve students and the District</p> <p>Provide Evidence for Rating:</p> <p>All three bargaining units must be given equal weight which is done.</p>                                                                                 | <input checked="" type="radio"/> | <input type="radio"/>      | <input type="radio"/>             |
| <p>3.3 Ensures that federal, state, and local laws and policies are implemented for employees</p> <p>Provide Evidence for Rating:</p>                                                                                                                                                                                                                   | <input checked="" type="radio"/> | <input type="radio"/>      | <input type="radio"/>             |
| <p><b><i>The Superintendent is an effective steward of the District's financial resources and ensures the fiscal health of the District.</i></b></p>                                                                                                                                                                                                    | Exceeds Expectations: (5pts)     | Meets Expectations: (3pts) | Does Not Meet Expectations: (1pt) |
| <p>3.4 Guides the process of fiscal planning and budget development and makes recommendations based upon the District's current fiscal position and future needs</p> <p>Provide Evidence for Rating:</p> <p>The fiscal position of the district is managed very </p> | <input checked="" type="radio"/> | <input type="radio"/>      | <input type="radio"/>             |
| <p>3.5 Implements audit recommendations and works to ensure the annual audit is completed in a timely manner and reflects best practices</p> <p>Provide Evidence for Rating:</p> <p>The audit was outstanding.</p>                                                                                                                                      | <input checked="" type="radio"/> | <input type="radio"/>      | <input type="radio"/>             |
| <p>3.6 Ensures that District expenses and budgeting reflect a positive ending fund balance and bond rating</p> <p>Provide Evidence for Rating:</p>                                                                                                                                                                                                      | <input checked="" type="radio"/> | <input type="radio"/>      | <input type="radio"/>             |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #4 Policy & Board Relations                                                                                                                                                                                                                                                                    | Exceeds<br>Expectations:<br>(5pts)                                                    | Meets<br>Expectations:<br>(3pts)                                                      | Does Not<br>Meet<br>Expectations:<br>(1pt)                                            |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <b><i>The Superintendent works effectively with the Board of Trustees to lead and manage the District consistent with Board policies.</i></b>                                                                                                                                                          |                                                                                       |                                                                                       |                                                                                       |
| 4.1 Advises the Board on the need for new and/or revised policies and regulations, with particular attention during legislative sessions<br><br>Provide Evidence for Rating:<br>Updating policy based on pool pact  |  |  |  |
| 4.2 Creates administrative regulations to ensure the appropriate enforcement of Board policy and compliance with state and federal law<br><br>Provide Evidence for Rating:                                                                                                                             |  |  |  |
| 4.3 Legal resources are appropriately used to proactively prevent and respond to possible liabilities<br><br>Provide Evidence for Rating:                                                                                                                                                              |  |  |  |
| <b><i>The superintendent fosters a relationship of mutual respect and support with board members and exhibits a shared understanding of Board and Superintendent roles.</i></b>                                                                                                                        | Exceeds<br>Expectations:<br>(5pts)                                                    | Meets<br>Expectations:<br>(3pts)                                                      | Does Not<br>Meet<br>Expectations:<br>(1pt)                                            |



|                                                                                                                                                                                                                                                  |                                  |                                  |                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------|-----------------------|
| <p>4.4 Keeps the Board regularly informed with data, reports, and information which enables them to make effective and timely decisions</p> <p>Provide Evidence for Rating:</p>                                                                  | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
| <p>4.5 Works with the Board to develop District Goals that align with the District Performance Plan (DPP)</p> <p>Provide Evidence for Rating:</p>                                                                                                | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
| <p>4.6 Attends trustee conferences and workshops as circumstances allow and invites trustees to site visits and events</p> <p>Provide Evidence for Rating:</p> <p>Regular emails.</p>                                                            | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
| <p>4.7 Makes considerable effort to have a positive working relationship with the Board and attempts to resolve any serious conflicts with Board members</p> <p>Provide Evidence for Rating:</p> <p>The board doesn't always make this easy.</p> | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/> |
| <p>4.8 Works proactively with the Board President to plan for meetings, prepare agenda items, and collaborate regarding issues and concerns</p> <p>Provide Evidence for Rating:</p> <p>Constant communication</p>                                | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #5 Facilities and Safety                                                                                                                                                                                                                                                              | Exceeds Expectations: (5pts)     | Meets Expectations: (3pts)       | Does Not Meet Expectations: (1pt) |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------|-----------------------------------|
| <b><i>The district is a good steward of capital resources. Students, staff, and community members are physically and psychologically safe in the school.</i></b>                                                                                                                              |                                  |                                  |                                   |
| <p>5.1 Ensures the Capital Improvement Plan (CIP), Master Facility Plan, and current facility projects are being updated and presented to the Board</p> <p>Provide Evidence for Rating:</p> <p>Currently working on the master facility plan for the <span style="float: right;">+</span></p> | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| <p>5.2 Stays informed of facilities use and needs and makes facility and safety improvement recommendations as needed to the Board</p> <p>Provide Evidence for Rating:</p> <p>The facilities need many improvements that are <span style="float: right;">+</span></p>                         | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| <p>5.3 Ensures that each school and the District has a current Emergency Operation Plan (EOP) and applicable safety drills are conducted at each school in conjunction with appropriate first responders</p> <p>Provide Evidence for Rating:</p>                                              | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>             |
| <p>5.4 Provides an appropriate Social Emotional Learning (SEL) curriculum and resources to students, staff, and families for mental health wellness</p> <p>Provide Evidence for Rating:</p> <p>Mental Health is a major issue and the resources <span style="float: right;">+</span></p>      | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| <p>5.5 Presents the District progressive restorative discipline plan and safe and respectful learning policy for annual approval and update</p>                                                                                                                                               | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |

|                                                                                 |  |  |  |
|---------------------------------------------------------------------------------|--|--|--|
| Provide Evidence for Rating:<br>The plan was recently brought before the board. |  |  |  |
|---------------------------------------------------------------------------------|--|--|--|

|                                                                    |
|--------------------------------------------------------------------|
| Comments: (Identify strengths or recommendations for improvement): |
|--------------------------------------------------------------------|

## Presented for Mid-Year Review

# Lyon County School District Superintendent Evaluation

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**EVALUATION OVERVIEW** This evaluation model offers a two-part guide for evaluating the Superintendent:

**Part I** is based on standards and professional practices.

**Part II** is the final performance summary sheet. It provides a final rating on the Superintendent's performance standards.

**THE EVALUATION MODEL AND TIMELINE MODEL:** The Board of Trustees should participate in the process from start to finish, and the Board Chair is responsible for expediting the evaluation process.

Per LCSD Board Policy BCD, The Superintendent shall be given a formal evaluation by the Board in a regularly agendized, open meeting no less than one time per each school year that they are employed by the School Board (See NRS 241.031). The Board may, at their discretion, informally evaluate the Superintendent at any time during the school year in order to develop the formal year-end evaluation. Informal evaluations will not be used by the Board in any other manner.

The Board and Superintendent should agree on the evaluation timeline and process. Collectively, the Board and Superintendent review the standards of performance, as well as identify the annual Superintendent goals based on local priorities of the District.

It is recommended that the Superintendent provide the feedback survey completed by cabinet and leadership as evidence to the Board.

A designee collects all the individual Board member evaluations and compiles the results and comments.

A regular public meeting is convened for the Board to discuss the evaluation results and provide feedback regarding performance ratings and recommendations. The Board shall vote on the final overall rating for the Superintendent evaluation.

### **CONSIDER THESE NORMS WHEN CONDUCTING THE EVALUATION:**

- Give each review the time and attention it deserves and provide specific evidence
- Maintain a respectful, professional process
- Focus on standards and outcomes (not personality)
- Consider the Superintendent feedback survey completed by cabinet and leadership
- Use multiple evidence-based documents when assessing performance
- Identify strengths in performance upon which to build
- Address ratings that need improvement with tact and constructive criticism
- Provide recommendations for specific corrective action

## **PART I- RATING BASED ON STANDARDS AND PROFESSIONAL PRACTICES**

### **Standards and Professional Practices:**

- 1) Student Learning and Instruction
- 2) Communication and Ethics
- 3) Human Resources and Finance
- 4) Policy and Board Relations
- 5) Facilities and Safety

### **Rating Scale:**

| Exceeds Expectations:<br>(5pts)                          | Meets Expectations:<br>(3pts)                      | Does Not Meet Expectations:<br>(1pt)                                               |
|----------------------------------------------------------|----------------------------------------------------|------------------------------------------------------------------------------------|
| <i>Performance has continually exceeded the criteria</i> | <i>Performance consistently meets the criteria</i> | <i>Performance does not meet the criteria and requires significant improvement</i> |

Name of Evaluator: Darin Farr

Date of Evaluation: 12/4/20

| OUTCOME #1 Student Learning & Instruction                                                                                                                                                                                                                                                 | Exceeds Expectations: (5pts)     | Meets Expectations: (3pts)       | Does Not Meet Expectations: (1pt) |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------|-----------------------------------|
| <b><i>Students are achieving benchmarks for grade level proficiency or targeted growth goals. The Superintendent leads the District by providing best practices in instructional programs and staff professional development.</i></b>                                                     |                                  |                                  |                                   |
| 1.1 Student achievement proficiency and growth data in Math and ELA are monitored by the Superintendent and are regularly reported to the Board, including a plan for addressing deficiencies<br><br>Provide Evidence for Rating:<br>School walk throughs, Performance Framework meetings | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>             |
| 1.2 CTE and workplace learning participation are monitored by the Superintendent and are regularly reported to the Board, including a plan for addressing concerns and areas of growth<br><br>Provide Evidence for Rating:<br>Consistent presentations and updates to the board.          | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| 1.3 District graduation rate meets or exceeds the state's graduation rate<br><br>Provide Evidence for Rating:<br>State Graduation Reports                                                                                                                                                 | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| 1.4 Students with specialized learning needs are provided appropriate modifications and accommodations through individual plans with learning goals and programs                                                                                                                          | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>             |

|                                                                                                                                                                                                                                                      |                                                                                     |                                                                                     |                                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Provide Evidence for Rating:                                                                                                                                                                                                                         |                                                                                     |                                                                                     |                                                                                     |
| 1.5 District goals, curriculum, and initiatives are systemically aligned throughout the District using the District Performance Plan and Portrait of a Learner with associated professional development to staff<br><br>Provide Evidence for Rating: |  |  |  |

Comments: (Identify strengths or recommendations for improvement):  
None at this time

| OUTCOME #2 Communication & Ethics                                                                                                                                                                                                                                                                                                                      | Exceeds Expectations: (5pts)                                                          | Meets Expectations: (3pts)                                                            | Does Not Meet Expectations: (1pt)                                                     |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <i>The Superintendent establishes effective communication with all stakeholders by effectively engaging and responding to the interests and needs that support the success of all students.</i>                                                                                                                                                        |                                                                                       |                                                                                       |                                                                                       |
| 2.1 Uses effective public information strategies to communicate and promote a positive image of the District with families, community, the media, and state and local officials<br><br>Provide Evidence for Rating:<br>Consistent meeting with stakeholders across  |  |  |  |

|                                                                                                                                                                                                         |                                  |                               |                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------------------|--------------------------------------|
|                                                                                                                                                                                                         |                                  |                               |                                      |
| <p>2.2 Provides an annual survey for parents/guardians to communicate experiences and provide feedback about District and school operations</p> <p>Provide Evidence for Rating:<br/>Climate surveys</p> | <input checked="" type="radio"/> | <input type="radio"/>         | <input type="radio"/>                |
| <p>2.3 Regularly visits schools and visibly engages the school community and the community at large</p> <p>Provide Evidence for Rating:<br/>Personally attended said visits with the <sup>+</sup></p>   | <input checked="" type="radio"/> | <input type="radio"/>         | <input type="radio"/>                |
| <p>2.4 Reports during the monthly board meeting to help educate stakeholders about important educational issues and updates</p> <p>Provide Evidence for Rating:<br/>Demonstrated</p>                    | <input checked="" type="radio"/> | <input type="radio"/>         | <input type="radio"/>                |
| <p>2.5 Responds to stakeholder and board communications within 2 working days</p> <p>Provide Evidence for Rating:</p>                                                                                   | <input checked="" type="radio"/> | <input type="radio"/>         | <input type="radio"/>                |
| <b><i>The Superintendent administers district operations in an ethical manner.</i></b>                                                                                                                  | Exceeds Expectations:<br>(5pts)  | Meets Expectations:<br>(3pts) | Does Not Meet Expectations:<br>(1pt) |
| <p>2.6 Manifests a professional code of ethics and demonstrates personal integrity, including continued professional learning</p> <p>Provide Evidence for Rating:</p>                                   | <input checked="" type="radio"/> | <input type="radio"/>         | <input type="radio"/>                |
|                                                                                                                                                                                                         |                                  |                               |                                      |



|                                                                                                                                        |                                  |                       |                       |
|----------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-----------------------|-----------------------|
| 2.7 Models accepted moral and ethical standards in all interactions<br><br>Provide Evidence for Rating:                                | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 2.8 Explores and develops ways to find common ground in dealing with difficult and divisive issues<br><br>Provide Evidence for Rating: | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> |

|                                                                                                            |
|------------------------------------------------------------------------------------------------------------|
| Comments: (Identify strengths or recommendations for improvement):<br><br><br><br><br><br><br><br><br><br> |
|------------------------------------------------------------------------------------------------------------|

| OUTCOME #3 Human Resources and Finance                                                                                                                                    | Exceeds Expectations:<br>(5pts) | Meets Expectations:<br>(3pts)    | Does Not Meet Expectations:<br>(1pt) |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|----------------------------------|--------------------------------------|
| <b><i>The Superintendent demonstrates the knowledge, skills, and ability to effectively manage operations and promotes a positive working environment for staff.</i></b>  |                                 |                                  |                                      |
| 3.1 Implements personnel procedures, recruitment, and employee performance programs to hire and retain the best qualified individuals<br><br>Provide Evidence for Rating: | <input type="radio"/>           | <input checked="" type="radio"/> | <input type="radio"/>                |

|                                                                                                                                                                                                                                                                                                                                                   |                                     |                                   |                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-----------------------------------|------------------------------------------|
| <p>3.2 Effectively works with District bargaining units and actively seeks to improve bargaining outcomes that best serve students and the District</p> <p>Provide Evidence for Rating:</p>                                                                                                                                                       | <input checked="" type="radio"/>    | <input type="radio"/>             | <input type="radio"/>                    |
| <p>3.3 Ensures that federal, state, and local laws and policies are implemented for employees</p> <p>Provide Evidence for Rating:</p>                                                                                                                                                                                                             | <input checked="" type="radio"/>    | <input type="radio"/>             | <input type="radio"/>                    |
| <p><b><i>The Superintendent is an effective steward of the District's financial resources and ensures the fiscal health of the District.</i></b></p>                                                                                                                                                                                              | <p>Exceeds Expectations: (5pts)</p> | <p>Meets Expectations: (3pts)</p> | <p>Does Not Meet Expectations: (1pt)</p> |
| <p>3.4 Guides the process of fiscal planning and budget development and makes recommendations based upon the District's current fiscal position and future needs</p> <p>Provide Evidence for Rating:</p> <p>regular financial updates are consistent with </p> | <input checked="" type="radio"/>    | <input type="radio"/>             | <input type="radio"/>                    |
| <p>3.5 Implements audit recommendations and works to ensure the annual audit is completed in a timely manner and reflects best practices</p> <p>Provide Evidence for Rating:</p>                                                                                                                                                                  | <input checked="" type="radio"/>    | <input type="radio"/>             | <input type="radio"/>                    |
| <p>3.6 Ensures that District expenses and budgeting reflect a positive ending fund balance and bond rating</p> <p>Provide Evidence for Rating:</p>                                                                                                                                                                                                | <input checked="" type="radio"/>    | <input type="radio"/>             | <input type="radio"/>                    |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #4 Policy & Board Relations                                                                                                                                             | Exceeds<br>Expectations:<br>(5pts) | Meets<br>Expectations:<br>(3pts) | Does Not<br>Meet<br>Expectations:<br>(1pt) |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|----------------------------------|--------------------------------------------|
| <b><i>The Superintendent works effectively with the Board of Trustees to lead and manage the District consistent with Board policies.</i></b>                                   |                                    |                                  |                                            |
| 4.1 Advises the Board on the need for new and/or revised policies and regulations, with particular attention during legislative sessions<br><br>Provide Evidence for Rating:    | <input checked="" type="radio"/>   | <input type="radio"/>            | <input type="radio"/>                      |
| 4.2 Creates administrative regulations to ensure the appropriate enforcement of Board policy and compliance with state and federal law<br><br>Provide Evidence for Rating:      | <input checked="" type="radio"/>   | <input type="radio"/>            | <input type="radio"/>                      |
| 4.3 Legal resources are appropriately used to proactively prevent and respond to possible liabilities<br><br>Provide Evidence for Rating:                                       | <input checked="" type="radio"/>   | <input type="radio"/>            | <input type="radio"/>                      |
| <b><i>The superintendent fosters a relationship of mutual respect and support with board members and exhibits a shared understanding of Board and Superintendent roles.</i></b> | Exceeds<br>Expectations:<br>(5pts) | Meets<br>Expectations:<br>(3pts) | Does Not<br>Meet<br>Expectations:<br>(1pt) |

|                                                                                                                                                                                                  |                                  |                       |                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-----------------------|-----------------------|
| <p>4.4 Keeps the Board regularly informed with data, reports, and information which enables them to make effective and timely decisions</p> <p>Provide Evidence for Rating:</p>                  | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <p>4.5 Works with the Board to develop District Goals that align with the District Performance Plan (DPP)</p> <p>Provide Evidence for Rating:</p>                                                | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <p>4.6 Attends trustee conferences and workshops as circumstances allow and invites trustees to site visits and events</p> <p>Provide Evidence for Rating:</p>                                   | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <p>4.7 Makes considerable effort to have a positive working relationship with the Board and attempts to resolve any serious conflicts with Board members</p> <p>Provide Evidence for Rating:</p> | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <p>4.8 Works proactively with the Board President to plan for meetings, prepare agenda items, and collaborate regarding issues and concerns</p> <p>Provide Evidence for Rating:</p>              | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #5 Facilities and Safety                                                                                                                                                                                                                 | Exceeds Expectations: (5pts)     | Meets Expectations: (3pts) | Does Not Meet Expectations: (1pt) |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------|-----------------------------------|
| <b><i>The district is a good steward of capital resources. Students, staff, and community members are physically and psychologically safe in the school.</i></b>                                                                                 |                                  |                            |                                   |
| <p>5.1 Ensures the Capital Improvement Plan (CIP), Master Facility Plan, and current facility projects are being updated and presented to the Board</p> <p>Provide Evidence for Rating:</p>                                                      | <input checked="" type="radio"/> | <input type="radio"/>      | <input type="radio"/>             |
| <p>5.2 Stays informed of facilities use and needs and makes facility and safety improvement recommendations as needed to the Board</p> <p>Provide Evidence for Rating:</p>                                                                       | <input checked="" type="radio"/> | <input type="radio"/>      | <input type="radio"/>             |
| <p>5.3 Ensures that each school and the District has a current Emergency Operation Plan (EOP) and applicable safety drills are conducted at each school in conjunction with appropriate first responders</p> <p>Provide Evidence for Rating:</p> | <input checked="" type="radio"/> | <input type="radio"/>      | <input type="radio"/>             |
| <p>5.4 Provides an appropriate Social Emotional Learning (SEL) curriculum and resources to students, staff, and families for mental health wellness</p> <p>Provide Evidence for Rating:</p>                                                      | <input checked="" type="radio"/> | <input type="radio"/>      | <input type="radio"/>             |
| <p>5.5 Presents the District progressive restorative discipline plan and safe and respectful learning policy for annual approval and update</p>                                                                                                  | <input checked="" type="radio"/> | <input type="radio"/>      | <input type="radio"/>             |

|                              |  |  |  |
|------------------------------|--|--|--|
| Provide Evidence for Rating: |  |  |  |
|------------------------------|--|--|--|

|                                                                    |
|--------------------------------------------------------------------|
| Comments: (Identify strengths or recommendations for improvement): |
|--------------------------------------------------------------------|

## Presented for Mid-Year Review

# Lyon County School District Superintendent Evaluation

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**EVALUATION OVERVIEW** This evaluation model offers a two-part guide for evaluating the Superintendent:

**Part I** is based on standards and professional practices.

**Part II** is the final performance summary sheet. It provides a final rating on the Superintendent's performance standards.

**THE EVALUATION MODEL AND TIMELINE MODEL:** The Board of Trustees should participate in the process from start to finish, and the Board Chair is responsible for expediting the evaluation process.

Per LCSD Board Policy BCD, The Superintendent shall be given a formal evaluation by the Board in a regularly agendized, open meeting no less than one time per each school year that they are employed by the School Board (See NRS 241.031). The Board may, at their discretion, informally evaluate the Superintendent at any time during the school year in order to develop the formal year-end evaluation. Informal evaluations will not be used by the Board in any other manner.

The Board and Superintendent should agree on the evaluation timeline and process. Collectively, the Board and Superintendent review the standards of performance, as well as identify the annual Superintendent goals based on local priorities of the District.

It is recommended that the Superintendent provide the feedback survey completed by cabinet and leadership as evidence to the Board.

A designee collects all the individual Board member evaluations and compiles the results and comments.

A regular public meeting is convened for the Board to discuss the evaluation results and provide feedback regarding performance ratings and recommendations. The Board shall vote on the final overall rating for the Superintendent evaluation.

### **CONSIDER THESE NORMS WHEN CONDUCTING THE EVALUATION:**

- Give each review the time and attention it deserves and provide specific evidence
- Maintain a respectful, professional process
- Focus on standards and outcomes (not personality)
- Consider the Superintendent feedback survey completed by cabinet and leadership
- Use multiple evidence-based documents when assessing performance
- Identify strengths in performance upon which to build
- Address ratings that need improvement with tact and constructive criticism
- Provide recommendations for specific corrective action

## **PART I- RATING BASED ON STANDARDS AND PROFESSIONAL PRACTICES**

### **Standards and Professional Practices:**

- 1) Student Learning and Instruction
- 2) Communication and Ethics
- 3) Human Resources and Finance
- 4) Policy and Board Relations
- 5) Facilities and Safety

### **Rating Scale:**

| Exceeds Expectations:<br>(5pts)                          | Meets Expectations:<br>(3pts)                      | Does Not Meet Expectations:<br>(1pt)                                               |
|----------------------------------------------------------|----------------------------------------------------|------------------------------------------------------------------------------------|
| <i>Performance has continually exceeded the criteria</i> | <i>Performance consistently meets the criteria</i> | <i>Performance does not meet the criteria and requires significant improvement</i> |



Name of Evaluator: Tom Hendrix

Date of Evaluation: 12/9/24

| OUTCOME #1 Student Learning & Instruction                                                                                                                                                                                             | Exceeds Expectations: (5pts)     | Meets Expectations: (3pts)       | Does Not Meet Expectations: (1pt) |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------|-----------------------------------|
| <b><i>Students are achieving benchmarks for grade level proficiency or targeted growth goals. The Superintendent leads the District by providing best practices in instructional programs and staff professional development.</i></b> |                                  |                                  |                                   |
| 1.1 Student achievement proficiency and growth data in Math and ELA are monitored by the Superintendent and are regularly reported to the Board, including a plan for addressing deficiencies<br><br>Provide Evidence for Rating:     | <input type="radio"/>            | <input type="radio"/>            | <input checked="" type="radio"/>  |
| 1.2 CTE and workplace learning participation are monitored by the Superintendent and are regularly reported to the Board, including a plan for addressing concerns and areas of growth<br><br>Provide Evidence for Rating:            | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>             |
| 1.3 District graduation rate meets or exceeds the state's graduation rate<br><br>Provide Evidence for Rating:                                                                                                                         | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| 1.4 Students with specialized learning needs are provided appropriate modifications and accommodations through individual plans with learning goals and programs                                                                      | <input type="radio"/>            | <input type="radio"/>            | <input checked="" type="radio"/>  |

|                                                                                                                                                                                                                                                      |                                                                                     |                                                                                     |                                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Provide Evidence for Rating:                                                                                                                                                                                                                         |                                                                                     |                                                                                     |                                                                                     |
| 1.5 District goals, curriculum, and initiatives are systemically aligned throughout the District using the District Performance Plan and Portrait of a Learner with associated professional development to staff<br><br>Provide Evidence for Rating: |  |  |  |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #2 Communication & Ethics                                                                                                                                                                                   | Exceeds Expectations:<br>(5pts)                                                       | Meets Expectations:<br>(3pts)                                                         | Does Not Meet Expectations:<br>(1pt)                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <i>The Superintendent establishes effective communication with all stakeholders by effectively engaging and responding to the interests and needs that support the success of all students.</i>                     |                                                                                       |                                                                                       |                                                                                       |
| 2.1 Uses effective public information strategies to communicate and promote a positive image of the District with families, community, the media, and state and local officials<br><br>Provide Evidence for Rating: |  |  |  |

|                                                                                                                                                                                     |                                                                                       |                                                                                       |                                                                                       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
|                                                                                                                                                                                     |                                                                                       |                                                                                       |                                                                                       |
| <p>2.2 Provides an annual survey for parents/guardians to communicate experiences and provide feedback about District and school operations</p> <p>Provide Evidence for Rating:</p> |    |    |    |
| <p>2.3 Regularly visits schools and visibly engages the school community and the community at large</p> <p>Provide Evidence for Rating:</p>                                         |    |    |    |
| <p>2.4 Reports during the monthly board meeting to help educate stakeholders about important educational issues and updates</p> <p>Provide Evidence for Rating:</p>                 |    |    |    |
| <p>2.5 Responds to stakeholder and board communications within 2 working days</p> <p>Provide Evidence for Rating:</p>                                                               |  |  |  |
| <b><i>The Superintendent administers district operations in an ethical manner.</i></b>                                                                                              | Exceeds Expectations: (5pts)                                                          | Meets Expectations: (3pts)                                                            | Does Not Meet Expectations: (1pt)                                                     |
| <p>2.6 Manifests a professional code of ethics and demonstrates personal integrity, including continued professional learning</p> <p>Provide Evidence for Rating:</p>               |  |  |  |
|                                                                                                                                                                                     |                                                                                       |                                                                                       |                                                                                       |

|                                                                                                                                               |                                                                                     |                                                                                     |                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| <p>2.7 Models accepted moral and ethical standards in all interactions</p> <p>Provide Evidence for Rating:</p>                                |  |  |  |
| <p>2.8 Explores and develops ways to find common ground in dealing with difficult and divisive issues</p> <p>Provide Evidence for Rating:</p> |  |  |  |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #3 Human Resources and Finance                                                                                                                                           | Exceeds Expectations:<br>(5pts)                                                       | Meets Expectations:<br>(3pts)                                                         | Does Not Meet Expectations:<br>(1pt)                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <i><b>The Superintendent demonstrates the knowledge, skills, and ability to effectively manage operations and promotes a positive working environment for staff.</b></i>         |                                                                                       |                                                                                       |                                                                                       |
| <p>3.1 Implements personnel procedures, recruitment, and employee performance programs to hire and retain the best qualified individuals</p> <p>Provide Evidence for Rating:</p> |  |  |  |

|                                                                                                                                                                                                          |                              |                                  |                                   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------------------|-----------------------------------|
| <p>3.2 Effectively works with District bargaining units and actively seeks to improve bargaining outcomes that best serve students and the District</p> <p>Provide Evidence for Rating:</p>              | <input type="radio"/>        | <input type="radio"/>            | <input checked="" type="radio"/>  |
| <p>3.3 Ensures that federal, state, and local laws and policies are implemented for employees</p> <p>Provide Evidence for Rating:</p>                                                                    | <input type="radio"/>        | <input checked="" type="radio"/> | <input type="radio"/>             |
| <p><b><i>The Superintendent is an effective steward of the District's financial resources and ensures the fiscal health of the District.</i></b></p>                                                     | Exceeds Expectations: (5pts) | Meets Expectations: (3pts)       | Does Not Meet Expectations: (1pt) |
| <p>3.4 Guides the process of fiscal planning and budget development and makes recommendations based upon the District's current fiscal position and future needs</p> <p>Provide Evidence for Rating:</p> | <input type="radio"/>        | <input checked="" type="radio"/> | <input type="radio"/>             |
| <p>3.5 Implements audit recommendations and works to ensure the annual audit is completed in a timely manner and reflects best practices</p> <p>Provide Evidence for Rating:</p>                         | <input type="radio"/>        | <input checked="" type="radio"/> | <input type="radio"/>             |
| <p>3.6 Ensures that District expenses and budgeting reflect a positive ending fund balance and bond rating</p> <p>Provide Evidence for Rating:</p>                                                       | <input type="radio"/>        | <input checked="" type="radio"/> | <input type="radio"/>             |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #4 Policy & Board Relations                                                                                                                                             | Exceeds<br>Expectations:<br>(5pts) | Meets<br>Expectations:<br>(3pts) | Does Not<br>Meet<br>Expectations:<br>(1pt) |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|----------------------------------|--------------------------------------------|
| <b><i>The Superintendent works effectively with the Board of Trustees to lead and manage the District consistent with Board policies.</i></b>                                   |                                    |                                  |                                            |
| 4.1 Advises the Board on the need for new and/or revised policies and regulations, with particular attention during legislative sessions<br><br>Provide Evidence for Rating:    | <input type="radio"/>              | <input checked="" type="radio"/> | <input type="radio"/>                      |
| 4.2 Creates administrative regulations to ensure the appropriate enforcement of Board policy and compliance with state and federal law<br><br>Provide Evidence for Rating:      | <input type="radio"/>              | <input type="radio"/>            | <input checked="" type="radio"/>           |
| 4.3 Legal resources are appropriately used to proactively prevent and respond to possible liabilities<br><br>Provide Evidence for Rating:                                       | <input type="radio"/>              | <input checked="" type="radio"/> | <input type="radio"/>                      |
| <b><i>The superintendent fosters a relationship of mutual respect and support with board members and exhibits a shared understanding of Board and Superintendent roles.</i></b> | Exceeds<br>Expectations:<br>(5pts) | Meets<br>Expectations:<br>(3pts) | Does Not<br>Meet<br>Expectations:<br>(1pt) |

|                                                                                                                                                                                                  |                                                                                      |                                                                                       |                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <p>4.4 Keeps the Board regularly informed with data, reports, and information which enables them to make effective and timely decisions</p> <p>Provide Evidence for Rating:</p>                  |    |    |    |
| <p>4.5 Works with the Board to develop District Goals that align with the District Performance Plan (DPP)</p> <p>Provide Evidence for Rating:</p>                                                |    |    |    |
| <p>4.6 Attends trustee conferences and workshops as circumstances allow and invites trustees to site visits and events</p> <p>Provide Evidence for Rating:</p>                                   |    |    |    |
| <p>4.7 Makes considerable effort to have a positive working relationship with the Board and attempts to resolve any serious conflicts with Board members</p> <p>Provide Evidence for Rating:</p> |  |  |  |
| <p>4.8 Works proactively with the Board President to plan for meetings, prepare agenda items, and collaborate regarding issues and concerns</p> <p>Provide Evidence for Rating:</p>              |  |  |  |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #5 Facilities and Safety                                                                                                                                                                                                                 | Exceeds Expectations: (5pts)                                                          | Meets Expectations: (3pts)                                                            | Does Not Meet Expectations: (1pt)                                                     |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <b><i>The district is a good steward of capital resources. Students, staff, and community members are physically and psychologically safe in the school.</i></b>                                                                                 |                                                                                       |                                                                                       |                                                                                       |
| <p>5.1 Ensures the Capital Improvement Plan (CIP), Master Facility Plan, and current facility projects are being updated and presented to the Board</p> <p>Provide Evidence for Rating:</p>                                                      |    |    |    |
| <p>5.2 Stays informed of facilities use and needs and makes facility and safety improvement recommendations as needed to the Board</p> <p>Provide Evidence for Rating:</p>                                                                       |    |    |    |
| <p>5.3 Ensures that each school and the District has a current Emergency Operation Plan (EOP) and applicable safety drills are conducted at each school in conjunction with appropriate first responders</p> <p>Provide Evidence for Rating:</p> |  |  |  |
| <p>5.4 Provides an appropriate Social Emotional Learning (SEL) curriculum and resources to students, staff, and families for mental health wellness</p> <p>Provide Evidence for Rating:</p>                                                      |  |  |  |
| <p>5.5 Presents the District progressive restorative discipline plan and safe and respectful learning policy for annual approval and update</p>                                                                                                  |  |  |  |



|                              |  |  |  |
|------------------------------|--|--|--|
| Provide Evidence for Rating: |  |  |  |
|------------------------------|--|--|--|

|                                                                    |
|--------------------------------------------------------------------|
| Comments: (Identify strengths or recommendations for improvement): |
|--------------------------------------------------------------------|

## Presented for Mid-Year Review

# Lyon County School District Superintendent Evaluation

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**EVALUATION OVERVIEW** This evaluation model offers a two-part guide for evaluating the Superintendent:

**Part I** is based on standards and professional practices.

**Part II** is the final performance summary sheet. It provides a final rating on the Superintendent's performance standards.

**THE EVALUATION MODEL AND TIMELINE MODEL:** The Board of Trustees should participate in the process from start to finish, and the Board Chair is responsible for expediting the evaluation process.

Per LCSD Board Policy BCD, The Superintendent shall be given a formal evaluation by the Board in a regularly agendized, open meeting no less than one time per each school year that they are employed by the School Board (See NRS 241.031). The Board may, at their discretion, informally evaluate the Superintendent at any time during the school year in order to develop the formal year-end evaluation. Informal evaluations will not be used by the Board in any other manner.

The Board and Superintendent should agree on the evaluation timeline and process. Collectively, the Board and Superintendent review the standards of performance, as well as identify the annual Superintendent goals based on local priorities of the District.

It is recommended that the Superintendent provide the feedback survey completed by cabinet and leadership as evidence to the Board.

A designee collects all the individual Board member evaluations and compiles the results and comments.

A regular public meeting is convened for the Board to discuss the evaluation results and provide feedback regarding performance ratings and recommendations. The Board shall vote on the final overall rating for the Superintendent evaluation.

### **CONSIDER THESE NORMS WHEN CONDUCTING THE EVALUATION:**

- Give each review the time and attention it deserves and provide specific evidence
- Maintain a respectful, professional process
- Focus on standards and outcomes (not personality)
- Consider the Superintendent feedback survey completed by cabinet and leadership
- Use multiple evidence-based documents when assessing performance
- Identify strengths in performance upon which to build
- Address ratings that need improvement with tact and constructive criticism
- Provide recommendations for specific corrective action

## **PART I- RATING BASED ON STANDARDS AND PROFESSIONAL PRACTICES**

### **Standards and Professional Practices:**

- 1) Student Learning and Instruction
- 2) Communication and Ethics
- 3) Human Resources and Finance
- 4) Policy and Board Relations
- 5) Facilities and Safety

### **Rating Scale:**

| Exceeds Expectations:<br>(5pts)                          | Meets Expectations:<br>(3pts)                      | Does Not Meet Expectations:<br>(1pt)                                               |
|----------------------------------------------------------|----------------------------------------------------|------------------------------------------------------------------------------------|
| <i>Performance has continually exceeded the criteria</i> | <i>Performance consistently meets the criteria</i> | <i>Performance does not meet the criteria and requires significant improvement</i> |

Name of Evaluator: Neal McIntyre II

Date of Evaluation: 12/9/24

| OUTCOME #1 Student Learning & Instruction                                                                                                                                                                                             | Exceeds Expectations: (5pts) | Meets Expectations: (3pts)       | Does Not Meet Expectations: (1pt) |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------------------|-----------------------------------|
| <b><i>Students are achieving benchmarks for grade level proficiency or targeted growth goals. The Superintendent leads the District by providing best practices in instructional programs and staff professional development.</i></b> |                              |                                  |                                   |
| 1.1 Student achievement proficiency and growth data in Math and ELA are monitored by the Superintendent and are regularly reported to the Board, including a plan for addressing deficiencies<br><br>Provide Evidence for Rating:     | <input type="radio"/>        | <input checked="" type="radio"/> | <input type="radio"/>             |
| 1.2 CTE and workplace learning participation are monitored by the Superintendent and are regularly reported to the Board, including a plan for addressing concerns and areas of growth<br><br>Provide Evidence for Rating:            | <input type="radio"/>        | <input checked="" type="radio"/> | <input type="radio"/>             |
| 1.3 District graduation rate meets or exceeds the state's graduation rate<br><br>Provide Evidence for Rating:                                                                                                                         | <input type="radio"/>        | <input checked="" type="radio"/> | <input type="radio"/>             |
| 1.4 Students with specialized learning needs are provided appropriate modifications and accommodations through individual plans with learning goals and programs                                                                      | <input type="radio"/>        | <input checked="" type="radio"/> | <input type="radio"/>             |

|                                                                                                                                                                                                                                                      |                                                                                     |                                                                                     |                                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Provide Evidence for Rating:                                                                                                                                                                                                                         |                                                                                     |                                                                                     |                                                                                     |
| 1.5 District goals, curriculum, and initiatives are systemically aligned throughout the District using the District Performance Plan and Portrait of a Learner with associated professional development to staff<br><br>Provide Evidence for Rating: |  |  |  |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #2 Communication & Ethics                                                                                                                                                                                   | Exceeds Expectations:<br>(5pts)                                                       | Meets Expectations:<br>(3pts)                                                         | Does Not Meet Expectations:<br>(1pt)                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <i>The Superintendent establishes effective communication with all stakeholders by effectively engaging and responding to the interests and needs that support the success of all students.</i>                     |                                                                                       |                                                                                       |                                                                                       |
| 2.1 Uses effective public information strategies to communicate and promote a positive image of the District with families, community, the media, and state and local officials<br><br>Provide Evidence for Rating: |  |  |  |

|                                                                                                                                                                                     |                                  |                                  |                                   |
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|                                                                                                                                                                                     |                                  |                                  |                                   |
| <p>2.2 Provides an annual survey for parents/guardians to communicate experiences and provide feedback about District and school operations</p> <p>Provide Evidence for Rating:</p> | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>             |
| <p>2.3 Regularly visits schools and visibly engages the school community and the community at large</p> <p>Provide Evidence for Rating:</p>                                         | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| <p>2.4 Reports during the monthly board meeting to help educate stakeholders about important educational issues and updates</p> <p>Provide Evidence for Rating:</p>                 | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| <p>2.5 Responds to stakeholder and board communications within 2 working days</p> <p>Provide Evidence for Rating:</p>                                                               | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>             |
| <p><b><i>The Superintendent administers district operations in an ethical manner.</i></b></p>                                                                                       | Exceeds Expectations: (5pts)     | Meets Expectations: (3pts)       | Does Not Meet Expectations: (1pt) |
| <p>2.6 Manifests a professional code of ethics and demonstrates personal integrity, including continued professional learning</p> <p>Provide Evidence for Rating:</p>               | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>             |
|                                                                                                                                                                                     |                                  |                                  |                                   |

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|-----------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|----------------------------------|-----------------------|
| <p>2.7 Models accepted moral and ethical standards in all interactions</p> <p>Provide Evidence for Rating:</p>                                | <input type="radio"/> | <input checked="" type="radio"/> | <input type="radio"/> |
| <p>2.8 Explores and develops ways to find common ground in dealing with difficult and divisive issues</p> <p>Provide Evidence for Rating:</p> | <input type="radio"/> | <input checked="" type="radio"/> | <input type="radio"/> |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #3 Human Resources and Finance                                                                                                                                           | Exceeds Expectations:<br>(5pts) | Meets Expectations:<br>(3pts)    | Does Not Meet Expectations:<br>(1pt) |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|----------------------------------|--------------------------------------|
| <b><i>The Superintendent demonstrates the knowledge, skills, and ability to effectively manage operations and promotes a positive working environment for staff.</i></b>         |                                 |                                  |                                      |
| <p>3.1 Implements personnel procedures, recruitment, and employee performance programs to hire and retain the best qualified individuals</p> <p>Provide Evidence for Rating:</p> | <input type="radio"/>           | <input checked="" type="radio"/> | <input type="radio"/>                |

|                                                                                                                                                                                                          |                                  |                                  |                                   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------|-----------------------------------|
| <p>3.2 Effectively works with District bargaining units and actively seeks to improve bargaining outcomes that best serve students and the District</p> <p>Provide Evidence for Rating:</p>              | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>             |
| <p>3.3 Ensures that federal, state, and local laws and policies are implemented for employees</p> <p>Provide Evidence for Rating:</p>                                                                    | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| <p><b><i>The Superintendent is an effective steward of the District's financial resources and ensures the fiscal health of the District.</i></b></p>                                                     | Exceeds Expectations: (5pts)     | Meets Expectations: (3pts)       | Does Not Meet Expectations: (1pt) |
| <p>3.4 Guides the process of fiscal planning and budget development and makes recommendations based upon the District's current fiscal position and future needs</p> <p>Provide Evidence for Rating:</p> | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>             |
| <p>3.5 Implements audit recommendations and works to ensure the annual audit is completed in a timely manner and reflects best practices</p> <p>Provide Evidence for Rating:</p>                         | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>             |
| <p>3.6 Ensures that District expenses and budgeting reflect a positive ending fund balance and bond rating</p> <p>Provide Evidence for Rating:</p>                                                       | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>             |



Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #4 Policy & Board Relations                                                                                                                                             | Exceeds<br>Expectations:<br>(5pts) | Meets<br>Expectations:<br>(3pts) | Does Not<br>Meet<br>Expectations:<br>(1pt) |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|----------------------------------|--------------------------------------------|
| <b><i>The Superintendent works effectively with the Board of Trustees to lead and manage the District consistent with Board policies.</i></b>                                   |                                    |                                  |                                            |
| 4.1 Advises the Board on the need for new and/or revised policies and regulations, with particular attention during legislative sessions<br><br>Provide Evidence for Rating:    | <input type="radio"/>              | <input checked="" type="radio"/> | <input type="radio"/>                      |
| 4.2 Creates administrative regulations to ensure the appropriate enforcement of Board policy and compliance with state and federal law<br><br>Provide Evidence for Rating:      | <input type="radio"/>              | <input checked="" type="radio"/> | <input type="radio"/>                      |
| 4.3 Legal resources are appropriately used to proactively prevent and respond to possible liabilities<br><br>Provide Evidence for Rating:                                       | <input type="radio"/>              | <input checked="" type="radio"/> | <input type="radio"/>                      |
| <b><i>The superintendent fosters a relationship of mutual respect and support with board members and exhibits a shared understanding of Board and Superintendent roles.</i></b> | Exceeds<br>Expectations:<br>(5pts) | Meets<br>Expectations:<br>(3pts) | Does Not<br>Meet<br>Expectations:<br>(1pt) |

|                                                                                                                                                                                                  |                                  |                                  |                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------|-----------------------|
| <p>4.4 Keeps the Board regularly informed with data, reports, and information which enables them to make effective and timely decisions</p> <p>Provide Evidence for Rating:</p>                  | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
| <p>4.5 Works with the Board to develop District Goals that align with the District Performance Plan (DPP)</p> <p>Provide Evidence for Rating:</p>                                                | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/> |
| <p>4.6 Attends trustee conferences and workshops as circumstances allow and invites trustees to site visits and events</p> <p>Provide Evidence for Rating:</p>                                   | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/> |
| <p>4.7 Makes considerable effort to have a positive working relationship with the Board and attempts to resolve any serious conflicts with Board members</p> <p>Provide Evidence for Rating:</p> | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/> |
| <p>4.8 Works proactively with the Board President to plan for meetings, prepare agenda items, and collaborate regarding issues and concerns</p> <p>Provide Evidence for Rating:</p>              | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |

Comments: (Identify strengths or recommendations for improvement):

| <b>OUTCOME #5 Facilities and Safety</b>                                                                                                                                                                                                          | <b>Exceeds Expectations: (5pts)</b>                                                   | <b>Meets Expectations: (3pts)</b>                                                     | <b>Does Not Meet Expectations: (1pt)</b>                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <b><i>The district is a good steward of capital resources. Students, staff, and community members are physically and psychologically safe in the school.</i></b>                                                                                 |                                                                                       |                                                                                       |                                                                                       |
| <p>5.1 Ensures the Capital Improvement Plan (CIP), Master Facility Plan, and current facility projects are being updated and presented to the Board</p> <p>Provide Evidence for Rating:</p>                                                      |    |    |    |
| <p>5.2 Stays informed of facilities use and needs and makes facility and safety improvement recommendations as needed to the Board</p> <p>Provide Evidence for Rating:</p>                                                                       |    |    |    |
| <p>5.3 Ensures that each school and the District has a current Emergency Operation Plan (EOP) and applicable safety drills are conducted at each school in conjunction with appropriate first responders</p> <p>Provide Evidence for Rating:</p> |  |  |  |
| <p>5.4 Provides an appropriate Social Emotional Learning (SEL) curriculum and resources to students, staff, and families for mental health wellness</p> <p>Provide Evidence for Rating:</p>                                                      |  |  |  |
| <p>5.5 Presents the District progressive restorative discipline plan and safe and respectful learning policy for annual approval and update</p>                                                                                                  |  |  |  |

|                              |  |  |  |
|------------------------------|--|--|--|
| Provide Evidence for Rating: |  |  |  |
|------------------------------|--|--|--|

|                                                                    |
|--------------------------------------------------------------------|
| Comments: (Identify strengths or recommendations for improvement): |
|--------------------------------------------------------------------|

## Presented for Mid-Year Review

# Lyon County School District Superintendent Evaluation

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**EVALUATION OVERVIEW** This evaluation model offers a two-part guide for evaluating the Superintendent:

**Part I** is based on standards and professional practices.

**Part II** is the final performance summary sheet. It provides a final rating on the Superintendent's performance standards.

