Agenda

Lyon County School District
Board of Trustees

A meeting of the Board of Trustees of Lyon County School District will be held Tuesday, September 26, 2023, beginning at 6:00 pm Legal Gathering and regular Open meeting at 6:30 pm at the Fernley High School, 1300 Hwy 95A South, Fernley, NV 89408.

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.

1. 6:30 PM CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. WELCOME OF GUESTS
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES 5
6. BOARD MEMBER REPORTS
7. ATTITUDE OF GRATITUDE 41
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 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 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 and Answers - To be posted by 12:00 PM, day of board meeting.

    No questions were submitted.

    B. Request for Early Graduation/HSE (confidential)

    C. LCEA Negotiated Agreement 50

D. Personnel Reports 101

E. Supplemental Pay Schedule for Non-Classified Positions 108

F. Progressive Restorative Discipline Plan 110

G. Memorandums of Understanding 236

H. Travel 250

I. Department Reports 317

J. District Financial Report 319

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

12. ACCEPTANCE OF DONATIONS 421

13. **(For Possible Action)** Discussion and possible action regarding the Silverland Middle School roof issues. This item is being presented by Legal Counsel Don Lattin, Executive Director of Operations Harman Bains, and Operations & Maintenance Supervisor Kirk McCallum. **424**

14. **(For Possible Action)** Discussion and possible action regarding the purchase of HVAC equipment for Fernley Elementary School. This item is being presented by Executive Director of Operations Harman Bains and Operations and Maintenance Supervisor Kirk McCallum. **482**

15. **(For Possible Action)** Discussion and possible action regarding an update on the 2023 LCSD facility improvements and summer projects. This item is being presented by Executive Director of Operations Harman Bains, and Operations and Maintenance Supervisor Kirk McCallum. **496**

16. **(For Possible Action)** Discussion and possible action regarding the Early Childhood Innovative Literacy Program (ECILP) grant for Pre-K programs in the LCSD. This item is being presented by Executive Director of Special Services Rachel Stewart and Grants Manager Jeremy Lattin. **498**

17. **(For Possible Action)** Discussion and possible action regarding a report on LCSD staffing for the 2023-24 school year. This item is being presented by Executive Director of Human Resources Dawn Huckaby. **536**

18. **(For Possible Action)** Discussion and possible action regarding a report on the Nevada Educator Performance Framework (NEPF) results. This item is being presented by Executive Director of Human Resources Dawn Huckaby and Deputy Superintendent Tim Logan. **541**

19. **(For Possible Action)** Discussion and possible action regarding updates from the Fernley area school principals. This item is being presented by principals Billiejo Hogan, Jamie Henderson, Virginia Richardson, Blake Cooper, Steve Henderson, and Ryan Cross. **547**

20. **(For Possible Action)** Discussion and possible action regarding LCSD Policy BCE: Board Committees. This item is being presented by Board Member Sherry Parsons. **554**

21. **(For Possible Action)** Discussion and possible action regarding LCSD Policy BCF: Advisory Committees. This item is being presented by Board Member Sherry Parsons. **555**

22. **(For Possible Action)** Discussion and possible action regarding LCSD Policy GBBC: Bullying, Harassment, Intimidation, and Discrimination as a first reading. This item is being presented by Executive Director of Human Resources Dawn Huckaby. **557**

23. **(For Possible Action)** Discussion and possible action regarding LCSD Policy GL: Staff Complaints as a first reading. This item is being presented by Executive Director of Human Resources Dawn Huckaby. **567**

24. **(For Possible Action)** Discussion and possible action regarding LCSD Policy GCBA: Performance Evaluations for Classified Personnel as a first reading. This item is being presented by Executive Director of Human Resources Dawn Huckaby. **577**

25. **(For Possible Action)** Discussion and possible action regarding LCSD Policy JED: Attendance as a first reading. This item is being presented by Executive Director of Educational Services Jim Gianotti and Deputy Superintendent Tim Logan. **579**

26. **(For Possible Action)** Discussion and possible action regarding LCSD Policy JFCC: Safe and Respectful Learning Environment (Anti-Bullying) as a second and final reading. This item is being presented by Deputy Superintendent Tim Logan. **590**

27. **(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 Wayne Workman.

28. 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.

29. ADJOURN:

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.

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

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 official website of the State of Nevada (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 Margaret Heim at 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

A meeting of the Board of Trustees of Lyon County School District was held on August 22, 2023, beginning at 6:30 PM at Dayton High School, 335 Dayton Valley Rd., Dayton, NV 89403.