**THE EVALUATION MODEL AND TIMELINE MODEL:** The Board of Trustees should participate in the process from start to finish, and the Board Chair is responsible for expediting the evaluation process.

Per LCSD Board Policy BCD, The Superintendent shall be given a formal evaluation by the Board in a regularly agendized, open meeting no less than one time per each school year that they are employed by the School Board (See NRS 241.031). The Board may, at their discretion, informally evaluate the Superintendent at any time during the school year in order to develop the formal year-end evaluation. Informal evaluations will not be used by the Board in any other manner.

The Board and Superintendent should agree on the evaluation timeline and process. Collectively, the Board and Superintendent review the standards of performance, as well as identify the annual Superintendent goals based on local priorities of the District.

It is recommended that the Superintendent provide the feedback survey completed by cabinet and leadership as evidence to the Board.

A designee collects all the individual Board member evaluations and compiles the results and comments.

A regular public meeting is convened for the Board to discuss the evaluation results and provide feedback regarding performance ratings and recommendations. The Board shall vote on the final overall rating for the Superintendent evaluation.

### **CONSIDER THESE NORMS WHEN CONDUCTING THE EVALUATION:**

- Give each review the time and attention it deserves and provide specific evidence
- Maintain a respectful, professional process
- Focus on standards and outcomes (not personality)
- Consider the Superintendent feedback survey completed by cabinet and leadership
- Use multiple evidence-based documents when assessing performance
- Identify strengths in performance upon which to build
- Address ratings that need improvement with tact and constructive criticism
- Provide recommendations for specific corrective action

## **PART I- RATING BASED ON STANDARDS AND PROFESSIONAL PRACTICES**

### **Standards and Professional Practices:**

- 1) Student Learning and Instruction
- 2) Communication and Ethics
- 3) Human Resources and Finance
- 4) Policy and Board Relations
- 5) Facilities and Safety

### **Rating Scale:**

| Exceeds Expectations:<br>(5pts)                          | Meets Expectations:<br>(3pts)                      | Does Not Meet Expectations:<br>(1pt)                                               |
|----------------------------------------------------------|----------------------------------------------------|------------------------------------------------------------------------------------|
| <i>Performance has continually exceeded the criteria</i> | <i>Performance consistently meets the criteria</i> | <i>Performance does not meet the criteria and requires significant improvement</i> |

Name of Evaluator: Sherry Parsons

Date of Evaluation: 12/4/24

| OUTCOME #1 Student Learning & Instruction                                                                                                                                                                                                             | Exceeds Expectations: (5pts) | Meets Expectations: (3pts)       | Does Not Meet Expectations: (1pt) |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------------------|-----------------------------------|
| <b><i>Students are achieving benchmarks for grade level proficiency or targeted growth goals. The Superintendent leads the District by providing best practices in instructional programs and staff professional development.</i></b>                 |                              |                                  |                                   |
| 1.1 Student achievement proficiency and growth data in Math and ELA are monitored by the Superintendent and are regularly reported to the Board, including a plan for addressing deficiencies<br><br>Provide Evidence for Rating:<br>Test Scores      | <input type="radio"/>        | <input type="radio"/>            | <input checked="" type="radio"/>  |
| 1.2 CTE and workplace learning participation are monitored by the Superintendent and are regularly reported to the Board, including a plan for addressing concerns and areas of growth<br><br>Provide Evidence for Rating:<br>new food program at FHS | <input type="radio"/>        | <input checked="" type="radio"/> | <input type="radio"/>             |
| 1.3 District graduation rate meets or exceeds the state's graduation rate<br><br>Provide Evidence for Rating:<br>we have a resonable graduation rate                                                                                                  | <input type="radio"/>        | <input checked="" type="radio"/> | <input type="radio"/>             |
| 1.4 Students with specialized learning needs are provided appropriate modifications and accommodations through individual plans with learning goals and programs                                                                                      | <input type="radio"/>        | <input checked="" type="radio"/> | <input type="radio"/>             |

|                                                                                                                                                                                                                                                                                                            |                                                                                     |                                                                                     |                                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Provide Evidence for Rating:                                                                                                                                                                                                                                                                               |                                                                                     |                                                                                     |                                                                                     |
| 1.5 District goals, curriculum, and initiatives are systemically aligned throughout the District using the District Performance Plan and Portrait of a Learner with associated professional development to staff<br><br>Provide Evidence for Rating:<br>I think Portrait of a learner has been ineffective |  |  |  |

Comments: (Identify strengths or recommendations for improvement):  
Get rid of Portrait of a learner

| OUTCOME #2 Communication & Ethics                                                                                                                                                                                                                                             | Exceeds Expectations:<br>(5pts)                                                       | Meets Expectations:<br>(3pts)                                                         | Does Not Meet Expectations:<br>(1pt)                                                  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <i>The Superintendent establishes effective communication with all stakeholders by effectively engaging and responding to the interests and needs that support the success of all students.</i>                                                                               |                                                                                       |                                                                                       |                                                                                       |
| 2.1 Uses effective public information strategies to communicate and promote a positive image of the District with families, community, the media, and state and local officials<br><br>Provide Evidence for Rating:<br>exiting staff gave the lowest rating to district staff |  |  |  |



|                                                                                                                                                                                                                                                                               |                                                                                       |                                                                                       |                                                                                       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                               |                                                                                       |                                                                                       |                                                                                       |
| <p>2.2 Provides an annual survey for parents/guardians to communicate experiences and provide feedback about District and school operations</p> <p>Provide Evidence for Rating:</p>                                                                                           |    |    |    |
| <p>2.3 Regularly visits schools and visibly engages the school community and the community at large</p> <p>Provide Evidence for Rating:</p> <p>needs improvement, maybe dividing up and </p> |    |    |    |
| <p>2.4 Reports during the monthly board meeting to help educate stakeholders about important educational issues and updates</p> <p>Provide Evidence for Rating:</p> <p>I like scientific reviews</p>                                                                          |    |    |    |
| <p>2.5 Responds to stakeholder and board communications within 2 working days</p> <p>Provide Evidence for Rating:</p> <p>Get the feeling that you don't want to be bothered </p>           |  |  |  |
| <b><i>The Superintendent administers district operations in an ethical manner.</i></b>                                                                                                                                                                                        | Exceeds Expectations: (5pts)                                                          | Meets Expectations: (3pts)                                                            | Does Not Meet Expectations: (1pt)                                                     |
| <p>2.6 Manifests a professional code of ethics and demonstrates personal integrity, including continued professional learning</p> <p>Provide Evidence for Rating:</p> <p>I don't like the way new positions were made.</p>                                                    |  |  |  |
|                                                                                                                                                                                                                                                                               |                                                                                       |                                                                                       |                                                                                       |

|                                                                                                                                                                                                   |                                                                                     |                                                                                     |                                                                                     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| <p>2.7 Models accepted moral and ethical standards in all interactions</p> <p>Provide Evidence for Rating:</p> <p>shoving in so many new policies after the election <sup>++</sup></p>            |  |  |  |
| <p>2.8 Explores and develops ways to find common ground in dealing with difficult and divisive issues</p> <p>Provide Evidence for Rating:</p> <p>I need an example of when that ever happened</p> |  |  |  |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #3 Human Resources and Finance                                                                                                                                                                             | Exceeds Expectations: (5pts)                                                          | Meets Expectations: (3pts)                                                            | Does Not Meet Expectations: (1pt)                                                     |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <i><b>The Superintendent demonstrates the knowledge, skills, and ability to effectively manage operations and promotes a positive working environment for staff.</b></i>                                           |                                                                                       |                                                                                       |                                                                                       |
| <p>3.1 Implements personnel procedures, recruitment, and employee performance programs to hire and retain the best qualified individuals</p> <p>Provide Evidence for Rating:</p> <p>again refer to exit survey</p> |  |  |  |

|                                                                                                                                                                                                                                                               |                                  |                                  |                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------|-----------------------------------|
| <p>3.2 Effectively works with District bargaining units and actively seeks to improve bargaining outcomes that best serve students and the District</p> <p>Provide Evidence for Rating:<br/>If you mean after the threat of action we came to a agreement</p> | <input type="radio"/>            | <input type="radio"/>            | <input checked="" type="radio"/>  |
| <p>3.3 Ensures that federal, state, and local laws and policies are implemented for employees</p> <p>Provide Evidence for Rating:</p>                                                                                                                         | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>             |
| <b><i>The Superintendent is an effective steward of the District's financial resources and ensures the fiscal health of the District.</i></b>                                                                                                                 | Exceeds Expectations: (5pts)     | Meets Expectations: (3pts)       | Does Not Meet Expectations: (1pt) |
| <p>3.4 Guides the process of fiscal planning and budget development and makes recommendations based upon the District's current fiscal position and future needs</p> <p>Provide Evidence for Rating:</p>                                                      | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| <p>3.5 Implements audit recommendations and works to ensure the annual audit is completed in a timely manner and reflects best practices</p> <p>Provide Evidence for Rating:</p>                                                                              | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| <p>3.6 Ensures that District expenses and budgeting reflect a positive ending fund balance and bond rating</p> <p>Provide Evidence for Rating:</p>                                                                                                            | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #4 Policy & Board Relations                                                                                                                                             | Exceeds<br>Expectations:<br>(5pts)                                                    | Meets<br>Expectations:<br>(3pts)                                                      | Does Not<br>Meet<br>Expectations:<br>(1pt)                                            |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <b><i>The Superintendent works effectively with the Board of Trustees to lead and manage the District consistent with Board policies.</i></b>                                   |                                                                                       |                                                                                       |                                                                                       |
| 4.1 Advises the Board on the need for new and/or revised policies and regulations, with particular attention during legislative sessions<br><br>Provide Evidence for Rating:    |  |  |  |
| 4.2 Creates administrative regulations to ensure the appropriate enforcement of Board policy and compliance with state and federal law<br><br>Provide Evidence for Rating:      |  |  |  |
| 4.3 Legal resources are appropriately used to proactively prevent and respond to possible liabilities<br><br>Provide Evidence for Rating:                                       |   |  |  |
| <b><i>The superintendent fosters a relationship of mutual respect and support with board members and exhibits a shared understanding of Board and Superintendent roles.</i></b> | Exceeds<br>Expectations:<br>(5pts)                                                    | Meets<br>Expectations:<br>(3pts)                                                      | Does Not<br>Meet<br>Expectations:<br>(1pt)                                            |

|                                                                                                                                                                                                                                                                                                                        |                                                                                      |                                                                                       |                                                                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <p>4.4 Keeps the Board regularly informed with data, reports, and information which enables them to make effective and timely decisions</p> <p>Provide Evidence for Rating:<br/>where were the policies last month and the month </p> |    |    |    |
| <p>4.5 Works with the Board to develop District Goals that align with the District Performance Plan (DPP)</p> <p>Provide Evidence for Rating:<br/>Needs to be redone for measurable outcomes</p>                                                                                                                       |    |    |    |
| <p>4.6 Attends trustee conferences and workshops as circumstances allow and invites trustees to site visits and events</p> <p>Provide Evidence for Rating:</p>                                                                                                                                                         |    |    |    |
| <p>4.7 Makes considerable effort to have a positive working relationship with the Board and attempts to resolve any serious conflicts with Board members</p> <p>Provide Evidence for Rating:</p>                                                                                                                       |  |  |  |
| <p>4.8 Works proactively with the Board President to plan for meetings, prepare agenda items, and collaborate regarding issues and concerns</p> <p>Provide Evidence for Rating:</p>                                                                                                                                    |  |  |  |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #5 Facilities and Safety                                                                                                                                                                                                                 | Exceeds Expectations: (5pts)     | Meets Expectations: (3pts)       | Does Not Meet Expectations: (1pt) |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------|-----------------------------------|
| <b><i>The district is a good steward of capital resources. Students, staff, and community members are physically and psychologically safe in the school.</i></b>                                                                                 |                                  |                                  |                                   |
| <p>5.1 Ensures the Capital Improvement Plan (CIP), Master Facility Plan, and current facility projects are being updated and presented to the Board</p> <p>Provide Evidence for Rating:</p>                                                      | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>             |
| <p>5.2 Stays informed of facilities use and needs and makes facility and safety improvement recommendations as needed to the Board</p> <p>Provide Evidence for Rating:</p>                                                                       | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>             |
| <p>5.3 Ensures that each school and the District has a current Emergency Operation Plan (EOP) and applicable safety drills are conducted at each school in conjunction with appropriate first responders</p> <p>Provide Evidence for Rating:</p> | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| <p>5.4 Provides an appropriate Social Emotional Learning (SEL) curriculum and resources to students, staff, and families for mental health wellness</p> <p>Provide Evidence for Rating:</p>                                                      | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| <p>5.5 Presents the District progressive restorative discipline plan and safe and respectful learning policy for annual approval and update</p>                                                                                                  | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |

|                              |  |  |  |
|------------------------------|--|--|--|
| Provide Evidence for Rating: |  |  |  |
|------------------------------|--|--|--|

|                                                                    |
|--------------------------------------------------------------------|
| Comments: (Identify strengths or recommendations for improvement): |
|--------------------------------------------------------------------|

## Presented for Mid-Year Review

# Lyon County School District Superintendent Evaluation

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**EVALUATION OVERVIEW** This evaluation model offers a two-part guide for evaluating the Superintendent:

**Part I** is based on standards and professional practices.

**Part II** is the final performance summary sheet. It provides a final rating on the Superintendent's performance standards.

**THE EVALUATION MODEL AND TIMELINE MODEL:** The Board of Trustees should participate in the process from start to finish, and the Board Chair is responsible for expediting the evaluation process.

Per LCSD Board Policy BCD, The Superintendent shall be given a formal evaluation by the Board in a regularly agendized, open meeting no less than one time per each school year that they are employed by the School Board (See NRS 241.031). The Board may, at their discretion, informally evaluate the Superintendent at any time during the school year in order to develop the formal year-end evaluation. Informal evaluations will not be used by the Board in any other manner.

The Board and Superintendent should agree on the evaluation timeline and process. Collectively, the Board and Superintendent review the standards of performance, as well as identify the annual Superintendent goals based on local priorities of the District.

It is recommended that the Superintendent provide the feedback survey completed by cabinet and leadership as evidence to the Board.

A designee collects all the individual Board member evaluations and compiles the results and comments.

A regular public meeting is convened for the Board to discuss the evaluation results and provide feedback regarding performance ratings and recommendations. The Board shall vote on the final overall rating for the Superintendent evaluation.



### **CONSIDER THESE NORMS WHEN CONDUCTING THE EVALUATION:**

- Give each review the time and attention it deserves and provide specific evidence
- Maintain a respectful, professional process
- Focus on standards and outcomes (not personality)
- Consider the Superintendent feedback survey completed by cabinet and leadership
- Use multiple evidence-based documents when assessing performance
- Identify strengths in performance upon which to build
- Address ratings that need improvement with tact and constructive criticism
- Provide recommendations for specific corrective action

## **PART I- RATING BASED ON STANDARDS AND PROFESSIONAL PRACTICES**

### **Standards and Professional Practices:**

- 1) Student Learning and Instruction
- 2) Communication and Ethics
- 3) Human Resources and Finance
- 4) Policy and Board Relations
- 5) Facilities and Safety

### **Rating Scale:**

| Exceeds Expectations:<br>(5pts)                          | Meets Expectations:<br>(3pts)                      | Does Not Meet Expectations:<br>(1pt)                                               |
|----------------------------------------------------------|----------------------------------------------------|------------------------------------------------------------------------------------|
| <i>Performance has continually exceeded the criteria</i> | <i>Performance consistently meets the criteria</i> | <i>Performance does not meet the criteria and requires significant improvement</i> |

Name of Evaluator: Bridget Peterson

Date of Evaluation: 12/8/24

| OUTCOME #1 Student Learning & Instruction                                                                                                                                                                                                                                                                                                                                                                                               | Exceeds Expectations: (5pts)                                                          | Meets Expectations: (3pts)                                                            | Does Not Meet Expectations: (1pt)                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <p><b><i>Students are achieving benchmarks for grade level proficiency or targeted growth goals. The Superintendent leads the District by providing best practices in instructional programs and staff professional development.</i></b></p>                                                                                                                                                                                            |                                                                                       |                                                                                       |                                                                                       |
| <p>1.1 Student achievement proficiency and growth data in Math and ELA are monitored by the Superintendent and are regularly reported to the Board, including a plan for addressing deficiencies</p> <p>Provide Evidence for Rating:</p> <p>*Needs fillable bubbles for this outcome. I want my bubble to be in Meets Expectations. We are only </p> |    |    |    |
| <p>1.2 CTE and workplace learning participation are monitored by the Superintendent and are regularly reported to the Board, including a plan for addressing concerns and areas of growth</p> <p>Provide Evidence for Rating:</p> <p>LCSD is leading the way in this effort for Nevada. I helped participate in presenting WRI etc at a recent </p>  |  |  |  |
| <p>1.3 District graduation rate meets or exceeds the state's graduation rate</p> <p>Provide Evidence for Rating:</p> <p>We just got this data and LCSD exceeded the </p>                                                                                                                                                                             |  |  |  |
| <p>1.4 Students with specialized learning needs are provided appropriate modifications and accommodations through individual plans with learning goals and programs</p>                                                                                                                                                                                                                                                                 |  |  |  |

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| Provide Evidence for Rating:<br>Still working on this because currently in the middle                                                                                                                                                                                                                       |                                                                                     |                                                                                     |                                                                                     |
| 1.5 District goals, curriculum, and initiatives are systemically aligned throughout the District using the District Performance Plan and Portrait of a Learner with associated professional development to staff<br><br>Provide Evidence for Rating:<br>Just had a board presentation on the District Plan  |  |  |  |

Comments: (Identify strengths or recommendations for improvement):  
Student instruction and alignment are falling into place with the Portrait of a Learner.

| OUTCOME #2 Communication & Ethics                                                                                                                                                                                                                                                                                                                      | Exceeds Expectations:<br>(5pts)                                                       | Meets Expectations:<br>(3pts)                                                         | Does Not Meet Expectations:<br>(1pt)                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <i>The Superintendent establishes effective communication with all stakeholders by effectively engaging and responding to the interests and needs that support the success of all students.</i>                                                                                                                                                        |                                                                                       |                                                                                       |                                                                                       |
| 2.1 Uses effective public information strategies to communicate and promote a positive image of the District with families, community, the media, and state and local officials<br><br>Provide Evidence for Rating:<br>Mr. Logan has attended multiple meetings to  |  |  |  |

|                                                                                                                                                                                                                                                                                                                               |                                                                                       |                                                                                       |                                                                                       |
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|                                                                                                                                                                                                                                                                                                                               |                                                                                       |                                                                                       |                                                                                       |
| <p>2.2 Provides an annual survey for parents/guardians to communicate experiences and provide feedback about District and school operations</p> <p>Provide Evidence for Rating:</p> <p>There are lots of surveys. We just completed the </p> |    |    |    |
| <p>2.3 Regularly visits schools and visibly engages the school community and the community at large</p> <p>Provide Evidence for Rating:</p> <p>Mr. Logan does site visits every two weeks, attend </p>                                       |    |    |    |
| <p>2.4 Reports during the monthly board meeting to help educate stakeholders about important educational issues and updates</p> <p>Provide Evidence for Rating:</p> <p>Mr. Logan could give more information in his </p>                   |    |    |    |
| <p>2.5 Responds to stakeholder and board communications within 2 working days</p> <p>Provide Evidence for Rating:</p> <p>The Board is CC'ed on his stakeholder responses.</p>                                                                                                                                                 |  |  |  |
| <b><i>The Superintendent administers district operations in an ethical manner.</i></b>                                                                                                                                                                                                                                        | Exceeds Expectations: (5pts)                                                          | Meets Expectations: (3pts)                                                            | Does Not Meet Expectations: (1pt)                                                     |
| <p>2.6 Manifests a professional code of ethics and demonstrates personal integrity, including continued professional learning</p> <p>Provide Evidence for Rating:</p> <p>I trust Mr. Logan. He has been working as the </p>                |  |  |  |
|                                                                                                                                                                                                                                                                                                                               |                                                                                       |                                                                                       |                                                                                       |

|                                                                                                                                                                                                                                                                                          |                                  |                                  |                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------|-----------------------|
| <p>2.7 Models accepted moral and ethical standards in all interactions</p> <p>Provide Evidence for Rating:</p>                                                                                                                                                                           | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
| <p>2.8 Explores and develops ways to find common ground in dealing with difficult and divisive issues</p> <p>Provide Evidence for Rating:</p> <p>Mr. Logan has been doing this very work for years </p> | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/> |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #3 Human Resources and Finance                                                                                                                                                                                                                                                                                     | Exceeds Expectations: (5pts) | Meets Expectations: (3pts)       | Does Not Meet Expectations: (1pt) |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------------------|-----------------------------------|
| <b><i>The Superintendent demonstrates the knowledge, skills, and ability to effectively manage operations and promotes a positive working environment for staff.</i></b>                                                                                                                                                   |                              |                                  |                                   |
| <p>3.1 Implements personnel procedures, recruitment, and employee performance programs to hire and retain the best qualified individuals</p> <p>Provide Evidence for Rating:</p> <p>The District staff (which through the chain of </p> | <input type="radio"/>        | <input checked="" type="radio"/> | <input type="radio"/>             |

|                                                                                                                                                                                                                                                                                                                                             |                                     |                                   |                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-----------------------------------|------------------------------------------|
| <p>3.2 Effectively works with District bargaining units and actively seeks to improve bargaining outcomes that best serve students and the District</p> <p>Provide Evidence for Rating:</p> <p>Mr. Logan just met with the teachers' bargaining unit to address their concerns and issues. A solution was brought forth. <span>+</span></p> | <input type="radio"/>               | <input checked="" type="radio"/>  | <input type="radio"/>                    |
| <p>3.3 Ensures that federal, state, and local laws and policies are implemented for employees</p> <p>Provide Evidence for Rating:</p> <p>We have been updating a tremendous amount of <span>+</span></p>                                                                                                                                    | <input checked="" type="radio"/>    | <input type="radio"/>             | <input type="radio"/>                    |
| <p><b><i>The Superintendent is an effective steward of the District's financial resources and ensures the fiscal health of the District.</i></b></p>                                                                                                                                                                                        | <p>Exceeds Expectations: (5pts)</p> | <p>Meets Expectations: (3pts)</p> | <p>Does Not Meet Expectations: (1pt)</p> |
| <p>3.4 Guides the process of fiscal planning and budget development and makes recommendations based upon the District's current fiscal position and future needs</p> <p>Provide Evidence for Rating:</p> <p>We are mid-year of the budget cycle. Mr. Logan has <span>+</span></p>                                                           | <input type="radio"/>               | <input checked="" type="radio"/>  | <input type="radio"/>                    |
| <p>3.5 Implements audit recommendations and works to ensure the annual audit is completed in a timely manner and reflects best practices</p> <p>Provide Evidence for Rating:</p> <p>Just had the annual audit finding report. We had a <span>+</span></p>                                                                                   | <input checked="" type="radio"/>    | <input type="radio"/>             | <input type="radio"/>                    |
| <p>3.6 Ensures that District expenses and budgeting reflect a positive ending fund balance and bond rating</p> <p>Provide Evidence for Rating:</p> <p>We currently have a healthy ending fund balance <span>+</span></p>                                                                                                                    | <input checked="" type="radio"/>    | <input type="radio"/>             | <input type="radio"/>                    |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #4 Policy & Board Relations                                                                                                                                                                                                                                                | Exceeds Expectations: (5pts)     | Meets Expectations: (3pts) | Does Not Meet Expectations: (1pt) |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------|-----------------------------------|
| <b><i>The Superintendent works effectively with the Board of Trustees to lead and manage the District consistent with Board policies.</i></b>                                                                                                                                      |                                  |                            |                                   |
| 4.1 Advises the Board on the need for new and/or revised policies and regulations, with particular attention during legislative sessions<br><br>Provide Evidence for Rating:<br>We have been doing tons of this.                                                                   | <input checked="" type="radio"/> | <input type="radio"/>      | <input type="radio"/>             |
| 4.2 Creates administrative regulations to ensure the appropriate enforcement of Board policy and compliance with state and federal law<br><br>Provide Evidence for Rating:<br>Tons of this too!                                                                                    | <input checked="" type="radio"/> | <input type="radio"/>      | <input type="radio"/>             |
| 4.3 Legal resources are appropriately used to proactively prevent and respond to possible liabilities<br><br>Provide Evidence for Rating:<br>I know that Mr. Logan connects with legal counsel  | <input checked="" type="radio"/> | <input type="radio"/>      | <input type="radio"/>             |
| <b><i>The superintendent fosters a relationship of mutual respect and support with board members and exhibits a shared understanding of Board and Superintendent roles.</i></b>                                                                                                    | Exceeds Expectations: (5pts)     | Meets Expectations: (3pts) | Does Not Meet Expectations: (1pt) |

|                                                                                                                                                                                                                                                                                                                                         |                                                                                      |                                                                                       |                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <p>4.4 Keeps the Board regularly informed with data, reports, and information which enables them to make effective and timely decisions</p> <p>Provide Evidence for Rating:</p>                                                                                                                                                         |    |    |    |
| <p>4.5 Works with the Board to develop District Goals that align with the District Performance Plan (DPP)</p> <p>Provide Evidence for Rating:</p>                                                                                                                                                                                       |    |    |    |
| <p>4.6 Attends trustee conferences and workshops as circumstances allow and invites trustees to site visits and events</p> <p>Provide Evidence for Rating:</p> <p>Trustees are constantly invited to site visits and </p>                              |    |    |    |
| <p>4.7 Makes considerable effort to have a positive working relationship with the Board and attempts to resolve any serious conflicts with Board members</p> <p>Provide Evidence for Rating:</p> <p>Mr. Logan is always available to speak with </p> |  |  |  |
| <p>4.8 Works proactively with the Board President to plan for meetings, prepare agenda items, and collaborate regarding issues and concerns</p> <p>Provide Evidence for Rating:</p> <p>I am not the Board President, but I assume that this </p>     |  |  |  |

Comments: (Identify strengths or recommendations for improvement):



| OUTCOME #5 Facilities and Safety                                                                                                                                                                                                                                                                                                                                                                 | Exceeds Expectations: (5pts)                                                          | Meets Expectations: (3pts)                                                            | Does Not Meet Expectations: (1pt)                                                     |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <b><i>The district is a good steward of capital resources. Students, staff, and community members are physically and psychologically safe in the school.</i></b>                                                                                                                                                                                                                                 |                                                                                       |                                                                                       |                                                                                       |
| <p>5.1 Ensures the Capital Improvement Plan (CIP), Master Facility Plan, and current facility projects are being updated and presented to the Board</p> <p>Provide Evidence for Rating:</p> <p>We see the CIP on a consistent basis. Just had a </p>                                                            |    |    |    |
| <p>5.2 Stays informed of facilities use and needs and makes facility and safety improvement recommendations as needed to the Board</p> <p>Provide Evidence for Rating:</p> <p>Currently in the process.</p>                                                                                                                                                                                      |    |    |    |
| <p>5.3 Ensures that each school and the District has a current Emergency Operation Plan (EOP) and applicable safety drills are conducted at each school in conjunction with appropriate first responders</p> <p>Provide Evidence for Rating:</p> <p>I believe that the drills are happening. My kids are </p> |  |  |  |
| <p>5.4 Provides an appropriate Social Emotional Learning (SEL) curriculum and resources to students, staff, and families for mental health wellness</p> <p>Provide Evidence for Rating:</p> <p>I know that these programs are being implemented.</p>                                                                                                                                             |  |  |  |
| <p>5.5 Presents the District progressive restorative discipline plan and safe and respectful learning policy for annual approval and update</p>                                                                                                                                                                                                                                                  |  |  |  |

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|-------------------------------------------------------------------------------------------------------------|--|--|--|
| Provide Evidence for Rating:<br>We had these items in our board packet at the beginning of the school year. |  |  |  |
|-------------------------------------------------------------------------------------------------------------|--|--|--|

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| <p>Comments: (Identify strengths or recommendations for improvement):</p> <p>We are in the thick of collecting data for the Master Facility Plan. More presentations and recommendations will be coming in future board meetings.</p> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## Presented for Mid-Year Review

# Lyon County School District Superintendent Evaluation

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**EVALUATION OVERVIEW** This evaluation model offers a two-part guide for evaluating the Superintendent:

**Part I** is based on standards and professional practices.

**Part II** is the final performance summary sheet. It provides a final rating on the Superintendent's performance standards.

**THE EVALUATION MODEL AND TIMELINE MODEL:** The Board of Trustees should participate in the process from start to finish, and the Board Chair is responsible for expediting the evaluation process.

Per LCSD Board Policy BCD, The Superintendent shall be given a formal evaluation by the Board in a regularly agendized, open meeting no less than one time per each school year that they are employed by the School Board (See NRS 241.031). The Board may, at their discretion, informally evaluate the Superintendent at any time during the school year in order to develop the formal year-end evaluation. Informal evaluations will not be used by the Board in any other manner.

The Board and Superintendent should agree on the evaluation timeline and process. Collectively, the Board and Superintendent review the standards of performance, as well as identify the annual Superintendent goals based on local priorities of the District.

It is recommended that the Superintendent provide the feedback survey completed by cabinet and leadership as evidence to the Board.

A designee collects all the individual Board member evaluations and compiles the results and comments.

A regular public meeting is convened for the Board to discuss the evaluation results and provide feedback regarding performance ratings and recommendations. The Board shall vote on the final overall rating for the Superintendent evaluation.

### **CONSIDER THESE NORMS WHEN CONDUCTING THE EVALUATION:**

- Give each review the time and attention it deserves and provide specific evidence
- Maintain a respectful, professional process
- Focus on standards and outcomes (not personality)
- Consider the Superintendent feedback survey completed by cabinet and leadership
- Use multiple evidence-based documents when assessing performance
- Identify strengths in performance upon which to build
- Address ratings that need improvement with tact and constructive criticism
- Provide recommendations for specific corrective action

## **PART I- RATING BASED ON STANDARDS AND PROFESSIONAL PRACTICES**

### **Standards and Professional Practices:**

- 1) Student Learning and Instruction
- 2) Communication and Ethics
- 3) Human Resources and Finance
- 4) Policy and Board Relations
- 5) Facilities and Safety

### **Rating Scale:**

| Exceeds Expectations:<br>(5pts)                          | Meets Expectations:<br>(3pts)                      | Does Not Meet Expectations:<br>(1pt)                                               |
|----------------------------------------------------------|----------------------------------------------------|------------------------------------------------------------------------------------|
| <i>Performance has continually exceeded the criteria</i> | <i>Performance consistently meets the criteria</i> | <i>Performance does not meet the criteria and requires significant improvement</i> |

Name of Evaluator: Holly Villines

Date of Evaluation: 12/9/24

| OUTCOME #1 Student Learning & Instruction                                                                                                                                                                                                                                                                         | Exceeds Expectations: (5pts)     | Meets Expectations: (3pts)       | Does Not Meet Expectations: (1pt) |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------|-----------------------------------|
| <b><i>Students are achieving benchmarks for grade level proficiency or targeted growth goals. The Superintendent leads the District by providing best practices in instructional programs and staff professional development.</i></b>                                                                             |                                  |                                  |                                   |
| 1.1 Student achievement proficiency and growth data in Math and ELA are monitored by the Superintendent and are regularly reported to the Board, including a plan for addressing deficiencies<br><br>Provide Evidence for Rating:                                                                                 | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>             |
| 1.2 CTE and workplace learning participation are monitored by the Superintendent and are regularly reported to the Board, including a plan for addressing concerns and areas of growth<br><br>Provide Evidence for Rating:<br>State is using our program for model to further develop their program! <sup>+</sup> | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| 1.3 District graduation rate meets or exceeds the state's graduation rate<br><br>Provide Evidence for Rating:<br>recent report showing Lyon Co graduation vs State <sup>+</sup>                                                                                                                                   | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>             |
| 1.4 Students with specialized learning needs are provided appropriate modifications and accommodations through individual plans with learning goals and programs                                                                                                                                                  | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>             |

|                                                                                                                                                                                                                                                      |                                                                                     |                                                                                     |                                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Provide Evidence for Rating:                                                                                                                                                                                                                         |                                                                                     |                                                                                     |                                                                                     |
| 1.5 District goals, curriculum, and initiatives are systemically aligned throughout the District using the District Performance Plan and Portrait of a Learner with associated professional development to staff<br><br>Provide Evidence for Rating: |  |  |  |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #2 Communication & Ethics                                                                                                                                                                                   | Exceeds Expectations:<br>(5pts)                                                       | Meets Expectations:<br>(3pts)                                                         | Does Not Meet Expectations:<br>(1pt)                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <i>The Superintendent establishes effective communication with all stakeholders by effectively engaging and responding to the interests and needs that support the success of all students.</i>                     |                                                                                       |                                                                                       |                                                                                       |
| 2.1 Uses effective public information strategies to communicate and promote a positive image of the District with families, community, the media, and state and local officials<br><br>Provide Evidence for Rating: |  |  |  |

|                                                                                                                                                                                     |                                  |                                  |                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------|--------------------------------------|
|                                                                                                                                                                                     |                                  |                                  |                                      |
| <p>2.2 Provides an annual survey for parents/guardians to communicate experiences and provide feedback about District and school operations</p> <p>Provide Evidence for Rating:</p> | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>                |
| <p>2.3 Regularly visits schools and visibly engages the school community and the community at large</p> <p>Provide Evidence for Rating:<br/>regularly scheduled visits</p>          | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>                |
| <p>2.4 Reports during the monthly board meeting to help educate stakeholders about important educational issues and updates</p> <p>Provide Evidence for Rating:</p>                 | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>                |
| <p>2.5 Responds to stakeholder and board communications within 2 working days</p> <p>Provide Evidence for Rating:</p>                                                               | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/>                |
| <b><i>The Superintendent administers district operations in an ethical manner.</i></b>                                                                                              | Exceeds Expectations:<br>(5pts)  | Meets Expectations:<br>(3pts)    | Does Not Meet Expectations:<br>(1pt) |
| <p>2.6 Manifests a professional code of ethics and demonstrates personal integrity, including continued professional learning</p> <p>Provide Evidence for Rating:</p>               | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/>                |
|                                                                                                                                                                                     |                                  |                                  |                                      |

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|-----------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------|-----------------------|
| <p>2.7 Models accepted moral and ethical standards in all interactions</p> <p>Provide Evidence for Rating:</p>                                | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
| <p>2.8 Explores and develops ways to find common ground in dealing with difficult and divisive issues</p> <p>Provide Evidence for Rating:</p> | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/> |

Comments: (Identify strengths or recommendations for improvement):

Tim exhibits professionalism and integrity in all interactions and is prompt and caring.

| OUTCOME #3 Human Resources and Finance                                                                                                                                           | Exceeds Expectations:<br>(5pts) | Meets Expectations:<br>(3pts)    | Does Not Meet Expectations:<br>(1pt) |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|----------------------------------|--------------------------------------|
| <b><i>The Superintendent demonstrates the knowledge, skills, and ability to effectively manage operations and promotes a positive working environment for staff.</i></b>         |                                 |                                  |                                      |
| <p>3.1 Implements personnel procedures, recruitment, and employee performance programs to hire and retain the best qualified individuals</p> <p>Provide Evidence for Rating:</p> | <input type="radio"/>           | <input checked="" type="radio"/> | <input type="radio"/>                |



|                                                                                                                                                                                                          |                                     |                                   |                                          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-----------------------------------|------------------------------------------|
| <p>3.2 Effectively works with District bargaining units and actively seeks to improve bargaining outcomes that best serve students and the District</p> <p>Provide Evidence for Rating:</p>              | <input type="radio"/>               | <input checked="" type="radio"/>  | <input type="radio"/>                    |
| <p>3.3 Ensures that federal, state, and local laws and policies are implemented for employees</p> <p>Provide Evidence for Rating:</p>                                                                    | <input type="radio"/>               | <input checked="" type="radio"/>  | <input type="radio"/>                    |
| <p><b><i>The Superintendent is an effective steward of the District's financial resources and ensures the fiscal health of the District.</i></b></p>                                                     | <p>Exceeds Expectations: (5pts)</p> | <p>Meets Expectations: (3pts)</p> | <p>Does Not Meet Expectations: (1pt)</p> |
| <p>3.4 Guides the process of fiscal planning and budget development and makes recommendations based upon the District's current fiscal position and future needs</p> <p>Provide Evidence for Rating:</p> | <input type="radio"/>               | <input checked="" type="radio"/>  | <input type="radio"/>                    |
| <p>3.5 Implements audit recommendations and works to ensure the annual audit is completed in a timely manner and reflects best practices</p> <p>Provide Evidence for Rating:</p>                         | <input type="radio"/>               | <input checked="" type="radio"/>  | <input type="radio"/>                    |
| <p>3.6 Ensures that District expenses and budgeting reflect a positive ending fund balance and bond rating</p> <p>Provide Evidence for Rating:</p>                                                       | <input type="radio"/>               | <input checked="" type="radio"/>  | <input type="radio"/>                    |

Comments: (Identify strengths or recommendations for improvement):

| OUTCOME #4 Policy & Board Relations                                                                                                                                             | Exceeds<br>Expectations:<br>(5pts) | Meets<br>Expectations:<br>(3pts) | Does Not<br>Meet<br>Expectations:<br>(1pt) |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|----------------------------------|--------------------------------------------|
| <b><i>The Superintendent works effectively with the Board of Trustees to lead and manage the District consistent with Board policies.</i></b>                                   |                                    |                                  |                                            |
| 4.1 Advises the Board on the need for new and/or revised policies and regulations, with particular attention during legislative sessions<br><br>Provide Evidence for Rating:    | <input type="radio"/>              | <input checked="" type="radio"/> | <input type="radio"/>                      |
| 4.2 Creates administrative regulations to ensure the appropriate enforcement of Board policy and compliance with state and federal law<br><br>Provide Evidence for Rating:      | <input type="radio"/>              | <input checked="" type="radio"/> | <input type="radio"/>                      |
| 4.3 Legal resources are appropriately used to proactively prevent and respond to possible liabilities<br><br>Provide Evidence for Rating:                                       | <input type="radio"/>              | <input checked="" type="radio"/> | <input type="radio"/>                      |
| <b><i>The superintendent fosters a relationship of mutual respect and support with board members and exhibits a shared understanding of Board and Superintendent roles.</i></b> | Exceeds<br>Expectations:<br>(5pts) | Meets<br>Expectations:<br>(3pts) | Does Not<br>Meet<br>Expectations:<br>(1pt) |

|                                                                                                                                                                                                  |                                  |                                  |                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------|-----------------------|
| <p>4.4 Keeps the Board regularly informed with data, reports, and information which enables them to make effective and timely decisions</p> <p>Provide Evidence for Rating:</p>                  | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/> |
| <p>4.5 Works with the Board to develop District Goals that align with the District Performance Plan (DPP)</p> <p>Provide Evidence for Rating:</p>                                                | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/> |
| <p>4.6 Attends trustee conferences and workshops as circumstances allow and invites trustees to site visits and events</p> <p>Provide Evidence for Rating:</p>                                   | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/> |
| <p>4.7 Makes considerable effort to have a positive working relationship with the Board and attempts to resolve any serious conflicts with Board members</p> <p>Provide Evidence for Rating:</p> | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
| <p>4.8 Works proactively with the Board President to plan for meetings, prepare agenda items, and collaborate regarding issues and concerns</p> <p>Provide Evidence for Rating:</p>              | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/> |

Comments: (Identify strengths or recommendations for improvement):

Tim consistently updates and informs us as a board. He has an open door policy and engages everyone. He makes consistent effort to educate, inform and also to listen.

| OUTCOME #5 Facilities and Safety                                                                                                                                                                                                                 | Exceeds Expectations: (5pts)                                                          | Meets Expectations: (3pts)                                                            | Does Not Meet Expectations: (1pt)                                                     |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <b><i>The district is a good steward of capital resources. Students, staff, and community members are physically and psychologically safe in the school.</i></b>                                                                                 |                                                                                       |                                                                                       |                                                                                       |
| <p>5.1 Ensures the Capital Improvement Plan (CIP), Master Facility Plan, and current facility projects are being updated and presented to the Board</p> <p>Provide Evidence for Rating:</p>                                                      |    |    |    |
| <p>5.2 Stays informed of facilities use and needs and makes facility and safety improvement recommendations as needed to the Board</p> <p>Provide Evidence for Rating:</p>                                                                       |    |    |    |
| <p>5.3 Ensures that each school and the District has a current Emergency Operation Plan (EOP) and applicable safety drills are conducted at each school in conjunction with appropriate first responders</p> <p>Provide Evidence for Rating:</p> |  |  |  |
| <p>5.4 Provides an appropriate Social Emotional Learning (SEL) curriculum and resources to students, staff, and families for mental health wellness</p> <p>Provide Evidence for Rating:</p>                                                      |  |  |  |
| <p>5.5 Presents the District progressive restorative discipline plan and safe and respectful learning policy for annual approval and update</p>                                                                                                  |  |  |  |

|                              |  |  |  |
|------------------------------|--|--|--|
| Provide Evidence for Rating: |  |  |  |
|------------------------------|--|--|--|

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|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Comments: (Identify strengths or recommendations for improvement):</p> <p>Tim prioritizes our facilities master plan and development. He looks to steward our resources responsibly and efficiently.</p> |
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## Lyon County School District Board Memo

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** Board President Phil Cowee

**Re:** Annual Self Evaluation of the Board of Trustees

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### **Recommendation:**

At the discretion of the board.