1. 6:30 PM CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

   The Pledge was led by Trustee Farr.

3. WELCOME OF GUESTS

   President Cowee welcomed everyone in attendance.
   Board members in attendance:
   President Phil Cowee
   Clerk Bridget Peterson via zoom
   Trustee Darin Farr
   Trustee Tom Hendrix
   Trustee Sherry Parsons
   Trustee Holly Villines

   Trustee Neal McIntyre II was absent

   Executive Cabinet members in attendance:
   Superintendent Wayne Workman
   Deputy Superintendent Tim Logan
   Executive Director of Educational Services Jim Gianotti
   Executive Director of Educational Services Heather Moyle
   Executive Director of Special Services Rachel Stewart
   Executive Director of Operations Harman Bains
   Fiscal Services Officer Kyle Rodriguez

   Guests included:
   Sandy Harrison, Clarice Meshberger, Paul Meshberger, David Palmer, Chase Woodford, Corinne Burns, Brandi Clifford, Jeremy Satalick, Kirk McCallum, Kevin Kranjcec, Julie Bumgadner, Vickie Church, Dusti Houk, Tammy Hendrix, Gary Leist, Jim Davis, Deanne Davis, Mike Walker, Damon Etter, Lisa Shea, Roberta Simon, Phil Wooley, Douglas Clemons, Paul Hubbard, Stephanie Lotito, Casandra Cowee, Robin Sells, Chase Sells,

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Cydney Dilks, Natalie Walker, Shawna Kennedy, Beau Walker, Jordan Kennedy, Cheryl Schroeder, Fred Schroeder, Les Evasovic, Bonita Stevens, Erich Obermayor, Tim Snider, Angela Snider, James Whisler, Rachel Kuhn, Kaytlain Castaneda, Sarah Shadden, Julie Shadden, Paul Stimers, Sue Stimers, Ida Reyes Ruiz, Margaret Heim.

4. APPROVAL OF AGENDA

Trustee Villines made a motion to approve the agenda as presented.
Trustee Farr seconded.
The motion carried 6-0. Trustee McIntyre II absent.

5. APPROVAL OF JUNE 27, 2023 MINUTES
Trustee Villines made a motion to approve the June 27, 2023 minutes as presented.
Clerk Peterson seconded.
There was no further discussion and the motion carried 6-0.

6. APPROVAL OF JULY 25, 2023 MINUTES

Clerk Peterson made a motion to approve the July 25, 2023 minutes as presented.
Trustee Villines seconded.
There was no further discussion and the motion carried 6-0.

7. BOARD MEMBER REPORTS

The board members spoke on topics of interest.

8. ATTITUDE OF GRATITUDE – not read

9. SUPERINTENDENT REPORT

Superintendent Workman thanked DHS and Chartwells for hosting and invited the student representatives from DHS to speak. Penny Vaelua and Amelia Boothe talked about their upcoming school year, including volleyball, homecoming, leadership, more school and community involvement, events for seniors and upcoming student rallies.

10. PUBLIC PARTICIPATION: Items LISTED on the Agenda.

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Written statements are included at the end of the minutes.

11. **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.
Go to item 12

A. Request for Early Graduation/HSE (confidential)
B. Trustee Q&A
No questions were submitted for this agenda.
C. Personnel Reports
D. Travel
E. Department Reports
F. District Financial Report – **This item was pulled from the approval of consent agenda to be discussed and voted on separately**.
G. District Test Security Manual
H. Dual Credit Offerings for 23-24
I. Small Vehicle Purchases
J. LCCSEA 2023-2025 Negotiated Agreement
K. LCAA 2023-2025 Negotiated Agreement

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

Clerk Peterson made a motion to approve agenda with item 11. F., Paybill removed.
Trustee Villines seconded.
The motion passed 6-0.

Trustee Hendrix asked for clarification on item 11. F., the Paybill/District Financial Report, in regards to the payment of $10,681.34 paid to the Internal Revenue Service. Mr. Bains explained that this payment was made in relation to the 2022 Financial Audit corrective action plan, previously brought to the board, to move away from sending checks for federal payments for income tax and go toward electronic payments. Unfortunately, the first attempt was declined, resulting in a penalty fee that the district is in the process of getting abated.
Trustee Farr made a motion to approve item 11. F.
Trustee Villines seconded.
The motion passed 6-0.