### **Background Information:**

The Board of Trustees has decided to do a self-evaluation in order to ensure they are meeting the needs of those who elected them to their positions and the public in general. Each Trustee will provide input from their evaluation during this item. Trustees will then use the information to improve their service moving forward.

### **Budget Considerations:**

None

### **Discussed at Previous Meeting:**

No

### **Attachment(s):**

2024 Board Self Evaluation Summary  
2024 Board Goals  
Policy BK – Evaluation Board Operation Procedures  
Trustee Cowee Board Self Evaluation  
Trustee Farr Board Self Evaluation  
Trustee Hendrix Board Self Evaluation  
Trustee McIntyre II Board Self Evaluation  
Trustee Parsons Board Self Evaluation  
Trustee Peterson Board Self Evaluation  
Trustee Villines Board Self Evaluation



# PART III

## SCHOOL BOARD EVALUATION

### FINAL PERFORMANCE SUMMARY SHEET

Board President's Name: Board President Phil Cowee

Date: 12/17/24

Evaluators (list all board members):

Darin Farr, Bridget Peterson, Sherry Parsons,

Holly Villines, Neal McIntyre II, Phil Cowee,

Tom Hendrix

This summary sheet can be used to indicate the collective rating of the school board's performance using the HEDI scale.

| Summary Rating Instructions:<br><br>The board president or designee will tally each board member's ratings for the five standards and goals and record the totals in the corresponding boxes. | PART I - Standards:                                                                                                                                                      |  |  |  | HE | E | D | I |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|----|---|---|---|
|                                                                                                                                                                                               | 1. Vision, Leadership & Accountability                                                                                                                                   |  |  |  |    | X |   |   |
|                                                                                                                                                                                               | 2. Board Governance & Policy                                                                                                                                             |  |  |  |    | X |   |   |
|                                                                                                                                                                                               | 3. Communication & Community Relations                                                                                                                                   |  |  |  |    | X |   |   |
|                                                                                                                                                                                               | 4. Fiscal Resources, Staff Recruitment & Environment                                                                                                                     |  |  |  |    | X |   |   |
|                                                                                                                                                                                               | 5. Ethical Leadership                                                                                                                                                    |  |  |  |    | X |   |   |
|                                                                                                                                                                                               | PART II - Goals:                                                                                                                                                         |  |  |  | HE | E | D | I |
|                                                                                                                                                                                               | Annual Short-term Goal #1 Improve communication during board member reports                                                                                              |  |  |  |    | X |   |   |
|                                                                                                                                                                                               | Annual Long-term Goal #1 Fulfill mandated training requirements per NRS.                                                                                                 |  |  |  |    | X |   |   |
|                                                                                                                                                                                               | Annual Long-term Goal #2 Analyze and address crowding in our schools.                                                                                                    |  |  |  |    | X |   |   |
|                                                                                                                                                                                               | Annual Long-term Goal #3 Graduate all LCSD students to be college, career, life successful.                                                                              |  |  |  |    |   | X |   |
|                                                                                                                                                                                               | Annual Long-term Goal #4 All students provided a positive learning experience that meets the Student Bill of Rights and highest factors influencing student achievement. |  |  |  |    | X |   |   |
|                                                                                                                                                                                               | Annual Long-term Goal #5 Trustees will spend time in school classrooms to build supportive and positive connections with student, staff, and community.                  |  |  |  |    |   |   | X |

## **LYON COUNTY SCHOOL DISTRICT**

### **Board of School Trustees**

#### **2024 LCSD Board Short-Term goals:**

- 1) Each board member will seek to improve communication during board member reports. This could include reporting back about committee assignments, training opportunities, or important information related to the work of a school board trustee.
- 2) Improve the Superintendent evaluation tool to make it more useful for both the superintendent and board. *(Done on March 14 at Board Workshop and approved on March 26, 2024 at Board Meeting)*

#### **2024 LCSD Board Long-Term goals for continuous monitoring:**

- 1) Fulfill mandated training requirements per NRS.
- 2) Analyze and address crowding in our schools.
- 3) Graduate all LCSD students to be college, career, and life successful.
- 4) All students in the LCSD are provided with a positive learning experience that meets the Student Bill of Rights and highest factors influencing student achievement.
- 5) All board members spend time in the schools' classrooms building supportive and positive connections with students, staff, and community.

Approved 12-19-2023



***EVALUATION OF BOARD OPERATIONAL PROCEDURES***

The Board may plan an annual evaluation of its function as a Board. This evaluation may be broadly based on relationships and activities or may focus on a particular activity or area.

Working with the superintendent, the Board President and an ad hoc Board committee appointed by the President may develop the evaluation plan. Upon Board approval, an outside consultant may develop and lead the appraisal session(s).

Policy #BK  
Adopted 09/25/07

## PERFORMANCE STANDARDS AND RATING SCALES

Trustee Phil Cowee

### The five (5) standards of the board of education:

1. **Vision, Leadership & Accountability** – The board of education commits to a vision of high student achievement and effective instruction, specifies clear goals to realize that vision, demands accountability for results, and supports continuous improvement of the district.
2. **Board Governance & Policy** – The board of education works effectively as a team and collaborates with the superintendent, exhibits a shared understanding of board and superintendent roles, maintains a set of board operating procedures, and leads/governs the district through policy.
3. **Communication & Community Relations** – The board of education effectively communicates with the superintendent and the local community, represents community interests and values, and ensures district information and decisions are communicated to the community.
4. **Fiscal Resources, Staff Recruitment & Environment** – The board of education oversees the fiscal conditions of the district, aligns resources to meet district goals, ensures appropriate policies for staff recruitment and retention, supports districtwide learning and promotes conditions for health and safety.
5. **Ethical Leadership** – The board of education promotes the success of ALL students and staff, and conducts district business in a fair, respectful and responsible manner.

### Performance ratings will use the HEDI scale.

| Rating Scale – Highly Effective, Effective, Developing, Ineffective (HEDI)                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Highly Effective                                                                                                                                                                                                                                                                                                              | Effective                                                                                                                                                                                                                                                                                                                 | Developing                                                                                                                                                                                                                                                                                        | Ineffective                                                                                                                                                                                                                                                                                 |
| <b>Performance exceeds the criteria</b>                                                                                                                                                                                                                                                                                       | <b>Performance meets the criteria</b>                                                                                                                                                                                                                                                                                     | <b>Performance is inconsistent and partially meets the criteria</b>                                                                                                                                                                                                                               | <b>Performance does not meet the criteria and requires significant improvement</b>                                                                                                                                                                                                          |
| Noteworthy evidence and observation demonstrates the board's exemplary performance. The board has exceeded the criteria and has consistently had a positive impact on board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates the board's effective performance. The board has satisfactorily met the criteria and has shown an improvement in board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates that the board's performance has made moderate gains – or maintained the status quo – in board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates the board has not met the performance criteria and has had a negative impact on board operations and/or relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. |

**STANDARD 1: VISION, LEADERSHIP & ACCOUNTABILITY**

The board of education commits to a vision of high student achievement and effective instruction, specifies clear goals to realize that vision, demands accountability for results, and supports continuous improvement of the district.

| Professional Practice                                                                                                                                                                                                             | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                   | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>A.</b> The board develops a shared vision and mission that reflects student achievement and community priorities, and communicates it to the community.                                                                        |                                  | ✓                               |                              |                            | <input type="checkbox"/> Written and visible vision statement<br><input type="checkbox"/> Established district goals<br><input type="checkbox"/> Board agendas<br><input type="checkbox"/> Board presentations<br><input type="checkbox"/> Board retreats<br><input type="checkbox"/> Communication materials, website, newsletters<br><input type="checkbox"/> Annual evaluation of the superintendent report<br><input type="checkbox"/> Board self-evaluation report<br><input type="checkbox"/> Attendance records at state-mandated training |
| <b>B.</b> The board develops annual district goals in alignment with the district vision and mission and adopts an action plan developed by the superintendent to meet the annual goals. Goals are communicated to the community. |                                  | ✓                               |                              |                            | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                |
| <b>C.</b> The board regularly monitors progress on district goals, effective instruction and student achievement with data-based information.                                                                                     |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>D.</b> The board annually evaluates the job performance of the superintendent and monitors the progress made on annual superintendent objectives.                                                                              | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>E.</b> The board conducts a self-evaluation to monitor its own performance and participates in professional development, including state mandated training in the first and third years of term per NRS386.                    | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|                                                                                                                                                                                                                                   |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|                                                                                                                                                                                                                                   |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> <div>HE</div> <div>E</div> <div>D</div> <div>I</div> </div> <div> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                                                                                                                                                                                                                                                                                                  |
| <b>Rating</b>                                                                                                                                                                                                                     |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)<br>The board is best when kids come first in decision making. The board needs to continue to improve and prioritize the effects of student absenteeism.  |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

Trustee Phil Cowee

**STANDARD 2: BOARD GOVERNANCE & POLICY**

The board of education works effectively as a team and collaborates with the superintendent, exhibits a shared understanding of board and superintendent roles, maintains a set of board operating procedures, and leads/governs the district through policy.

| Professional Practice                                                                                                                                                                     | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Date and agenda of workshops/trainings<br><input type="checkbox"/> Policy review and updates<br><input type="checkbox"/> Board policies<br><input type="checkbox"/> Board member handbook and/or new board orientation materials<br><input type="checkbox"/> Attendance records at state-mandated training |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                           | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                               |
| <b>A.</b> The board and superintendent participate in workshops/trainings to build team relationships, review roles, responsibilities, and board operations and orient new board members. |                                  | ✓                               |                              |                            | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/>                                                                                                                                |
| <b>B.</b> The board has a procedure in place for reviewing established policies on a regular basis and developing new ones.                                                               | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                               |
| <b>C.</b> The board closely adheres to its own procedures, protocols and policies for effective board operations.                                                                         | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                               |
| <b>D.</b> The board clearly understands its governance role and responsibilities, adheres to open meetings laws, and delegates district operation responsibilities to the superintendent. |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                               |
| <b>E.</b> Board members publically support the decision of the majority and speak with a unified voice.                                                                                   |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                               |
| <b>Rating</b>                                                                                                                                                                             |                                  |                                 |                              |                            | <b>Rating for this standard</b><br>HE    E    D    I<br><input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>                                                                                                                                                                                        |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                                  |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                               |

**STANDARD 3: COMMUNICATION & COMMUNITY RELATIONS**

The board of education effectively communicates with the superintendent and the local community, represents community interests and values, and ensures district information and decisions are communicated to the community.

| Professional Practice                                                                                                                                                          | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Communication policies or procedures<br><input type="checkbox"/> Schedules of or invitations to community forums<br><input type="checkbox"/> Reports or presentations on programs that demonstrate community partnerships<br><input type="checkbox"/> Legislative meetings, letters, or advocacy efforts<br><input type="checkbox"/> Newsletters and website<br><input type="checkbox"/> Survey results<br><br><b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>A.</b> The board develops a collaborative relationship with the superintendent, keeping cooperation and respectful discussions at the core of its deliberation.             |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>B.</b> The board establishes effective communication with parents, students, staff and community members while respecting the chain of command and lines of responsibility. |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>C.</b> The board works with the superintendent to gain input from the community using forums, survey instruments and other vehicles following agreed-upon procedures.       |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>D.</b> The board actively generates support for the district through its vision and promoting educational opportunities for all students.                                   | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>E.</b> The board is an advocate for the district's interests with legislators and other elected public officials.                                                           | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|                                                                                                                                                                                |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> HE E D I </div> <div> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Rating</b>                                                                                                                                                                  |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)<br>The board does best when they remember that they have one employee and that's the Superintendent.  |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

**STANDARD 4: FISCAL RESOURCES, STAFF RECRUITMENT & ENVIRONMENT**

The board of education oversees the fiscal conditions of the district, aligns resources to meet district goals, ensures appropriate policies for staff recruitment and retention, supports districtwide learning and promotes conditions for health and safety.

| Professional Practice                                                                                                                                                                       | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                             | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                    |
| <b>A.</b> The board adopts an annual budget that adheres to the provisions of the law and allocates resources based on the district's vision, goals, and priorities for student learning.   |                                  | ✓                               |                              |                            | <input type="checkbox"/> Policy on budget adoption<br><input type="checkbox"/> Communication materials, website, newsletters<br><input type="checkbox"/> Facilities plan and schedule for updates<br><input type="checkbox"/> Internal audit report<br><input type="checkbox"/> External audit report<br><input type="checkbox"/> Risk assessment report<br><input type="checkbox"/> Policy on recruitment and hiring criteria<br><input type="checkbox"/> Professional development plans |                                                                                                                                                                                                    |
| <b>B.</b> The board keeps the community informed about the financial needs of the district, seeks cost savings and operational efficiencies and invites community input.                    | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                    |
| <b>C.</b> The board monitors a facilities plan that meets district student and staff health and safety regulations and guidelines.                                                          | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
| <b>D.</b> The board ensures that the audit committee functions in accordance with State regulatory requirements, reviews internal and external audit findings and responds accordingly.     | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                    |
| <b>E.</b> The board supports the recruitment of highly effective teachers, administrators and staff and provides professional development and support to meet requirements.                 | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                    |
|                                                                                                                                                                                             |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> <div>HE</div> <div>E</div> <div>D</div> <div>I</div> </div> <div> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                                                                                                                                                                                                                                          |                                                                                                                                                                                                    |
| <b>Rating</b>                                                                                                                                                                               |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                    |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)<br>The fiscal resources of the district are strong and will be needed if the state funding changes in a major way. |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                    |

**STANDARD 5: ETHICAL LEADERSHIP**

The board of education promotes the success of ALL students and staff, and conducts district business in a fair, respectful and responsible manner.

| Professional Practice                                                                                                                                                                       | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Articulation or publication of plans and programs for students' success<br><input type="checkbox"/> Board members' code of conduct                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                             | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                |
| <b>A.</b> Board members actively promote the belief in the success of all students in the district.                                                                                         | ✓                                |                                 |                              |                            | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
| <b>B.</b> Board members act as conscientious role models, and exhibit professionalism.                                                                                                      | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                |
| <b>C.</b> Board members exercise their authority only as a board of the whole and recognize that no individual board member has authority to take individual action on behalf of the board. |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                |
| <b>D.</b> Board members avoid conflicts of interest and appropriately disclose if one arises.                                                                                               |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                |
| <b>E.</b> The board has adopted and annually reaffirms its code of conduct.                                                                                                                 | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                |
| <b>Rating</b>                                                                                                                                                                               |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> HE E D I </div> <div> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                           |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)<br>The district has three bargaining groups that must be treated equally.                                          |                                  |                                 |                              |                            |                                                                                                                                                                                                                                |

## ANNUAL SCHOOL BOARD GOALS

Trustee Phil Cowee

*Annual goals and evidence of progress need to be identified before completing this sheet.*

| ANNUAL SCHOOL BOARD GOALS                                                                                                                                                                                                                                                 | EVIDENCE OF PROGRESS OR COMPLETION<br>(Evidence/Data Sources)                   | Highly Effective | Effective | Developing          | Ineffective        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|------------------|-----------|---------------------|--------------------|
|                                                                                                                                                                                                                                                                           |                                                                                 | Exceeded GOALS   | Met GOALS | Partially Met GOALS | Did Not Meet GOALS |
| <b>Short Term #1.</b><br>Each board member will seek to improve communication during board member reports. This could include reporting back about committee assignments, training opportunities, or important information related to the work of a school board trustee. |                                                                                 |                  | ✓         |                     |                    |
| <b>Long Term #1.</b><br>Fulfill mandated training requirements per NRS.                                                                                                                                                                                                   |                                                                                 |                  | ✓         |                     |                    |
| <b>Long Term #2.</b><br>Analyze and address crowding in our schools.                                                                                                                                                                                                      | Master Facilities Plan being prioritized for the future growth in the district. | ✓                |           |                     |                    |



## ANNUAL SCHOOL BOARD GOALS

*Annual goals and evidence of progress need to be identified before completing this sheet.*

| ANNUAL SCHOOL BOARD GOALS                                                                                                                                                   | EVIDENCE OF PROGRESS OR COMPLETION<br>(Evidence/Data Sources)  | Highly Effective | Effective | Developing         | Ineffective      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|------------------|-----------|--------------------|------------------|
|                                                                                                                                                                             |                                                                | Exceeded GOAL    | Met GOAL  | Partially Met GOAL | Didn't Meet GOAL |
| <b>Long Term #3.</b><br>Graduate all LCSD students to be college, career and life successful.                                                                               | The graduation rate was much higher than the state percentage. | ✓                |           |                    |                  |
| <b>Long Term #4.</b><br>Provide all LCSD students a positive learning experience that meets the Student Bill of Rights and highest factors influencing student achievement. |                                                                |                  | ✓         |                    |                  |
| <b>Long Term #5.</b><br>Trustees will spend time in school classrooms to build supportive and positive connections with students, staff, and community.                     | A majority of the trustees have been active visiting schools.  |                  | ✓         |                    |                  |

## PERFORMANCE STANDARDS AND RATING SCALES

### The five (5) standards of the board of education:

1. **Vision, Leadership & Accountability** – The board of education commits to a vision of high student achievement and effective instruction, specifies clear goals to realize that vision, demands accountability for results, and supports continuous improvement of the district.
2. **Board Governance & Policy** – The board of education works effectively as a team and collaborates with the superintendent, exhibits a shared understanding of board and superintendent roles, maintains a set of board operating procedures, and leads/governs the district through policy.
3. **Communication & Community Relations** – The board of education effectively communicates with the superintendent and the local community, represents community interests and values, and ensures district information and decisions are communicated to the community.
4. **Fiscal Resources, Staff Recruitment & Environment** – The board of education oversees the fiscal conditions of the district, aligns resources to meet district goals, ensures appropriate policies for staff recruitment and retention, supports districtwide learning and promotes conditions for health and safety.
5. **Ethical Leadership** – The board of education promotes the success of ALL students and staff, and conducts district business in a fair, respectful and responsible manner.

### Performance ratings will use the HEDI scale.

| Rating Scale – Highly Effective, Effective, Developing, Ineffective (HEDI)                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Highly Effective                                                                                                                                                                                                                                                                                                              | Effective                                                                                                                                                                                                                                                                                                                 | Developing                                                                                                                                                                                                                                                                                        | Ineffective                                                                                                                                                                                                                                                                                 |
| <b>Performance exceeds the criteria</b>                                                                                                                                                                                                                                                                                       | <b>Performance meets the criteria</b>                                                                                                                                                                                                                                                                                     | <b>Performance is inconsistent and partially meets the criteria</b>                                                                                                                                                                                                                               | <b>Performance does not meet the criteria and requires significant improvement</b>                                                                                                                                                                                                          |
| Noteworthy evidence and observation demonstrates the board's exemplary performance. The board has exceeded the criteria and has consistently had a positive impact on board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates the board's effective performance. The board has satisfactorily met the criteria and has shown an improvement in board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates that the board's performance has made moderate gains – or maintained the status quo – in board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates the board has not met the performance criteria and has had a negative impact on board operations and/or relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. |

**STANDARD 1: VISION, LEADERSHIP & ACCOUNTABILITY**

The board of education commits to a vision of high student achievement and effective instruction, specifies clear goals to realize that vision, demands accountability for results, and supports continuous improvement of the district.

| Professional Practice                                                                                                                                                                                                             | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Written and visible vision statement<br><input type="checkbox"/> Established district goals<br><input type="checkbox"/> Board agendas<br><input type="checkbox"/> Board presentations<br><input type="checkbox"/> Board retreats<br><input type="checkbox"/> Communication materials, website, newsletters<br><input type="checkbox"/> Annual evaluation of the superintendent report<br><input type="checkbox"/> Board self-evaluation report<br><input type="checkbox"/> Attendance records at state-mandated training<br><b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |                                          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
|                                                                                                                                                                                                                                   | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                          |
| <b>A.</b> The board develops a shared vision and mission that reflects student achievement and community priorities, and communicates it to the community.                                                                        |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                          |
| <b>B.</b> The board develops annual district goals in alignment with the district vision and mission and adopts an action plan developed by the superintendent to meet the annual goals. Goals are communicated to the community. |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                          |
| <b>C.</b> The board regularly monitors progress on district goals, effective instruction and student achievement with data-based information.                                                                                     |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                          |
| <b>D.</b> The board annually evaluates the job performance of the superintendent and monitors the progress made on annual superintendent objectives.                                                                              |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                          |
| <b>E.</b> The board conducts a self-evaluation to monitor its own performance and participates in professional development, including state mandated training in the first and third years of term per NRS386.                    |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                          |
| <b>Rating</b>                                                                                                                                                                                                                     |                                  |                                 |                              |                            | <b>Rating for this standard</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                          |
|                                                                                                                                                                                                                                   |                                  |                                 |                              |                            | HE<br><input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | E<br><input checked="" type="checkbox"/> |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)<br>Communication of goals to the community at large still needs improvement.                                                                             |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                          |

**STANDARD 2: BOARD GOVERNANCE & POLICY**

The board of education works effectively as a team and collaborates with the superintendent, exhibits a shared understanding of board and superintendent roles, maintains a set of board operating procedures, and leads/governs the district through policy.

| Professional Practice                                                                                                                                                                                                          | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Date and agenda of workshops/trainings<br><input checked="" type="checkbox"/> Policy review and updates<br><input checked="" type="checkbox"/> Board policies<br><input type="checkbox"/> Board member handbook and/or new board orientation materials<br><input type="checkbox"/> Attendance records at state-mandated training |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>A.</b> The board and superintendent participate in workshops/trainings to build team relationships, review roles, responsibilities, and board operations and orient new board members.                                      |                                  | ✓                               |                              |                            | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/>                                                                                                                                                      |
| <b>B.</b> The board has a procedure in place for reviewing established policies on a regular basis and developing new ones.                                                                                                    | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>C.</b> The board closely adheres to its own procedures, protocols and policies for effective board operations.                                                                                                              |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>D.</b> The board clearly understands its governance role and responsibilities, adheres to open meetings laws, and delegates district operation responsibilities to the superintendent.                                      |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>E.</b> Board members publically support the decision of the majority and speak with a unified voice.                                                                                                                        |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                     |
|                                                                                                                                                                                                                                |                                  |                                 |                              |                            | <b>Rating for this standard</b>                                                                                                                                                                                                                                                                                                                                                     |
| <b>Rating</b>                                                                                                                                                                                                                  |                                  |                                 |                              |                            | <b>HE</b> <input type="checkbox"/> <b>E</b> <input checked="" type="checkbox"/> <b>D</b> <input type="checkbox"/> <b>I</b> <input type="checkbox"/>                                                                                                                                                                                                                                 |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)<br>Some board members adhere to established procedures within the open meeting laws, while a few tend to stray off topic or agenda items quite often. |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                     |

**STANDARD 3: COMMUNICATION & COMMUNITY RELATIONS**

The board of education effectively communicates with the superintendent and the local community, represents community interests and values, and ensures district information and decisions are communicated to the community.

| Professional Practice                                                                                                                                                          | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Communication policies or procedures<br><input checked="" type="checkbox"/> Schedules of or invitations to community forums<br><input checked="" type="checkbox"/> Reports or presentations on programs that demonstrate community partnerships<br><input type="checkbox"/> Legislative meetings, letters, or advocacy efforts<br><input type="checkbox"/> Newsletters and website<br><input checked="" type="checkbox"/> Survey results<br><br><b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>A.</b> The board develops a collaborative relationship with the superintendent, keeping cooperation and respectful discussions at the core of its deliberation.             |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>B.</b> The board establishes effective communication with parents, students, staff and community members while respecting the chain of command and lines of responsibility. |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>C.</b> The board works with the superintendent to gain input from the community using forums, survey instruments and other vehicles following agreed-upon procedures.       |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>D.</b> The board actively generates support for the district through its vision and promoting educational opportunities for all students.                                   |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>E.</b> The board is an advocate for the district's interests with legislators and other elected public officials.                                                           |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|                                                                                                                                                                                |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> <div>HE</div> <div>E</div> <div>D</div> <div>I</div> </div> <div> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Rating</b>                                                                                                                                                                  |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                       |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

**STANDARD 4: FISCAL RESOURCES, STAFF RECRUITMENT & ENVIRONMENT**

The board of education oversees the fiscal conditions of the district, aligns resources to meet district goals, ensures appropriate policies for staff recruitment and retention, supports districtwide learning and promotes conditions for health and safety.

| Professional Practice                                                                                                                                                                     | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                           | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>A.</b> The board adopts an annual budget that adheres to the provisions of the law and allocates resources based on the district's vision, goals, and priorities for student learning. |                                  |                                 |                              |                            | <b>Possible Data Sources:</b><br><input checked="" type="checkbox"/> Policy on budget adoption<br><input type="checkbox"/> Communication materials, website, newsletters<br><input checked="" type="checkbox"/> Facilities plan and schedule for updates<br><input checked="" type="checkbox"/> Internal audit report<br><input checked="" type="checkbox"/> External audit report<br><input checked="" type="checkbox"/> Risk assessment report<br><input type="checkbox"/> Policy on recruitment and hiring criteria<br><input checked="" type="checkbox"/> Professional development plans<br><br><b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
| <b>B.</b> The board keeps the community informed about the financial needs of the district, seeks cost savings and operational efficiencies and invites community input.                  |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>C.</b> The board monitors a facilities plan that meets district student and staff health and safety regulations and guidelines.                                                        |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>D.</b> The board ensures that the audit committee functions in accordance with State regulatory requirements, reviews internal and external audit findings and responds accordingly.   |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>E.</b> The board supports the recruitment of highly effective teachers, administrators and staff and provides professional development and support to meet requirements.               |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|                                                                                                                                                                                           |                                  |                                 |                              |                            | <b>Rating for this standard</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Rating</b>                                                                                                                                                                             |                                  |                                 |                              |                            | <b>HE</b> <input checked="" type="checkbox"/> <b>E</b> <input type="checkbox"/> <b>D</b> <input type="checkbox"/> <b>I</b> <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                                  |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

**STANDARD 5: ETHICAL LEADERSHIP**

The board of education promotes the success of ALL students and staff, and conducts district business in a fair, respectful and responsible manner.

| Professional Practice                                                                                                                                                                       | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Articulation or publication of plans and programs for students' success<br><input type="checkbox"/> Board members' code of conduct |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                             | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                       |
| <b>A.</b> Board members actively promote the belief in the success of all students in the district.                                                                                         |                                  | ✓                               |                              |                            | <b>Additional Sources:</b><br><input checked="" type="checkbox"/> Demonstrated Board Member behavior in open meetings<br>_____<br>_____<br>_____<br>_____<br>_____<br>_____<br>_____  |
| <b>B.</b> Board members act as conscientious role models, and exhibit professionalism.                                                                                                      |                                  |                                 |                              | ✓                          |                                                                                                                                                                                       |
| <b>C.</b> Board members exercise their authority only as a board of the whole and recognize that no individual board member has authority to take individual action on behalf of the board. |                                  |                                 | ✓                            |                            |                                                                                                                                                                                       |
| <b>D.</b> Board members avoid conflicts of interest and appropriately disclose if one arises.                                                                                               |                                  | ✓                               |                              |                            |                                                                                                                                                                                       |
| <b>E.</b> The board has adopted and annually reaffirms its code of conduct.                                                                                                                 |                                  |                                 | ✓                            |                            |                                                                                                                                                                                       |
|                                                                                                                                                                                             |                                  |                                 |                              |                            | <b>Rating for this standard</b><br>HE      E      D      I<br><input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>          |
| <b>Rating</b>                                                                                                                                                                               |                                  |                                 |                              |                            |                                                                                                                                                                                       |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                                    |                                  |                                 |                              |                            |                                                                                                                                                                                       |

ANNUAL SCHOOL BOARD GOALS

Trustee Darin Farr

Annual goals and evidence of progress need to be identified before completing this sheet.

| ANNUAL SCHOOL BOARD GOALS                                                                                                                                                                                                                                                 | EVIDENCE OF PROGRESS OR COMPLETION<br>(Evidence/Data Sources) | Highly<br>Effective | Effective    | Developing                | Ineffective              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|---------------------|--------------|---------------------------|--------------------------|
|                                                                                                                                                                                                                                                                           |                                                               | Exceeded<br>GOALS   | Met<br>GOALS | Partially<br>Met<br>GOALS | Did Not<br>Meet<br>GOALS |
| <b>Short Term #1.</b><br>Each board member will seek to improve communication during board member reports. This could include reporting back about committee assignments, training opportunities, or important information related to the work of a school board trustee. |                                                               |                     |              | ✓                         |                          |
| <b>Long Term #1.</b><br>Fulfill mandated training requirements per NRS.                                                                                                                                                                                                   |                                                               | ✓                   |              |                           |                          |
| <b>Long Term #2.</b><br>Analyze and address crowding in our schools.                                                                                                                                                                                                      |                                                               |                     |              | ✓                         |                          |



ANNUAL SCHOOL BOARD GOALS

Annual goals and evidence of progress need to be identified before completing this sheet.

| ANNUAL SCHOOL BOARD GOALS                                                                                                                                                   | EVIDENCE OF PROGRESS OR COMPLETION<br>(Evidence/Data Sources) | Highly Effective | Effective | Developing         | Ineffective      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|------------------|-----------|--------------------|------------------|
|                                                                                                                                                                             |                                                               | Exceeded GOAL    | Met GOAL  | Partially Met GOAL | Didn't Meet GOAL |
| <b>Long Term #3.</b><br>Graduate all LCSD students to be college, career and life successful.                                                                               |                                                               |                  |           | ✓                  |                  |
| <b>Long Term #4.</b><br>Provide all LCSD students a positive learning experience that meets the Student Bill of Rights and highest factors influencing student achievement. |                                                               |                  | ✓         |                    |                  |
| <b>Long Term #5.</b><br>Trustees will spend time in school classrooms to build supportive and positive connections with students, staff, and community.                     |                                                               |                  | ✓         |                    |                  |

## PERFORMANCE STANDARDS AND RATING SCALES

### The five (5) standards of the board of education:

1. **Vision, Leadership & Accountability** – The board of education commits to a vision of high student achievement and effective instruction, specifies clear goals to realize that vision, demands accountability for results, and supports continuous improvement of the district.
2. **Board Governance & Policy** – The board of education works effectively as a team and collaborates with the superintendent, exhibits a shared understanding of board and superintendent roles, maintains a set of board operating procedures, and leads/governs the district through policy.
3. **Communication & Community Relations** – The board of education effectively communicates with the superintendent and the local community, represents community interests and values, and ensures district information and decisions are communicated to the community.
4. **Fiscal Resources, Staff Recruitment & Environment** – The board of education oversees the fiscal conditions of the district, aligns resources to meet district goals, ensures appropriate policies for staff recruitment and retention, supports districtwide learning and promotes conditions for health and safety.
5. **Ethical Leadership** – The board of education promotes the success of ALL students and staff, and conducts district business in a fair, respectful and responsible manner.

### Performance ratings will use the HEDI scale.

| Rating Scale – Highly Effective, Effective, Developing, Ineffective (HEDI)                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Highly Effective                                                                                                                                                                                                                                                                                                              | Effective                                                                                                                                                                                                                                                                                                                 | Developing                                                                                                                                                                                                                                                                                        | Ineffective                                                                                                                                                                                                                                                                                 |
| <b>Performance exceeds the criteria</b>                                                                                                                                                                                                                                                                                       | <b>Performance meets the criteria</b>                                                                                                                                                                                                                                                                                     | <b>Performance is inconsistent and partially meets the criteria</b>                                                                                                                                                                                                                               | <b>Performance does not meet the criteria and requires significant improvement</b>                                                                                                                                                                                                          |
| Noteworthy evidence and observation demonstrates the board's exemplary performance. The board has exceeded the criteria and has consistently had a positive impact on board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates the board's effective performance. The board has satisfactorily met the criteria and has shown an improvement in board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates that the board's performance has made moderate gains – or maintained the status quo – in board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates the board has not met the performance criteria and has had a negative impact on board operations and/or relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. |

**STANDARD 1: VISION, LEADERSHIP & ACCOUNTABILITY**

The board of education commits to a vision of high student achievement and effective instruction, specifies clear goals to realize that vision, demands accountability for results, and supports continuous improvement of the district.

| Professional Practice                                                                                                                                                                                                             | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                   | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>A.</b> The board develops a shared vision and mission that reflects student achievement and community priorities, and communicates it to the community.                                                                        |                                  |                                 |                              | ✓                          | <input type="checkbox"/> Written and visible vision statement<br><input type="checkbox"/> Established district goals<br><input type="checkbox"/> Board agendas<br><input type="checkbox"/> Board presentations<br><input type="checkbox"/> Board retreats<br><input type="checkbox"/> Communication materials, website, newsletters<br><input type="checkbox"/> Annual evaluation of the superintendent report<br><input type="checkbox"/> Board self-evaluation report<br><input type="checkbox"/> Attendance records at state-mandated training |
| <b>B.</b> The board develops annual district goals in alignment with the district vision and mission and adopts an action plan developed by the superintendent to meet the annual goals. Goals are communicated to the community. |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>C.</b> The board regularly monitors progress on district goals, effective instruction and student achievement with data-based information.                                                                                     |                                  |                                 |                              | ✓                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>D.</b> The board annually evaluates the job performance of the superintendent and monitors the progress made on annual superintendent objectives.                                                                              |                                  |                                 |                              | ✓                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>E.</b> The board conducts a self-evaluation to monitor its own performance and participates in professional development, including state mandated training in the first and third years of term per NRS386.                    |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|                                                                                                                                                                                                                                   |                                  |                                 |                              |                            | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                |
|                                                                                                                                                                                                                                   |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> <div>HE</div> <div>E</div> <div>D</div> <div>I</div> </div> <div> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                                                                                                                                                                                                                                                                                                             |
| <b>Rating</b>                                                                                                                                                                                                                     |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                                                                          |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

**STANDARD 2: BOARD GOVERNANCE & POLICY**

The board of education works effectively as a team and collaborates with the superintendent, exhibits a shared understanding of board and superintendent roles, maintains a set of board operating procedures, and leads/governs the district through policy.

| Professional Practice                                                                                                                                                                     | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Date and agenda of workshops/trainings<br><input type="checkbox"/> Policy review and updates<br><input type="checkbox"/> Board policies<br><input type="checkbox"/> Board member handbook and/or new board orientation materials<br><input type="checkbox"/> Attendance records at state-mandated training |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                           | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                               |
| <b>A.</b> The board and superintendent participate in workshops/trainings to build team relationships, review roles, responsibilities, and board operations and orient new board members. |                                  |                                 | ✓                            |                            | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/>                                                                                                                                |
| <b>B.</b> The board has a procedure in place for reviewing established policies on a regular basis and developing new ones.                                                               |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                               |
| <b>C.</b> The board closely adheres to its own procedures, protocols and policies for effective board operations.                                                                         |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                               |
| <b>D.</b> The board clearly understands its governance role and responsibilities, adheres to open meetings laws, and delegates district operation responsibilities to the superintendent. |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                               |
| <b>E.</b> Board members publically support the decision of the majority and speak with a unified voice.                                                                                   |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                               |
|                                                                                                                                                                                           |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> <div>HE</div> <div>E</div> <div>D</div> <div>I</div> </div> <div> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                                                                                                                         |
| <b>Rating</b>                                                                                                                                                                             |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                               |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                                  |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                               |

**STANDARD 3: COMMUNICATION & COMMUNITY RELATIONS**

The board of education effectively communicates with the superintendent and the local community, represents community interests and values, and ensures district information and decisions are communicated to the community.

| Professional Practice                                                                                                                                                          | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Communication policies or procedures<br><input type="checkbox"/> Schedules of or invitations to community forums<br><input type="checkbox"/> Reports or presentations on programs that demonstrate community partnerships<br><input type="checkbox"/> Legislative meetings, letters, or advocacy efforts<br><input type="checkbox"/> Newsletters and website<br><input type="checkbox"/> Survey results<br><br><b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>A.</b> The board develops a collaborative relationship with the superintendent, keeping cooperation and respectful discussions at the core of its deliberation.             |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>B.</b> The board establishes effective communication with parents, students, staff and community members while respecting the chain of command and lines of responsibility. |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>C.</b> The board works with the superintendent to gain input from the community using forums, survey instruments and other vehicles following agreed-upon procedures.       |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>D.</b> The board actively generates support for the district through its vision and promoting educational opportunities for all students.                                   |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>E.</b> The board is an advocate for the district's interests with legislators and other elected public officials.                                                           |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|                                                                                                                                                                                |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> <div>HE</div> <div>E</div> <div>D</div> <div>I</div> </div> <div> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Rating</b>                                                                                                                                                                  |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                       |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

## STANDARD 4: FISCAL RESOURCES, STAFF RECRUITMENT & ENVIRONMENT

The board of education oversees the fiscal conditions of the district, aligns resources to meet district goals, ensures appropriate policies for staff recruitment and retention, supports districtwide learning and promotes conditions for health and safety.

| Professional Practice                                                                                                                                                                     | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                           | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>A.</b> The board adopts an annual budget that adheres to the provisions of the law and allocates resources based on the district's vision, goals, and priorities for student learning. |                                  | ✓                               |                              |                            | <input type="checkbox"/> Policy on budget adoption<br><input type="checkbox"/> Communication materials, website, newsletters<br><input type="checkbox"/> Facilities plan and schedule for updates<br><input type="checkbox"/> Internal audit report<br><input type="checkbox"/> External audit report<br><input type="checkbox"/> Risk assessment report<br><input type="checkbox"/> Policy on recruitment and hiring criteria<br><input type="checkbox"/> Professional development plans |
| <b>B.</b> The board keeps the community informed about the financial needs of the district, seeks cost savings and operational efficiencies and invites community input.                  |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>C.</b> The board monitors a facilities plan that meets district student and staff health and safety regulations and guidelines.                                                        |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>D.</b> The board ensures that the audit committee functions in accordance with State regulatory requirements, reviews internal and external audit findings and responds accordingly.   |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>E.</b> The board supports the recruitment of highly effective teachers, administrators and staff and provides professional development and support to meet requirements.               | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                                                                                                                                                                                           |                                  |                                 |                              |                            | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/>                                                                                                                                                                                                                                                            |
|                                                                                                                                                                                           |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> <div>HE</div> <div>E</div> <div>D</div> <div>I</div> </div> <div> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                                                                                                                                                                                                                                                     |
| <b>Rating</b>                                                                                                                                                                             |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                                  |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

**STANDARD 5: ETHICAL LEADERSHIP**

The board of education promotes the success of ALL students and staff, and conducts district business in a fair, respectful and responsible manner.

| Professional Practice                                                                                                                                                                       | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Articulation or publication of plans and programs for students' success<br><input type="checkbox"/> Board members' code of conduct              |                                      |                                      |                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
|                                                                                                                                                                                             | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                    |                                      |                                      |                                      |
| <b>A.</b> Board members actively promote the belief in the success of all students in the district.                                                                                         |                                  | ✓                               |                              |                            | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |                                      |                                      |                                      |
| <b>B.</b> Board members act as conscientious role models, and exhibit professionalism.                                                                                                      |                                  |                                 |                              | ✓                          |                                                                                                                                                                                                    |                                      |                                      |                                      |
| <b>C.</b> Board members exercise their authority only as a board of the whole and recognize that no individual board member has authority to take individual action on behalf of the board. |                                  |                                 |                              | ✓                          |                                                                                                                                                                                                    |                                      |                                      |                                      |
| <b>D.</b> Board members avoid conflicts of interest and appropriately disclose if one arises.                                                                                               |                                  | ✓                               |                              |                            |                                                                                                                                                                                                    |                                      |                                      |                                      |
| <b>E.</b> The board has adopted and annually reaffirms its code of conduct.                                                                                                                 |                                  | ✓                               |                              |                            |                                                                                                                                                                                                    |                                      |                                      |                                      |
|                                                                                                                                                                                             |                                  |                                 |                              |                            | <b>Rating for this standard</b>                                                                                                                                                                    |                                      |                                      |                                      |
| <b>Rating</b>                                                                                                                                                                               |                                  |                                 |                              |                            | <b>HE</b><br><input type="checkbox"/>                                                                                                                                                              | <b>E</b><br><input type="checkbox"/> | <b>D</b><br><input type="checkbox"/> | <b>I</b><br><input type="checkbox"/> |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                                    |                                  |                                 |                              |                            |                                                                                                                                                                                                    |                                      |                                      |                                      |

ANNUAL SCHOOL BOARD GOALS

Annual goals and evidence of progress need to be identified before completing this sheet.

| ANNUAL SCHOOL BOARD GOALS                                                                                                                                                                                                                                                 | EVIDENCE OF PROGRESS OR COMPLETION<br>(Evidence/Data Sources) | Highly Effective | Effective | Developing          | Ineffective        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|------------------|-----------|---------------------|--------------------|
|                                                                                                                                                                                                                                                                           |                                                               | Exceeded GOALS   | Met GOALS | Partially Met GOALS | Did Not Meet GOALS |
| <b>Short Term #1.</b><br>Each board member will seek to improve communication during board member reports. This could include reporting back about committee assignments, training opportunities, or important information related to the work of a school board trustee. |                                                               |                  | ✓         |                     |                    |
| <b>Long Term #1.</b><br>Fulfill mandated training requirements per NRS.                                                                                                                                                                                                   |                                                               |                  | ✓         |                     |                    |
| <b>Long Term #2.</b><br>Analyze and address crowding in our schools.                                                                                                                                                                                                      |                                                               |                  | ✓         |                     |                    |



ANNUAL SCHOOL BOARD GOALS

Annual goals and evidence of progress need to be identified before completing this sheet.

| ANNUAL SCHOOL BOARD GOALS                                                                                                                                                   | EVIDENCE OF PROGRESS OR COMPLETION<br>(Evidence/Data Sources) | Highly Effective | Effective | Developing         | Ineffective      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|------------------|-----------|--------------------|------------------|
|                                                                                                                                                                             |                                                               | Exceeded GOAL    | Met GOAL  | Partially Met GOAL | Didn't Meet GOAL |
| <b>Long Term #3.</b><br>Graduate all LCSD students to be college, career and life successful.                                                                               |                                                               |                  | ✓         |                    |                  |
| <b>Long Term #4.</b><br>Provide all LCSD students a positive learning experience that meets the Student Bill of Rights and highest factors influencing student achievement. |                                                               |                  | ✓         |                    |                  |
| <b>Long Term #5.</b><br>Trustees will spend time in school classrooms to build supportive and positive connections with students, staff, and community.                     |                                                               |                  | ✓         |                    |                  |

## PERFORMANCE STANDARDS AND RATING SCALES

Trustee Neal McIntyre II

### The five (5) standards of the board of education:

1. **Vision, Leadership & Accountability** – The board of education commits to a vision of high student achievement and effective instruction, specifies clear goals to realize that vision, demands accountability for results, and supports continuous improvement of the district.
2. **Board Governance & Policy** – The board of education works effectively as a team and collaborates with the superintendent, exhibits a shared understanding of board and superintendent roles, maintains a set of board operating procedures, and leads/governs the district through policy.
3. **Communication & Community Relations** – The board of education effectively communicates with the superintendent and the local community, represents community interests and values, and ensures district information and decisions are communicated to the community.
4. **Fiscal Resources, Staff Recruitment & Environment** – The board of education oversees the fiscal conditions of the district, aligns resources to meet district goals, ensures appropriate policies for staff recruitment and retention, supports districtwide learning and promotes conditions for health and safety.
5. **Ethical Leadership** – The board of education promotes the success of ALL students and staff, and conducts district business in a fair, respectful and responsible manner.