Trustee Villines asked for clarification regarding the negotiations with the Classified association to reduce the probation period from one year to nine months. Superintendent Workman explained that this would allow the employee to become a member of the association three months sooner, nine months, than previously allowed, one year. Probation would not be extended indefinitely, as there are provisions in place to help the individual to

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succeed or to separate from the district.

Clerk Peterson commented on the Trustee Question and Answer item, 11. B., an opportunity for trustees to ask questions on the agenda and have the answers posted for the public to see. Superintendent Workman added that it was the intent of this item to be more transparent with questions from the board, that it would be noted in the Boardbook so the public would know.

13. **(For Discussion)** Discussion regarding LCSD Board Policies BBAA: Individual Board Member's Authority and Responsibilities; BCB: Board Officers; and BDD: Board meeting Procedures, Notice, and Agenda. This item is being presented by President Phil Cowee and Clerk Bridget Peterson.

President Cowee opened the discussion on individual board member's authority. There had been a flyer circulating in the community that may have given the impression of a board member acting as a representative of the whole board. The intent of this policy is that board members are to be clear when they are expressing their own personal opinion, that they are not representing the entire board. Under Policy BCB: Board Officers, President Cowee encouraged a review of this policy due to past comments. It clarifies the job of the president and clerk in establishing the meeting agendas, presiding and enforcing the rules of the meeting.
Trustee Hendrix commented that enforcing the rules of the meeting is a current issue that has been sent to the attorney general.
Trustee Parsons was of the opinion that rules had been made without the approval of the whole board, specifically regarding the consent agenda and committees.
There was discussion regarding committee representation with the board president having the authority to appoint them. Committees are put together to bring back recommendations to the board. The committee representation is decided upon in an open board meeting.
Trustee Hendrix indicated that changes to the agendas should be made with the approval of the whole board and pointed out times when this was not done.
President Cowee, referring to Policy BCB #6 highlighted that the board president assists the superintendent in establishing the agenda.
Clerk Peterson pointed out that members of the public have never been able to remove items from the agenda, including the consent agenda. Changes need to be made with board approval by vote. She also added that board meetings are for the board to get the work done for the district, and the public is invited to attend. They are not public meetings which the board members attend.
Legal counsel Don Lattin summarized that Robert's Rules of Order and board policy are what give the chairperson authority to create the agenda and conduct the meeting. Removing items from the agenda during the meeting must be done by motion and vote. He briefly mentioned the complaints made to the attorney general (AG) and explained that the complaints are not being investigated at this time. They are under consideration until the AG makes a determination to investigate.
Trustee Parsons brought up the words that were removed from the consent agenda item, "any board member or any citizen may request" and stated that this was done without approval of the board. The verbiage on the agenda was changed. There was discussion about this and the

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need for the board to vote, not a citizen, to remove items from the agenda.
Regarding Policy BDD: Board Meeting Procedures, Notice and Agenda, President Cowee highlighted when it is permissible to pull personnel reports from the consent agenda.

No motion was made.

A five-minute break was called.

14. **(For Possible Action)** Discussion and possible action regarding contract with Littera Education to provide targeted tutoring services for English Learner (EL) students as part of the LCSD PCFP Special Funds Plan. This item is being presented by Executive Director of Education Services Heather Moyle.

Heather Moyle reviewed the Littera proposal to provide targeted intervention tutoring for struggling English as Second Language (ESL) students as part of the support plan for At Risk, English Learners (EL) and Gifted and Talented (GT) students.
Littera presenters, via Zoom, introduced themselves and shared their background and experience, and answered questions concerning the tutoring sessions. Teachers would be present to supervise the classes while the Littera interventionist provide the tutoring. This would occur during the school day, or directly after. Groups would be 1:3 or 1:1 depending on the needs of the EL students, grades 2-12. Parents would need to provide permission for the student's participation in this tutoring.
Trustee Farr brought up concerns regarding student safety and monitoring. Ms. Moyle spoke about progress monitoring, pre and post assessments, and the student management system. There was discussion regarding security and student privacy and staff background checks. Littera follows the laws of the state board of education in the local area. Teachers and administrators would have access to the live sessions, and communication would be ongoing to ensure the needs of the students are met.
Trustee Hendrix inquired about the research study listed in the documents. Our program will not be part of a study as the study was already completed.
The vetting practice includes the state's requirements and provisions. There are no other districts in Nevada using this program.
This would be funded through the state's EL categorical funding specific to this type of support.