Performance ratings will use the HEDI scale.

| Rating Scale – Highly Effective, Effective, Developing, Ineffective (HEDI)                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Highly Effective                                                                                                                                                                                                                                                                                                              | Effective                                                                                                                                                                                                                                                                                                                 | Developing                                                                                                                                                                                                                                                                                        | Ineffective                                                                                                                                                                                                                                                                                 |
| <b>Performance exceeds the criteria</b>                                                                                                                                                                                                                                                                                       | <b>Performance meets the criteria</b>                                                                                                                                                                                                                                                                                     | <b>Performance is inconsistent and partially meets the criteria</b>                                                                                                                                                                                                                               | <b>Performance does not meet the criteria and requires significant improvement</b>                                                                                                                                                                                                          |
| Noteworthy evidence and observation demonstrates the board's exemplary performance. The board has exceeded the criteria and has consistently had a positive impact on board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates the board's effective performance. The board has satisfactorily met the criteria and has shown an improvement in board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates that the board's performance has made moderate gains – or maintained the status quo – in board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates the board has not met the performance criteria and has had a negative impact on board operations and/or relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. |

**STANDARD 1: VISION, LEADERSHIP & ACCOUNTABILITY**

The board of education commits to a vision of high student achievement and effective instruction, specifies clear goals to realize that vision, demands accountability for results, and supports continuous improvement of the district.

| Professional Practice                                                                                                                                                                                                             | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                   | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>A.</b> The board develops a shared vision and mission that reflects student achievement and community priorities, and communicates it to the community.                                                                        |                                  | ✓                               |                              |                            | <input type="checkbox"/> Written and visible vision statement<br><input type="checkbox"/> Established district goals<br><input type="checkbox"/> Board agendas<br><input type="checkbox"/> Board presentations<br><input type="checkbox"/> Board retreats<br><input type="checkbox"/> Communication materials, website, newsletters<br><input type="checkbox"/> Annual evaluation of the superintendent report<br><input type="checkbox"/> Board self-evaluation report<br><input type="checkbox"/> Attendance records at state-mandated training<br><b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
| <b>B.</b> The board develops annual district goals in alignment with the district vision and mission and adopts an action plan developed by the superintendent to meet the annual goals. Goals are communicated to the community. |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>C.</b> The board regularly monitors progress on district goals, effective instruction and student achievement with data-based information.                                                                                     |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>D.</b> The board annually evaluates the job performance of the superintendent and monitors the progress made on annual superintendent objectives.                                                                              |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>E.</b> The board conducts a self-evaluation to monitor its own performance and participates in professional development, including state mandated training in the first and third years of term per NRS386.                    |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                                                                                                                                                                                                                                   |                                  |                                 |                              |                            | <b>Rating for this standard</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Rating</b>                                                                                                                                                                                                                     |                                  |                                 |                              |                            | <div>HE</div> <input type="checkbox"/> <div>E</div> <input checked="" type="checkbox"/> <div>D</div> <input type="checkbox"/> <div>I</div> <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                                                                          |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

**STANDARD 2: BOARD GOVERNANCE & POLICY**

The board of education works effectively as a team and collaborates with the superintendent, exhibits a shared understanding of board and superintendent roles, maintains a set of board operating procedures, and leads/governs the district through policy.

| Professional Practice                                                                                                                                                                                                                       | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Date and agenda of workshops/trainings<br><input type="checkbox"/> Policy review and updates<br><input type="checkbox"/> Board policies<br><input type="checkbox"/> Board member handbook and/or new board orientation materials<br><input checked="" type="checkbox"/> Attendance records at state-mandated training |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                             | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                          |
| <b>A.</b> The board and superintendent participate in workshops/trainings to build team relationships, review roles, responsibilities, and board operations and orient new board members.                                                   |                                  |                                 | ✓                            |                            | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/>                                                                                                                                           |
| <b>B.</b> The board has a procedure in place for reviewing established policies on a regular basis and developing new ones.                                                                                                                 | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                          |
| <b>C.</b> The board closely adheres to its own procedures, protocols and policies for effective board operations.                                                                                                                           |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                          |
| <b>D.</b> The board clearly understands its governance role and responsibilities, adheres to open meetings laws, and delegates district operation responsibilities to the superintendent.                                                   |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                          |
| <b>E.</b> Board members publically support the decision of the majority and speak with a unified voice.                                                                                                                                     |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                          |
|                                                                                                                                                                                                                                             |                                  |                                 |                              |                            | <b>Rating for this standard</b>                                                                                                                                                                                                                                                                                                                                          |
| <b>Rating</b>                                                                                                                                                                                                                               |                                  |                                 |                              |                            | <b>HE</b> <input type="checkbox"/> <b>E</b> <input type="checkbox"/> <b>D</b> <input checked="" type="checkbox"/> <b>I</b> <input type="checkbox"/>                                                                                                                                                                                                                      |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)<br>There has been to many times that certain board members, even if they vote against something, continually say negative things about the decisions of the board. |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                          |

**STANDARD 3: COMMUNICATION & COMMUNITY RELATIONS**

The board of education effectively communicates with the superintendent and the local community, represents community interests and values, and ensures district information and decisions are communicated to the community.

| Professional Practice                                                                                                                                                          | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input checked="" type="checkbox"/> Communication policies or procedures<br><input checked="" type="checkbox"/> Schedules of or invitations to community forums<br><input type="checkbox"/> Reports or presentations on programs that demonstrate community partnerships<br><input type="checkbox"/> Legislative meetings, letters, or advocacy efforts<br><input checked="" type="checkbox"/> Newsletters and website<br><input checked="" type="checkbox"/> Survey results<br><br><b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>A.</b> The board develops a collaborative relationship with the superintendent, keeping cooperation and respectful discussions at the core of its deliberation.             |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>B.</b> The board establishes effective communication with parents, students, staff and community members while respecting the chain of command and lines of responsibility. |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>C.</b> The board works with the superintendent to gain input from the community using forums, survey instruments and other vehicles following agreed-upon procedures.       |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>D.</b> The board actively generates support for the district through its vision and promoting educational opportunities for all students.                                   |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>E.</b> The board is an advocate for the district's interests with legislators and other elected public officials.                                                           |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|                                                                                                                                                                                |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> <div>HE</div> <div>E</div> <div>D</div> <div>I</div> </div> <div> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Rating</b>                                                                                                                                                                  |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                       |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

**STANDARD 4: FISCAL RESOURCES, STAFF RECRUITMENT & ENVIRONMENT**

The board of education oversees the fiscal conditions of the district, aligns resources to meet district goals, ensures appropriate policies for staff recruitment and retention, supports districtwide learning and promotes conditions for health and safety.

| Professional Practice                                                                                                                                                                     | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                           | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>A.</b> The board adopts an annual budget that adheres to the provisions of the law and allocates resources based on the district's vision, goals, and priorities for student learning. |                                  | ✓                               |                              |                            | <b>Possible Data Sources:</b><br><input type="checkbox"/> Policy on budget adoption<br><input type="checkbox"/> Communication materials, website, newsletters<br><input type="checkbox"/> Facilities plan and schedule for updates<br><input type="checkbox"/> Internal audit report<br><input type="checkbox"/> External audit report<br><input type="checkbox"/> Risk assessment report<br><input type="checkbox"/> Policy on recruitment and hiring criteria<br><input type="checkbox"/> Professional development plans<br><br><b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
| <b>B.</b> The board keeps the community informed about the financial needs of the district, seeks cost savings and operational efficiencies and invites community input.                  |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>C.</b> The board monitors a facilities plan that meets district student and staff health and safety regulations and guidelines.                                                        |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>D.</b> The board ensures that the audit committee functions in accordance with State regulatory requirements, reviews internal and external audit findings and responds accordingly.   |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>E.</b> The board supports the recruitment of highly effective teachers, administrators and staff and provides professional development and support to meet requirements.               |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|                                                                                                                                                                                           |                                  |                                 |                              |                            | <b>Rating for this standard</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Rating</b>                                                                                                                                                                             |                                  |                                 |                              |                            | <b>HE</b><br><input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                                                                                                                                                           |                                  |                                 |                              |                            | <b>E</b><br><input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|                                                                                                                                                                                           |                                  |                                 |                              |                            | <b>D</b><br><input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|                                                                                                                                                                                           |                                  |                                 |                              |                            | <b>I</b><br><input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)<br>Recruitment is great but retention needs some work.                                                           |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

**STANDARD 5: ETHICAL LEADERSHIP**

The board of education promotes the success of ALL students and staff, and conducts district business in a fair, respectful and responsible manner.

| Professional Practice                                                                                                                                                                                                                                            | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Articulation or publication of plans and programs for students' success<br><input type="checkbox"/> Board members' code of conduct                                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                  | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                |
| A. Board members actively promote the belief in the success of all students in the district.                                                                                                                                                                     |                                  | ✓                               |                              |                            | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
| B. Board members act as conscientious role models, and exhibit professionalism.                                                                                                                                                                                  |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                |
| C. Board members exercise their authority only as a board of the whole and recognize that no individual board member has authority to take individual action on behalf of the board.                                                                             |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                |
| D. Board members avoid conflicts of interest and appropriately disclose if one arises.                                                                                                                                                                           |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                |
| E. The board has adopted and annually reaffirms its code of conduct.                                                                                                                                                                                             |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                |
| <b>Rating</b>                                                                                                                                                                                                                                                    |                                  |                                 |                              |                            | <b>Rating for this standard</b><br>HE <input type="checkbox"/> E <input checked="" type="checkbox"/> D <input type="checkbox"/> I <input type="checkbox"/>                                                                     |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)<br>There are a couple instances where board members openly admit to not being prepared for meetings and have not even read policies. They then feel it is ok to vote on them. NOT O.K.! |                                  |                                 |                              |                            |                                                                                                                                                                                                                                |

## ANNUAL SCHOOL BOARD GOALS

*Annual goals and evidence of progress need to be identified before completing this sheet.*

| ANNUAL SCHOOL BOARD GOALS                                                                                                                                                                                                                                                 | EVIDENCE OF PROGRESS OR COMPLETION<br>(Evidence/Data Sources)                                                                                                                                                                                                                   | Highly Effective | Effective | Developing          | Ineffective        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-----------|---------------------|--------------------|
|                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                 | Exceeded GOALS   | Met GOALS | Partially Met GOALS | Did Not Meet GOALS |
| <b>Short Term #1.</b><br>Each board member will seek to improve communication during board member reports. This could include reporting back about committee assignments, training opportunities, or important information related to the work of a school board trustee. | Most board reports are relevant to the work of a trustee (committee reports, training, seminars attended). Others lack reports of committees that they are a part of and might just give a sports report. Would also like to hear from more trustees doing school walkthroughs. |                  |           | ✓                   |                    |
| <b>Long Term #1.</b><br>Fulfill mandated training requirements per NRS.                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                 |                  | ✓         |                     |                    |
| <b>Long Term #2.</b><br>Analyze and address crowding in our schools.                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                 |                  | ✓         |                     |                    |



## ANNUAL SCHOOL BOARD GOALS

*Annual goals and evidence of progress need to be identified before completing this sheet.*

| ANNUAL SCHOOL BOARD GOALS                                                                                                                                                   | EVIDENCE OF PROGRESS OR COMPLETION<br>(Evidence/Data Sources) | Highly Effective | Effective | Developing         | Ineffective      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|------------------|-----------|--------------------|------------------|
|                                                                                                                                                                             |                                                               | Exceeded GOAL    | Met GOAL  | Partially Met GOAL | Didn't Meet GOAL |
| <b>Long Term #3.</b><br>Graduate all LCSD students to be college, career and life successful.                                                                               |                                                               |                  | ✓         |                    |                  |
| <b>Long Term #4.</b><br>Provide all LCSD students a positive learning experience that meets the Student Bill of Rights and highest factors influencing student achievement. |                                                               |                  | ✓         |                    |                  |
| <b>Long Term #5.</b><br>Trustees will spend time in school classrooms to build supportive and positive connections with students, staff, and community.                     | Few trustees do school visits and walkthroughs.               |                  |           | ✓                  |                  |

## PERFORMANCE STANDARDS AND RATING SCALES

Trustee Sherry Parsons

### The five (5) standards of the board of education:

1. **Vision, Leadership & Accountability** – The board of education commits to a vision of high student achievement and effective instruction, specifies clear goals to realize that vision, demands accountability for results, and supports continuous improvement of the district.
2. **Board Governance & Policy** – The board of education works effectively as a team and collaborates with the superintendent, exhibits a shared understanding of board and superintendent roles, maintains a set of board operating procedures, and leads/governs the district through policy.
3. **Communication & Community Relations** – The board of education effectively communicates with the superintendent and the local community, represents community interests and values, and ensures district information and decisions are communicated to the community.
4. **Fiscal Resources, Staff Recruitment & Environment** – The board of education oversees the fiscal conditions of the district, aligns resources to meet district goals, ensures appropriate policies for staff recruitment and retention, supports districtwide learning and promotes conditions for health and safety.
5. **Ethical Leadership** – The board of education promotes the success of ALL students and staff, and conducts district business in a fair, respectful and responsible manner.

### Performance ratings will use the HEDI scale.

| Rating Scale – Highly Effective, Effective, Developing, Ineffective (HEDI)                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Highly Effective                                                                                                                                                                                                                                                                                                              | Effective                                                                                                                                                                                                                                                                                                                 | Developing                                                                                                                                                                                                                                                                                        | Ineffective                                                                                                                                                                                                                                                                                 |
| <b>Performance exceeds the criteria</b>                                                                                                                                                                                                                                                                                       | <b>Performance meets the criteria</b>                                                                                                                                                                                                                                                                                     | <b>Performance is inconsistent and partially meets the criteria</b>                                                                                                                                                                                                                               | <b>Performance does not meet the criteria and requires significant improvement</b>                                                                                                                                                                                                          |
| Noteworthy evidence and observation demonstrates the board's exemplary performance. The board has exceeded the criteria and has consistently had a positive impact on board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates the board's effective performance. The board has satisfactorily met the criteria and has shown an improvement in board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates that the board's performance has made moderate gains – or maintained the status quo – in board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates the board has not met the performance criteria and has had a negative impact on board operations and/or relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. |

**STANDARD 1: VISION, LEADERSHIP & ACCOUNTABILITY**

The board of education commits to a vision of high student achievement and effective instruction, specifies clear goals to realize that vision, demands accountability for results, and supports continuous improvement of the district.

| Professional Practice                                                                                                                                                                                                             | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Written and visible vision statement<br><input type="checkbox"/> Established district goals<br><input type="checkbox"/> Board agendas<br><input type="checkbox"/> Board presentations<br><input type="checkbox"/> Board retreats<br><input type="checkbox"/> Communication materials, website, newsletters<br><input type="checkbox"/> Annual evaluation of the superintendent report<br><input type="checkbox"/> Board self-evaluation report<br><input type="checkbox"/> Attendance records at state-mandated training<br><b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                   | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>A.</b> The board develops a shared vision and mission that reflects student achievement and community priorities, and communicates it to the community.                                                                        |                                  |                                 |                              | ✓                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>B.</b> The board develops annual district goals in alignment with the district vision and mission and adopts an action plan developed by the superintendent to meet the annual goals. Goals are communicated to the community. |                                  |                                 |                              | ✓                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>C.</b> The board regularly monitors progress on district goals, effective instruction and student achievement with data-based information.                                                                                     |                                  |                                 |                              | ✓                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>D.</b> The board annually evaluates the job performance of the superintendent and monitors the progress made on annual superintendent objectives.                                                                              |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>E.</b> The board conducts a self-evaluation to monitor its own performance and participates in professional development, including state mandated training in the first and third years of term per NRS386.                    |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Rating</b>                                                                                                                                                                                                                     |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> <div>HE</div> <div>E</div> <div>D</div> <div>I</div> </div> <div> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                                                                          |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

Trustee Sherry Parsons

# STANDARD 2: BOARD GOVERNANCE & POLICY

The board of education works effectively as a team and collaborates with the superintendent, exhibits a shared understanding of board and superintendent roles, maintains a set of board operating procedures, and leads/governs the district through policy.

| Professional Practice                                                                                                                                                              | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Date and agenda of workshops/trainings<br><input type="checkbox"/> Policy review and updates<br><input type="checkbox"/> Board policies<br><input type="checkbox"/> Board member handbook and/or new board orientation materials<br><input type="checkbox"/> Attendance records at state-mandated training |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                    | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                               |
| A. The board and superintendent participate in workshops/trainings to build team relationships, review roles, responsibilities, and board operations and orient new board members. |                                  |                                 | ✓                            |                            | Additional Sources:<br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input checked="" type="checkbox"/>                                                                                                                                                        |
| B. The board has a procedure in place for reviewing established policies on a regular basis and developing new ones.                                                               |                                  |                                 |                              | ✓                          |                                                                                                                                                                                                                                                                                                                                                               |
| C. The board closely adheres to its own procedures, protocols and policies for effective board operations.                                                                         |                                  |                                 |                              | ✓                          |                                                                                                                                                                                                                                                                                                                                                               |
| D. The board clearly understands its governance role and responsibilities, adheres to open meetings laws, and delegates district operation responsibilities to the superintendent. |                                  |                                 |                              | ✓                          |                                                                                                                                                                                                                                                                                                                                                               |
| E. Board members publically support the decision of the majority and speak with a unified voice.                                                                                   |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                               |
|                                                                                                                                                                                    |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> <div>HE</div> <div>E</div> <div>D</div> <div>I</div> </div> <div> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                                                                                                                         |
| <b>Rating</b>                                                                                                                                                                      |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                               |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                           |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                               |

## STANDARD 3: COMMUNICATION & COMMUNITY RELATIONS

The board of education effectively communicates with the superintendent and the local community, represents community interests and values, and ensures district information and decisions are communicated to the community.

| Professional Practice                                                                                                                                                   | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:                                                                                                                                                                                                                                                                                                                                                                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                         | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria | <input type="checkbox"/> Communication policies or procedures<br><input type="checkbox"/> Schedules of or invitations to community forums<br><input type="checkbox"/> Reports or presentations on programs that demonstrate community partnerships<br><input type="checkbox"/> Legislative meetings, letters, or advocacy efforts<br><input type="checkbox"/> Newsletters and website<br><input type="checkbox"/> Survey results |
| A. The board develops a collaborative relationship with the superintendent, keeping cooperation and respectful discussions at the core of its deliberation.             |                                  |                                 |                              | ✓                          | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/>                                                                                                                                                                                                   |
| B. The board establishes effective communication with parents, students, staff and community members while respecting the chain of command and lines of responsibility. | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| C. The board works with the superintendent to gain input from the community using forums, survey instruments and other vehicles following agreed-upon procedures.       |                                  |                                 |                              | ✓                          |                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| D. The board actively generates support for the district through its vision and promoting educational opportunities for all students.                                   |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| E. The board is an advocate for the district's interests with legislators and other elected public officials.                                                           |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Rating</b>                                                                                                                                                           |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> HE E D I </div> <div> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                                                                                                                                                                                                                                        |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                  |

**STANDARD 4: FISCAL RESOURCES, STAFF RECRUITMENT & ENVIRONMENT**

The board of education oversees the fiscal conditions of the district, aligns resources to meet district goals, ensures appropriate policies for staff recruitment and retention, supports districtwide learning and promotes conditions for health and safety.

| Professional Practice                                                                                                                                                                     | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                           | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>A.</b> The board adopts an annual budget that adheres to the provisions of the law and allocates resources based on the district's vision, goals, and priorities for student learning. |                                  | ✓                               |                              |                            | <input type="checkbox"/> Policy on budget adoption<br><input type="checkbox"/> Communication materials, website, newsletters<br><input type="checkbox"/> Facilities plan and schedule for updates<br><input type="checkbox"/> Internal audit report<br><input type="checkbox"/> External audit report<br><input type="checkbox"/> Risk assessment report<br><input type="checkbox"/> Policy on recruitment and hiring criteria<br><input type="checkbox"/> Professional development plans |
| <b>B.</b> The board keeps the community informed about the financial needs of the district, seeks cost savings and operational efficiencies and invites community input.                  |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>C.</b> The board monitors a facilities plan that meets district student and staff health and safety regulations and guidelines.                                                        |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>D.</b> The board ensures that the audit committee functions in accordance with State regulatory requirements, reviews internal and external audit findings and responds accordingly.   | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>E.</b> The board supports the recruitment of highly effective teachers, administrators and staff and provides professional development and support to meet requirements.               |                                  |                                 |                              | ✓                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                                                                                                                                                                                           |                                  |                                 |                              |                            | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/>                                                                                                                                                                                                                                                            |
|                                                                                                                                                                                           |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> <div>HE</div> <div>E</div> <div>D</div> <div>I</div> </div> <div> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                                                                                                                                                                                                                                                     |
| <b>Rating</b>                                                                                                                                                                             |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                                  |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

**STANDARD 5: ETHICAL LEADERSHIP**

The board of education promotes the success of ALL students and staff, and conducts district business in a fair, respectful and responsible manner.

| Professional Practice                                                                                                                                                                | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Articulation or publication of plans and programs for students' success<br><input type="checkbox"/> Board members' code of conduct                                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                      | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                |
| A. Board members actively promote the belief in the success of all students in the district.                                                                                         |                                  |                                 |                              | ✓                          | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
| B. Board members act as conscientious role models, and exhibit professionalism.                                                                                                      |                                  |                                 |                              | ✓                          |                                                                                                                                                                                                                                |
| C. Board members exercise their authority only as a board of the whole and recognize that no individual board member has authority to take individual action on behalf of the board. | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                |
| D. Board members avoid conflicts of interest and appropriately disclose if one arises.                                                                                               |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                |
| E. The board has adopted and annually reaffirms its code of conduct.                                                                                                                 |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                |
|                                                                                                                                                                                      |                                  |                                 |                              |                            | <b>Rating for this standard</b>                                                                                                                                                                                                |
| <b>Rating</b>                                                                                                                                                                        |                                  |                                 |                              |                            | HE <input type="checkbox"/> E <input type="checkbox"/> D <input type="checkbox"/> I <input type="checkbox"/>                                                                                                                   |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                             |                                  |                                 |                              |                            |                                                                                                                                                                                                                                |

ANNUAL SCHOOL BOARD GOALS

Trustee Sherry Parsons

Annual goals and evidence of progress need to be identified before completing this sheet.

| ANNUAL SCHOOL BOARD GOALS                                                                                                                                                                                                                                                 | EVIDENCE OF PROGRESS OR COMPLETION<br>(Evidence/Data Sources) | Highly<br>Effective | Effective    | Developing                | Ineffective              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|---------------------|--------------|---------------------------|--------------------------|
|                                                                                                                                                                                                                                                                           |                                                               | Exceeded<br>GOALS   | Met<br>GOALS | Partially<br>Met<br>GOALS | Did Not<br>Meet<br>GOALS |
| <b>Short Term #1.</b><br>Each board member will seek to improve communication during board member reports. This could include reporting back about committee assignments, training opportunities, or important information related to the work of a school board trustee. |                                                               | ✓                   |              |                           |                          |
| <b>Long Term #1.</b><br>Fulfill mandated training requirements per NRS.                                                                                                                                                                                                   |                                                               |                     | ✓            |                           |                          |
| <b>Long Term #2.</b><br>Analyze and address crowding in our schools.                                                                                                                                                                                                      |                                                               |                     |              | ✓                         |                          |



## ANNUAL SCHOOL BOARD GOALS

*Annual goals and evidence of progress need to be identified before completing this sheet.*

| ANNUAL SCHOOL BOARD GOALS                                                                                                                                                   | EVIDENCE OF PROGRESS OR COMPLETION<br>(Evidence/Data Sources) | Highly<br>Effective | Effective   | Developing               | Ineffective            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|---------------------|-------------|--------------------------|------------------------|
|                                                                                                                                                                             |                                                               | Exceeded<br>GOAL    | Met<br>GOAL | Partially<br>Met<br>GOAL | Didn't<br>Meet<br>GOAL |
| <b>Long Term #3.</b><br>Graduate all LCSD students to be college, career and life successful.                                                                               |                                                               |                     |             |                          | ✓                      |
| <b>Long Term #4.</b><br>Provide all LCSD students a positive learning experience that meets the Student Bill of Rights and highest factors influencing student achievement. |                                                               |                     |             |                          | ✓                      |
| <b>Long Term #5.</b><br>Trustees will spend time in school classrooms to build supportive and positive connections with students, staff, and community.                     |                                                               |                     |             | ✓                        |                        |

## PERFORMANCE STANDARDS AND RATING SCALES

Trustee Bridget Peterson

### The five (5) standards of the board of education:

1. **Vision, Leadership & Accountability** – The board of education commits to a vision of high student achievement and effective instruction, specifies clear goals to realize that vision, demands accountability for results, and supports continuous improvement of the district.
2. **Board Governance & Policy** – The board of education works effectively as a team and collaborates with the superintendent, exhibits a shared understanding of board and superintendent roles, maintains a set of board operating procedures, and leads/governs the district through policy.
3. **Communication & Community Relations** – The board of education effectively communicates with the superintendent and the local community, represents community interests and values, and ensures district information and decisions are communicated to the community.
4. **Fiscal Resources, Staff Recruitment & Environment** – The board of education oversees the fiscal conditions of the district, aligns resources to meet district goals, ensures appropriate policies for staff recruitment and retention, supports districtwide learning and promotes conditions for health and safety.
5. **Ethical Leadership** – The board of education promotes the success of ALL students and staff, and conducts district business in a fair, respectful and responsible manner.

Performance ratings will use the HEDI scale.

| Rating Scale – Highly Effective, Effective, Developing, Ineffective (HEDI)                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Highly Effective                                                                                                                                                                                                                                                                                                              | Effective                                                                                                                                                                                                                                                                                                                 | Developing                                                                                                                                                                                                                                                                                        | Ineffective                                                                                                                                                                                                                                                                                 |
| Performance exceeds the criteria                                                                                                                                                                                                                                                                                              | Performance meets the criteria                                                                                                                                                                                                                                                                                            | Performance is inconsistent and partially meets the criteria                                                                                                                                                                                                                                      | Performance does not meet the criteria and requires significant improvement                                                                                                                                                                                                                 |
| Noteworthy evidence and observation demonstrates the board's exemplary performance. The board has exceeded the criteria and has consistently had a positive impact on board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates the board's effective performance. The board has satisfactorily met the criteria and has shown an improvement in board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates that the board's performance has made moderate gains – or maintained the status quo – in board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates the board has not met the performance criteria and has had a negative impact on board operations and/or relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. |

**STANDARD 1: VISION, LEADERSHIP & ACCOUNTABILITY**

The board of education commits to a vision of high student achievement and effective instruction, specifies clear goals to realize that vision, demands accountability for results, and supports continuous improvement of the district.

| Professional Practice                                                                                                                                                                                                             | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                   | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>A.</b> The board develops a shared vision and mission that reflects student achievement and community priorities, and communicates it to the community.                                                                        |                                  | ✓                               |                              |                            | <input type="checkbox"/> Written and visible vision statement<br><input type="checkbox"/> Established district goals<br><input type="checkbox"/> Board agendas<br><input type="checkbox"/> Board presentations<br><input type="checkbox"/> Board retreats<br><input checked="" type="checkbox"/> Communication materials, website, newsletters<br><input type="checkbox"/> Annual evaluation of the superintendent report<br><input checked="" type="checkbox"/> Board self-evaluation report<br><input checked="" type="checkbox"/> Attendance records at state-mandated training<br><b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
| <b>B.</b> The board develops annual district goals in alignment with the district vision and mission and adopts an action plan developed by the superintendent to meet the annual goals. Goals are communicated to the community. | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>C.</b> The board regularly monitors progress on district goals, effective instruction and student achievement with data-based information.                                                                                     |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>D.</b> The board annually evaluates the job performance of the superintendent and monitors the progress made on annual superintendent objectives.                                                                              | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>E.</b> The board conducts a self-evaluation to monitor its own performance and participates in professional development, including state mandated training in the first and third years of term per NRS386.                    | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Rating</b>                                                                                                                                                                                                                     |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> <div>HE</div> <div>E</div> <div>D</div> <div>I</div> </div> <div> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                                                                          |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

Trustee Bridget Peterson

**STANDARD 2: BOARD GOVERNANCE & POLICY**

The board of education works effectively as a team and collaborates with the superintendent, exhibits a shared understanding of board and superintendent roles, maintains a set of board operating procedures, and leads/governs the district through policy.

| Professional Practice                                                                                                                                                                     | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Date and agenda of workshops/trainings<br><input checked="" type="checkbox"/> Policy review and updates<br><input type="checkbox"/> Board policies<br><input checked="" type="checkbox"/> Board member handbook and/or new board orientation materials<br><input checked="" type="checkbox"/> Attendance records at state-mandated training |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                           | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>A.</b> The board and superintendent participate in workshops/trainings to build team relationships, review roles, responsibilities, and board operations and orient new board members. |                                  | ✓                               |                              |                            | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/>                                                                                                                                                                 |
| <b>B.</b> The board has a procedure in place for reviewing established policies on a regular basis and developing new ones.                                                               | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>C.</b> The board closely adheres to its own procedures, protocols and policies for effective board operations.                                                                         |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>D.</b> The board clearly understands its governance role and responsibilities, adheres to open meetings laws, and delegates district operation responsibilities to the superintendent. |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>E.</b> Board members publically support the decision of the majority and speak with a unified voice.                                                                                   |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                |
|                                                                                                                                                                                           |                                  |                                 |                              |                            | <b>Rating for this standard</b><br>HE    E    D    I<br><input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>                                                                                                                                                                                                                         |
| <b>Rating</b>                                                                                                                                                                             |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                                  |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                |

STANDARD 3: COMMUNICATION & COMMUNITY RELATIONS

The board of education effectively communicates with the superintendent and the local community, represents community interests and values, and ensures district information and decisions are communicated to the community.

| Professional Practice                                                                                                                                                   | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                         | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria | <div><input checked="" type="checkbox"/> Communication policies or procedures</div> <div><input checked="" type="checkbox"/> Schedules of or invitations to community forums</div> <div><input checked="" type="checkbox"/> Reports or presentations on programs that demonstrate community partnerships</div> <div><input type="checkbox"/> Legislative meetings, letters, or advocacy efforts</div> <div><input checked="" type="checkbox"/> Newsletters and website</div> <div><input checked="" type="checkbox"/> Survey results</div> |
| A. The board develops a collaborative relationship with the superintendent, keeping cooperation and respectful discussions at the core of its deliberation.             |                                  | ✓                               |                              |                            | <div>Additional Sources:</div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>                                                                                                                                                                                                             |
| B. The board establishes effective communication with parents, students, staff and community members while respecting the chain of command and lines of responsibility. |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| C. The board works with the superintendent to gain input from the community using forums, survey instruments and other vehicles following agreed-upon procedures.       | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| D. The board actively generates support for the district through its vision and promoting educational opportunities for all students.                                   |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| E. The board is an advocate for the district’s interests with legislators and other elected public officials.                                                           |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Rating                                                                                                                                                                  |                                  |                                 |                              |                            | <div>Rating for this standard</div> <div><div>HE</div><div>E</div><div>D</div><div>I</div></div> <div><div><input type="checkbox"/></div><div><input checked="" type="checkbox"/></div><div><input type="checkbox"/></div><div><input type="checkbox"/></div></div>                                                                                                                                                                                                                                                                        |
| Comments: (Identify strengths or recommendations for improvement)                                                                                                       |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

**STANDARD 4: FISCAL RESOURCES, STAFF RECRUITMENT & ENVIRONMENT**

The board of education oversees the fiscal conditions of the district, aligns resources to meet district goals, ensures appropriate policies for staff recruitment and retention, supports districtwide learning and promotes conditions for health and safety.

| Professional Practice                                                                                                                                                                     | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Policy on budget adoption<br><input type="checkbox"/> Communication materials, website, newsletters<br><input type="checkbox"/> Facilities plan and schedule for updates<br><input type="checkbox"/> Internal audit report<br><input type="checkbox"/> External audit report<br><input type="checkbox"/> Risk assessment report<br><input type="checkbox"/> Policy on recruitment and hiring criteria<br><input type="checkbox"/> Professional development plans |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                           | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>A.</b> The board adopts an annual budget that adheres to the provisions of the law and allocates resources based on the district's vision, goals, and priorities for student learning. |                                  |                                 |                              |                            | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/>                                                                                                                                                                                                                                                                                      |
| <b>B.</b> The board keeps the community informed about the financial needs of the district, seeks cost savings and operational efficiencies and invites community input.                  |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>C.</b> The board monitors a facilities plan that meets district student and staff health and safety regulations and guidelines.                                                        |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>D.</b> The board ensures that the audit committee functions in accordance with State regulatory requirements, reviews internal and external audit findings and responds accordingly.   |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>E.</b> The board supports the recruitment of highly effective teachers, administrators and staff and provides professional development and support to meet requirements.               |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|                                                                                                                                                                                           |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> <div>HE</div> <div>E</div> <div>D</div> <div>I</div> </div> <div> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                                                                                                                                                                                                                                                                    |
| <b>Rating</b>                                                                                                                                                                             |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                                  |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

**STANDARD 5: ETHICAL LEADERSHIP**

The board of education promotes the success of ALL students and staff, and conducts district business in a fair, respectful and responsible manner.

| Professional Practice                                                                                                                                                                       | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Articulation or publication of plans and programs for students' success<br><input type="checkbox"/> Board members' code of conduct                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                             | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                |
| <b>A.</b> Board members actively promote the belief in the success of all students in the district.                                                                                         |                                  | ✓                               |                              |                            | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
| <b>B.</b> Board members act as conscientious role models, and exhibit professionalism.                                                                                                      |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                |
| <b>C.</b> Board members exercise their authority only as a board of the whole and recognize that no individual board member has authority to take individual action on behalf of the board. |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                |
| <b>D.</b> Board members avoid conflicts of interest and appropriately disclose if one arises.                                                                                               |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                |
| <b>E.</b> The board has adopted and annually reaffirms its code of conduct.                                                                                                                 |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                |
| <b>Rating</b>                                                                                                                                                                               |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> HE E D I </div> <div> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                           |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                                    |                                  |                                 |                              |                            |                                                                                                                                                                                                                                |

ANNUAL SCHOOL BOARD GOALS

Trustee Bridget Peterson

Annual goals and evidence of progress need to be identified before completing this sheet.

| ANNUAL SCHOOL BOARD GOALS                                                                                                                                                                                                                                                 | EVIDENCE OF PROGRESS OR COMPLETION<br>(Evidence/Data Sources) | Highly<br>Effective | Effective    | Developing                | Ineffective              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|---------------------|--------------|---------------------------|--------------------------|
|                                                                                                                                                                                                                                                                           |                                                               | Exceeded<br>GOALS   | Met<br>GOALS | Partially<br>Met<br>GOALS | Did Not<br>Meet<br>GOALS |
| <b>Short Term #1.</b><br>Each board member will seek to improve communication during board member reports. This could include reporting back about committee assignments, training opportunities, or important information related to the work of a school board trustee. |                                                               |                     | ✓            |                           |                          |
| <b>Long Term #1.</b><br>Fulfill mandated training requirements per NRS.                                                                                                                                                                                                   |                                                               |                     | ✓            |                           |                          |
| <b>Long Term #2.</b><br>Analyze and address crowding in our schools.                                                                                                                                                                                                      |                                                               |                     | ✓            |                           |                          |



ANNUAL SCHOOL BOARD GOALS

Annual goals and evidence of progress need to be identified before completing this sheet.

| ANNUAL SCHOOL BOARD GOALS                                                                                                                                                            | EVIDENCE OF PROGRESS OR COMPLETION<br>(Evidence/Data Sources) | Highly<br>Effective | Effective   | Developing               | Ineffective            |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|---------------------|-------------|--------------------------|------------------------|
|                                                                                                                                                                                      |                                                               | Exceeded<br>GOAL    | Met<br>GOAL | Partially<br>Met<br>GOAL | Didn't<br>Meet<br>GOAL |
| <b>Long Term #3.</b><br>Graduate all LCSD students to be college,<br>career and life successful.                                                                                     |                                                               |                     |             | ✓                        |                        |
| <b>Long Term #4.</b><br>Provide all LCSD students a positive<br>learning experience that meets the Student<br>Bill of Rights and highest factors<br>influencing student achievement. |                                                               |                     | ✓           |                          |                        |
| <b>Long Term #5.</b><br>Trustees will spend time in school<br>classrooms to build supportive and<br>positive connections with students, staff,<br>and community.                     |                                                               |                     |             | ✓                        |                        |

## PERFORMANCE STANDARDS AND RATING SCALES

### The five (5) standards of the board of education:

1. **Vision, Leadership & Accountability** – The board of education commits to a vision of high student achievement and effective instruction, specifies clear goals to realize that vision, demands accountability for results, and supports continuous improvement of the district.
2. **Board Governance & Policy** – The board of education works effectively as a team and collaborates with the superintendent, exhibits a shared understanding of board and superintendent roles, maintains a set of board operating procedures, and leads/governs the district through policy.
3. **Communication & Community Relations** – The board of education effectively communicates with the superintendent and the local community, represents community interests and values, and ensures district information and decisions are communicated to the community.
4. **Fiscal Resources, Staff Recruitment & Environment** – The board of education oversees the fiscal conditions of the district, aligns resources to meet district goals, ensures appropriate policies for staff recruitment and retention, supports districtwide learning and promotes conditions for health and safety.
5. **Ethical Leadership** – The board of education promotes the success of ALL students and staff, and conducts district business in a fair, respectful and responsible manner.

### Performance ratings will use the HEDI scale.

| Rating Scale – Highly Effective, Effective, Developing, Ineffective (HEDI)                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Highly Effective                                                                                                                                                                                                                                                                                                              | Effective                                                                                                                                                                                                                                                                                                                 | Developing                                                                                                                                                                                                                                                                                        | Ineffective                                                                                                                                                                                                                                                                                 |
| <b>Performance exceeds the criteria</b>                                                                                                                                                                                                                                                                                       | <b>Performance meets the criteria</b>                                                                                                                                                                                                                                                                                     | <b>Performance is inconsistent and partially meets the criteria</b>                                                                                                                                                                                                                               | <b>Performance does not meet the criteria and requires significant improvement</b>                                                                                                                                                                                                          |
| Noteworthy evidence and observation demonstrates the board's exemplary performance. The board has exceeded the criteria and has consistently had a positive impact on board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates the board's effective performance. The board has satisfactorily met the criteria and has shown an improvement in board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates that the board's performance has made moderate gains – or maintained the status quo – in board operations and relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. | Noteworthy evidence and observation demonstrates the board has not met the performance criteria and has had a negative impact on board operations and/or relations with the superintendent, staff and community. The board should cite specific data or evidence that supports this rating. |

STANDARD 1: VISION, LEADERSHIP & ACCOUNTABILITY

The board of education commits to a vision of high student achievement and effective instruction, specifies clear goals to realize that vision, demands accountability for results, and supports continuous improvement of the district.

| Professional Practice                                                                                                                                                                                                      | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                            | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria | <input type="checkbox"/> Written and visible vision statement<br><input type="checkbox"/> Established district goals<br><input type="checkbox"/> Board agendas<br><input type="checkbox"/> Board presentations<br><input type="checkbox"/> Board retreats<br><input type="checkbox"/> Communication materials, website, newsletters<br><input type="checkbox"/> Annual evaluation of the superintendent report<br><input type="checkbox"/> Board self-evaluation report<br><input type="checkbox"/> Attendance records at state-mandated training |
| A. The board develops a shared vision and mission that reflects student achievement and community priorities, and communicates it to the community.                                                                        |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| B. The board develops annual district goals in alignment with the district vision and mission and adopts an action plan developed by the superintendent to meet the annual goals. Goals are communicated to the community. |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| C. The board regularly monitors progress on district goals, effective instruction and student achievement with data-based information.                                                                                     |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| D. The board annually evaluates the job performance of the superintendent and monitors the progress made on annual superintendent objectives.                                                                              |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| E. The board conducts a self-evaluation to monitor its own performance and participates in professional development, including state mandated training in the first and third years of term per NRS386.                    |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|                                                                                                                                                                                                                            |                                  |                                 |                              |                            | Additional Sources:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|                                                                                                                                                                                                                            |                                  |                                 |                              |                            | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|                                                                                                                                                                                                                            |                                  |                                 |                              |                            | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|                                                                                                                                                                                                                            |                                  |                                 |                              |                            | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|                                                                                                                                                                                                                            |                                  |                                 |                              |                            | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|                                                                                                                                                                                                                            |                                  |                                 |                              |                            | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|                                                                                                                                                                                                                            |                                  |                                 |                              |                            | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|                                                                                                                                                                                                                            |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|                                                                                                                                                                                                                            |                                  |                                 |                              |                            | Rating for this standard                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Rating                                                                                                                                                                                                                     |                                  |                                 |                              |                            | HE<br><input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|                                                                                                                                                                                                                            |                                  |                                 |                              |                            | E<br><input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|                                                                                                                                                                                                                            |                                  |                                 |                              |                            | D<br><input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|                                                                                                                                                                                                                            |                                  |                                 |                              |                            | I<br><input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Comments: (Identify strengths or recommendations for improvement)                                                                                                                                                          |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

## STANDARD 2: BOARD GOVERNANCE & POLICY

The board of education works effectively as a team and collaborates with the superintendent, exhibits a shared understanding of board and superintendent roles, maintains a set of board operating procedures, and leads/governs the district through policy.

| Professional Practice                                                                                                                                                              | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:                                                                                                                                                                                                                                                                                                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                    | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria | <input type="checkbox"/> Date and agenda of workshops/trainings<br><input type="checkbox"/> Policy review and updates<br><input type="checkbox"/> Board policies<br><input type="checkbox"/> Board member handbook and/or new board orientation materials<br><input type="checkbox"/> Attendance records at state-mandated training |
| A. The board and superintendent participate in workshops/trainings to build team relationships, review roles, responsibilities, and board operations and orient new board members. |                                  | ✓                               |                              |                            | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/>                                                                                                                                  |
| B. The board has a procedure in place for reviewing established policies on a regular basis and developing new ones.                                                               | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                     |
| C. The board closely adheres to its own procedures, protocols and policies for effective board operations.                                                                         |                                  |                                 | ✓                            |                            |                                                                                                                                                                                                                                                                                                                                     |
| D. The board clearly understands its governance role and responsibilities, adheres to open meetings laws, and delegates district operation responsibilities to the superintendent. |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                     |
| E. Board members publically support the decision of the majority and speak with a unified voice.                                                                                   |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                     |
|                                                                                                                                                                                    |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> HE E D I </div> <div> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                                                                                                                                |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                           |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                     |

**STANDARD 3: COMMUNICATION & COMMUNITY RELATIONS**

The board of education effectively communicates with the superintendent and the local community, represents community interests and values, and ensures district information and decisions are communicated to the community.

| Professional Practice                                                                                                                                                                      | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Communication policies or procedures<br><input type="checkbox"/> Schedules of or invitations to community forums<br><input type="checkbox"/> Reports or presentations on programs that demonstrate community partnerships<br><input type="checkbox"/> Legislative meetings, letters, or advocacy efforts<br><input type="checkbox"/> Newsletters and website<br><input type="checkbox"/> Survey results<br><br><b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                            | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>A.</b> The board develops a collaborative relationship with the superintendent, keeping cooperation and respectful discussions at the core of its deliberation.                         |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>B.</b> The board establishes effective communication with parents, students, staff and community members while respecting the chain of command and lines of responsibility.             |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>C.</b> The board works with the superintendent to gain input from the community using forums, survey instruments and other vehicles following agreed-upon procedures.                   |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>D.</b> The board actively generates support for the district through its vision and promoting educational opportunities for all students.                                               | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>E.</b> The board is an advocate for the district's interests with legislators and other elected public officials.                                                                       |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|                                                                                                                                                                                            |                                  |                                 |                              |                            | <b>Rating for this standard</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Rating</b>                                                                                                                                                                              |                                  |                                 |                              |                            | <b>HE</b><br><input type="checkbox"/> <b>E</b><br><input checked="" type="checkbox"/> <b>D</b><br><input type="checkbox"/> <b>I</b><br><input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)<br>The board actively promotes all educational opportunities and also brings ideas forward for new opportunities. |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

**STANDARD 4: FISCAL RESOURCES, STAFF RECRUITMENT & ENVIRONMENT**

The board of education oversees the fiscal conditions of the district, aligns resources to meet district goals, ensures appropriate policies for staff recruitment and retention, supports districtwide learning and promotes conditions for health and safety.

| Professional Practice                                                                                                                                                                     | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                           | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>A.</b> The board adopts an annual budget that adheres to the provisions of the law and allocates resources based on the district's vision, goals, and priorities for student learning. |                                  | ✓                               |                              |                            | <input type="checkbox"/> Policy on budget adoption<br><input type="checkbox"/> Communication materials, website, newsletters<br><input type="checkbox"/> Facilities plan and schedule for updates<br><input type="checkbox"/> Internal audit report<br><input type="checkbox"/> External audit report<br><input type="checkbox"/> Risk assessment report<br><input type="checkbox"/> Policy on recruitment and hiring criteria<br><input type="checkbox"/> Professional development plans |
| <b>B.</b> The board keeps the community informed about the financial needs of the district, seeks cost savings and operational efficiencies and invites community input.                  |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>C.</b> The board monitors a facilities plan that meets district student and staff health and safety regulations and guidelines.                                                        |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>D.</b> The board ensures that the audit committee functions in accordance with State regulatory requirements, reviews internal and external audit findings and responds accordingly.   |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>E.</b> The board supports the recruitment of highly effective teachers, administrators and staff and provides professional development and support to meet requirements.               | ✓                                |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                                                                                                                                                                                           |                                  |                                 |                              |                            | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/>                                                                                                                                                                                                                                                            |
|                                                                                                                                                                                           |                                  |                                 |                              |                            | <b>Rating for this standard</b><br><div> <div>HE</div> <div>E</div> <div>D</div> <div>I</div> </div> <div> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>                                                                                                                                                                                                                                                          |
| <b>Rating</b>                                                                                                                                                                             |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                                  |                                  |                                 |                              |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

**STANDARD 5: ETHICAL LEADERSHIP**

The board of education promotes the success of ALL students and staff, and conducts district business in a fair, respectful and responsible manner.

| Professional Practice                                                                                                                                                                       | Highly Effective                 | Effective                       | Developing                   | Ineffective                | Possible Data Sources:<br><input type="checkbox"/> Articulation or publication of plans and programs for students' success<br><input type="checkbox"/> Board members' code of conduct                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                             | Continually exceeds the criteria | Consistently meets the criteria | Partially meets the criteria | Does not meet the criteria |                                                                                                                                                                                                                                |
| <b>A.</b> Board members actively promote the belief in the success of all students in the district.                                                                                         |                                  | ✓                               |                              |                            | <b>Additional Sources:</b><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
| <b>B.</b> Board members act as conscientious role models, and exhibit professionalism.                                                                                                      |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                |
| <b>C.</b> Board members exercise their authority only as a board of the whole and recognize that no individual board member has authority to take individual action on behalf of the board. |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                |
| <b>D.</b> Board members avoid conflicts of interest and appropriately disclose if one arises.                                                                                               |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                |
| <b>E.</b> The board has adopted and annually reaffirms its code of conduct.                                                                                                                 |                                  | ✓                               |                              |                            |                                                                                                                                                                                                                                |
|                                                                                                                                                                                             |                                  |                                 |                              |                            | <b>Rating for this standard</b>                                                                                                                                                                                                |
| <b>Rating</b>                                                                                                                                                                               |                                  |                                 |                              |                            | HE <input type="checkbox"/> E <input checked="" type="checkbox"/> D <input type="checkbox"/> I <input type="checkbox"/>                                                                                                        |
| <b>Comments:</b> (Identify strengths or recommendations for improvement)                                                                                                                    |                                  |                                 |                              |                            |                                                                                                                                                                                                                                |

## ANNUAL SCHOOL BOARD GOALS

Trustee Holly Villines

*Annual goals and evidence of progress need to be identified before completing this sheet.*

| ANNUAL SCHOOL BOARD GOALS                                                                                                                                                                                                                                                 | EVIDENCE OF PROGRESS OR COMPLETION<br>(Evidence/Data Sources)                                                                                                    | Highly<br>Effective | Effective    | Developing                | Ineffective              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|--------------|---------------------------|--------------------------|
|                                                                                                                                                                                                                                                                           |                                                                                                                                                                  | Exceeded<br>GOALS   | Met<br>GOALS | Partially<br>Met<br>GOALS | Did Not<br>Meet<br>GOALS |
| <b>Short Term #1.</b><br>Each board member will seek to improve communication during board member reports. This could include reporting back about committee assignments, training opportunities, or important information related to the work of a school board trustee. |                                                                                                                                                                  |                     |              | ✓                         |                          |
| <b>Long Term #1.</b><br>Fulfill mandated training requirements per NRS.                                                                                                                                                                                                   |                                                                                                                                                                  |                     | ✓            |                           |                          |
| <b>Long Term #2.</b><br>Analyze and address crowding in our schools.                                                                                                                                                                                                      | We recently began another facilities study to continue to work towards this goal. With that updated information, we will better be able to make those decisions. |                     |              | ✓                         |                          |



ANNUAL SCHOOL BOARD GOALS

Annual goals and evidence of progress need to be identified before completing this sheet.

| ANNUAL SCHOOL BOARD GOALS                                                                                                                                                   | EVIDENCE OF PROGRESS OR COMPLETION<br>(Evidence/Data Sources)                          | Highly<br>Effective | Effective                                                                            | Developing                                                                            | Ineffective            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|---------------------|--------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|------------------------|
|                                                                                                                                                                             |                                                                                        | Exceeded<br>GOAL    | Met<br>GOAL                                                                          | Partially<br>Met<br>GOAL                                                              | Didn't<br>Meet<br>GOAL |
| <b>Long Term #3.</b><br>Graduate all LCSD students to be college, career and life successful.                                                                               | Continuing progress on this! Will always be a goal until 100% graduation rate!         |                     |                                                                                      |    |                        |
| <b>Long Term #4.</b><br>Provide all LCSD students a positive learning experience that meets the Student Bill of Rights and highest factors influencing student achievement. | consistent positive feedback from surveys and reporting forms. Always room to improve! |                     |  |                                                                                       |                        |
| <b>Long Term #5.</b><br>Trustees will spend time in school classrooms to build supportive and positive connections with students, staff, and community.                     | May of our trustees devoted a great deal of time to this.                              |                     |                                                                                      |  |                        |

## Lyon County School District Board Memo

**Date:** December 17, 2024  
**To:** Board of School Trustees  
**From:** Jim Gianotti, Executive Director of Educational Services  
**Re:** Deletion of Policy IGADA

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### **Recommendation:**

That the Lyon County School District Board of Trustees approve the deletion of Policy IGADA

### **Background Information:**

It is recommended that the Board of Trustees delete this policy as it is out of date and unnecessary as the district moves forward with its growth and expansion of Career and Technical Educational (CTE) Programs across the district. The policy, as it reads, cites outdated labor statistics and was created during a time when the district did not have the number of Career and Technical Pathways as it does today. LCSD offers pathways in CTE that align with the 14 Career Clusters that serve as the primary organizing structures for CTE programs as outlined by Advance CTE.

There is no impact on staff or students, as these pictures do not exist in the schools at this time. Additionally, the District's work on our Portrait of a Learner stresses the importance of lifelong learning, connectedness, student ownership of learning as well as discovery learning which is being done in all of our schools. It is part of the district's priorities to have Work Based Learning infused in Tier I instruction and the district is currently tracking activities and the number of students impacted as part of our Acing Accountability Innovative Practice.

### **Budget Considerations:**

N/A

### **Discussed at Previous Meeting:**

N/A

### **Attachment(s):**

Draft Policy IGADA

## **LYON COUNTY SCHOOL DISTRICT**

### **BOARD POLICY**

**IGADA**

#### ***PROMOTING SCHOOL TO CAREERS TRANSITION***

In order to enhance the Lyon County Board of School Trustees' goal of having each student who graduates for the district have a marketable job skill, it shall be the policy of the Lyon County School District to display seven (7) framed 8.5" by 11" pictures within 25 feet of the main entrance of each school in the district. Pictures will be displayed in a pleasing manner at each school. The pictures will be taken for the 12 job areas described in the *U.S. Department of Labor's Guide for Occupational Education*. Actual selection of the 7 pictures is that of the school principal. Each picture will contain a description of the job pictured. The description will also be taken from the above-cited publication.

Policy #IGADA  
Revised 8/13/96

## Lyon County School District Board Memo

**Date:** December 17, 2024  
**To:** Board of School Trustees  
**From:** Tim Logan, Superintendent  
**Re:** Revision to LCSD Policy BBB: Board Elections

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### **Recommendation:**

That the Board of Trustees approve the revisions to LCSD Policy BBB: Board Elections as a first reading.

### **Background Information:**

During the 2020 census, the population percentages for the county changed resulting in new Election Districts for the school district and county. Policy BBB: Board Elections has been changed to reflect the current 7 Election Districts and the exact Precincts that fall within the outlined 7 Election Districts.

The Election Districts and Precincts are designated by the Lyon County Clerk/Treasurer.

### **Budget Considerations:**

None

### **Discussed at Previous Meeting:**

No

### **Attachment(s):**

Policy BBB – Board Elections

# LYON COUNTY SCHOOL DISTRICT BOARD POLICY

BBB

## BOARD ELECTIONS

### 1. Number of Trustees

The Board will consist of seven members elected by district and will be known as The Board of Trustees of the Lyon County School District ~~district school board~~. The term of office shall be four years.

### 2. Designation of Board Districts

Board members' positions and their respective successors in office will be designated by numbers as Districts No. 1 (Fernley 1), No. 2 (Fernley 2), No. 3 (Dayton 1), No. 4 (Silver Springs, Stagecoach), No. 5 (Mason Valley), No. 6 (Dayton 2), and No. 7 (Smith Valley, Spragg Plummer, and Mason Valley). In all proceedings for the nomination or election of candidates for or to the office of Board member, every petition for nomination, declaration of candidacy, certificate of nomination, ballot or other document used in connection with the nomination or election will state the position number to which the candidate aspires. divided into election districts made up of Lyon County voter precincts as designated by the Lyon County Clerk/Treasurer. Each trustee must be a resident of the election district they will represent throughout their term of office. Trustees are elected by all voters in the county school district.

#### Election Districts

District No. 1: Precincts 28, 31, 32, 33, 34

District No. 2: Precincts 35, 37, 38, 39, 40

District No. 3: Precincts 9, 10, 11, 14, 17

District No. 4: Precincts 2, 5, 12, 21, 22, 25, 26

District No. 5: Precincts 1, 3, 4, 6, 7, 8

District No. 6: Precincts 13, 15, 16, 18, 19, 20

District No. 7: Precincts 23, 24, 27, 29, 30, 36

Individuals may seek more than one elected position such as school board and education service district board; individuals may not seek more than one elected position in the same election. [An exception would be if one of the districts has fewer than 10,000 registered voters.]

Reelections for Board positions will occur every four years as follows:

District No. 1: Fall 200420 and every four years thereafter;

District No. 2: Fall 200622 and every four years thereafter;

District No. 3: Fall 200420 and every four years thereafter;

District No. 4: Fall 200622 and every four years thereafter;

District No. 5: Fall 200420 and every four years thereafter;

District No. 6: Fall 200622 and every four years thereafter;

District No. 7: Fall 200420 and every four years thereafter;

Policy #BBB

Revised 01/28/2025 ~~Adopted 09/25/07~~

## **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** Rachel Stewart, Executive Director Special Services

**Re:** Revisions to LCSD Policy JGC: Use of Aversive Interventions and Physical and Mechanical Restraints on Students with Disabilities

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### **Recommendation:**

That the Board of Trustees approve the revisions to LCSD Policy JGC: Use of Aversive Interventions and Physical and Mechanical Restraints on Students with Disabilities as a first reading

### **Background Information:**

Revisions to Policy JGC are being recommended in order to update it with the correct NRS and specifically state that the Executive Director of Special Services serves as the “designee” of the board of trustees.

NRS Statutes 388.471–515 currently prohibit the use of aversive interventions, physical restraints, and mechanical restraints on students with disabilities in educational settings, with specific exceptions. These statutes aim to ensure the safety of students and staff, provide guidelines on when and how such restraints may be employed, and protect the rights and dignity of students with disabilities. Aversive interventions are strictly prohibited and physical/mechanical restraints are intended as last-resort measures, only to be used in emergency situations when a student’s behavior poses an imminent risk of harm to themselves or others, and under very specific circumstances.

Policy JGC and the Aversive Intervention and Restraint training is completed annually at the start of each year for all staff.

### **Budget Considerations:**

None

### **Discussed at Previous Meeting:**

N/A

### **Attachment(s):**

LCSD Policy JGC: Use of Aversive Interventions and Physical and Mechanical Restraints on Students with Disabilities

## USE OF AVERSIVE INTERVENTIONS AND PHYSICAL AND MECHANICAL RESTRAINTS ON STUDENTS WITH DISABILITIES

The school district recognizes the importance of fully investigating and resolving all instances where aversive interventions or physical and mechanical restraints have been used with students who have disabilities. The provisions of NRS §388.~~521-5315~~ 471-515 govern these instances and are commonly referred to as the provisions of “AB 56” (referring to the 2009 Assembly Bill which revised the statutes originally enacted in 1999 as “AB 280”).

### Permissible Uses and Prohibitions

#### Aversive Interventions as defined in NRS §388.473:

Employees of the school district shall not use aversive intervention on a student with a disability. Aversive intervention is defined as any of the following actions if the action is used to punish a student with a disability or to eliminate, reduce or discourage maladaptive behavior of a student with a disability:

- 1) The use of noxious odors and tastes;
- 2) The use of water and other mists or sprays;
- 3) The use of blasts of air;
- 4) The use of corporal punishment;
- 5) The use of verbal or mental abuse;
- 6) The use of electric shock;
- 7) The administration of chemical restraint to a person;
- 8) The placement of a person alone in a room where release from the room is prohibited by a mechanism, including, without limitation, a lock, device or object positioned to hold the door closed or otherwise prevent the person from leaving the room;
- 9) Requiring a person to perform exercise under forced conditions if the:
  - a) Exercise is required because he/she exhibited a behavior that is related to his/her disability;
  - b) Exercise is harmful to the health of the person because of his/her disability;
  - c) Nature of the person’s disability prevents him/her from engaging in the exercise;
- 10) The deprivation of necessities needed to sustain the health of a person regardless of the length of deprivation, including, with limitation, the denial or unreasonable delay in the provision of:
  - a) Food or liquid at a time when it is customarily served; or
  - b) Medication

#### Mechanical Restraints as defined in NRS §388.491:

A mechanical restraint involves the use of devices, including, without limitation, mittens, straps and restraint chairs to limit a person’s movement or hold a person immobile as defined in NRS §388.491. NRS §388.~~528.2~~ 503.2 allows for the permissible use of mechanical restraints for limited purposes. Emergency use of mechanical restraints is permitted if used in accordance with



**LYON COUNTY SCHOOL DISTRICT  
BOARD POLICY**

**JGC**

the provisions of NRS §388.~~528.1~~ **503.1**. All other uses of mechanical restraints are non-permissible and violate the NRS.

Physical Restraints as defined in NRS §388.494:

A physical restraint is the use of physical contact to limit a person's movement or hold a person immobile. NRS §388.~~5275.2~~ **501.2** allows for the permissible use of physical restraints for limited purposes. Emergency use of physical restraint is permitted if used in accordance with the provisions of §388.~~5275.1~~ **501.1**. All other uses of physical restraints are non-permissible and violate the NRS.

Prohibited Actions:

The use of an aversive intervention or the use of a non-permissible physical or mechanical restraint violates the NRS. The statutes prohibit any use of aversive interventions if the action is used to punish a student with a disability or to eliminate, reduce or discourage maladaptive behavior of a student with a disability. The statutes also prohibit non-permissible uses of physical or mechanical restraints, which include (1) emergency uses that do not comply with the statutory requirements, and (2) any other uses not specifically defined as permissible.

Penalties for Intentional Use of Aversive Interventions or Non-Permissible Restraints:

Any teacher or administrator who intentionally uses an aversive intervention on a student with a disability or who intentionally violates the prohibitions on the use of physical or mechanical restraints is subject to discipline, including verbal warning, admonition, suspension, demotion, dismissal or non-reemployment under NRS §391.~~342~~ **330** or §391.~~330~~ **750**, or both per NRS §388.506. All other employees may be disciplined through verbal warning, written reprimand, suspension or dismissal. Discipline will be consistent with the applicable negotiated agreements.

**REPORTING REQUIREMENTS**

For the purposes of this section, the Executive Director of Special Services serves as the "designee" to the Board of Trustees and the Superintendent.

All use of restraints or aversive interventions must be reported by any staff member who is aware of the use to the site administrator immediately upon occurrence/discovery and in no case more than 24 hours after the use.

All violations (aversive interventions and non-permissible uses of restraints) must be reported to the Board of Trustees (or their designee) within 24 hours of occurrence or upon discovery.

In the event of the use of an aversive intervention or the non-permissible use of restraint, the [Superintendent or designee] will decide if Child Protective Services or law enforcement must be notified and will direct the appropriate staff to do so per the provisions of NRS 432B.



**LYON COUNTY SCHOOL DISTRICT  
BOARD POLICY**

**JGC**

When a violation occurs, the Executive Director of Special Services will submit to the Superintendent a corrective action plan as soon as is practicable. The Superintendent and the Board (or their designee) will refine the corrective action plan and submit it to the Nevada Department of Education (NDE). The corrective plan must provide for appropriate action to be taken within 30 calendar days to prevent future violations.

Should the corrective action plan require revision at the request of NDE, the Superintendent will so advise the Executive Director of Special Services. The Executive Director of Special Services will be responsible to revise and resubmit the plan.

On or before August 1 of each year, the school district must prepare a report regarding the use of restraints and aversive interventions and submit it to the Nevada Department of Education by August 15 of each year.

**Legal Reference(s):** NRS §388.~~521-5317~~ 471-515

Policy #JGC  
Revised ~~10/28/14~~ 1/28/25

## **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** New LCSD Board Policy GBBY: Work Stoppage Prohibited

### **Recommendation**

That the Board of Trustees approve new LCSD Board Policy GBBY: Work Stoppage Prohibited as a first reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

It is essential for the district to maintain operational continuity and to safeguard the educational experience of our students. Work stoppages disrupt the District's ability to fulfill its mission and can lead to significant operational and reputational challenges.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

No

### **Attachment(s)**

Lyon County School District Board Policy GBBY: Work Stoppage Prohibited

**WORK STOPPAGE PROHIBITED**

The District prohibits all employees from instigating, promoting, encouraging, sponsoring, or engaging in any strike, picketing, slowdown, concerted work stoppage, sick out, or any other intentional interruption of work. Any employee who violates the provisions of this section will be subject to disciplinary action, up to and including termination.

**References:** NRS 288.074 and 288.700 through 288.715

DRAFT

Policy #GBBY  
Adopted 1/28/25

## **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** New LCSD Board Policy GBBZ: Personal Appearance

### **Recommendation**

That the Board of Trustees approve new LCSD Board Policy GBBZ: Personal Appearance as a first reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

The District strives to maintain a professional and safe environment for employees and students. The new policy GBBZ establishes clear guidelines for employee dress and grooming to ensure appropriateness, safety, and respectfulness within the workplace.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

No

### **Attachment(s)**

Lyon County School District Board Policy GBBZ: Personal Appearance

**PERSONAL APPEARANCE**

Each employee is expected to dress and groom professionally and appropriately for their specific job duties, presenting a clean, safe, and neat appearance. Clothing (including footwear) and grooming must not pose a safety hazard to themselves or others. An employee unsure about whether attire or grooming is appropriate should consult with the direct administrator or supervisor/manager.

An administrator or supervisor/manager may occasionally approve dress up/down days with specific parameters, although dress and grooming standards still require a clean, safe, and neat appearance.

Kitchen and food service employees shall wear attire and groom their hair as required by their departments, consistent with the requirements of state and federal law.

Employees are prohibited from wearing clothing with offensive wording (sexually related references or inappropriate language) or that promotes the use of illegal drugs, prohibited substances, or alcohol. The prohibition includes any clothing or grooming that would create an educational disruption.

If an employee requires a reasonable accommodation regarding personal appearance for bona fide legal reasons, the employee shall contact the administrator or supervisor/manager to discuss an exception to the personal appearance guidelines. Unless it would constitute an undue hardship or safety hazard, the District will accommodate such requests.

*NOTE: This policy is not meant to prohibit or discriminate against any protected class including race, color, religion, age, gender, pregnancy, sexual orientation, national origin, ancestry, disability, veteran status, domestic partnership, genetic information, gender identity or expression, political affiliation, or membership in the Nevada National Guard victims of domestic violence or sexual assault, or any other class that becomes protected by federal and/or state law.*

**References:** NRS 388.1265 and 388.1267

Policy #GBBZ  
Adopted 1/28/25

**PERSONAL APPEARANCE - ADMINISTRATIVE REGULATIONS**

All employees should practice common sense rules of neatness, good taste, and comfort. The District reserves the right to determine appropriate dress at all times and in all circumstances.

When the District believes an employee's dress or grooming does not comply with the personal appearance guidelines, the administrator or manager/supervisor will address the issue with the employee. If continued counseling fails to result in the desired response, the supervisor may initiate disciplinary action.

The District may send employees home to change clothes or remedy a grooming issue should it be determined that dress/grooming is not appropriate.

If an employee feels aggrieved by the personal appearance guidelines, the dispute resolution process provided in the District's personnel policies may be used.

## **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** Revisions to LCSD Board Policy GBCA: Leaves

### **Recommendation**

That the Board of Trustees approve revisions to LCSD Board Policy GBCA: Leaves as a first reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

Policy GBCA on Leaves provides more details on the types of leave available and provides clearer language on the guidelines of each. The District does recognize that certain absences may be unavoidable and want employees to understand the type of leaves they are eligible for based on the collective bargaining agreement.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

No

### **Attachment(s)**

Lyon County School District Board Policy GBCA: Leaves

## LEAVES

The District believes that the regular attendance of employees is vital to the success of the District's educational program. Accordingly, employees are expected to report to work every day. However, the District does recognize that certain absences may be unavoidable. Therefore, ~~full-time, year-round~~ employees ~~are~~ may be eligible for the following leave ~~beyond those covered in~~ based on their respective employment contract or the applicable collective bargaining agreements ~~.(CBA).~~

### 1. Annual/Personal Leave Accrual

Annual and Personal Leave accruals are outlined in each collectively bargained agreement and/or individual employment contract.

An employee requesting annual/personal leave must enter the leave request into the employee attendance management system as soon as possible, and notify their respective administrator or manager/supervisor/lead as applicable.

### 2. Sick Leave

An employee requesting sick leave for five consecutive days or fewer must enter the leave request into the employee attendance management system as soon as possible, and notify their respective administrator or manager/supervisor/lead as applicable.

Sick Leave accruals are outlined in each collectively bargained agreement and/or individual employment contract.

Employees will be required to use sick leave concurrently with FMLA leave.

Abuse of sick leave may be cause for disciplinary action, up to and including termination. If abuse is suspected, substantiating evidence which may include, but is not limited to, a certificate from a health care provider may be required.

An employee on sick leave over five consecutive days shall notify the administrator or manager/supervisor as soon as the employee is able to return to work (RTW). An employee returning from an extended absence shall give as much advance notice of return as possible. The District may also require a statement from a licensed health care provider certifying the employee's fitness to RTW as listed in the *Procedure* section below.

#### A. Procedure

##### i. Leave Approval

An employee shall complete an appropriate leave request form as soon as the need for a leave is known and if the leave will be for more than



five days. The District shall determine whether to approve the requested leave.

ii. Notification

Any employee who is ill or unable to report to work for any reason shall notify the administrator or manager/supervisor as soon as possible before their normal work reporting time. In the event of a continuing illness, the employee shall continue to notify the administrator or manager/supervisor of their condition on a daily basis or at appropriate intervals authorized by the administrator or manager/supervisor. The District may deny sick leave requests which are not in compliance with this policy or the CBA.

iii. Health Care Provider's Certification

The District may require an employee who has been absent using sick leave for themselves or family to provide a medical health care provider's statement certifying that the illness/injury incapacitated or affected the employee from performing assigned duties, or that the absence was necessary for the employee or family member to make full and timely recovery, or was appropriate to avoid the spread of a contagious disease. The statement may also certify the employee's fitness for RTW. A health care provider's statement is required when specifically requested by the administrator or manager/supervisor. Whenever an employee qualifies for FMLA leave, the employee is required to submit to the District the Certification of Health Care Provider form referenced in the *Family and Medical Leave Act* policy.

**3. Leave of Absence Without Pay**

The District may approve leaves of absence without pay up to one year according to applicable CBAs and extenuating circumstances. Such leave may be extended at the sole discretion of the District. Exceptions for leave may be provided as required by law. The District will require the use of all accrued paid leave prior to granting leave without pay.

Employees on approved leave of absence without pay may continue their medical, dental, and life insurance coverage in accordance with the Consolidated Omnibus Budget Reconciliation Act (COBRA) health benefit continuation regulations, or as required by laws or statutes, or as permitted by the applicable CBA.

Employees on approved leave of absence without pay are required to RTW on the first workday following the end of leave at their regularly scheduled time. An employee who does not return from a leave of absence without pay on the first workday at the regularly scheduled time following the end of a leave will be considered to have resigned.

The District may require a health care provider's certification or other appropriate type of verification to substantiate a need for a medical leave of absence without pay. The District may also require a statement from a health care provider certifying the employee's fitness to RTW no later than the date of return.

Employees on unpaid leave will not accrue any leave benefits. The District's paid insurance benefit will cease at the end of the month on which the employee went on unpaid leave.

#### **4. Court Leave for Jury Duty or Serving as a Witness on Behalf of the District**

Court leave will be granted to allow employees to serve as a juror or as a witness in a court proceeding on behalf of the District, provided that neither the employee nor the employee's collective bargaining representative is a party to the action. Employees shall provide their administrator or manager/supervisor with relevant documents verifying the need for court leave as soon as the need becomes known.

Eligible employees shall be compensated for court leave subject to the following conditions. Casual, seasonal, or temporary employees will be granted time off without pay for jury duty. Casual, seasonal, or temporary employees serving as a witness on behalf of the District will be paid their hourly rate based on their normal work schedule.

A. The employee's base rate of pay shall be limited to compensation for court and travel time which occurs during the employee's regularly scheduled hours of work. Court leave will not result in payment of overtime or be considered as hours worked for purposes of determining eligibility for overtime.

B. Upon completion of jury/court/witness service for which the employee received regular pay, the employee will immediately forward any compensation received from the court or other party to the District upon receipt. Reimbursements received for out-of-pocket expenses, such as meals, mileage, and lodging, may be kept by employees unless the District has reimbursed the employee for such expenses or such expenses were paid by the District.

C. An employee shall not receive pay for the work time missed if the employee is required to miss work because of court appearances in a matter to which the employee is a party or to serve as a witness for a party who has filed an action against the District. However, the employee may choose to use accrued personal or annual leave.

An employee who is serving as a witness and is not required to report to court until after the start of their workday or who is released from court before the end of the scheduled

workday shall report to work for the hours which are not required for court duty or for related travel time.

Employees who are required to report to jury duty will not be required to work eight hours prior to reporting. If the employee's service lasts four hours or more, including time going and returning from court, the employee will not be required to work between 5 p.m. of the day of the jury duty and 3 a.m. the following day per NRS 6.190.

## **5. Military Leave under Federal Law**

Employees who are members of the uniformed services are entitled to military leave and to reemployment rights as provided under the in 38 USC, Sections 2021-2024, and 4301 et. seq Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA). The uniformed services covered include the Army, Navy, Marines, Air Force, Coast Guard, Public Health Service Commissioner Corps, the reserve components of these services, and any other category dispatched by the President in time of war or nations emergency. The Army National Guard and Air National Guard are also covered.

### **A. Notice and Notification**

The ~~employer must~~ District will provide employees with notice of their rights under the Uniformed Services Employment and Reemployment Rights Act (USERRA). This requirement may be met by posting the notice where the District customarily places notices for employees. The District may require written (orders) or verbal notice of service obligation, but ~~must~~ will waive the requirement if notice is impossible or unreasonable.

### **B. Salary Compensation and Benefits**

#### **i. Leave Without Pay**

- The ~~employer~~ District will treat the employee the same as any other employee on leave without pay.
- The employee may choose to use annual leave and compensatory time, if any, before going on leave without pay.

#### **ii. Health Insurance**

- Service 30 days or less:
  - There is no impact to the employee's insurance coverage, including life insurance that is included in the health insurance package. During the 30-day time period, the District and employee premium payments or obligations, if any, remain unchanged.
- Service more than 30 days:
  - There is no impact to the employee's insurance coverage, including life insurance, that is included in ~~inclusive of~~ the health insurance package while employees are in paid leave status; ~~The District~~

and employee premium payments or obligations, if any, remain unchanged for 30 days.

- Employees on approved leave without pay may then continue coverage similar to that required by the Consolidated Omnibus Budget Reconciliation Act (COBRA) and as outlined in the “leave without pay” section above, for either 24 months or through the day after the date on which the employee fails to apply for reemployment in a timely manner; whichever is lesser (see Reemployment below). The District must reinstate coverage upon the employee’s prompt reemployment without the imposition of exclusions or waiting periods. An employee who takes up to 90 days after leaving the military before commencing his/her reemployment may stay on the military health insurance however it is the employee’s responsibility to verify the continuation, scope, and duration of coverage.

### iii. Seniority

- An employee is entitled to the seniority (and rights and benefits governed by seniority) s/he had accrued at the commencement of military leave plus any additional seniority rights and benefits that s/he the employee would have attained if s/he the employee had remained continuously employed (the “escalator principle”). However, if an introductory as a probationary period is a bona fide period of observation and evaluation, the returning employee must complete the remaining period of probation upon reemployment. The District must will count time served for the purpose of determining annual and sick leave accrual rates, if the accrual amount is based on seniority. Additionally, the District must will count time in the military when determining the employee’s rate of pay if the rate is based on seniority (e.g., a grade-and-step pay system). The District is not required to accumulate employee will not accrue annual or sick leave for an employee during his/her the absence. The “escalator principle” will be applied to a returning employee’s opportunities to take promotional examinations or skills tests, and to merit pay increases.

### iv. Retirement

- Time served will be counted as work time for purposes of retirement. The District must make contribution payments to the retirement plan as if the employee had not left, provided the employee returns to work. The District contribution will be based on the rate of pay the employee would have been paid had s/he they not been called to military service (e.g., a grade-and-step pay system). An exception to this requirement is when the higher pay is based on additional knowledge, skill, or ability that can only be gained by work experience.

v. Death or Disability

- If an employee does not return to work due to death or disability, the survivor or disability benefit is treated as if the employee had been working until the date of the death or disability. The District **must will** make the retirement contribution up to the date of the death or disability.

vi. Other Leave

- The District **must will** count time served in the military when calculating the employee's Family Medical Leave Act (**FMLA**) eligibility.

vii. Reemployment

- An employee has certain report-to-work obligations following military service. Eligible returning service members **must will** be promptly reemployed, which in most cases means within two weeks of reporting. The employee's report-to-work obligations are:
  - a. *Service of one to 30 days:* The beginning of the next regularly-scheduled work period on the first full day following completion of service, and expiration of an eight-hour rest period following safe transportation home.
  - b. *Service of 31 to 180 days:* Application for reinstatement must be submitted not later than 14 days after completion of military duty.
  - c. *Service of 181 or more days:* Application for reinstatement must be submitted not later than 90 days after completion of military duty.
- The deadline for reinstatement may be extended for up to two years for persons who are convalescing due to a disability incurred or aggravated during military service, and the District **must will** make reasonable accommodations for the **impairment disability**.
- Reemployment rights apply to veterans whose cumulative period of uniformed service does not exceed five years while employed by the same District. Time spent in National Guard and reservist training does not count towards the five-year period.

viii. Discharge

- If time served is greater than 30 days but less than 181 days, an employee may not be discharged within 180 days of reemployment, except for just cause. If time served is greater than 180 days, an employee may not be discharged for one year, except for just cause.

**6. Military Leave under Nevada Statute**

**a. Policy**

Public officers and/or employees who are active members of the United States Army Reserve, United States Naval Reserve, United States Marine Corps Reserve, United States Coast Guard Reserve, United States Air Force Reserve, or the Nevada National Guard are entitled to leave to serve under orders including, without limitation, orders for training or deployment, as provided in NRS 281.145.

**b. Procedure**

Upon employee's or public officer's request, District ~~must~~ will relieve the employee or public officer of duties with pay to serve under orders for training or deployment for a period of not more than the number of hours equivalent to 15 working days in a 12 month period.

The District is not required to pay the public officer's or employee's salary after 15-working days (or hours equivalent).

Public officer's or employee's accrued vacation time may not be deducted during the leave. If a public officer or employee requests additional time beyond 15 working days, the public officer or employee may choose to use annual leave and compensatory time off, if any, before going on leave without pay. The ~~employer~~ District will treat the public officer or employee the same as any other employee on leave without pay.

The 12-month period designated by the District in number 1 above is July 1st through June 30th.

As provided in NRS 412.139, the District may not terminate a member of the Nevada National Guard or National Guard of another state who is employed in this state because the member assembles for training, participates in field training, is ordered to active service, or otherwise meets as required.

**7. Disaster Area Declaration**

"Disaster Area" is defined as a designated area affected by an event declared to be a disaster by a state or federal governmental agency duly authorized to make such designation. Non-exempt ~~E~~employees who are unable to report to work due to a disaster may use accrued annual leave or compensatory leave time as compensation for scheduled time not worked. Exempt employees who are unable to report to work due to a disaster shall use accrued personal or annual leave as compensation for scheduled time not worked.

Employees shall make every effort to report to work as soon as is reasonable under such conditions, provided the District's operation is open and functioning. An employee who has made such an effort, yet fails to report to work under such declared "disaster" conditions, shall not be subject to discipline. Employees shall make every effort to report their circumstances to their immediate supervisor.

**8. Blood Donor Leave**

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Employees may be granted reasonable time off during their normal work schedule for the purpose of donating blood when participating in a District-sponsored or supported blood donation drive. All such absences shall be scheduled with the employee's supervisor. In no event shall an employee be eligible for overtime as a result of donating blood.

**9. Employee of the Year**

When an employee is honored as "Employee of the Year" by the District, they will receive their birthday off as a special vacation day for the two (2) birthdays following receipt of the award. If their birthday falls on a weekend day, they will receive the Friday or Monday closest to their birthdate off. If their birthday occurs during a vacation period or other time when the employee is not working, the day off can be shifted by 6 months to fall within their work period. The day off can also be shifted to any more convenient day with the approval of the administrator or manager/supervisor, or the Executive Director of Human Resources Director.

**References:** 38 USC, Sections 2021-2024, 4312-4318; Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA), NRS 6.190; 281.145; 391.180; and 412.139

Policy #GBCA  
Revised 12/15/15 1/28/25



## **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** Revisions to LCSD Board Policy GBCB: Family and Medical Leave Act.

### **Recommendation**

That the Board of Trustees approve revisions to LCSD Board Policy GBCB: Family and Medical Leave Act as a first reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

Policy GBCB is now updated to reflect current federal language and changes. It aligns with the district process using the eFMLA platform. The policy provides clearer language on eligibility, types leave in a block of time, on an intermittent basis, or on a reduced schedule basis. Also included is a chart on special rules for FMLA leave near the end of an academic term.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

No

### **Attachment(s)**

Lyon County School District Board Policy GBCB: Family and Medical Leave Act.



**FAMILY AND MEDICAL LEAVE ACT**

It is the policy of the Lyon County School District to comply with the Family and Medical Leave Act (FMLA). All eligible District employees are covered by the FMLA. District employees must meet all of the FMLA eligibility requirements.

DRAFT

Policy #GBCB  
Revised ~~11/26/13~~ 1/28/25

***FAMILY AND MEDICAL LEAVE ACT - ADMINISTRATIVE REGULATIONS***

As a public employer, the District is covered under the Family and Medical Leave Act (FMLA), will comply with the requirements of the FMLA, and will advise employees if they meet all the FMLA eligibility requirements. The District must provide employees Form WHD-381 Rights and Responsibilities Under the Family and Medical Leave Act and are is also required to post, and keep posted, this notice Your Employee Rights Under the Family and Medical Leave Act in a conspicuous place that can readily be seen by employees and applicants alike, even if no employees are eligible.

**1. Eligibility**

Employees who have been employed by the District for a total of twelve (12) months and have worked for the District at least one thousand two hundred fifty (1,250) hours during the preceding 12-month period and are employed at a work site where fifty (50) or more employees work for the District within seventy-five (75) surface miles of that work site are eligible for FMLA leave. Employees at a rural school are not eligible for FMLA leave if that rural school has fewer than fifty (50) employees and there are no other schools within the District's jurisdiction within seventy-five (75) surface miles. When the 1,250 hours are calculated, the hours an employee was on vacation or on leave, even if that vacation or leave was paid, do not count toward the 1,250 hours worked. However, an employee who has a military service obligation must will be credited with the hours of service that would have been performed, but for the period of military service. The required 12 months of employment does need not have to be consecutive. There may be a break in service as long as it does not exceed seven (7) years. There is an exception to the 7-year condition for USERRA-covered military service or written agreements. All employees meeting the above qualifications qualify for FMLA, regardless of their seasonal, temporary, etc., employment status.

**2. Compensation During Leave**

FMLA leave will be unpaid leave unless the employee has accrued paid leave and is otherwise eligible to use the leave. If leave is requested for the employee's own serious health condition, for the serious health condition of the employee's spouse, child, or parent, to provide military caregiver leave, or exigency leave, the employee An employee on FMLA leave must use all of his/her accrued paid sick (if it qualifies under the District's sick leave use requirements), annual, compensatory time, and personal leave as part of the concurrently with FMLA leave.\* (See the applicable collective bargaining agreement for any alternate provisions which may apply.) When substituting accrued paid leave, the employee must comply with the District's procedural requirements, terms, and conditions of the *Paid Leave* policy as appropriate; the remainder of the

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leave period will then consist of unpaid FMLA leave. Employees must be made aware that they are required to use sick, annual, compensatory time, and personal leave as appropriate, in the rights and responsibilities notice Form when they are provided the Notice of Eligibility & Rights and Responsibilities Under the Family and Medical Leave Act form WH-381: Notice of Eligibility & Rights and Responsibilities.

*\*When an employee is receiving Temporary Total Disability (TTD) benefits under workers' compensation, the employee may choose to substitute paid leave concurrently if available to supplement the portion of the employee's pay not covered by Workers' Compensation (see LCSD Board Policy GBCC: Workers' Compensation).*

3. Block of Time, Intermittent or and Reduced-Schedule Leave

When medically necessary (as distinguished from voluntary treatments and procedures) or for any qualifying exigency or caregiver leave, leave may be taken on an intermittent or reduced-schedule basis. Leave for bonding with a healthy newborn or placement of a healthy child for adoption or foster care is not considered medically necessary and, therefore, may not be taken on a reduced schedule or intermittent basis unless agreed to by the District. Employees needing intermittent leave or reduced-schedule leave must make a reasonable effort to schedule their leave so as not to unduly disrupt the District's operations. If leave is foreseeable, the District may require an employee on intermittent leave to temporarily transfer to an available alternative position for which the employee is qualified, if the position has equivalent pay and benefits and better accommodates the employee's intermittent or reduced-schedule leave. Intermittent leave and reduced-schedule leave reduces the 12-week entitlement only by the actual time used. When an employee who was transferred no longer needs intermittent or reduced schedule leave, the employee must will be placed in the same or equivalent position held prior to when the leave commenced.

~~When medically necessary (as distinguished from voluntary treatments and procedures) or for any qualifying exigency, leave may be taken on an intermittent or reduced-schedule basis. Leave for bonding with a newborn is not considered medically necessary and, therefore, may not be taken on a reduced schedule or intermittent basis unless agreed to by the District. Employees needing intermittent leave or reduced-schedule leave must make a reasonable effort to schedule their leave so as not to unduly disrupt the District's operations. If leave is foreseeable, the District may require an employee on intermittent leave to transfer temporarily to an available alternative position for which the employee is qualified if the position has equivalent pay and benefits and better accommodates the employee's intermittent or reduced-schedule leave. Intermittent leave and reduced-schedule leave reduces the 12-week entitlement only by the actual time used. When an employee who was transferred no longer needs intermittent or reduced~~

schedule leave, the employee must be placed in the same or equivalent position held prior to when the leave commenced.

An employee may take FMLA leave in a block of time, on an intermittent basis, or on a reduced schedule basis, as explained below.

1. "Block" FMLA leave is leave for a continuous period of time. Such leave may be taken for any of the reasons permitted by the FMLA.
2. "Intermittent" leave means leave taken in separate periods of time for a single qualifying FMLA reason and may include periods of leave ranging from an hour or more to several weeks. For example, intermittent leave may include (a) leave taken for a partial or full workday for scheduled medical appointments, or (b) leave taken on an occasional or "as needed" basis due to episodic flare-ups of a chronic condition.
3. "Reduced Schedule" leave is leave that reduces the employee's usual number of scheduled work hours per workday or per workweek for some period of time. For example, an employee may need to work a reduced schedule for a set number of weeks while recovering from a surgical procedure.

Intermittent or reduced schedule leave may be taken (a) when medically necessary for an employee's or covered family member's serious health condition, or for a covered servicemember's serious illness or injury, and (b) the need for leave can best be accommodated through an intermittent or reduced schedule leave. More specifically, FMLA leave may be taken intermittently or on a reduced schedule basis.

*NOTE: FMLA leave that is taken for a period that ends with the school year and begins the next semester is considered consecutive rather than intermittent leave. The District will not count the period during the summer vacation when the employee would not have been required to report for duty against the employee's FMLA leave entitlement.*

#### 4. Special Rules for Instructional Employees

The following applies only to instructional employees such as teachers licensed educators and classified instructional specialists, athletic coaches, driving instructors, and special education assistants whose principle function is to teach and instruct students in a class, small group, or individual setting. It does not apply to teacher assistants, cafeteria workers, counselors, maintenance workers, bus drivers, or other non-instructional employees.

##### a. Intermittent or Reduced-Schedule Leave

If intermittent leave or reduced-schedule leave is foreseeable and the employee would be on leave for more than 20% of the total number of working days covered

by the leave period, the District may require the employee to choose either to take the leave for a period of particular duration, not greater than the duration of the planned treatment, or to transfer temporarily to an available alternative position for which the employee is qualified, which has equivalent pay and benefits and which better accommodates the period of leave than does the employee's regular position.