Trustee Farr made a motion that the Board of Trustees approve the purchase of Littera in the amount of $169,200 to be paid from the EL categorical funding if grant funding is unable to be secured.
Trustee Villines seconded.
With no further comment, the motion passed 6-0.

15. **(For Possible Action)** Discussion and possible action regarding a report on the work of the Special Services Department in the LCSD. This item is being presented by Executive Director of Special Services Rachel Stewart and Special Service Data Manager Lisa Shea.

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Rachel Stewart and Lisa Shea presented the annual report showing an increase of students in Special Education, with a corresponding increase in staff. The performance report was deemed as "met requirements" by the state board. She went on to list the highlights of the programs and showed a video presentation of Dayton Elementary School (DES) and Sutro Elementary School (SES) who were recognized by the State of Nevada for having model Project Achieve programs.
Mrs. Stewart addressed some concerns expressed during public comment. First, the Practical Assessment Exploration System, known as PAES labs, are primarily used by students with special needs. However, when the labs are not in use, general education teachers can allow other students to utilize them. Resources are not being taken away from special needs students. Second, because the state no longer includes alternate diplomas in the graduation rates, the rates reflect a decline. Those alternate diplomas, however, do provide students with profound disabilities with the means of getting financial aid for their future.
Trustee Hendrix asked about the state performance standard for grade 8, and what plan is in place to address the decline in progress from grade 4 to grade 8. Mrs. Shea, explained that the trend data does not show individual growth, as there are different students in each class year to year. It reflects whether a group of students meets a set benchmark. To address the decline, the department is adding "AbleSpace" to collect data on each individual student's goals, which will aid the teachers in monitoring the progress in real time, and see where assistance is needed.
Trustee Villines shared her appreciation at seeing the Nevada Pep resources being used and encouraged use of it by parents. Nevada Pep is a support for families of students with disabilities.
There was discussion on the importance of the work-based learning (WBL) programs in the district. The WBL opportunities for our SPED students aid them in being life ready, expanding on their strengths, and helping them to make decisions for long term goals. Local businesses are encouraged to reach out with opportunities for students.

Trustee Villines made a motion to approve the report on the work of the special education services provided in Lyon County School District.
It was seconded by Trustee Hendrix.
With no further discussion, the motion passed 6-0.

16. **(For Possible Action)** Discussion and possible action regarding upgrades to the high school softball and baseball fields in the LCSD. This item is being presented by Executive Director of Operations Harman Bains and Operations & Maintenance Supervisor Kirk McCallum.

Mr. Bains presented the proposal for the softball/baseball field fences, backstop upgrades and the installation of new portable steel-container style restrooms for Yerington and Dayton High Schools. Of the 6 companies that were contacted, 2 did not respond, 2 do not operate in Nevada, and 1 was not able to modify the restrooms to LCSD needs. Falcon Construction was willing to work with LCSD stipulations.
There was discussion regarding the timing of payment as stated in the contract for the restrooms and that the foundations may not be ready for delivery upon completion. LCSD

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staff will do the work of installation. It was explained that the district has the skill and ability, though, as a public agency, a general contractor's license is not required. POOLPACT covers the liability issues if necessary.
After deliberation about the safety issues that exist surrounding the fences and backstops, the board agreed to add a not-to-exceed price to the approval.

Trustee Hendrix made a motion that the Board of Trustees approve the purchase of Falcon Structures restrooms for $143,015 and the district's plan to make improvements on district wide softball and baseball fields, not-to-exceed $200,000; all projects to be paid out of Fund 310 Residential Construction Tax first and if necessary, from Fund 340 Government Services Tax.
Trustee Farr seconded.
It was clarified that the $200,000 would allow the projects to start in as many district areas as it would allow, and then come back if more were needed.
With no further discussion, the motion passed 6-0.

17. **(For Possible Action)** Discussion and possible action regarding a restructure of the LCSD Information Technology (IT) Department to include the renewal of the service contract with Oasis Online. This item is being presented by Executive Director of Operations Harman Bains.

Over the past months, district leadership has reviewed the different departments to evaluate staffing, redundancies, vacancies, and needs that these offices may have. Findings for the Information Technology (IT) department included a reclassification of the IT Supervisor to IT Manager, an addition of a grade 12 Lead Technician/Student Information services (SIS) Assistant, and the elimination of two vacant IT positions. Mr. Bains spoke on the current contract with Oasis Online and the increased responsibilities listed in the amended contract. The proposal extends the contract to December 31, 2025. Mr. Bains reported that the reorganization would save the district financially, approximately $26,000 to $51 000.