If an instructional employee does not give required notice of foreseeable FMLA leave to be taken intermittently or on a reduced schedule, the District may require the employee to take leave of a particular duration or to transfer temporarily to an alternative position. Alternatively, the District may require the employee to delay the taking of leave until the notice provision is met. Employees who would be on leave for less than 20% of the total number of working days covered by the leave period are not eligible for transfer to an alternative position.

b. Breaks Between Semesters

When any school employee uses leave for a period that ends with the school year and begins the next semester, the employee is using leave consecutively. The leave is not intermittent. The period during summer vacation when the employee would not have been required to report for duty is not leave from work and is not counted against the employee's FMLA leave entitlement. The employee must be provided with their benefits over the summer break that they would normally receive if they had been working at the end of the school year.

b.c. Leave Taken Near the End of Academic Term

The District may require an instructional employee who begins leave more than five (5) weeks prior to the end of the term to remain on leave until the end of the term if:

- 1) The leave period lasts at least three (3) weeks; and
- 2) The employee's return would occur during the three-week period immediately preceding the end of the term.

When the leave is for other than the employee's own serious health condition and

- 3) The leave would occur within the five-week period immediately preceding the end of the term;

- 4) The leave would last for longer than two weeks; and
- 5) The employee would return within the two-week period immediately preceding the end of the term; the District may require the employee to remain on leave until the end of the term.

When the leave is for other than the employee's own serious health condition and

- 6) The leave would occur within the three-week period immediately preceding the end of the term; and
- 7) Last more than five working days, the District may require the employee to remain on leave until the end of the term.

Instructional employees who begin FMLA leave near the end of an academic term may, in the circumstances described below, be placed by their employer on leave that extends beyond their requested time off to the end of the school term. "Academic term" means the school semester, which typically ends near the end of the calendar year and the end of spring each school year. A school may not have more than two academic terms each year for purposes of the FMLA.

If an employee is required to continue leave until the end of an academic term under the employer's application of this rule, the extended leave period does not count against the number of weeks the employee has available to use FMLA leave, and the employer may not count the employee's time off against them for attendance or other purposes. Additionally, the employee has the right to continued group health insurance during the leave extension. The employee also has the right to be restored to the same or equivalent job, including equivalent benefits, at the end of the leave extension.

When instructional employees use FMLA leave near the end of an academic term, different variations of the requirement to extend FMLA leave protection apply depending on when the leave begins:

- If leave begins more than five weeks before the end of a term. An instructional employee's leave may be extended to the end of the term when their leave begins more than five weeks before the end of the term only if the leave will last at least three weeks, and the employee would return to work during the three-week period before the end of the term.
- If leave begins during the five-week period before the end of a term. An instructional employee's leave may be extended to the end of the term when their leave begins during the five-week period before the end of the term, only if the leave is for the birth or placement of a child or the care of a family member or covered servicemember and will last more than two weeks, and the employee would return to work during the two-week period before the end of the term.
- If leave begins during the three-week period before the end of a term. An instructional employee's leave may be extended to the end of their term when their leave begins during the three-week period before the end of a term, only if the leave is for the birth or placement of a child or the care of a family member or covered servicemember, and the leave will last more than five working days.

**Chart: When Special Rules for FMLA leave near the end of an academic term apply.**

| LEAVE REASON                                                                                                                                                     | START DATE                                                       | DURATION                            | RETURN TO WORK                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|-------------------------------------|------------------------------------------------------------------------------------|
| <b>1</b> Any FMLA-qualifying reason                                                                                                                              | Begins with more than 5 weeks of the term remaining, <b>and</b>  | Lasts at least 3 weeks, <b>and</b>  | The employee would return to work in the 3-week period before the end of the term. |
| <b>2</b> Birth/placement of a child, care of a spouse, child, or parent with a serious health condition, <b>or</b> care of a covered servicemember, <b>and</b> , | Begins during the final 5 weeks before the term ends, <b>and</b> | Lasts more than 2 weeks, <b>and</b> | The employee would return to work in the 2-week period before the end of the term. |
| <b>3</b> Birth/placement of a child, care of a spouse, child, or parent with a serious health condition, <b>or</b> care of a covered servicemember, <b>and</b> , | Begins during the final 3 weeks of the term, <b>and</b>          | Lasts more than 5 working days.     | The employee would return to work at some point before the end of the term.        |

If the employee is required to remain on leave until the end of the term, the District may charge only the period of time until the employee is able to return to work against ~~his/her~~ the leave entitlement.

The District will provide instructional employees who are on FMLA leave at the end of the school year any benefits over the summer vacation that employees would normally receive if they had been working at the end of the school year.

## 5. Duration of and Reasons for Leave

Any eligible employee, as defined above, may be granted a total of twelve (12) weeks or equivalent of unpaid FMLA leave (which can run concurrent with paid leave) during a rolling 12-month period ~~with the~~ (see exception of for Military Caregiver Leave as provided in section 6 below). This period is measured backward from the date an employee uses any FMLA leave. A “week” is defined as a calendar work week, regardless of the number of days the employee normally works. Twelve (12) weeks does not entitle the employee working three (3) days a week to sixty (60) leave days, but rather twelve (12) weeks. FMLA leave may be granted for the following reasons:

- The birth of the employee’s child and in order to care for the newborn child;
- The placement of a child with the employee for adoption or foster care;

- c. To care for the employee's spouse, child, or parent who has a serious health condition;
- d. An employee's own serious health condition that prevents the employee from performing one or more of the essential functions of ~~his/her~~ **their** job. Serious health conditions may include conditions resulting from job-related injuries and/or illnesses, **including time an employee is receiving lost time compensation; or**, a serious health condition is an illness, injury, impairment, or physical or mental condition of incapacity or treatment that involves:

- ~~Inpatient care (overnight stay) in a hospital, hospice, or residential medical care facility.~~
- Continuing treatment by (or under the supervision of) a health care provider for a period of incapacity of more than three consecutive full calendar days, combined with at least two visits to a health care provider within 30 days of the first day of incapacity or one visit to a health care provider requiring a regimen of continuing treatment, e.g., prescription medication.
- ~~e.~~ Due to a qualifying exigency arising when an employee's spouse, son, daughter, or parent is a military member on covered active duty or has been notified of an impending call to covered active duty. **Exigency leave may be taken for:**
  - 1) ~~Short-term notice deployment (deployment in seven or less calendar days)~~
  - 2) ~~Military events and activities~~
  - 3) ~~Childcare and school activities~~
  - 4) ~~Family support or assistance programs~~
  - 5) ~~Financial and legal arrangements~~
  - 6) ~~Counseling~~
  - 7) ~~Rest and recuperation leave (limited to 15 calendar days for each instance).~~
  - 8) ~~Post-deployment activities~~
  - 9) ~~Parental leave for the spouse, son, daughter, or parent of a military member to care for the military member's parent who is incapable of self-care. The leave may be used for arranging for alternate care, providing care, admitting or transferring the patient to a care facility, or attending a meeting with care facility staff.~~
  - 10) ~~Additional activities arising out of active duty that the District and employee agree upon~~

**Covered Active Duty:**

- ~~In the case of a member of a regular component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country~~



- ~~In the case of a member of a reserve component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country under a call or order to active duty in support of a contingency operation.~~

## 6. Limitation of Leave

The entitlement to FMLA leave for the birth or placement of a child for adoption or foster care will expire twelve (12) months from the date of the birth or placement. If both an employee and ~~his/her~~ the employee's spouse are employed by the District, their combined time off may not exceed twelve (12) weeks during any 12-month period for the birth, adoption, or foster care of a child, or the care of a parent with a serious health condition. Each spouse is, however, eligible for the full twelve (12) weeks within a 12-month period ~~to care~~ for one's own serious health condition, or to care for a son, daughter, or spouse with a serious health condition.

Employees may not take more than a combined total of twelve (12) weeks in a 12-month period for all FMLA qualifying reasons listed above in the Reasons for Leave section.

## 6.7. Military Caregiver Leave

- Policy

An eligible employee, as defined in ~~Section 1~~ the Eligibility section above, may be granted a total of twenty-six (26) weeks of unpaid FMLA leave (which can run concurrent with paid leave) during a 12-month period to provide caregiver leave for an seriously ill or injured covered service member or veteran who is the employee's spouse, son, daughter, parent, or next of kin. This period is always measured forward from the date an employee takes FMLA leave to care for the covered service member or veteran and ends twelve (12) months after that date.

- Limitations of Leave

For the purpose of this policy, a covered service member must be:

- ~~A current member of the Armed Forces (including a member of the National Guard or Reserves) who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness that:~~
  - ~~Was incurred by the covered service member in the line of duty on active duty in the Armed Forces, or~~
  - ~~Existed before the beginning of the member's active duty and was aggravated by service in the line of duty on active duty in the Armed Forces, and~~
  - ~~May render the member medically unfit to perform the duties of the member's office, grade, rank, or rating.~~

- ~~A covered veteran who was a member of the Armed Forces (including a member of the National Guard or Reserves), and was discharged or released under conditions other than dishonorable at any time during the five-year period\* prior to the first date the eligible employee takes FMLA leave to care for the covered veteran who is undergoing medical treatment, recuperation or therapy for a serious injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces (or existed before the beginning of the member's active duty and was aggravated by service in the line of duty on active duty in the Armed Forces) and manifested itself before or after the member became a veteran, and is:~~
  - ~~A continuation of a serious injury or illness that was incurred or aggravated when the covered veteran was a member of the Armed forces and rendered the service member unable to perform the duties of the service member's office, grade, rank, or rating; or~~
  - ~~A physical or mental condition for which the covered veteran has received a U.S. Department of Veteran Affairs Service-Related Disability Rating (VASRD) of 50 percent or greater, and such VASRD rating is based, in whole or in part, on the condition precipitating the need for military caregiver leave; or~~
  - ~~A physical or mental condition that substantially impairs the covered veteran's ability to secure or follow a substantially gainful occupation by reason of a disability or disabilities related to military service, or would do so absent treatment; or~~
  - ~~An injury, including a psychological injury, on the basis of which the covered veteran has been enrolled in the Department of Veteran Affairs Program of Comprehensive Assistance for Family Caregivers.~~

~~\* The period between 10-28-09 and 3-8-13 is excluded in the determination of the five-year period.~~

Employees cannot take more than a combined total of 26 weeks for military caregiver leave or because of other FMLA qualifying reasons as provided in the *Reasons for Leave* section above. A husband and wife both working for the same District are limited to a combined total of 26 weeks of FMLA military caregiver leave.

- **7** Notice of Leave

An employee intending to take FMLA leave because of an expected birth, or placement or child for adoption or foster care, a planned medical treatment for a serious health condition of the employee or family member, or the planned or medical care treatment for serious illness or injury of a covered service member/veteran, or qualifying exigency, shall provide notice for such leave at least thirty (30) days before the leave is to begin. If a requested leave will begin in less

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BOARD POLICY**

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than thirty (30) days, the employee must give notice to ~~his/her~~ their immediate supervisor as soon as the necessity for the leave is known. Reasonable advance notice is required for all leaves, even if the event necessitating the leave is not foreseeable. If an employee gives less than thirty (30) days' notice, the District may require an explanation. For foreseeable leave due to qualifying exigency, notice must be provided as soon as practicable.

Within five (5) business days (absent extenuating circumstances) of receiving notice that 1) an employee requests to use FMLA leave, or 2) the District acquires knowledge that a leave may be for a FMLA-qualifying reason, the District will ~~complete~~ provide the employee Form WH-384 Notice of Eligibility & Rights and Responsibilities, if applicable. Completion of this form will designate if an employee is eligible for FMLA or if an employee is not eligible, the reason(s) why they are not eligible. The form will designate if the employee is required to obtain certification related to medical conditions and/or required family relationships. The District may require the use of FMLA leave for any absence which would otherwise qualify as FMLA leave, even if no formal application for such leave was made by the employee, provided ~~notice is given to~~ the employee is notified. ~~Employees cannot waive, nor may the District induce employees.~~

**8. Certification of Leave**

- Serious Health Condition

A request for leave based on the serious health condition of the employee or the employee's spouse, child, or parent must be supported by the completion of Form WH-380-E the Certification of Health Care Provider for Employee's Serious Health Condition form or Form WH-380-F Certification of Health Care Provider for Family Member's Serious Health Condition form completed by the health care provider. (Note: Attach the employee's current job description to Form 380-E when it is sent to the employee's health care provider.)

The Certification of Health Care Provider form must be completed and returned by the employee within 15 calendar days, absent extenuating circumstances.

- Exigency Leave

Employees requesting FMLA leave for qualifying exigency are required to complete Form WH-384 the Certification for Military Family Leave for Qualifying Exigency form and provide a copy of the military member's active-duty orders or other documentation issued by the military that indicates that the military member is on covered active duty or call to covered active duty status.

- Caregiver Leave

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Employees requesting FMLA leave for military caregiver leave are required to complete **Form WH-385** the Certification for Serious Injury or Illness of a Current Servicemember for Military Caregiver Leave form or **WH-385-V** Certification for Serious Injury or Illness of a Veteran for Military Caregiver Leave form within fifteen (15) calendar days, absent extenuating circumstances. Employees may also submit invitational travel orders (ITOs) or invitational travel authorizations (ITAs) issued to any family member to join an injured or ill service member at his/her bedside in lieu of the aforementioned forms **WH-385 or WH-385-V**.

- Incomplete or Insufficient Certification (cure period)

If a certification is incomplete or insufficient, the employee will be given seven calendar days (unless not practicable under the particular circumstances despite the employee's diligent good faith efforts) to cure any such deficiency. If the deficiencies specified by the District are not cured in the resubmitted certification, the District may deny the taking of FMLA leave. A certification that is not returned to the District is not considered incomplete or insufficient, but constitutes a failure to provide certification.

- Clarification of Authentication of Certification

The District may contact the employee's health care provider for the purpose of clarification or authentication after giving the employee an opportunity to clarify specific discrepancies. Only the Executive Director of Human Resources **Director** may contact the health care provider.

- Second or Third Opinions

If the District questions the validity of the certification, the District may require, at its expense, that the employee obtain a second opinion from a health care provider designated by the District. If the second opinion conflicts with the original opinion, the District may require, at its expense, that the employee obtain the opinion of a third health care provider designated or approved jointly by the District and the employee. This third opinion will be considered final and binding on both parties.

Second and third opinions are not permitted for leave to care for a covered service member when the certification has been completed by a Department of Defense or Department of Veteran Affairs health care provider. However, second and third opinions are permitted when the certification has been completed by other health care providers as provided for by law.

**Second and third opinions are not allowed on a fitness-for-duty certification.**

- Recertification

The District may request recertification no more often than every 30 days and only in connection with an absence by the employee, unless:

~~In instances where t~~The minimum duration of leave anticipated by the original certification is more than 30 days, in which the District may require the employee to recertify that the original medical condition still exists. ~~Such requests can be made no more frequently than the minimum duration of the leave requested (e.g., 40 days) or once every six (6) months in connection with an absence.~~

~~In situations in which the minimum duration of leave anticipated by the original certification is less than thirty (30) days, the District may request recertification if t~~The employee requests an extension of leave, the circumstances described by the original certification have changed significantly, or the District receives information casting doubt upon the continuing validity of the certification.

Recertifications are not permitted for leave to care for a covered service member.

- Annual Medical Certification

The District may require the employee to provide new medical certification, not recertification, for ~~his/her~~ the first FMLA-related absence in a new 12-month leave year.

## 9. Designation Notice

Within five (5) business days (absent extenuating circumstances) of receipt of all required information, the District will make a determination if the employee's request for leave is for an FMLA-qualifying reason. The District will complete ~~Form WH-382~~ the Designation Notice form indicating if leave is approved or not, and provide it to the employee.

If the District cannot make a determination from the information provided, they will use this form to:

- Indicate the information presented is incomplete or insufficient and provide the employee seven (7) calendar days to provide complete information (cure period).
- Provide notice to an employee if a second or third medical certification is required.

The District may also use this form to designate a fitness-for-duty certificate which will be required prior to returning to work.

## 10. Benefits Coverage During Leave

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During a period of FMLA leave, an employee will be retained on the District's health plan under the same conditions that would apply if the employee were not on FMLA leave. To continue health coverage, the employee must continue to make any contributions that ~~s/he~~ **they** would otherwise be required to make. Failure of the employee to pay ~~his/her~~ **their** share of the health insurance premium may result in loss of coverage.

If the employee fails to return to work after the expiration of the FMLA leave, the employee may be required to reimburse the District for payment of health insurance premiums during the leave unless the reason the employee cannot return is due to circumstances beyond the employee's control **per 29 CFR 825.213**. ~~The definition of "beyond the employee's control" includes a large variety of situations such as: the employee being subject to layoff; continuation, recurrence, or the onset of an FMLA-qualifying event; or the employee's spouse's unexpected work site relocation of more than seventy-five (75) surface miles from the current work site.~~

An employee is not entitled to the accrual of any seniority or employment benefits during any unpaid leave. An employee who takes FMLA leave will not lose any seniority or employment benefits that accrued before the date the leave began and will be entitled to any unconditional pay increases, such as cost of living increase granted to all employees during the FMLA leave period.

#### 11. Outside Employment

An employee may not accept other employment during an FMLA absence if the job conflicts with the reason the employee is on FMLA leave; e.g., an employee is on FMLA leave due to a back injury and accepts a job requiring heavy lifting. All other requirements of ~~the District's outside employment policy~~ **LCSB Board Policy GBBQ: Outside Employment** apply.

An employee who is on FMLA leave may not engage in employment for any other employer or engage in self-employment while on leave. In addition, an employee on FMLA leave for their own serious health condition may not engage in leisure activities or personal travel (e.g., vacation) that is inconsistent with the medical condition that incapacitates the employee from working his or her job. If the employee is using available paid leave that is running concurrently with FMLA leave for their own serious health condition, they must remain in the general vicinity of their place of residence during the period of such leave. Dishonesty related to such activities (i.e., work or personal travel) are violations of this policy.

An employee on FMLA leave for a continuous block of time may not be required to perform work for the school district. However, it is permissible for the school district to contact an employee while the employee is on FMLA leave in order to obtain needed information related to

the employee's job assignments or for continuity of District operations. An employee may not volunteer to perform work during a continuous block of FMLA leave.

## 12. Periodic Reporting

Any employee on FMLA leave must notify the District periodically of ~~his/her~~ their status and intention to return to work. The District has the authority to determine how often the employee must provide this notification.

## 13. Change in Duration of Leave

- Return Prior to Expiration

If an employee wishes to return to work prior to the expiration of the approved FMLA leave period, ~~s/he~~ they must notify the administrator or manager/supervisor within two business days prior to the employee's planned return and comply with the provisions of the Return from Leave section below. ~~Employees may be required to provide a fitness-for-duty certification (if indicated on the designation notice) specifically addressing the employee's ability to perform the essential functions of his/her job, prior to returning to work if the FMLA leave of absence was due to the employee's own serious health condition. Employees required to present a fitness-for-duty certification may be delayed in restoration of employment until certification is provided. Second and third opinions are not allowed on a fitness-for-duty certification.~~

- Request an Extension of Leave

An employee who ~~requests~~ needs an extension of FMLA leave ~~due to the continuation of a qualifying exigency, care for service member, continuation, recurrence, or onset of his/her own serious health condition, or the serious health condition of the employee's spouse, child, or parent,~~ must submit a request for an extension as soon as the employee realizes that they will not be able to return at the expiration of leave period in writing to the District. ~~This written request should be made as soon as the employee realizes that s/he will not be able to return at the expiration of the leave period.~~ Any additional time requested beyond the FMLA 12-week period (or 26-week period for caregiver leave) will not be considered as FMLA. Rather, such time, if approved by the District, will be characterized as either paid or unpaid leave, thereby ending the District's reinstatement obligations included in the Return from Leave section. ~~unless otherwise stated in the applicable collective bargaining agreement~~ (See the applicable CBA for alternate provisions which may apply.)

## 14. Restoration to Employment



- Return from Leave

Upon returning to work, an employee on FMLA leave will be restored to his/her their most recent position or to a position with equivalent pay, benefits, and other terms and conditions of employment. The District cannot guarantee that an employee will be returned to his/her their original position. The District will determine whether a position is an “equivalent position” as defined by FMLA. Employee’s right to restoration, however, ceases at the end of the applicable 12-month FMLA leave year.

Employees may be required to provide a fitness-for-duty certification (if indicated on the designation notice) specifically addressing the employee’s ability to perform the essential functions of his/her the job, prior to returning to work if the FMLA leave of absence was due to the employee’s own serious health condition. Employees required to present a fitness-for-duty certification may be delayed in restoration to employment until certification is provided. Second and third opinions are not allowed on a fitness-for-duty certification.

Key employees may be denied job restoration if such denial is necessary to prevent substantial and grievous economic injury to the operations of District and the employee was given written notice they were considered a key employee at the time they gave notice of FMLA leave was given or when the leave commenced.

15. Failure to Return from Leave

Failure of an employee to return to work upon the expiration of an FMLA leave of absence will subject the employee to disciplinary action, up to and including termination, unless the District has granted an additional (paid or unpaid) extension.

(Note: Refer to the District’s other leave policies.) Nothing in this policy limits the District’s obligations of reasonable accommodation under the Americans with Disabilities Act (ADA), as amended.

15. Abuse of FMLA

An employee who fraudulently obtains FMLA leave from the District is not protected by the FMLA’s job restoration or maintenance of health benefits provisions. In addition, the District will take all appropriate disciplinary action, up to and including termination, against an employee due to such fraud.



## **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** Revisions to LCSD Board Policy GBCC: Workers' Compensation

### **Recommendation**

That the Board of Trustees approve revisions to LCSD Board Policy GBCC: Workers' Compensation as a first reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

Policy GBCC has minimal edits including clarifying the language that the employees complete and submit the C-1 within 7 days to the district. Additionally, the language is cleaned up to match the NRS.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

No

### **Attachment(s)**

Lyon County School District Board Policy GBCC: Workers' Compensation

## WORKERS' COMPENSATION

Employees are insured under the provisions of the State Workers' Compensation Act for occupational injuries and diseases that arise/arose out of and in the course of their employment. Employees are required to report all on-the-job accidents, injuries, or illness to their immediate administrator or manager/supervisor as soon as reasonably possible or within twenty-four (24) hours of the accident, injury, or illness. Employees are also required to complete the C-1 form and submit it to the District within seven (7) days of the accident, injury, or illness, regardless of whether medical attention was received.

The following provisions are adopted pursuant to and are intended to implement the requirements of NRS 281.390.

1. When an employee is eligible at the same time for benefits for temporary total disability under Chapters NRS 616A to 616D (inclusive) or NRS 617 and for any sick leave benefit, s/he the employee may, by giving written notice to his/her their administrator or manager/supervisor, elect to continue to receive his/her normal salary pay instead of the benefits under those chapters by using his/her statutes until all accrued sick leave, comp time, annual leave, or approved catastrophic leave (if any), in this order, until such accrued leave is exhausted. The District will notify the Workers' Compensation Administrator of the election. The District will continue to pay the employee his/her normal salary pay, but charge against the employee's accrued leave time as taken during the pay period an amount which represents the difference between his/her normal salary pay and the amount of any benefit for temporary total disability received, exclusive of reimbursement or payment of medical or hospital expenses under Chapters NRS 616A to 616D inclusive or NRS 617 for that pay period.
2. When the employee's accrued leave time is exhausted, payment of his/her normal salary pay under *Subsection 1* must be discontinued and the District will promptly notify the Workers' Compensation Administrator so that it may begin paying the benefits, to which the employee is entitled, directly to the employee.
3. An employee who declines to make the election provided in *Subsection 1* may use all or any part of the leave benefit normally payable to him/her them while directly receiving benefits for temporary total disability under Chapters NRS 616A to 616D inclusive or NRS 617, but the amount of leave benefit paid to the employee for any pay period must not exceed the difference between his/her normal salary pay and the amount of any benefit received, exclusive of reimbursement or payment of medical or hospital expenses under those chapters for that pay period.
4. If the amount of the employee's leave benefit is reduced pursuant to *Subsection 3* below the amount normally payable, the amount of leave time charged against the employee as taken during that pay period must be reduced in the same proportion.

5. An employee may decline to use any part of the leave benefit normally payable to him/her them while receiving benefits under Chapters NRS 616A to 616D inclusive or NRS 617. During that period of time, the employee will be considered on leave of absence without pay.

**References:** NRS 281.390, NRS 616A–616D, NRS 617

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Policy #GBCC  
Revised 10/23/18 1/28/25

## **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** Revisions to LCSD Board Policy GBCD: Transitional Duty

### **Recommendation**

That the Board of Trustees approve revisions to LCSD Board Policy GBCD: Transitional Duty as a first reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

The simple changes to Policy GBCD are the additions of headings: Policy, Compensation and the Durations and Conditions of Transitional Duty.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

No

### **Attachment(s)**

Lyon County School District Board Policy GBCD: Transitional Duty

## TRANSITIONAL DUTY

### 1. Policy

The District is committed to providing work, when possible, for employees who have been restricted by a treating health care provider due to a work-related injury or illness. Such work will be provided subject to availability. Work will be assigned according to the nature of the injury or illness and the limitations set forth by the treating health care provider. Every effort will be made to place employees in positions within their own departments. If necessary, an employee will be placed wherever an appropriate position is available.

### 2. Compensation

“Transitional duty”, “light duty”, and “temporary modified duty” are all defined as the same thing for the purposes of this policy.

While on transitional duty, employees will continue to receive their regular rate of pay. Employees who are placed outside their department will continue to have their ~~salary~~ pay charged to their regular department.

### 3. Duration and Conditions of Transitional Duty

An employee on transitional duty must furnish a written update from the health care provider to the workers’ compensation coordinator after each visit in order to remain in the reassigned job. Transitional duty assignments are limited to a period of 90 days, subject to review.

## **Lyon County School District Board Memo**

**Date:** December 17, 2024  
**To:** Board of School Trustees  
**From:** BillieJo Hogan, Executive Director of Human Resources  
**Re:** Revisions to LCSD Board Policy GBCE: Benefits

### **Recommendation**

That the Board of Trustees approve revisions to LCSD Board Policy GBCE: Benefits as a first reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

Policy GBCE has added language of deferred compensation as a benefit and language was cleaned up regarding the life insurance benefit.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

No

### **Attachment(s)**

Lyon County School District Board Policy GBCE: Benefits

## BENEFITS

### 1. Health Insurance

The District makes available to eligible employees, as defined in the group health insurance plan, medical, vision, and dental insurance under the defined current group insurance plan. Part of the insurance premium may be paid from District funds in accordance with collective bargaining agreement(s) (CBA's). At the employee's expense, dependents of eligible employees are also eligible for coverage under the District's insurance plan as defined in the current plan booklet document. Employees must authorize a payroll deduction for any share of health insurance premium that they are responsible for paying.

The plan document for medical, vision, and dental insurance issued by the insurance carrier specifies the specific terms and conditions of coverage.

The District will, from time to time, evaluate the health coverage plan to be offered and make adjustments in the level of coverage and the amount of premium cost to be paid by the District as it deems appropriate. This evaluation shall be in conjunction with the District's Insurance Committee and employee bargaining groups. Affected employees will be notified of any plan changes.

### 2. Life Insurance

The District will offer a group life and accidental death and dismemberment insurance plan to eligible employees, as defined in the life insurance plan. The coverage becomes effective on the first of the month following the date of hire for certified/administrative employees and first of the month following 30 days for all classified benefit eligible employees. Please refer to your appropriate Negotiated Agreement for both life and AD&D policy amounts. Eligible employees are covered by an employer paid life insurance policy. The employee may purchase additional voluntary life or accidental death and dismemberment insurance plans at their own expense. If an employee chooses to participate in this plan, the required enrollment forms and authorized payroll deduction must be completed.

### 3. Retirement

As defined in NRS 286, the District is considered a public employer. Therefore, employees in positions considered to be half-time or more according to the full-time work schedule for at least one hundred twenty (120) six (6) consecutive work days months are covered by the Public Employees Retirement System (PERS), details of which are described in Chapter 286 of the NRS.

### 4. Deferred Compensation

Employees may defer a portion of their taxable income by participating in a deferred compensation plan through the District.

Employees may enroll at any time during the year for earnings beginning the first day of the following month. Changes in contribution are governed by the terms and conditions of the particular plan.

**Reference:** NRS 286

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Policy #GBCE  
Revised ~~10/23/18~~ 1/28/25



## **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** New LCSD Board Policy GBCF: Work-Related Travel

### **Recommendation**

That the Board of Trustees approve new LCSD Board Policy GBCF: Work-Related Travel as a first reading. This deletes Policy DG: Travel.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

This Policy GBCF is an employee policy that strikes the Policy DG. Policy DG was listed under Fiscal Policies, making it difficult for our employees to find. The other changes were references to NRS and state travel policies. We eliminated the confusion of “same day” work-related travel to closely mirror all other travel admin regulations.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

No

### **Attachment(s)**

Lyon County School District Board Policy GBCF: Work-Related Travel

**WORK-RELATED TRAVEL**

The District will reimburse employees for all reasonable and necessary travel expenses which are directly related to the performance of their assigned duties and which are properly authorized in advance of making travel arrangements.

The District will not reimburse or otherwise pay any expenses that violate commonly accepted standards of sound judgment.

The Superintendent or their designee shall develop procedures for travel requests and reimbursement. Reimbursement shall be made only for expenses actually incurred, paid, and authorized under this policy and related procedures.

This policy shall not apply to work-related travel by a District employee for business associated with an employee bargaining group, nor does it apply to coaches, advisors, athletic directors, etc. who receive extra-duty stipends while traveling with students for games, events, etc.

**Reference(s):** NRS 281.160-169.

**WORK-RELATED TRAVEL - ADMINISTRATIVE REGULATIONS**

1. Prior Approval

- a. Employees needing to travel to conferences or meetings outside of the District must submit a Travel Request form for approval by their site administrator or supervisor at least four (4) weeks prior to traveling.
- b. If the estimated travel expenses on the Travel Request form is greater than \$6,000 or the travel is more than 650 miles from the District Office, then Board approval is required.
- c. Cabinet level approval is required for all travel requests requiring Board approval.
- d. After Cabinet approval, the request form is then forwarded to the Superintendent or designee and then the Board.
- e. Any exceptions to the District Travel Policy and accompanying administrative regulation must be approved in advance by the Superintendent/designee.

2. Advance Payment of Expenses

- a. Only airfare, lodging and conference registration fees are eligible for payment by the school/District prior to traveling. 200-474-3d1-Airfare costs in excess of the basic least expensive unrestricted accommodations class offered by commercial airlines are unallowable except when such accommodations would require prolong travel during unreasonable hours.
- b. All other eligible costs incurred are reimbursed after the travel is completed and once authorized on the proper form.

3. Lodging Expenses

- a. 200-474 Lodging reimbursement will be at a rate established by the US General Services Administration (GSA) for both In-State and Out of State  
<http://www.gsa.gov/portal/category/21287> Lodging will be reimbursed at the rate set for State employees and officials as determined by Nevada Revised Statute (NRS) and state policy which references the US General Services Administration (GSA).
- b. To be reimbursed for lodging personally paid by the employee, employees receipts must be provided receipts and reimbursement will be at the pre-approved rate.
- c. Employees are encouraged to utilize double occupancy when appropriate. If an employee chooses single occupancy they are responsible to pay the difference above GSA rate. If the District paid for the lodging in advance, the difference will be deducted from the per diem reimbursement upon return.
- d. Conference lodging
- e. Upon approval of the Superintendent, exceptions to the rate of reimbursement for lodging can be made for the following conditions:

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- ~~i.~~ **i.** Lodging is procured at a prearranged place such as a hotel where a meeting, conference or training session is held; or
- ~~ii.~~ **ii.** Costs have escalated because of special events; lodging within prescribed allowances cannot be obtained nearby; and costs to commute to/from the nearby location exceed the cost savings from occupying less expensive lodging.

e. Lodging incidentals such as movies, mini-bar/fridge, etc. will not be reimbursed.

4. Meal Expenses

a. Breakfast, lunch, dinner, and incidentals are reimbursed on a per diem basis. The District will pay the **GSA prevailing** per diem rate as allowed for State employees and officials for meal/incidental expenses when District employees are on an authorized travel business trip. No receipts are required for these reimbursements.

<http://www.gsa.gov/portal/category/21287>

b. No reimbursement shall be allowed for any meal which is provided or made available to an employee as part of the cost of a meeting, class, or other function, regardless of whether the employee partakes of the provided meal or purchases the meal elsewhere.

c. In order to be reimbursed for meals, travel must begin or end as follows:

- ~~i.~~ **i.** *Breakfast:* Leave before 7:00 a.m. and returns after 9:00 a.m.
- ~~ii.~~ **ii.** *Lunch:* Leave before 11:00 a.m. or and returns after 1:00 p.m.
- ~~iii.~~ **iii.** *Dinner:* Return after Leave before 6:30 p.m. and returns after 7:00pm.

d. For same day work related travel, meals will only be reimbursed if travel exceeds 100 miles from the normal work site and if staff are away from their normal work site longer than 12 hours.

5. Mileage Expenses

a. Mileage is reimbursed at the per mile rate set by the **GSA Internal Revenue Service (IRS)**.

- ~~i.~~ **i.** A District vehicle should be used when traveling for District related business and employees should rideshare carpool.
- ~~ii.~~ **ii.** An employee using his own personal vehicle when a District vehicle is unavailable will be reimbursed at the standard mileage reimbursement rate. Verification of unavailability of a district vehicle from the transportation department is required.
- ~~iii.~~ **iii.** An employee who chooses to use his own personal vehicle for the employee's convenience will not be reimbursed for mileage or vehicle use.

b. Only actual miles driven will be reimbursed. A mileage log or a detailed map should be included to justify miles traveled.

**LYON COUNTY SCHOOL DISTRICT**  
**BOARD POLICY**

**DG GBCF**

- c. Mileage begins from the normal work site or the traveler's home whichever is closest to the destination.
- d. When the cost of mileage for an employee to attend a conference exceeds the cost of airline transportation, the District will provide reimbursement for the lesser amount.

**6. Rental Car Expenses**

- a. Rental cars must be approved in advance on the Travel Request form. Employees must use the vehicle for District related business only and have receipts to be reimbursed for rental cars.
- b. Rental insurance should be declined from the rental company as District employees are covered under the District insurance policies.

**7. Other Expenses**

- a. Necessary business expenses will be reimbursed with valid receipts. Examples of other expenses can include, but is not limited, to the following:
  - i. Telephone calls at a meeting or training site,
  - ii. Parking charges,
  - iii. Internet charges if required for business purposes, or
  - iv. Ground transportation

**8. Incidental Expenses**

- a. Incidental expenses are reimbursed with the daily per diem rate set by GSA as defined by the Federal Travel Regulations. Examples include the following:
  - i. Fees and tips given to porters, baggage carriers, bellhops, and hotel maids.
  - ii. Transportation between places of lodging or business and places where meals are taken, if suitable meals cannot be obtained at the site.

**9. Unallowable Expenses**

- a. The District will not reimburse for fines or parking tickets, towing or impounding fees, traffic violations, alcoholic beverages, personal entertainment, tobacco or smoking products, or extravagant costs of any kind.
- b. The District discourages combining personal travel with business travel due to the public's perception regarding use of District funds. Employees must clearly disclose any personal travel and/or vacation time annual leave to be taken in conjunction with District travel. An employee's family or guest may accompany the employee on District business provided travel is not in a District vehicle. The District will not, however, pay any additional expenses so incurred. 200-474-2-Travel costs for dependents are unallowable.

**10. Reimbursement**

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a. A Travel Claim form and all required receipts must be submitted to the Business Office for payment.

~~i. Conference schedule of events should be included with travel claims.~~

b. Monies will not be issued from ~~pupil~~ student funds to reimburse schools for travel expenses of employees.

c. Employees should submit travel expenses within five (5) working days following any trip.

**11. Travel Report**

a. A Staff Travel Report must be completed within two weeks of returning from a conference and will be submitted to the Board of Trustees.

b. It should be neatly typed, grammatically correct, and give a detailed description of the overall conference, ~~whether good or bad~~ and how it will positively impact student learning/achievement.

***Work Related Travel – Same Day***

**1. Meal Expenses – same rates as set for overnight travel**

a. Meals will only be reimbursed if same day travel exceeds 100 miles from the normal work site or if staff are away from their normal work site longer than 12 hours.

b. In order to be reimbursed for meals, travel must begin or end as follows:

i. Breakfast: Leave before 7:00 a.m.

ii. Lunch: Leave before 11:00 a.m. or return after 1:00 p.m.

iii. Dinner: Return after 6:00 p.m.

**2. Mileage Expenses – same rates as set for overnight travel**

a. Only actual miles driven will be reimbursed. A mileage log or a detailed map should be included to justify miles traveled.

i. A District vehicle should be used when traveling for District related business and employees should rideshare.

ii. An employee using his own personal vehicle when a District vehicle is unavailable will be reimbursed at the standard mileage reimbursement rate. Verification of unavailability of a district vehicle from the transportation department is required.

iii. An employee who chooses to use his own personal vehicle for the employee's convenience will not be reimbursed for mileage or vehicle use.

b. Mileage begins from the normal work site or home whichever is closest.

c. Whenever possible, a District vehicle should be used and employees should rideshare.

**3. Other Expenses – same requirements as set for overnight travel**

4. Reimbursement

a. For meals and mileage:

- i. A Travel Claim form and all required receipts must be submitted to the Business Office for payment.

b. For mileage only:

- i. A Mileage Reimbursement Claim form with mileage documentation.

c. Employees should submit travel expenses within five (5) working days following any trip. The following forms are used as part of the School District Staff Travel Policy:

1. Travel Request
2. Staff Travel Report
3. Travel Reimbursement Claim (Overnight and Same Day forms)
4. Monthly Mileage Reimbursement Claim

For information regarding current GSA reimbursements amounts, please visit its website at <http://www.gsa.gov>.

## Lyon County School District Board Memo

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** Revisions to LCSD Board Policy GBCG: Leave for Parents of Children Enrolled in School

### **Recommendation**

That the Board of Trustees approve revisions to LCSD Board Policy GBCG: Leave for Parents of Children Enrolled in School as a first reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

This Policy GBCG applies to employees who are legal guardians of a child enrolled in a public or private school. Employees who have worked twenty or more calendar weeks in a year are entitled to unpaid leave for each child enrolled in such a school as long as it is mutually agreed between the employee and the district.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

No

### **Attachment(s)**

Lyon County School District Board Policy GBCG: Leave for Parents of Children Enrolled in School



## LEAVE FOR PARENTS OF CHILDREN ENROLLED IN SCHOOL

### 1. Policy

Employees of Lyon County School District employed for twenty (20) or more calendar weeks per year, and who are parents/legal guardians of children enrolled in public or private school (K-12) are entitled to four (4) hours of unpaid leave, per school year, for each child enrolled in school. The employee may use the entitled leave time to:

- a. Attend parent-teacher conferences;
- b. Attend school-related activities during regular school hours;
- c. Volunteer or otherwise be involved at the school in which the child is enrolled during regular school hours; and
- d. Attend school-sponsored events.

The time for the leave must be mutually agreed upon by the employee and the District. The employee must request the leave in writing at least five (5) school days prior to the date on which the leave is to be taken. The employee may also be required to furnish documentation demonstrating that s/he was they were present at the school activity for which the leave was provided.

### 2. Prohibition Against Retaliation

An employee shall not be retaliated against for utilizing the leave described in this section. Any eEmployee who believes s/he has they have been retaliated against as a result of having taken leave under this section may file a claim with the Nevada Labor Commissioner. The District shall provide the employee with all of the forms necessary for the claim filing.

**Reference:** NRS 392.4577

Policy #GBCG  
Revised 10/12/10 1/28/25

## **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** New LCSD Board Policy GBCH: Leave for Nursing Mothers

### **Recommendation**

That the Board of Trustees approve new LCSD Board Policy GBCH: Leave for Nursing Mothers as a first reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

The new Policy GBCH follows the guidelines of the Nevada Pregnant Workers' Fairness Act. This policy demonstrates the District's commitment to supporting nursing mothers in balancing their work responsibilities and personal health needs while complying with legal requirements to foster an inclusive and accommodating work environment.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

No

### **Attachment(s)**

Lyon County School District Board Policy GBCH: Leave for Nursing Mothers

**LEAVE FOR NURSING MOTHERS**

**1. Policy**

As required by federal law, NRS 281 and the NPWEA, the District will provide paid or unpaid reasonable breaks each time an employee needs to express breast milk for her nursing infant who is up to one-year old. Employees may elect to use their paid break times for this purpose. The District will furnish a private space, other than a bathroom, that is reasonably free from dirt or pollution, protected from the view of others and free from intrusion by others where the employee may express breastmilk.

**2. Prohibition Against Retaliation**

The District will not tolerate any retaliation by management or by any other employee against an employee who exercises rights under this policy. An employee who believes they have been retaliated or discriminated against in any manner whatsoever should immediately notify the EEO Officer or the alternate. The District will promptly investigate and deal appropriately with any allegation of retaliation.

**References:** NRS 281 and Nevada Pregnant Workers' Fairness Act

Policy #GBCH  
Created 1/28/25

## Lyon County School District Board Memo

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** Revisions to LCSD Board Policy GBBO: Staff Orientation

### **Recommendation**

That the Board of Trustees approve revisions to LCSD Board Policy GBBO: Staff Orientation as a second and final reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

Policy GBBO has the simple addition of ensuring that each new employee completes the orientation process by providing signature acknowledgment forms for various District policies, including but not limited to job descriptions, employment contracts, network acceptable use, and mandatory reporting of child abuse and neglect.

This addition ensures that all employees are properly informed of and agree to adhere to essential District policies and procedures upon joining the team.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

November 19, 2024

### **Attachment(s)**

Lyon County School District Board Policy GBBO: Staff Orientation

## STAFF ORIENTATION

The District recognizes that an appropriate and timely orientation program can aid in the assimilation of new staff members.

Upon appointment, the administrator or manager/supervisor shall be responsible for ensuring that each new employee completes the orientation process. Orientation shall include, but need not be limited to, a review and opportunity to discuss the District's work rules and procedures, personnel policies and administrative regulations, services and programs offered by the District, performance expectations, prohibited conduct/behavior, workplace violence, alcohol and prohibited substance use, and workplace safety etc. In addition, the administrator or manager/supervisor will ensure that new employees complete all appropriate employment and payroll forms, receive descriptions of benefit packages, receive or be provided access to district's personnel policies and administrative regulations, and meet other staff with whom the employee will be working. Employees will be required to sign for acknowledgement of District policies, job descriptions, employment contracts, network acceptable use, mandatory reporting of child abuse/neglect, etc.

## **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** Revisions to LCSD Board Policy GBBP: Information Technology

### **Recommendation**

That the Board of Trustees approve revisions to LCSD Board Policy GBBP: Information Technology as a second and final reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

The update clarifies updated language around types of equipment to access the district network and the World Wide Web, including the AI Regulations. Its purpose is to ensure the responsible and ethical use of AI technologies to protect the rights and privacy interests of District staff, and the public it services. By adhering to this policy, the District demonstrates its commitment to responsible AI use, ethical conduct, and the protection of individual rights and privacy.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

November 19, 2024

### **Attachment(s)**

Lyon County School District Board Policy GBBP: Information Technology

## INFORMATION TECHNOLOGY

The District requires employees to use information technology (computer systems, telecommunication, ~~and~~ other devices, and electronic information/~~communication~~) responsibly, and in a manner, which is not detrimental to the mission and purpose of ~~the~~ District. To maintain a level of professionalism, any publication through any means (electronic or otherwise), which is potentially adverse to the operation, morale, or efficiency of ~~the~~ District, will be deemed a violation of this policy.

Employees are prohibited from engaging in any conduct which would violate District policy or procedure. Use of personal or District ~~cell phones or other~~ electronic devices to engage in such conduct can create liability for the District, and as such, obligates the District to undertake reasonable procedures to investigate ~~such~~ allegations, including but not limited to the inspection of the equipment. ~~Cell phones or other electronic devices that are owned by the district or for which the employee is reimbursed are subject to inspection. Personal cell phones or other electronic devices can only be accessed with the express written consent of the employee.~~ In the event an employee becomes the subject of such an investigation and the allegations include potential violations of District policies, whether on work or personal time, and whether using District or personal devices, the District will undertake ~~such~~ an investigation and inquiry by all means allowable under state and federal law.

The District will periodically provide training to all employees on this policy and best practices in preventing phishing attempts, ransomware infections, or social engineering attempts.

Reference: NRS 613.135



***INFORMATION TECHNOLOGY - ADMINISTRATIVE REGULATIONS***

**1. Privacy**

Employees should not expect privacy with respect to any of their activities when using the District's computer and/or telecommunication property, systems, or services, including the use of personal e-mail accounts on the District's electronic devices even when accessing from a personal device. Use of passwords or account numbers by employees does not create a reasonable expectation of privacy and confidentiality of information being maintained or transmitted. The District reserves the right to review, retrieve, read, and disclose any files, messages, or communications that are created, sent, received, or stored in the District's network, or on the District's computer systems and/or equipment. The District's right to review, also called monitoring, is for the purpose of ensuring the security and protection of business records, preventing unlawful and/or inappropriate conduct, and creating and maintaining a productive work environment.

In accordance with provisions of NRS 613.135, District will not request usernames and passwords for personal social media accounts and will not take any type of employment action against an employee who refuses to provide the username and password for their personal social media account. This provision does not prevent the District from requiring an employee to disclose the username and password for access to the District's computer or information system.

**2. Use**

The computers, associated hardware and software, including, but not limited to, electronic mail (e-mail or instant messaging "IM") and access to online services (the Internet), as well as voice mail, pagers, smart phones and faxes machines, even when accessed from a personal device. belong to the District and, as such, are provided for business use. Very limited or incidental use of District-owned equipment by employees for personal, non-business purposes is acceptable as long as it is:

- a) Is conducted on personal time (i.e., during designated breaks or meal periods);
- b) Does not consume system resources or storage capacity; and
- c) Does not involve any prohibited uses; and
- d) Does not reference the District or themselves as an employee without prior approval, including, but not limited to:
  - Text which identifies the District;



- Photos which display District logos, patches, badges, or other identifying symbols of the District;
- Information of events which occurs involving the District without prior approval
- Any other material, text, audio, video, photograph, or image which identify the District.

Employees loading, importing, or downloading files from sources outside the District's system, including files from the Internet, World Wide Web, social media sites, and any computer disk, must ensure the files and disks are scanned with the District's current virus detection software before installation and execution. Compliance to copyright or trademark laws prior to downloading files or software must be adhered to explicitly.

Employees may use information technology, including the Internet, World Wide Web, and social media sites during work hours on job-related matters to gather and disseminate information, maintain their currency in a field of knowledge, participate in professional associations, and communicate with colleagues in other organizations regarding business issues.

An employee's use of the District's computer systems, telecommunication equipment and systems, and other District devices, or the employee's use of personally-owned electronic devices to gain access to District's files or other work-related materials maintained by the District constitutes the employee's acceptance of this policy and its requirements.

Employees must receive permission and authorization from their administrator/supervisor or the District Information Technology (IT) Manager prior to:

- Installing copyrighted software to ensure the District has an active license; and
- Distributing or copying property protected by copyright, trade secret, patent, or other intellectual property.

### 3. Prohibited Uses Activities

Prohibited uses include, but are not limited to, the following:

- Sending, receiving, or storing messages that a "reasonable person" would consider to be offensive, disruptive, harassing, threatening, derogatory, defamatory, pornographic, indicative of illegal activity, or any that contain belittling comments, slurs, or images based on race, color, religion, age, gender, pregnancy, sexual orientation, national origin, ancestry, disability, veteran status,

- domestic partnership, genetic information, gender identity or expression, political affiliation, or membership in the armed forces or National Guard.
- Sending, receiving, or storing chain letters.
- Subscriptions to newsletters, advertising, “clubs,” or other periodic e-mail which is not necessary for the performance of the employee’s assigned duties.
- Engaging in political activities including, but not limited to, solicitation or fund raising. Engaging in religious activities including, but not limited to, proselytizing or soliciting contributions.
- Conducting outside employment in any manner.
- Engaging in illegal, fraudulent, defamatory, or malicious conduct.
- Writing or participating in blogs that injure, disparage, and/or defame the employer, members of the public, and/or its employees’ reputations by name or implication.
- Downloading, uploading, or otherwise transmitting without authorization
  - a) Confidential, proprietary information, or material
  - b) Copyrighted material
  - c) Illegal information or material
  - d) Sexually explicit material
- Obtaining unauthorized access to other systems.
- Using another person’s password or account number without explicit authorization by the District.
- Improperly accessing, reading, copying, misappropriating, altering, misusing, or intentionally destroying the information/files of other users.
- Loading unauthorized software or software not purchased or licensed by the District.
- Breaching or attempting to breach any security systems or otherwise maliciously tampering with any of the District’s electronic systems including, but not limited to, introducing viruses.
- Using the District’s information technology for personal, non-business purposes in other than a very limited or incidental way.

The following activities are strictly forbidden by this policy:

- a. Violations of the rights of any person or entity protected by copyright, trade secret, patent or other intellectual property, or similar laws or regulations, including but not limited to the installation or distribution of “pirated” or other software products that are not appropriately licensed for use by the District.
- b. Unauthorized copying of copyrighted material including but not limited to digitization and distribution of photographs from magazines, books or other

- copyrighted sources, copyrighted music, and the installation of any copyrighted software for which the District or the end user does not have an active license.
- c. The installation of software on District computers without the prior approval of the IT Manager is prohibited.
  - d. Exporting software, technical information, encryption software or technology, in violation of international or regional export control laws. The District IT Manager should be consulted prior to export of any material that is in question.
  - e. Introduction of malicious programs into the network or server (e.g., viruses, worms, Trojan horses, email bombs).
  - f. Allowing access to confidential or proprietary information on District systems. This includes family and other household members when work is being conducted at an employee's home.
  - g. Using District equipment or systems to actively engage in procuring or transmitting materials that are in violation of harassment or employee bullying policies and the laws of the State of Nevada.
  - h. Making fraudulent offers of projects, items or services originating from any District account.
  - i. Making statements about warranty, expressly or implied, unless it is a part of normal job duties.
  - j. Effecting security breaches or disruptions of network communication.
  - k. Port scanning or security scanning, unless conducted by or on behalf of the IT Manager or designee during duties performed on behalf of the District.
  - l. Executing any form of network monitoring which will intercept data not intended for the employee's host unless this activity is a part of the employee's normal job/duty.
  - m. Circumventing user authentication or security of any host network or account.
  - n. Interfering with or denying service to any user other than the employee's host (e.g., denial of service attack).
  - o. Using any program/script/command, or sending messages of any kind, with the intent to interfere with, or disable, a user's terminal session, via any means, locally or via the Internet/intranet/extranet.

- p. Sending unsolicited email messages, including the sending of “junk mail” or other advertising material to individuals who did not specifically request such material (e.g., email spam).
- q. Any form of harassment or bullying via email, telephone or text, whether through language, frequency or size of messages.
- r. Unauthorized use, or forging, of email header information.
- s. Solicitation of email from any other email address, other than that of the poster’s account, with the intent to harass or to collect replies.
- t. Creating or forwarding “chain letters” or “Ponzi” or other pyramid schemes of any type.
- u. Use of unsolicited email originating from within the District’s networks or other Internet/intranet/extranet service providers on behalf of, or to advertise, any service hosted by the District or connected via the District’s network.
- v. Physical alteration or repair of any hardware or software such as computers, laptops, printers, fax machines, phones, online services, email systems, bulletin board systems, recording equipment, copiers, or any other software that is owned, licensed by or operated by the District, as well as monitors, mice, keyboards; users must report any problems with hardware or software to the District help desk ticket system.

#### 4. Permitted Activities

Use of District computers and electronic communications resources are for program and business activities of the District. All use of such resources shall be conducted in a framework of honest, ethical and legal activities that conform to applicable license agreements, contracts, and policies regarding their intended use. Although incidental and occasional personal use of the organization’s communications systems are permitted, users automatically waive any rights to privacy.

#### 5. Artificial Intelligence Acceptable Use

##### a. Regulation

This regulation outlines the guidelines and regulations for the appropriate use of Artificial Intelligence (AI) for the District. Its purpose is to ensure the responsible and ethical use of AI technologies to protect the rights and privacy interests of District staff, and the public it services.

##### b. Purpose

The purpose of this regulation is to establish the rules for acceptable use of the recent growth of AI technologies relating to District information resources. This regulation applies to all employees, contractors, and third-party vendors who utilize AI technologies on behalf of the District. It encompasses all AI systems, applications, and API, including, but not limited to, ChatGPT and image generators, and other machine learning algorithms, natural language processing, computer vision, and robotic process automation, ensuring AI technologies are used in a manner that aligns with the District's core values and mission, promoting transparency, accountability, and public trust in our AI initiatives.

c. Responsible Use of AI

- General Rule: Employees may use AI technologies to create work-related content or complete work tasks under the supervision of their administrator/supervisor and District administration.
- Lawful Use: AI technologies are quickly evolving and should be used in compliance with all applicable laws, regulations, and policies. Any use that violates legal requirements or infringes upon the rights of individuals is strictly prohibited.
- Data Privacy and Security: All AI activities must prioritize the protection of personal information and respect privacy rights. Any data collected or processed by AI systems should be handled in accordance with relevant privacy and security policies.
- Transparency and Explainability: Whenever AI systems are deployed, efforts should be made to cite them appropriately, ensuring transparency and explainability. Users should have access to information regarding the functioning of AI systems, the data used, and the algorithms applied.
- Bias Mitigation/Fairness and Equity: AI systems should be designed and implemented with measures to mitigate bias. Special attention should be given to promote fairness and equity, and avoid discrimination based on race, gender, religion, or any other protected characteristics.
- Human Oversight: AI should be used as a tool to assist decision-making, and human oversight should be maintained. Final decisions should not solely rely on AI outputs and should involve critical evaluation by qualified individuals.
- Accountability: Individuals responsible for the use, development, deployment, and maintenance of AI systems will be accountable for their actions. They should ensure that AI systems are designed to minimize harm and maximize benefits for all stakeholders.

d. Responsible Data Usage

- *Data Collection and Consent:* Data collection through AI systems must be limited to what is necessary for the intended purposes. Appropriate consent should be obtained from individuals when their personal data is being processed.
- *Data Quality and Integrity:* AI systems should be developed using accurate and reliable data. Efforts must be made to ensure data integrity, prevent data tampering, and maintain data quality throughout the AI lifecycle. AI platforms may produce inaccurate results, warranting cross-reference and validation.
- *Data Retention and Disposal:* Personal data collected by AI systems should be retained only for as long as necessary and securely disposed of when no longer needed according to District policy.
- *Personal Identifying Information:* The uploading of any personal identifying information is strictly prohibited when using any AI system.

e. Reporting Violations

Employees must immediately report any actual or perceived violations of this policy to their immediate administrator/supervisor, manager, or the Executive Director of Human Resources.

f. Training

AI is growing rapidly and being integrated into existing architecture during vendor updates to hardware, software, and firmware. Regular monitoring, training, and awareness programs on AI ethics and responsible use will be provided to employees.

g. Violations of Policy

Employees in violation of the provisions of this policy may be subject to disciplinary action, up to and including termination.

Any vendor, consultant, or contractor found to have violated this policy may be subject to sanctions up to and including removal of access rights, termination of contract(s), and related civil or criminal penalties.

By adhering to this policy, the District demonstrates its commitment to responsible AI use, ethical conduct, and the protection of individual rights and privacy.

## **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** Revisions to LCSD Board Policy GBBPA: Social Networking

### **Recommendation**

That the Board of Trustees approve revisions to LCSD Board Policy GBBPA: Social Networking as a second and final reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

This policy better clarifies the expanded role of social networking and what can and cannot happen with personal district social networking accounts. It also emphasizes the importance of including appropriate disclaimers to avoid confusion about when an individual is speaking in a personal capacity versus on behalf of the district. This not only protects the district's reputation but also safeguards employees from inadvertently overstepping their roles in a public forum. It provides appropriate disclaimers to prevent someone from unknowingly speaking on behalf of the district.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

November 19, 2024

### **Attachment(s)**

Lyon County School District Board Policy GBBPA: Social Networking

**SOCIAL NETWORKING (SOCIAL MEDIA)**

The Lyon County School District takes no position on an employee's decision to start or maintain a blog or participate in other social networking activities. However, it is the right and duty of the District to protect itself, its employees, and students from unauthorized disclosure of information employees' use of social media can pose risks to the District's confidential and proprietary information and reputation, expose the District to discrimination and harassment claims, and jeopardize the District's compliance with business rules and laws. To minimize these business and legal risks, avoid loss of productivity and distraction from employees' job performance, and ensure that the District's information technology (IT) resources and communications systems are used appropriately as explained below, its employees must adhere to the following guidelines and rules regarding social media use. The District's social networking policy includes rules, guidelines, and best practices for District-authorized social networking and personal social networking. In accordance with provisions of NRS 613.135, the District will not request user names and passwords for personal social media accounts. This policy applies to all board members, administrators, management, employees, and volunteers.

**Reference: NRS 613.135**



**SOCIAL NETWORKING (SOCIAL MEDIA) - ADMINISTRATIVE REGULATIONS**

Blogging or other forms of social media or technology include, but are not limited to, video or wiki posting, sites such as Facebook and Twitter, chat rooms, personal blogs. Social media includes all means of communicating or posting information or content of any sort on the Internet, including but not limited to an employee's own or District's video posting, social networking sites such as Facebook, LinkedIn, Instagram, SnapChat, personal blogs, personal websites, or other similar forms of online communication journals, diaries, or personal newsletters not affiliated with the District.

Unless specifically instructed by the Superintendent or their designee, employees are not authorized and, therefore, restricted to speak on behalf of the District. Employees are expected to protect the privacy and well-being of the District, its employees, and students. Employees are prohibited from disclosing confidential student, information and personal employee, and non-employee information as outlined in LCSD Board Policy GAC: Confidential Information and any other proprietary and non-public information to which employees have access to the extent such discussion or disclosure are not protected under state or federal law.

All other existing District policies apply in social media forums. Policies include, but are not limited to, anti-harassment, bullying, and workplace violence.

**1. Social Media Post Disclaimer**

Social media postings by employees identifying themselves as District/school employees should contain the following disclaimer stating that the opinions expressed are strictly their own and not necessarily those of the District, unless the posting is in the course of business duties:

Any views or opinions presented in this message are solely those of the author and do not necessarily represent those of the Lyon County School District. Employees of the District are expressly required to not make defamatory statements nor infringe, or authorize any infringement of copyright or any other legal right by electronic communications.

Any such communication is contrary to District policy and outside the scope of the employment of the individual concerned. The District will not accept any liability in respect of such communication, and the employee responsible will be personally liable for any damages or other liability arising.

**2. District Monitoring**

- a. Employees are cautioned that they should have there is no expectation of privacy while using the District's Internet, District equipment, or facilities for any purpose, including

authorized ~~blogging~~ posting or editing to social networking sites. Employee's posting can be viewed by anyone, including the District. The District reserves the right to monitor its Internet, equipment, and facilities that are used to post comments or discussions about the District or its employees on social networking sites posted on the Internet by anyone, including employees and non-employees. The District may use search tools and software to monitor its Internet, equipment, and facilities, including for posting to forums such as blogs and other types of personal journals, diaries, personal and business discussion forums, and social networking sites.

- b. The District reserves the right to use content management tools to monitor, review, or block content on District blogs that violate the District's blogging rules, guidelines, and best practices Internet, equipment, and facilities including social networking sites that violate this policy. Employees consent to such monitoring by acknowledgment of this policy and use of the District's IT resources and systems.

### 3. Reporting Violations

- a. The District requests and strongly urges eEmployees to should report any actual violations or possible or perceived violations of this policy to their immediate administrator/supervisor or the Executive Director of Human Resources. Violations include discussions which reasonably may be defined as harassing, intimidating, bullying, a violation of FERPA or other privacy law, or other unlawful activity related to blogging or social networking; to the extent such discussions are not protected under state or federal law.
- b. Employees must report any suspected phishing attempts, ransomware infections, or social engineering attempts through the Phish Alert Button (PAB) on their email app, and/or to the IT department immediately.

### 4. Discipline for Violations

- a. The District will investigate promptly and respond to all reports of violations of the *Social Networking (Social Media)* policy and other related policies. Violation of the this policy will result in disciplinary action, up to and including but not limited to a verbal warning, written admonition, suspension, and/or termination. Discipline will be determined based on the nature and circumstances of any blog or social networking post. The District reserves the right to take legal action where necessary against employees who engage in prohibited or unlawful conduct.

### 5. Authorized District Social Networking

- a. The goal of authorized District social networking and blogging is to become a part of the industry community conversation and promote web-based sharing of ideas and exchange of District information and feedback from members of the public. Authorized social networking and blogging is used to convey information about District operations and services; promote and raise awareness of the District/school culture; search for potential new equipment and training tools; communicate with other employees, parents, members of the public, and interested parties; issue or

respond to breaking news or ~~negative publicity~~ other matters of public interest; and discuss ~~business~~ organization-specific activities and events.

- b. When social networking, ~~blogging, or using other forms of web-based forums~~, the District must ensure that use of these communication paths maintain honesty, integrity, courteousness, and reputation while minimizing actual or potential legal risks, whether used inside or outside the workplace.

6. Authorized Social Networking — Rules and Guidelines

The following rules and guidelines apply to entries made on social networking and blogging when authorized by the District. The rules and guidelines apply to all District-related ~~blogs and~~ social networking entries, including District subsidiaries or affiliates sites.

- a. Only authorized employees can prepare and modify content for the District's ~~blog and/or the social networking entries located on any District-related website sites~~. Content must be relevant, add value, and meet at least one of the specified goals or purposes developed by the District. If an employee is required to use social media as part of assigned job duties, for District's marketing, public relations, recruitment, communications, or other business purposes, the content must be relevant, add value, and be approved by the District in advance of posting. If uncertain about any information, material, or conversation, the employee shall contact ~~his/her~~ their immediate administrator/supervisor or the Executive Director of Human Resources to discuss the content.
- b. The District owns all social media accounts used on behalf of the District or otherwise for business purposes, including any and all log-in information, passwords, and content, regardless of the employee that opens the account or uses it, and will retain all such information and content regardless of separation of any employee from employment with the District. If an employee's job duties require one to speak on behalf of District in a social media environment, the employee must still seek approval for such communication from their administrator/supervisor (the Superintendent or designees) who may require the employee to receive training before posting and may impose certain requirements and restrictions regarding the employee's social media activities.
- c. All employees must identify themselves as employees of the District when posting comments or responses on the District's ~~blog and/or~~ social networking sites. If an employee is contacted to comment about the District for publication, including any social media outlet, the request should be directed to their administrator/supervisor (the Superintendent or designees) who will then determine the response to be provided on behalf of the District.
- d. Any copyrighted information where written reprint information has not been obtained in advance cannot be posted ~~on the District's blog~~.

- e. All employees of the District are responsible for ensuring all ~~blogging and~~ social networking information complies with the District's written policies. Management is authorized to remove any content posted on a District social media site that does not meet the rules and guidelines of this policy, any other District policy, or that may be illegal, prohibited, or offensive. Removal of such content will be done at the discretion of the District without permission ~~of the blogger~~ or advance warning.
- f. The District expects all District-authorized guests of social networking sites to abide by all rules and guidelines of this policy. The District reserves the right to remove, without advance notice or permission, all guest content considered malicious, defaming, obscene, threatening, or intimidating. The District also reserves the right to take legal action against guests who engage in prohibited or unlawful conduct.
- g. Employees must not expose themselves or the District to legal risk by using a social media site in violation of its terms of use. Review the terms of use of all social media sites visited to ensure compliance with those terms of service.

7. Personal ~~Blogs and~~ Social Networking Sites

- a. The District respects the right of employees to ~~write blogs and~~ use social networking sites and does not want to discourage employees from self-publishing and self-expression. However, employees are expected to follow the rules and guidelines as set forth in this policy to provide a clear line between the employee as the individual and/or as an employee of the District. In accordance with provision of NRS 613.135, the District will not request usernames and passwords for personal social media accounts. This policy applies to all board members, management, employees, and volunteers.
- b. The District ~~respects the right of employees to use blogs and social networking sites as a medium of self-expression and public conversation and~~ does not discriminate against employees who use these ~~sites~~ ~~media~~ for personal interests and affiliations or other lawful purposes.
- c. ~~Bloggers and e~~Commenters are personally responsible for their commentary on ~~blogs and~~ social networking sites. ~~and~~ ~~Bloggers and commenters~~ can be held personally liable for commentary that is considered malicious, defamatory, obscene, threatening, intimidating, proprietary, causes an educational disruption, or libelous by any offended party; not just the District. Remember that what is published might be available to be read by the masses (e.g., the District, future employers, social acquaintances) for a long time. Employees should keep this in mind before posting content.
- d. Employees ~~must not use~~ are prohibited from using District equipment, including computers, licensed software or other electronic equipment, ~~nor facilities or on-duty~~ work time to conduct personal ~~blogging or~~ social networking activities. Employees are prohibited from using their work email address to register on social networking sites utilized for personal use.

- e. Employees must not use ~~blogs or~~ social networking sites to harass, threaten, discriminate, or disparage against employees, students, or anyone associated with or doing business with the District. Social media should never be used in a way that violates any other District policies or employee obligations. If an employee's social media activity would violate any of the District's policies in another forum, it will also violate them in an online forum.
- f. If an employee chooses to identify ~~him/herself~~ themselves as a District employee, please note that some readers may view ~~him/her~~ them as a spokesperson for the District. Because of this possibility, employees are required to ~~state that his/her views expressed in the blog and/or social networking area are the employee's own and not those of the District or of any person or organization affiliated or doing business with the District~~ comply with the Social Media Post Disclaimer (#1 of the administrative regulations of this policy).
- g. Employees should use good judgment about what is posted on social media and remember that anything posted can reflect on the District, even if a disclaimer is used. Employees should always strive to be accurate in their communications about the District and remember that posted statements and materials have the potential to result in liability for the employee and the District. District encourages professionalism and honesty in social media and other communications.
- h. Employees may not post ~~on personal blogs or other sites~~ the name, trademark, or logo of the District or any business with a connection to the District. Employees may not post District-privileged information, including copyrighted information or District-issued documents.
- i. Employees must not post on personal ~~blogs or~~ social networking sites photographs of other employees, volunteers, ~~clients~~, vendors, suppliers, or students, nor can employees post photographs of persons engaged in District business without prior authorization by their administrator/supervisor or the Superintendent/ ~~or their~~ designee.
- j. Employees may not post ~~on personal blogs or social networking sites~~ any advertisements or photographs of District products and services, nor use the District in advertisements without prior authorizations from their administrator/supervisor. If authorized, the employee must disclose their connection to the District.
- k. ~~If contacted by the media, press, or any other public news source about anything that relates to District Business, employees are required to notify the Superintendent or their designee and obtain written approval prior to responding or corresponding in any way that could be deemed as representing the district.~~ Employees cannot link from a personal social networking site to the District's internal or external websites without proper authorization.
- l. This policy is not intended to restrict communications or actions protected or required by state or federal law.

8. Media Contacts

- a. If contacted by the media, press, or any other public news source about employees' post that relates to District business, employees are required to obtain written approval from their administrator/supervisor or Superintendent/designee prior to responding, on behalf of the District.

9. Prohibition Against Retaliation

- a. The District will not tolerate any retaliation by management or by any other employee against an employee who reported a violation of this policy or cooperating with an investigation. Employees who believe they have been retaliated against in any manner whatsoever, should immediately notify the EEO Officer or Executive Director of Human Resources. The District will promptly investigate and deal appropriately with any allegation of retaliation.

## **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** Revisions to LCSD Board Policy GBBQ: Outside Employment

### **Recommendation**

That the Board of Trustees approve revisions to LCSD Board Policy GBBQ: Outside Employment as a second reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

For this second reading of GBBQ, we deleted, “requesting written approval” and used the old language of “notifying” their administrator/supervisor of outside employment.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

November 19, 2024

### **Attachment(s)**

Lyon County School District Board Policy GBBQ: Outside Employment



## OUTSIDE EMPLOYMENT

### 1. Policy

In order to maintain a workforce that is **fit and** available to provide proper services and carry out functions of the District, employees are prohibited from engaging in outside employment which presents real or potential conflict **with**, or negatively impacts their employment with the District.

### 2. Conflicting Employment

Outside employment may be classified as in conflict with the District's interests if it:

- Interferes with or negatively impacts the employee's ability to perform **his/her** **their** assigned job.
- Prevents the employee's availability for work beyond normal working hours, such as emergencies or peak work periods, when such availability is a regular part of the employee's job.
- Is conducted during the employee's work hours.
- Requires the services of other employees during their normally scheduled work hours.
- Makes use of the District's telephones, computers, supplies, or any other resources, facilities, or equipment.
- Is represented as an activity of the District or an activity endorsed, sanctioned, or recommended by the District.
- Takes advantage of the employee's employment with the District, except to the extent that the work with the District may demonstrate expertise or qualification to perform the outside work.
- Requires the employee to schedule time off at specific times that could disrupt the operation of the District.
- Involves employment with a firm that has contracts or does business with the District. Exceptions to this policy have been identified in LCSD Board Policy GBBJ: Code Of Ethical Standards.
- Negatively impacts the public's perception of the integrity or credibility of the District.



***OUTSIDE EMPLOYMENT - ADMINISTRATIVE REGULATIONS***

1. Employees will devote his/her full time, attention, and effort during his/her official work hours. An employee must notify his/her administrator or manager/supervisor of the ~~request written approval from their~~ outside employment, including self-employment, if such outside employment may be reasonably perceived to be in conflict with his/her employment or if the employee is unsure about a perceived conflict. The proposed outside employment may not be construed as an extension of assigned duties or responsibilities with the District. Employees performing work similar to their assigned District duties must disclose to their clients/patrons in writing that the services they are providing are not affiliated with the District.
2. Employees will devote full time, attention, and effort during official work/duty hours and not to contractual obligations.
3. If the administrator or manager/supervisor believes there may be a conflict between the employee's District employment and his/her ~~their~~ outside employment, ~~s/he~~ the administrator, manager, or supervisor may request information, such as:
  - The outside employer's name;
  - The nature of the work performed by the outside employer;
  - ~~Does~~ Whether the activity of the outside employment requires the employee to disclose information obtained with the District, and/or impair the employee's independence or ethics;
  - Proposed work schedule;
  - Job location; and
  - Duties to be performed.
4. If the administrator or manager/supervisor determines there is a conflict between the employee's District employment and their outside employment, they will inform the employee that the outside employment is not allowed. The employee may ~~denies the request, the employee may request~~ and the District will grant a review by the Superintendent/designee whose decision is final.
5. If the employee chooses not to request a review, or if the review affirms the decision of the administrator or manager/supervisor, the employee must terminate the outside employment if s/he they wishes to remain an employee of the District. The District may withdraw approval of the outside employment if a conflict is determined.
6. Employees who engage in outside employment, which is prohibited by this policy, are subject to discipline, up to and including termination.

Appendix A

**OUTSIDE EMPLOYMENT DISCLOSURE**

Employee Name:

\_\_\_\_\_

Name of Outside Employer:

(If self-employed, enter the business name)

\_\_\_\_\_

Address of Outside Employer/Self-  
Employment:

\_\_\_\_\_

Outside Employer Phone Number:

\_\_\_\_\_

Describe the nature of the work performed by the outside employer or self-employment business.

Will this activity require or induce you to disclose controlled information obtained as part of your job or impair your independence or ethics?

List the specific duties, functions, and activities that you personally will perform for the outside employer or in the self-employment business.

Document your work schedule (days and hours) with the outside/self-employment.

What is your work schedule with the outside employer, days and hours?

Will this outside/self-employment conflict with your current work hours?

Comments:

**Employee statement**

I certify that my outside employment does not present a conflict with my current employment. The employment may not be construed as an extension of my duties or responsibilities with the Lyon County School District (LCSD). I will devote my full time, attention and effort to LCSD employment during official duty hours and not to contractual obligations. If a potential conflict arises, I will notify my administrator or supervisor and human resources, within three business days.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Employee Printed Name

\_\_\_\_\_  
Date

**Employee's administrator/supervisor shall check one of the following statements:**

\_\_\_\_\_ I have reviewed the information provided on this form and determined that this outside employment **DOES NOT** present a real or potential conflict of interest to the LCSD.

\_\_\_\_\_ I have reviewed the information provided on this form and determined that the outside employment **DOES** present a real or potential conflict of interest to the LCSD.

\_\_\_\_\_  
Administrator/Supervisor Signature

\_\_\_\_\_  
Administrator/Supervisor Printed Name

\_\_\_\_\_  
Date

If administrator/supervisor determines there is a conflict of interest, the employee may request that the superintendent/designee review the denied request.

**Superintendent/Designee shall check one of the following statements:**

\_\_\_\_\_ I have reviewed the information provided on this form and determined that this outside employment **DOES NOT** present a real or potential conflict of interest to the LCSD.

\_\_\_\_\_ I have reviewed the information provided on this form and determined that the outside employment **DOES** present a real or potential conflict of interest to the LCSD.

\_\_\_\_\_  
Superintendent/Designee Signature

\_\_\_\_\_  
Superintendent/Designee Printed Name

\_\_\_\_\_  
Date

## **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** Revisions to LCSD Board Policy GBBR: Employees with a Communicable Disease Including HIV

### **Recommendation**

That the Board of Trustees approve revisions to LCSD Board Policy GBBR: Employees with a Communicable Disease Including HIV for a second and final reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

GBBR clarifies that employees with a communicable disease, including the Human Immunodeficiency Virus, will not be reduced employee sick leave accruals for the time spent obtaining the needed medical certifications when the district requires fitness for duty updates.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

November 19, 2024

### **Attachment(s)**

Lyon County School District Board Policy GBBR: Employees with a Communicable Disease Including HIV

**EMPLOYEES WITH A COMMUNICABLE DISEASE INCLUDING THE HUMAN  
IMMUNODEFICIENCY VIRUS (HIV)**

It is the policy of the Lyon County School District not to discriminate against any employee who has been diagnosed with a communicable disease, including an HIV infection. Generally, District employees do not need to be restricted from performing their assigned job duties if they have been diagnosed with a communicable disease, including being HIV positive, unless:

- There is evidence of an “opportunistic” or “secondary” infection or illness that may be contagious;
- The District cannot eliminate such risks by reasonable accommodation; or
- The communicable disease precludes employees from performing the essential functions of their job, with or without reasonable accommodation.

The District will comply with its obligations under NRS 441A.190, NAC 441A.225, and NAC 441A.245.

**References:** NRS 441A.220, NRS 441A.190, NAC 441A.225, NAC 441A.245 NRS 391, NAC 391

***EMPLOYEES WITH A COMMUNICABLE DISEASE INCLUDING THE HUMAN  
IMMUNODEFICIENCY VIRUS (HIV) - ADMINISTRATIVE REGULATIONS***

If a principal, director, or other person in charge of a school knows or suspects that an employee has a communicable disease, ~~s/he shall notify~~ the health authority and the Superintendent/designee of the District shall be notified.

Upon learning that an employee of the District has a communicable disease, including testing positive for HIV, the Superintendent/designee shall request a written certification from the employee's health care provider that the employee is not suffering from any "opportunistic" or "secondary" disease of a communicable nature which would, in and of itself, be a basis for excluding the employee from employment. The District may periodically require updated medical certifications of "fitness-for-duty" from the employee's health care provider, when it deems appropriate. ~~It is in the District's best interest to consult its legal counsel before requiring an employee to get additional medical certifications.~~ The District will not reduce the employee's sick leave accruals for the time spent obtaining these medical certifications.

The District will, within five (5) days of receipt of the certification or statement, return the employee to the employment position assigned to the employee for the current school year. However, if the certification or statement reveals that the employee is suffering from any "opportunistic" or "secondary" infection or disease which is transmittable to other persons in the course of ordinary employment contact in the employee's assignment, the District may refuse to assign the employee to that employment assignment and may take whatever administrative action is deemed appropriate within the District's policies or regulations, consistent with applicable law.

If, at any time, the District wishes more frequent examinations than those required by the employee's health care provider for the purposes identified in the preceding paragraphs, the District will bear all expenses for such examinations and the employee will not have sick leave time reduced for such additional examinations.

If, at any time, the medical certification submitted by the employee's health care provider reveals a communicable disease which poses a threat of transmission to persons through ordinary contact in the employment context, the District may exclude the employee from performing ~~his/her~~ normally assigned duties on the same basis that would apply to any other employee of the District.

When the medical certification submitted by the employee's health care provider indicates that the "opportunistic" or "secondary" disease is no longer contagious, the employee shall be returned to ~~his/her~~ the normal employment assignment.

**1. Confidentiality**

All persons involved in these procedures are required to treat all documents and any or all information obtained as confidential. All documents will be kept by the

Superintendent/designee in a sealed file with access limited to only those persons receiving the written consent of the infected employee or as allowed for by NRS 441A.220. The Superintendent/designee may not reveal whether any employee of the District does or does not have a communicable disease, unless the employee consents to the release, in writing, or the release of the information is required by law. The District must report the presence or suspected presence of a communicable disease to the relevant health authority pursuant to NRS 441A.190, NAC 441A.225, and NAC 441A.245.

## 2. Contacts

All contacts regarding ~~the District's Communicable Disease~~ *LCSD Board Policy GBBR: Employees with a Communicable Disease Including Human Immunodeficiency Virus (HIV)* shall be referred to the Superintendent/designee.

Additionally, ~~the~~ Superintendent/designee shall be the sole District spokesperson regarding issues involving ~~the this District's Communicable Disease P~~ policy.

This policy is not intended to and does not alter any rights of the District or the infected employee that may exist under NRS, Chapter 391, NAC, Chapter 391, relevant employment contracts, or other pertinent state or federal laws.

# **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** Revisions to LCSD Board Policy GBBT: Workplace Safety

## **Recommendation**

That the Board of Trustees approve revisions to LCSD Board Policy GBBT: Workplace Safety for a second and final reading.

## **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

GBBT specifically calls out that employees must comply with the Nevada Occupational Safety and Health Administration and requires them to sign the Nevada Workplace Safety Rights and Responsibilities Forms.

## **Budget Considerations**

None

## **Discussed at Previous Meeting**

November 19, 2024

## **Attachment(s)**

Lyon County School District Board Policy GBBT: Workplace Safety



**STAFF HEALTH AND WORKPLACE SAFETY**

~~The District authorizes the Superintendent or their designee to take appropriate means to provide for the health and safety of all employees while engaged in the performance of their duties.~~

~~The superintendent, in consultation with district and building safety committees, will develop training and written procedures necessary to accomplish this goal and to meet the requirements of the law.~~

~~All employees will be trained to recognize and respond appropriately to the presence of hazardous materials.~~

~~All employees shall conduct their work in compliance with the safety rules of the district.~~

Employees have a duty to comply with all safety rules and are expected to take an active part in maintaining a hazard-free environment. Nevada Occupational Safety and Health Administration (OSHA) requires that each new employee reads, understands, and signs the Nevada Workplace Safety Rights and Responsibilities form. Employees are to direct questions to their supervisor.

Employees are expected to observe all posted safety rules, adhere to all safety instructions, and properly use all equipment. Employees are required to report any accidents or injuries including any breaches of safety to the supervisor, as soon as possible.

Disciplinary action, up to and including termination, may be imposed for violation of known safety policy and/or procedure.

Employees with ideas, concerns, or suggestions for improved safety within the workplace are encouraged to raise them with their supervisor or with another member of management. Reports and concerns about workplace safety issues may be made anonymously if the employee wishes. All reports made in good faith may be made without fear of discrimination or retaliation.

## **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** Revisions to LCSD Board Policy GBBU: Use of Tobacco, Smoking, and Similar Products

### **Recommendation**

That the Board of Trustees approve revisions to LCSD Board Policy GBBU: Use of Tobacco, Smoking, and Similar Products for a second and final reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

Policy GBBU now provides more detailed definitions of smoking and smokeless tobacco, including similar products like nicotine pouches that fall under the Nevada Clean Indoor Air Act. All such products are prohibited in any building owned, leased, or contracted by the district.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

November 19, 2024

### **Attachment(s)**

Lyon County School District Board Policy GBBU: Use of Tobacco, Smoking, and Similar Products

USE OF TOBACCO, SMOKING, AND LIKE SIMILAR PRODUCTS

As required in accordance with 20 USC §6084 (The Pro-Children Act of 1994) and NRS 202.2483 (Nevada Clean Indoor Air Act), the use of tobacco products, including electronic cigarettes, vaporizer (vape) products and similar products, smoking, vaping, nicotine pouches, smokeless tobacco, and similar products in any form is prohibited within any building owned, leased, contracted for and utilized by the District for the provision of kindergarten, elementary education, secondary education, or library services to children. This prohibition extends to any areas that are routinely or regularly used by District employees including, but not limited to classrooms, work areas, restrooms, hallways, employee lounges, cafeterias, conference and meeting rooms, lobbies, reception areas, and vehicles the District owns or uses. This prohibition also extends to all outdoor areas located on school district property. The District shall not allow the use of tobacco or similar products at any time.

NRS defines “Smoking” as inhaling, exhaling, burning or carrying any liquid or heated cigar, cigarette or pipe or any other lighted or heated tobacco or plant product intended for inhalation, in any manner or in any form. The term includes the use of an electronic smoking device that creates an aerosol or vapor, in any manner or in any form, and the use of any oral smoking device. “Electronic smoking device” means any product containing or delivering nicotine, a product made or derived from tobacco or any other substance intended for human consumption that can be used by a person to simulate smoking in the delivery of nicotine or any other substance through inhalation of vapor or aerosol from the product. It also includes any component part of a product described above, regardless of whether the component part is sold separately.

Smokeless tobacco is defined as any tobacco or similar product such as tobacco-free nicotine pouches that are sniffed, sucked, chewed, etc.

The District prohibits the marketing, display, or promotion of alcohol, tobacco, smoking, vaping, nicotine pouches, and/or controlled drug, prohibited substances, etc. on District property, on District-provided transportation or bus stops, in co-curricular and extra-curricular programs, at school or District sanctioned or recognized activities and events, and/or in school or District sponsored publications, websites or social media.

**References:** 20 USC §6084 (The Pro-Children Act of 1994); NRS 202.2483 (Nevada Clean Indoor Air Act)

## **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** Revisions to LCSD Board Policy GBBV: Children, Animals, and Visitors in the Workplace.

### **Recommendation**

That the Board of Trustees approve revisions to LCSD Board Policy GBBV: Children, Animals, and Visitors in the Workplace for a second and final reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

GBBV provides additional language that the district understands and recognizes occasional visits from family members or friends during work hours and allows the visits as long as they are not disruptive to the learning environment. The policy also references policy EA regarding Service Animals.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

November 19, 2024

### **Attachment(s)**

Lyon County School District Board Policy GBBV: Children, Animals, and Visitors in the Workplace

**CHILDREN, ~~AND~~ ANIMALS, ~~AND VISITORS~~ IN THE WORKPLACE**

To avoid disruptions to the employee and coworkers, potential distractions in serving members of the community, and to reduce personal and property liability, employees ~~are forbidden to~~ **shall not** bring children and/or animals to the workplace, and are limited in having family and friends visit. This policy is intended to address the presence of children and animals while the employee is on duty and does not include official functions or activities promoted by the District which may allow children and/or animals.

Supervisors may grant a temporary exception to the rule prohibiting children in the workplace, not to exceed one workday, to accommodate the employee. If an exception is granted, it is the responsibility of the employee to supervise and control the movements and behavior of the ~~if~~ child. It is not acceptable to request an accommodation to bring sick children into the workplace.

The District understands that an occasion may arise when an employee receives a visit from a family member or friend during working hours and may allow such visits, providing they are short in duration and not disruptive to students, other employees, or the public.

This policy does not apply to employees whose service animal has been approved by the District as a reasonable accommodation under the Americans with Disabilities Act. Please refer to Lyon County School District Board Policy EA: Service Animals for laws, procedures, and guidelines regarding this.

## **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** Revisions to LCSD Board Policy GBBW: Reporting Arrests, Charges, Convictions, Investigations, and Change of License.

### **Recommendation**

That the Board of Trustees approve revisions to LCSD Board Policy GBBW: Reporting Arrests, Charges, Convictions, Investigations, and Change of License for a second and final reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

Policy GBBW now includes additional language to address charges involving child abuse or neglect. Clearer topic headings define the types of reporting required, and the policy has been expanded to include volunteers.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

November 19, 2024

### **Attachment(s)**

Lyon County School District Board Policy GBBW: Reporting Arrests, Charges, Convictions, Investigations, and Change of License

**REPORTING ARRESTS, CHARGES, AND CONVICTIONS, INVESTIGATIONS, AND CHANGE OF LICENSE**

**1. Reporting Arrests, Charges, and/or Convictions**

The health, safety and security of staff, students, and visitors to District facilities is a priority of the District. Employees are occasionally subject to criminal sanctions for conduct both on and off duty as a result of violating local, state and/or federal laws. Therefore, all employees are required to immediately report to the Executive Director of Human Resources or his/her designee arrests on allegations of having committed a felony, a crime involving moral turpitude, assault or battery upon a child, abuse/neglect of a child, as well as any charge and/or any conviction, guilty or nolo contendere plea, or deferred adjudication on such charges. Self-reporting of a charge, arrest, or conviction is required to be reported within 24 hours of such charge, arrest or disposition. The employee must complete the Mandatory Self-Reporting by Staff form.

Crimes which must be reported include:

1. Any crime involving a minor, to include an allegation of child abuse or neglect;
2. Any felony;
3. Any gross misdemeanor or misdemeanor except for minor traffic citations, but to include Driving Under the Influence (DUI).

Minor traffic citations are not required to be reported when employees are driving their personal vehicle.

Drivers of District Fleet Vehicles must report minor traffic citations to his/her their administrator or manager/supervisor when driving a District fleet vehicle.

Upon the arrest and self-reporting of a licensed employee, the Superintendent shall submit in a timely manner all information required by the Nevada Department of Education in accordance with Nevada state law. Resulting convictions may be grounds for the suspension or revocation of the person's license, as determined by the Nevada Department of Education and State Board of Education.

Failure to self-report may result in disciplinary proceedings, up to and including termination from employment.

Arrests and convictions may not automatically impact the employees' employment or the volunteer's assignment. The District will make an assessment of the effect of the arrest, charge and/or conviction to on the essential duties of the position the employee holds or the duties the volunteer performs.

**2. Reporting Investigations**



**LYON COUNTY SCHOOL DISTRICT  
BOARD POLICY**

**GBBW**

All employees and volunteers are required to immediately report to their supervisor or manager and the Executive Director of Human Resources if they are under investigation by a licensing board or other regulatory entity for actions related to their employment or volunteer assignment.

**3. Reporting Change of License**

An employee must immediately notify his/her their supervisor or manager and the Executive Director of Human Resources of any suspension, restriction, or revocation of his/her their driver's license, permit, or other license or certification required for the performance of his/her assigned job.

**Reference:** NRS 391.056

DRAFT

Policy #GBBW  
Revised 9/25/18 12/17/24



**Mandatory Self-Reporting by Staff  
Charge, Arrest or Conviction of a Crime**

In accordance with NRS 391 and Board Policy GBBW, all employees are required to report any charge, arrest or conviction of a crime. Such crimes must be reported within 24 hours of the charge, arrest, or conviction. **All the charges, arrests, or convictions as of July 1, 2011 must be reported.**

Crimes which must be reported include, but are not limited to:

- Any crime involving a minor;
- Any felony;
- Any misdemeanor except for minor traffic citations, but to include DUI

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Address: \_\_\_\_\_

School/Department: \_\_\_\_\_

\_\_\_\_\_

Date of Birth: \_\_\_\_\_

| <b><u>Event</u></b> | <b>Date</b> | <b>Offense</b> | <b>Agency</b> |
|---------------------|-------------|----------------|---------------|
| Arrest              |             |                |               |
| Charge              |             |                |               |
| Conviction          |             |                |               |
| Investigation       |             |                |               |
| Change of License   |             |                |               |

**Explanation of Event/Circumstances:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**LYON COUNTY SCHOOL DISTRICT  
BOARD POLICY**

**GBBW**

Employee Signature

Date

***This form must be provided to Human Resources within 24 hours of the charge, arrest, or conviction.***

DRAFT

## **Lyon County School District Board Memo**

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources

**Re:** Revisions to LCSD Board Policy GBBX: Remote Work

### **Recommendation**

That the Board of Trustees approve revisions to LCSD Board Policy GBBX: Remote Work for a second and final reading.

### **Background Information**

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

The simple changes to GBBX was replacing telecommuting with “remote work”. A Remote Work Request Form is also now included.

### **Budget Considerations**

None

### **Discussed at Previous Meeting**

November 19, 2024

### **Attachment(s)**

Lyon County School District Board Policy GBBX: Remote Work

**TELECOMMUTING POLICY** REMOTE WORK

1. Purpose

The purpose of this policy is to define the telecommuting remote work program of the District and the guidelines under which it will operate.

Telecommuting remote work is defined as working at an alternate worksite that is away from the main or primary worksite typically used by the District. Telecommuting remote work is a mutually agreed upon alternative work location between the telecommuting remote employee and District.

Telecommunicating Remote work is not an employee benefit, but rather a work alternative or possible accommodation based upon the job content, satisfactory work performance, and work requirements of the department and District.

2. Scope

The policy applies to all employees, supervisors, and managers who approved to telecommute work remotely as a work alternative. All supervisors, managers, and department heads must be familiar with the contents of this policy.

**TELECOMMUTING POLICY REMOTE WORK - ADMINISTRATIVE REGULATIONS**

1. Requesting Permission to Telecommute Work Remotely

- a. An employee who wishes to request a telecommuting remote work arrangement shall submit a written request for approval to his/her the direct administrator/supervisor. The form shall be approved by the appropriate department head administrator/supervisor before the employee may telecommute work remotely. There may be some circumstances in which select employees are directed by District administration to work remotely if working at the traditional work site is not practicable due to an emergency, including but not limited to, public health concerns related to communicable diseases, natural disasters, or extreme weather events. Employees who are directed to work remotely due to an emergency may be exempted from the written request and the EEO Officer or ADA coordinator approval process.

*Note: Employees requesting telecommuting remote work as an ADA reasonable accommodation shall make such request to their supervisor and the EEO Officer or ADA coordinator as applicable.*

2. Employee Rights and Responsibilities

- a. Except as specified in this policy or agreed to in the individual telecommuting remote work agreement signed by the employee, employee rights and responsibilities are not affected by participating in telecommuting remote work. An employee's compensation, benefits, and expected total number of hours worked will not change regardless of work location.
- b. No benefits provided by the District are enhanced or abridged by the implementation of a telecommuting remote work agreement. All forms of telecommuting remote work imply an employee-District relationship. The employee is expected to adhere to all of the same policies, regulations, and performance expectations established for all employees of the District.
- c. Telecommuting Remote work employees must keep their supervisor informed of progress on assignments worked on at the alternative worksite, including any problems they may experience while telecommuting working remotely. The employee must generate a synopsis of activities and accomplishments for the workday in a prescribed format, if requested. Methods of planning and monitoring the work shall be at the discretion of the administrator/supervisor, department head, and/or District.

- d. Office needs will take precedence over telecommute days remote work time. An employee must forgo telecommuting working remotely if needed in the office on the regularly scheduled telecommuting remote work day time.
- e. The employee is responsible for providing an appropriate workspace, including all necessary equipment not otherwise provided by the District to perform their normal job functions, unless otherwise stated in the written agreement. Employees who are directed to work remotely due to an emergency may be supplied with necessary equipment by the District. Equipment supplied by the District is to be used for business purposes only. Any additional financial burden resulting from the telecommuting remote work arrangement is solely the responsibility of the employee unless the arrangement is identified as an ADA reasonable accommodation, in which case the situation will be addressed individually.
- f. Employees must notify their direct supervisor of any changes to their standard workweek (e.g., sickness, health care provider visits, annual leave).
- g. Telecommuting Remote work is not intended to serve as a substitute for child or adult care. If children or adults, in need of primary care, are in the alternate work location during the employees' work hours, some other individual must be present to provide care. Exceptions may be allowed on a limited basis due to emergencies at the discretion of the administrator/supervisor.

### 3. District Rights and Responsibilities

- a. Participation in a telecommuting remote work agreement is at the sole discretion of the District, unless utilized as a reasonable accommodation under ADA. Except as specified in this policy or agreed to in the individual telecommuting remote work agreement, District rights are not affected by an employee's participation in telecommuting remote work.
- b. The District will determine the methods of planning, monitoring, receiving, and reporting the employee's activity and accomplishment. The District must manage the work of employees in their area of responsibility and assure that employees receive the assistance they need to accomplish their responsibilities.
- c. The employees will be given as much advance notice as possible if they will be needed in the office on the regularly scheduled telecommuting remote work day.

- d. Each telecommuting remote work agreement will be discussed and renewed at least annually, or whenever there is a major job change. Because telecommuting remote work is selected as a feasible work option based on a combination of job characteristics, employee performance, and District needs, a change in any one of these elements may require a review of the telecommuting agreement.
- e. District may, upon request notice, inspect the employee's alternate workspace for safety and workers' compensation concerns.

4. Termination of Telecommuting Remote Work Agreement

- a. District and/or employee may terminate the telecommuting remote work agreement for any reason, at any time. Whenever feasible, written notice will be provided, but this is not a requirement.
- b. The opportunity to participate in a telecommuting remote work agreement is offered only with the understanding that it is the responsibility of the employee to ensure a proper work environment is maintained; dependent care arrangements must not interfere with work; and personal disruptions such as non-business telephone calls and visitors must be kept to a minimum. Employees must notify their supervisor of any changes to their standard workweek (i.e. sickness, doctor visits, vacation). Failure to maintain a proper work environment, as determined by the District, may provide cause for discipline and the termination of the employee's telecommuting remote work agreement.
- c. Approval for any telecommuting remote work request is based upon District and department requirements as determined by District. Employees previously participating in a telecommuting remote work agreement are not assured a telecommuting remote work agreement in the future.

*Note: If telecommuting remote work is considered a reasonable accommodation, District and employee will also follow the District's ADA applicable policy and process, to include proper use of appropriate forms and procedures.*

## LCSD Remote Work Request Form

**Employee Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_

|                                                                                                                    |                          |             |                          |              |            |            |            |
|--------------------------------------------------------------------------------------------------------------------|--------------------------|-------------|--------------------------|--------------|------------|------------|------------|
| <u>Requested Work Schedule:</u>                                                                                    | <u>Mon</u>               | <u>Tues</u> | <u>Wed</u>               | <u>Thurs</u> | <u>Fri</u> | <u>Sat</u> | <u>Sun</u> |
| <u>Remote Work Hours:</u>                                                                                          |                          |             |                          |              |            |            |            |
| <u>Office Hours:</u>                                                                                               |                          |             |                          |              |            |            |            |
| <u>Identify alternate work space:</u>                                                                              |                          |             |                          |              |            |            |            |
| <u>What equipment is required to successfully complete your work?</u>                                              |                          |             |                          |              |            |            |            |
| <u>List of Items:</u>                                                                                              | <u>Employee Provided</u> |             | <u>Employer Provided</u> |              |            |            |            |
|                                                                                                                    |                          |             |                          |              |            |            |            |
|                                                                                                                    |                          |             |                          |              |            |            |            |
|                                                                                                                    |                          |             |                          |              |            |            |            |
|                                                                                                                    |                          |             |                          |              |            |            |            |
|                                                                                                                    |                          |             |                          |              |            |            |            |
|                                                                                                                    |                          |             |                          |              |            |            |            |
|                                                                                                                    |                          |             |                          |              |            |            |            |
| <u>Describe the responsibilities and tasks that you will be able to accomplish from your remote work location.</u> |                          |             |                          |              |            |            |            |
| <u>Describe how remote work will benefit the organization.</u>                                                     |                          |             |                          |              |            |            |            |





## Lyon County School District Board Memo

**Date:** December 17, 2024

**To:** Board of School Trustees

**From:** Dawn Huckaby, Deputy Superintendent

**Re:** Revisions to LCSD Policy JFCC: Safe and Respectful Learning Environment

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**Recommendation:**

That the Board of Trustees approves the revisions to LCSD Policy JFCC: Safe and Respectful Learning Environment (Anti-Bullying) as a second and final reading

**Background Information:**

Revisions to Policy JFCC have been recommended by our Pool/Pact attorney based on changes in law during the 2023 Nevada legislative session. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool, mitigates our risk and liability and ensures we are in compliance with Nevada state law.

The changes to the law directly impacted LCSD Policy JFCC, including updating applicable definitions under Title IX, incorporating “discrimination based on race” which has been part of the state framework since 2021, updating various timelines, and removing the term “Anti-Bullying” since this law incorporates much more than bullying. The progressive discipline for bullying is already found within the Restorative Discipline Plan that the board approves annually. The Restorative Discipline Plan document houses all discipline for a variety of potential offenses including bullying. The plan is updated annually after input from administrators, teachers, students, parents, and other stakeholders.

Policy JFCC and the Anti-Bullying training is completed annually at the start of each year. This includes investigation training to all administrators, as well as anti-bullying expectations and reporting to all staff and students. This training occurs within the first month of school.

**Budget Considerations:**

None

**Discussed at Previous Meeting:**

November 19, 2024

**Attachment(s):**

LCSD Policy JFCC – Safe and Respectful Learning Environment

SAFE AND RESPECTFUL LEARNING ENVIRONMENT ~~ANTI-BULLYING~~

**Bullying ~~and~~, Cyber-Bullying and Discrimination Based on Race Is Prohibited in Public Schools**

A member of the school district board of trustees, any employee of the school district, including, without limitation, an administrator, principal, teacher, or other staff member, a member of a club or organization which uses the facilities of any public school, regardless of whether the club or organization has any connection to the school, or any student shall not engage in bullying ~~or~~, cyber-bullying, or discrimination based on race on the premises of any public school, at an activity sponsored by a public school, or on any school bus. Every classroom, hallway, locker room cafeteria, restroom, gymnasium, playground, athletic field, school bus, parking lot and other areas on the premises of a public school in the school district must be maintained as a safe and respectful learning environment, and no form of bullying ~~or~~, cyber-bullying, or discrimination based on race will be tolerated within the school district.

The Lyon County School District is committed to providing a safe and respectful learning environment in which students of differing beliefs, races, colors, national origins, ancestries, religions, gender identities or expressions, sexual orientation, physical or mental disabilities sexes or any other distinguishing characteristics, and or backgrounds can realize their full academic and personal potential. It is the intent of this policy to ensure that all administrators, principals, teachers, and other personnel of the school district demonstrate appropriate and professional behavior on the premises of any public school by treating students, including, without limitation, students, with civility and respect and by refusing to tolerate bullying ~~or~~, cyber-bullying, or discrimination based on race, and by taking immediate action to protect a victim or target of bullying ~~or~~, cyber-bullying, or discrimination based on race when witnessing, overhearing or being notified that bullying ~~or~~, cyber-bullying, or discrimination based on race is occurring or has occurred. Any teacher, administrator, principal, coach or other staff member or student who tolerates or engages in an act of bullying ~~or~~, cyber-bullying, or discrimination based on race, or violates a provision of state law requiring a response to bullying ~~or~~, cyber-bullying, or discrimination based on race will be held accountable.

If the alleged bullying or cyber-bullying based on sex could constitute ~~sexual~~ sex-based harassment under Title IX, then LCSD Board Policy AB – Non-discrimination on the Basis of Sex Under Title IX ~~policy~~ and administrative regulations apply rather than ~~the JFCC this~~ policy and administrative regulations.<sup>1</sup> Because the District must respond with specific steps whenever any employee has

<sup>1</sup> Under Title IX, ~~sexual~~ sex-based harassment is defined as ~~conduct~~ sexual harassment and other harassment on the basis of sex, that ~~satisfies one or more of the following is:~~

1. Quid pro quo harassment. A school employee ~~conditioning education benefits on~~ or other person authorized by LCSD to provide an aid, benefit, or service under LCSD's education program or activity explicitly or impliedly conditioning the provision of such an aid, benefit, or service on a person's participation in unwelcome sexual conduct (i.e., quid pro quo); or

notice of ~~sexual~~ sex-based harassment under Title IX, all school employees are required to report possible incidents of ~~sexual~~ sex-based harassment involving students directly to the District's Title IX Coordinator, as follows:

Executive Director of Human Resources  
Lyon County School District  
25 E. Goldfield Avenue  
Yerington, NV 89447  
(775)463-6800

The District's Title IX Coordinator will assist the employee, in consultation with the school principal if the employee is not the principal, to determine whether the allegation could constitute ~~sexual~~ sex-based harassment under Title IX, in which case policy AB will be followed rather than policy JFCC.

It is the further intent of this policy to ensure that the quality of instruction is not negatively impacted by poor attitudes or interactions among administrators, principals, teachers or other personnel of a school district. The Lyon County School District affirms that all students in its public schools are entitled to maintain their own beliefs and to respectfully disagree without resorting to bullying ~~or~~ cyber-bullying, discrimination based on race, or violence.

The school district will provide for the appropriate training of all administrators, principals, teachers, and all other personnel employed by the school district as required by law, and as more specifically set forth in administrative regulations implementing this policy.

**Legal Reference(s):** NRS 200.900, 385A.070, 388.121 to 388.1395; NAC 388.875 et seq.

Policy #JFCC

Revised ~~9/26/23~~ 12/17/24

2. Hostile environment harassment. Unwelcome sex-based conduct that ~~a reasonable person would determine, based on the totality of circumstances, is subjectively and objectively offensive and~~ is so severe, ~~or~~ pervasive, and objectively offensive that it effectively limits or denies a person's ~~equal access to the school's ability to participate in or benefit from LCSD's education program or activity (i.e., creates a hostile environment), as defined further in 34 CFR 106.2;~~ or
3. Sexual Assault (as defined in the Clery Act), dating violence, domestic violence, or stalking as defined in the Violence Against Women Act (VAWA). Specific offenses.
  - i. Sexual assault meaning an offense classified as forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation;
  - ii. Dating violence as defined further in 34 CFR 106.2;
  - iii. Domestic violence as defined further in 34 CFR 10.2; or
  - iv. Stalking as defined further in 34 CFR 106.2.

***SAFE AND RESPECTFUL LEARNING ENVIRONMENT - ~~ANTI-BULLYING~~ -  
ADMINISTRATIVE REGULATIONS***

**I. Bullying ~~and~~, Cyber-Bullying, and Discrimination Based on Race Is Prohibited in Public Schools**

- A. A member of the school district board of trustees, any employee of the school district, including, without limitation, an administrator, principal, teacher, or other staff member, a member of a club or organization which uses the facilities of any public school, regardless of whether the club or organization has any connection to the school, or any student shall not engage in bullying ~~or~~ cyber-bullying, or discrimination based on race on the premises of any public school, at an activity sponsored by a public school, or on any school bus.

**B. Definitions:**

1. “**Bullying**” means written, verbal or electronic expressions or physical acts or gestures, or any combination thereof, that are directed at a student or group of students, or a single severe and willful act or expression that is directed at a student or group of students, and:
  - a. Have the effect of:
    - i. Physically harming a student or damaging the property of a students; or
    - ii. Placing a student in reasonable fear of physical harm to the student or damage to the property of the student; or
  - b. Interfere with the rights of a student by:
    - i. Creating an intimidating or hostile educational environment for the student; or
    - ii. Substantially interfering with the academic performance of a student or the ability of the student to participate in or benefit from services, activities or privileges provided by a school; or
  - c. Are acts or conduct described in paragraph (a) or (b) and are based upon the:
    - i. Actual or perceived race, color, national origin, ancestry, religion, gender identity or expression, sexual orientation, physical or mental disability of a student, sex or any other distinguishing characteristic or background of a student; or
    - ii. Association of a student with another student having one or more of those actual or perceived characteristics.

The term includes, without limitation:

- a. Repeated or pervasive taunting, name-calling, belittling, mocking or use of put-downs or demeaning humor regarding the actual or perceived race,

- color, national origin, ancestry, religion, gender identity or expression, sexual orientation, physical or mental disability of a student, sex or any other distinguishing characteristic or background of a student;
- b. Behavior that is intended to harm another student by damaging or manipulating his or her relationships with others by conduct that includes, without limitations, spreading false rumors;
  - c. Repeated or pervasive nonverbal threats or intimidation such as the use of aggressive, menacing or disrespectful gestures;
  - d. Threats of harm to a student, to his or her possessions or to other students, whether such threats are transmitted verbally, electronically or in writing;
  - e. Blackmail, extortion or demands for protection money or involuntary loans or donations;
  - f. Blocking access to any property or facility of a school;
  - g. Stalking; and
  - h. Physically harmful contact with or injury to another student or his or her property.

**NOTE:** The term does not include expressions, acts, or gestures which are engaged in as part of a mutual disagreement or conflict.

- 2. **“Cyber-bullying”** means bullying through the use of electronic communication. The term includes the use of electronic communication to transmit or distribute a sexual image of a minor. As used in this policy, “sexual image” has the meaning ascribed to it in NRS 200.737.
- 3. **“Electronic communication”** means the communication of any written, verbal or pictorial information through the use of an electronic device, including, without limitation, a telephone, a cellular phone, a computer or any similar means of communication.
- 4. **“Discrimination based on race” means any single or repeated or pervasive act or acts, whether targeted to a specific person or targeted to any demographic identified in paragraph a:**
  - a. Regarding the race, color, culture, religion, language, ethnicity or national origin of a person that causes harm or creates a hostile work or learning environment, which may include, without limitation, jokes, threats, physical altercations or intimidation; and
  - b. That occurs in person, online or in any other setting, including, without limitation, in a course of distance education.

**II. Policies and Training Established by the Nevada Department of Education;  
Standards Adopted by the Nevada Council to Establish Academic Standards**

A. NRS 388.133 requires that the Nevada Department of Education prescribe by regulation a policy (1) setting forth requirements and methods for reporting violations of the prohibition on bullying ~~or~~ cyber-bullying, or discrimination based on race including, without limitation, violations among teachers and violations between teachers and administrators, principals and other personnel of a school district; and (2) for use by school districts to train members of the board of trustees and all administrators, principals, teachers and all other personnel employed by the board of trustees of the school district. The policy must include provisions for training in the topics listed below under “Professional Development.” ~~Upon issuance of the state regulations prescribing a policy,~~ The school district board of trustees will adopt the policy, and the school district will provide the training and comply with other requirements set forth in NRS 388.134~~2~~.

B. NRS 388.1342 requires that the Nevada Department of Education establish programs of training as follows:

1. Methods to prevent, identify and report incidents of bullying ~~or~~ cyber-bullying, or discrimination based on race for members of the boards of trustees of school districts.
2. Training to assist school district personnel to assist those persons with carrying out their powers and duties under the Safe and Respectful Learning Environments statutes.
3. Training for administrators in the prevention of violence and suicide associated with bullying ~~or~~ cyber-bullying, or discrimination based on race and appropriate methods to respond to incidents of violence or suicide.

Upon establishment of these programs of training, the school district will complete the programs of training in accordance with the timelines and other requirements set forth under NRS 388.1342.

C. NRS 388.134 requires that the school district board of trustees adopt the policy prescribed by the Council to Establish Academic Standards for the ethical, safe and secure use of computers and other electronic devices (NRS 389.520.2). The standard adopted by the Council for “Digital Citizenship” requires that students understand human, cultural, and societal issues related to technology and practice legal and ethical behavior. The school district adopts that standard and the strands for education in computer education and technology which require that students:

1. Advocate and practice safe, legal, and responsible use of information and technology;



2. Exhibit a positive attitude toward using technology that supports collaboration, learning, and productivity;
3. Demonstrate personal responsibility for lifelong learning; and
4. Exhibit leadership for digital citizenship.

The complete set of Nevada Computer and Technology Standards are available online at [http://www.doe.nv.gov/APAC\\_Computer\\_Technology/](http://www.doe.nv.gov/APAC_Computer_Technology/). These standards include indicators for how the strands are applied within specific grade bands in Nevada.

### III. Notice that Bullying ~~and~~, Cyber-Bullying, and Discrimination Based on Race Is Prohibited in Public Schools

As required by NRS 388.139, the school district will include LCSD Board Policy JFCC and the text of the provisions of NRS 388.121 to 388.1395, inclusive, and sections 2, 3 and 4 of Senate Bill 504 (2015 Nevada Legislative Session), within each copy of the rules of behavior for students that the school district provides to students under the heading “Discrimination Based on Race, Bullying and Cyber-Bullying Is Prohibited in Public Schools.” The school district will also post LCSD Board Policy JFCC on its internet website. Upon the request of a parent or legal guardian, the school district will provide a parent or legal guardian with a written copy of LCSD Board Policy JFCC.

### IV. Requirements and Methods for Reporting Violations; Investigations

#### Reporting Violations:

- A. Any student who believes that he or she has been a victim of bullying ~~or~~, cyber-bullying, or discrimination based on race by a member of the school district board of trustees, any employee of the school district, including, without limitation, an administrator, principal, teacher, or other staff member, a member of a club or organization which uses the facilities of any public school, regardless of whether the club or organization has any connection to the school, or any student is encouraged and instructed to adhere to the following reporting mechanism:
  1. **Students.** School district students who are targets of bullying ~~or~~, cyber-bullying, or discrimination based on race and students who have first-hand knowledge of such bullying ~~or~~, cyber-bullying, or discrimination based on race should report any incident(s) to a teacher, counselor, or school administrator.
  2. **Employees.** A teacher, administrator, principal, coach or other staff member who witnesses a violation of the prohibition on bullying ~~or~~, cyber-bullying, or discrimination based on race, or receives information that a violation has occurred (including overhearing, or receiving a report, formal or informal, written or oral, of bullying ~~or~~, cyber-bullying, or discrimination based on race) must report the



violation to the principal or designee as soon as practicable, but not later than a time during the same day on which the teacher, administrator, principal, coach or other staff member witnessed the violation or received information regarding the occurrence of a violation.

**SPECIAL NOTE REGARDING SEXUAL HARASSMENT UNDER TITLE IX:**

If the alleged bullying or cyber-bullying based on sex could constitute sexual sex-based harassment under Title IX, then LCSD Board Policy AB – Non-discrimination on the Basis of Sex Under Title IX policy and administrative regulations apply rather than the JFCC this policy and administrative regulations.<sup>2</sup> **Because the District must respond with specific steps whenever any employee has notice of sexual sex-based harassment under Title IX, all school employees are required to report possible incidents of sexual harassment involving students directly to the District’s Title IX Coordinator, as follows:**

Executive Director of Human Resources  
Lyon County School District  
25 E. Goldfield Avenue  
Yerington, NV 89447  
(775)463-6800

The District’s Title IX Coordinator will assist the employee, in consultation with the school principal if the employee is not the principal, to determine whether the allegation could constitute sexual sex-based harassment under Title IX, in which case policy AB will be followed rather than policy JFCC.

<sup>2</sup> Under Title IX, sexual sex-based harassment is defined as conduct sexual harassment and other harassment on the basis of sex, that satisfies one or more of the following is:

4. Quid pro quo harassment. A school employee conditioning education benefits on or other person authorized by LCSD to provide an aid, benefit, or service under LCSD’s education program or activity explicitly or impliedly conditioning the provision of such an aid, benefit, or service on a person’s participation in unwelcome sexual conduct (i.e., quid pro quo); or
5. Hostile environment harassment. Unwelcome sex-based conduct that a reasonable person would determine, based on the totality of circumstances, is subjectively and objectively offensive and is so severe, or pervasive, and objectively offensive that it effectively limits or denies a person’s equal access to the school’s ability to participate in or benefit from LCSD’s education program or activity (i.e., creates a hostile environment), as defined further in 34 CFR 106.2; or
6. Sexual Assault (as defined in the Clery Act), dating violence, domestic violence, or stalking as defined in the Violence Against Women Act (VAWA). Specific offenses.
  - i. Sexual assault meaning an offense classified as forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation;
  - ii. Dating violence as defined further in 34 CFR 106.2;
  - iii. Domestic violence as defined further in 34 CFR 10.2; or
  - iv. Stalking as defined further in 34 CFR 106.2.

**School Principal/Designee Investigations:**

The principal or designee upon receiving a report of bullying ~~or~~, cyber-bullying, or discrimination based on race will immediately take any necessary action to stop the bullying ~~or~~, cyber-bullying, or discrimination based on race, and ensure the safety and well-being of the reported victim or victims, and shall begin an investigation into the report. If the principal or designee does not have access to the reported victim of alleged bullying, cyber-bullying or discrimination based on race, the principal may wait until the next day when he or she has such access to take the immediate actions described above.

- A. The principal or designee must notify all parents or guardians of all students directly involved (either as reported aggressor(s) or as reported victim(s)) in the reported bullying ~~or~~, cyber-bullying, or discrimination based on race through telephone, electronic mail or other electronic means, or in person. The notification must include a statement that an investigation will be conducted and include counseling or intervention services that are available at the school, as well as provide a list of community resources. If the contact information for the parent or guardian of a student in the school records is not correct a good faith effort to notify the parent or guardian shall be deemed sufficient to meet the notification requirement. The principal or designee must document all such efforts.
- B. The notification must be provided not later than:
1. 6 p.m. Before the school's administrative office closes on the day on which the bullying, cyber-bullying or discrimination based on race is reported, if the misconduct is reported before the end of school hours on a school day; or
  2. 6 p.m. Before the school's administrative office closes on the school day following the day on which the bullying, cyber-bullying or discrimination based on race is reported, if the misconduct was reported on a day that is not a school day or after school hours on a school day.
- C. The investigation must be completed, to the greatest extent practicable, within 5 school days after the principal or designee receives a report of bullying ~~or~~, cyber-bullying, or discrimination based on race. If the principal or designee is not able to complete the required interviews with students (reported aggressor(s) and victim(s)) or their parents or guardians, because any of the students are not available extenuating circumstances prevent the principal or designee from completing the investigation required by this section within 5 school days after making a good faith effort, 2 additional days may be used to complete the investigation.
1. Interviews must be conducted with all students (reported aggressor(s) and victim(s)) whose parents or guardians must be notified, and with all such parents or guardians.
  2. The principal or designee shall not take any action that may cause harm to the reported victim, require the reported victim to change classrooms or isolate the

reported victim from his or her peers. The principal or designee shall, to the extent practicable, talk privately and discreetly about the violation with the reported victim, without bringing undue attention to the reported victim.

State law does not place any limit on the time within which an investigation concerning any alleged act that constitutes sexual assault must be completed.

- D. The principal or designee must complete a written report of the findings and conclusions of the investigation. If a violation is found to have occurred, the report must include recommendations concerning the imposition of restorative disciplinary action or other measures to be imposed as a result of the violation, in accordance with LCSD Board Policy JG. The principal or designee will assist the reported aggressor to see the harm that his or her actions have caused, identify strategies to repair that harm and direct the aggressor to not engage in bullying or cyber-bullying, or discrimination based on race in the future. A copy of the report must be provided to the parent or guardian of the aggressor with all other involved students' personally identifiable information omitted. Subject to the provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA) and its implementing regulations, the report must be made available within 24 hours after the completion of the written report to all parents or guardians who were required to be notified (i.e., parents of the reported aggressor(s) and victim(s)). If a violation is found *not* to have occurred, information concerning the incident must not be included in the record of the reported aggressor.
- E. The principal or his/her designee shall develop and carry out a written safety plan to support the physical and emotional well-being of the reported victim and the reported aggressor which is designed to ensure that the reported victim and the reported aggressor are not further harmed by the bullying or cyber-bullying, or discrimination based on race, including, without limitation, by allowing the reported victim to make up any test or homework assignment that he or she missed or failed to submit as a result of the bullying or cyber-bullying, or discrimination based on race.
- F. Within 24 hours after completing the report the principal or designee shall provide the parent or guardian of the reported aggressor a copy of the written report that does not contain the personally identifiable information of any other pupil. Although not required by state law, a copy of the written report that does not contain the personally identifiable information of any other pupil shall be provided to the parent or guardian of the reported victim.
- G. The principal or designee will notify the parent or guardian of any other pupil directly involved in the incident of the outcome of the investigation and make available upon request to any such parent or guardian a copy of the report that does not contain the personally identifiable information of any pupil, other than the pupil to whose parent or guardian the report is provided.

- H. Within 24 hours after completing the report, the principal or designee shall notify the parent or guardian of each pupil directly involved in the incident that the parent or guardian may: (1) submit to the principal or designee a complaint or concern regarding the conduct or outcome of the investigation; (2) request a meeting with the principal or designee to discuss the outcome of the investigation; (3) appeal the outcome of the investigation; and (4) appeal a disciplinary decision of the principal or designee made against a pupil as a result of the incident.
- I. Not later than 10 school days after receiving a report of bullying ~~or~~, cyber-bullying, or discrimination based on race, the principal or designee shall meet with each reported victim of the misconduct to inquire about the well-being of the reported victim and to ensure that the reported bullying ~~or~~, cyber-bullying, or discrimination based on race is not continuing.
- J. If a violation of NRS 388.135 is found to have occurred, the parent or guardian of a student who is a victim of bullying ~~or~~, cyber-bullying, or discrimination based on race may request a variance to another school in LCSD. The variance will be approved initially, and all requirements under LCSD Board Policy JECBB - Variance Policy will apply.
- K. If a law enforcement agency is investigating a potential crime involving an alleged violation of bullying ~~or~~, cyber-bullying, or discrimination based on race, the administrator may, after notifying the parent or guardian of the alleged incident, defer the school investigation until the completion of the criminal investigation by the law enforcement agency. If the school investigation is deferred, the administrator will immediately develop a plan to protect the safety of each student directly involved in the alleged violation of bullying ~~or~~, cyber-bullying, or discrimination based on race.
- L. If the administrator determines that the bullying ~~or~~, cyber-bullying, or discrimination based on race was caused by the disability of the student, the provisions of NRS 388.1351 (e.g. reporting, investigation, notification, written report, follow-up with victim, etc.) do not apply if the behavior or similar behavior is addressed in the student's individualized education program. The administrator will take necessary measures to protect the safety of the victim.
- M. The provisions of NRS 388.1351 (e.g. reporting, investigation, notification, written report, follow-up with victim, etc.) do not apply to prekindergarten students if the behavior is addressed through measures intended to modify the behavior of the student, an employee of LCSD, or other adults.
- N. The principal/designee will report the number of bullying, cyber-bullying and discrimination based on race events reported, the number of ~~bullying~~ such reports

confirmed, and the number of ~~bullying~~ such reports not confirmed by logging all events into the student information system (Infinite Campus). The superintendent or designee will report this information ~~by school each quarter to~~ as directed by the Nevada Department of Education Office for a Safe and Respectful Learning Environment. This report will be shared annually with the Board of Trustees no later than July 31st.

**No Interfering with or Preventing Disclosure of Information:**

Members of the school district board of trustees and school district employees are prohibited from directly or indirectly interfering with or preventing the disclosure of information concerning bullying ~~or~~ cyber-bullying, or discrimination based on race violations.

**Appeal of Disciplinary Decision:**

The provisions of LCSD Board Policy JG – Student Discipline and Administrative Regulation shall govern any appeal of a disciplinary decision made against a student as a result of the incident of bullying, cyber-bullying or discrimination based on race, with the following exception:

~~The parent or legal guardian of a student involved in the reported violation may request a meeting with the principal to discuss the investigation process and/or disciplinary measures imposed within 10 school days of notification. Should the parent/guardian be dissatisfied with the outcome of the meeting, the investigation process and/or the disciplinary measures imposed they may appeal the decision(s) of the principal to the deputy superintendent no later than 10 school days following the meeting with the principal. The deputy superintendent will meet with the dissatisfied parent(s)/guardian(s) and the principal of the school within 15 school days to examine the evidence of the case. The deputy superintendent will render his/her decision in writing to the parent(s)/guardian(s) and principal within 10 school days following the meeting. Not later than 30 days after receiving a response from the deputy superintendent, the parent or guardian of a pupil directly involved in the reported violation of NRS 388.135 may submit a complaint to the Nevada Department of Education concerning the outcome of the appeal or a suspected violation, and the Department shall consider and respond to the complaint pursuant to procedures and standards prescribed in regulations adopted by the Department (NAC 388.915).~~

**Immunity for Reporting Violations; Disciplinary Action for Certain Students:**

No cause of action may be brought against a student, ~~or an~~ employee, or volunteer of a school who reports a violation of the prohibition on bullying ~~or~~ cyber-bullying, or discrimination based on race, unless the student who made the report acted with malice, intentional misconduct, gross negligence, or intentional or knowing violation of the law.

If a principal determines that a report of a violation is false and that the student who made the report acted with malice, intentional misconduct, gross negligence, or intentional or knowing violation of the law, the principal may recommend the imposition of disciplinary action or other measures against the student in accordance with the policy governing disciplinary action adopted by the school district board of trustees ([LCSD Board Policy JG – Student Discipline](#)).

**School District Policy for Employees to Report Violations to Law Enforcement:**

The school district board of trustees, in conjunction with local law enforcement agencies that have jurisdiction over the school district and with school police, if applicable, will establish a separate policy for the procedures which must be followed by an employee of the school district when reporting a violation of the prohibition on bullying ~~or~~, cyber-bullying, [or discrimination based on race](#) to a school police officer or local law enforcement.

**V. Professional Development**

The school district superintendent will provide for the appropriate training of all administrators, principals, teachers and all other personnel employed by the school district in accordance with this policy, including training on the following topics:

- A. Training in the appropriate methods to facilitate positive human relations among students by eliminating the use of bullying ~~or~~, cyber-bullying, [or discrimination based on race](#) so that students may realize their full academic and personal potential.
- B. Training in methods to prevent, identify, and report incidents of bullying ~~or~~, cyber-bullying, [or discrimination based on race](#).
- C. Training concerning the needs of students with diverse gender identities or expressions.
- D. Training concerning the needs of students with disabilities and students with autism spectrum disorder.
- E. Methods to promote a positive learning environment.
- D. Methods to improve the school environment in a manner that will facilitate positive human relations among students.
- E. Methods to teach skills to students so that the students are able to replace inappropriate behavior with positive behavior.



## VI. School Safety Team

- A. The principal or designee must establish a school safety team to develop, foster and maintain a school environment, which is free from bullying ~~or~~, cyber-bullying, or discrimination based on race.
- B. The principal or designee will conduct investigations of violations of the prohibition on bullying ~~or~~, cyber-bullying, or discrimination based on race ~~occurring at the school~~.
- C. The principal or designee will collaborate with the school district board of trustees and school safety team to prevent, identify and address reported violations of the prohibition on bullying ~~or~~, cyber-bullying, or discrimination based on race at the school.
- D. The School Safety Teams must consist of the principal or designee (committee chair) and the following persons appointed by the principal:
  1. School counselor;
  2. At least one teacher at the school;
  3. At least one parent or guardian of a student enrolled in the school; and
  4. Any other persons appointed by the principal.
- E. The School Safety Team will:
  1. Meet at least two times each year;
  2. Identify and address patterns of bullying ~~or~~, cyber-bullying, and discrimination based on race;
  3. Review and strengthen school policies to prevent and address bullying ~~or~~, cyber-bullying, and discrimination based on race;
  4. Provide information to school personnel, students, and parents and legal guardians of students enrolled in the school on methods to address bullying ~~or~~, cyber-bullying, and discrimination based on race; and
  5. To the extent money is available, participate in any training conducted by the school district regarding bullying ~~or~~, cyber-bullying, and discrimination based on race.

## VII. Week of Respect

The school board of trustees will determine the most effective manner for the delivery of information to public school students during the “Week of Respect” proclaimed by the Governor each year. The information delivered during the “Week of Respect” will focus on:

- A. Methods to prevent, identify and report incidents of bullying ~~or~~, cyber-bullying, and discrimination based on race;
- B. Methods to improve the school environment in a manner that will facilitate positive human relations among students; and
- C. Methods to facilitate positive human relations among students by eliminating the use of bullying ~~or~~, cyber-bullying, and discrimination based on race.

#### **VIII. Writ of Mandamus to Compel Compliance with Law**

A parent or guardian may petition a court of competent jurisdiction for a writ of mandamus to compel the performance of any duty imposed by the provision of Nevada anti-bullying laws, at NRS 388.121 to 388.145~~1395~~, inclusive, and Senate Bill 504 (2015 Nevada Legislative Session), sections 2, 3, and 4.

#### **IX. Employee Bullying ~~or~~, Cyber-Bullying and Discrimination Based on Race (also see LCSD Policy GBBC – Employee Bullying)**

Allegations of bullying ~~or~~, cyber-bullying, or discrimination based on race among teachers or between teachers and administrators, principals, or other school employees must be reported and will be investigated in accordance with school district policies, regulations, administrative procedures; any applicable collective bargaining agreement; and other applicable laws.

Complaints against an employee by students or parents or guardians must be investigated and addressed by the District in accordance with school district policies, regulations, administrative procedures, applicable collective bargaining agreements, and other applicable laws. Appeals may be filed at the Nevada Department of Education, Office of Safe and Respectful Learning Environment (NAC 388.915).

#### **X. Failure to Report Violations**

If an administrator, principal or the designee of an administrator or principal of a school knowingly and willfully fails to comply with the provisions of NRS 388.1351 concerning obligations for reporting violations, investigating, preparing reports, and related matters, the superintendent shall take disciplinary action against the employee by written admonishment, demotion, suspension, dismissal or refusal to reemploy. If the employee is the holder of a license issued pursuant to NRS Chapter 391, the superintendent may



recommend to the board of trustees that the board submit a recommendation to the State Board for the suspension or revocation of the employee's license.

The District may discipline other licensed employees with a suspension, demotion, dismissal or non-reemployment without prior admonition if they knowingly and willfully fail to comply with the provisions of NRS 388.1351. An intentional failure to report a bullying violation shall constitute a knowing and willful failure to comply with the provisions of NRS 388.1351. For negligently failing to report a bullying violation, the District may use progressive discipline but may not immediately demote or dismiss without a prior admonition.

DRAFT

**LCSD WORKSHEET FOR DETERMINING WHETHER BULLYING, ~~OR~~ CYBER-BULLYING, OR  
DISCRIMINATION BASED ON RACE HAS OCCURRED**

**NATURE OF REPORTED AGGRESSOR'S MISCONDUCT**

Has the reported victim experienced (1) written, verbal or electronic expressions, or physical acts or gestures, or any combination thereof, or (2) a single severe and willful act or expression? The term does not include expressions, acts or gestures which are engaged in as part of a mutual disagreement or conflict.

☐ Yes ☐ No DESCRIBE: \_\_\_\_\_

*(If "Yes" continue to section below, Effect on Reported Victim. If "No" then it is not bullying. Instead, it may be some other disciplinary infraction of LCSD Discipline policy JG or a school rule violation that may need to be addressed.)*

**EXAMPLES include:**

- Repeated or pervasive taunting, name-calling, belittling, mocking or use of put-downs or demeaning humor regarding the actual or perceived race, color, national origin, ancestry, religion, gender identity or expression, sexual orientation, physical or mental disability of a person, sex or any other distinguishing characteristic or background of a person
- Behavior that is intended to harm another person by damaging or manipulating his or her relationships by conduct that includes, without limitation, spreading false rumors
- Repeated or pervasive nonverbal threats or intimidation such as the use of aggressive, menacing, or disrespectful gestures
- Threats of harm to a person, to his or her possessions or to other persons, whether such threats are transmitted verbally, electronically or in writing
- Blackmail, extortion or demands for protection money or involuntary loans or donations;
- Blocking access to any property or facility of a school
- Stalking
- Physically harmful contact with or injury to another person or his or her property

**EFFECT ON REPORTED VICTIM**

1. Has the student been **harmed physically**, or is the student **reasonably afraid** of being harmed physically?

☐ Yes ☐ No

DESCRIBE: \_\_\_\_\_

- Is the conduct based on the actual or perceived race, color, national origin, ancestry, religion, gender identity or expression, sexual orientation, physical or mental disability, sex, any other distinguishing characteristic, or background of the person **OR** is the conduct based on the person's association with another person having one or more of these actual or perceived characteristics?

☐ Yes ☐ No

DESCRIBE: \_\_\_\_\_

If Yes, consider whether district policies and procedures for investigating complaints of discrimination (including harassment) should be followed in addition to state law.

2. Has the student's **property been damaged**, or is the student **reasonably afraid** of having his/her property damaged?

☐ Yes ☐ No

DESCRIBE: \_\_\_\_\_

- Is the conduct based on the actual or perceived race, color, national origin, ancestry, religion, gender identity or expression, sexual orientation, physical or mental disability, sex, any other distinguishing characteristic, or background of the person **OR** is the conduct based on the person's association with another person having one or more of these actual or perceived characteristics?

☐ Yes ☐ No

DESCRIBE: \_\_\_\_\_

If Yes, consider whether district policies and procedures for investigating complaints of discrimination (including harassment) should be followed in addition to state law.

3. Have the student's rights been interfered with because the misconduct has created an **intimidating or hostile educational environment**, including **substantially interfering with the academic performance** of a student or the ability of the person to **participate in or benefit from services, activities or privileges** provided by the school?

☐ Yes ☐ No

DESCRIBE: \_\_\_\_\_

- Is the conduct based on the actual or perceived race, color, national origin, ancestry, religion, gender identity or expression, sexual orientation, physical or mental disability, sex, any other distinguishing characteristic, or background of the person **OR** is the conduct based on the person's association with another person having one or more of these actual or perceived characteristics?

☐ Yes ☐ No

DESCRIBE: \_\_\_\_\_

If Yes, consider whether district policies and procedures for investigating complaints of discrimination (including harassment) should be followed in addition to state law.

*(If all answers are "No", then it is not bullying, cyber-bullying, or discrimination based on race. However, it may be another infraction from LCSD Discipline Policy JG or a school rule violation. If any answers are "Yes", then bullying, cyber-bullying, or discrimination based on race is confirmed.)*