There was discussion regarding other options, getting quotes from other companies, and the benefits of having Oasis Online continue, including the support given to the district after the cyber attack, and the continued services and oversight they provide. The automatic renewal of the contract would only occur if there were no issues.

Clerk Peterson made a motion to approve the restructuring of the LCSD Information Technology Department to include the renewal of the service contract with Oasis Online.
Trustee Farr seconded.
With no further discussion, the motion passed 5-1. Trustee Parsons voted nay.

18. **(For Possible Action)** Discussion and possible action regarding an update from the Dayton Area school principals with highlights of their respective schools. This item is being presented by Principals Rachel Kuhn, Michael Walker, Chase Woodford, Kevin Kranjcec, and Julie Bumgardner.

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The Dayton school principals shared their highlights and goals.
There was discussion about reaching the goals and how the board could aid the schools in meeting them. Suggestions were more time for professional development and tools for the teachers and staff.

No motion was made.

A five minute break was called.

19. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy JFCC: Safe and Respectful Learning Environment (Anti-Bulling) as a first reading. This item is being presented by Deputy Superintendent Tim Logan.

Policy JFCC: Safe and respectful environment was presented for revisions. The majority of changes stem from changes to the state statute, including the definition of bullying and the change in time frame for notifications, from 2 school days to 5 school days. Revisions are taken from verbiage stated in Assembly Bill 265. LCSD policy for reporting incidents states that staff will respond "immediately" so a safety plan can be created and resources can be offered quickly as needed. Discipline planning was removed from this policy because it is already imbedded in the district Restorative Discipline Plan. This plan will be reviewed annually and is reviewed by the board, staff, advisory groups and students. The law requires that the district have restorative justice as part of policy. Public comment questioned whether this restorative justice was all that was done. However, our schools do have consequences for behavioral issues, like in-school suspension. The lesson taught through restorative practices helps to teach the student correct behavior.
There was discussion regarding interpretations of bullying in terms of free speech, protected classes including race and gender, and the restorative discipline plan. It was confirmed that the protocols are initiated immediately if it is determined that the incident meets the provisions listed in the policy.
Clerk Peterson made a motion that the board approve the revisions to LCSD Policy JFCC: Safe and Respectful Learning Environment (Anti-Bullying) as a first reading.
Trustee Villines seconded.
With no further discussion, the motion passed 6-0.

20. **(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 Wayne Workman.
Future board meetings
September 26th, 2023 at FHS 6:30 PM
Facilities update
Staffing update
2023 Assessment update
NEPF results
Fernley area highlights
Policies GBBC, GL for first reading
Policy JFCC second reading

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B Policies about committees

President Cowee announced the new NRS stating that no board action can take place after 11:59 pm on the day of a board meeting.

21. 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).
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Members of the public spoke on items not listed on the agenda. Comments are included at the end of the minutes.

22. ADJOURN:
Adjourn time 10:45

_____ _____

Board President Phil Cowee Date

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The notice for this meeting was posted on August 17, 2023, at 8:40 am, at Lyon County School District Administrative Office and posted to Lyon County School District website (http://lyoncsd.org) and the official website of the State of Nevada (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 DISABLITIES ACT, AND AGE DISCRIMINATION ACT OF 1975, AND ANY OTHER PERTINENT STATUTE OR REQUIREMENT. THIS NON-DISCRIMINATION POLICY COVERS ADMISSION, ACCESS, TREATMENT, AND EMPLOYMENT IN THE DISTRICT'S PROGRAMS AND ACTIVITIES, INCLUDING OCCUPATIONAL EDUCATION. FOR INFORMATION REGARDING OPPORTUNITY POLICIES, OR THE FILING OF GRIEVANCES, CONTACT YOUR SCHOOL PRINCIPAL.
THE LYON COUNTY SCHOOL DISTRICT IS PLEASED TO PROVIDE ACCOMMODATIONS FOR THE HANDICAPPED OR DISABLED. MEMBERS OF THE PUBLIC WHO ARE DISABLED AND REQUIRE SPECIAL ACCOMMODATIONS OR ASSISTANCE AT THE MEETING ARE REQUESTED TO NOTIFY THE ADMINISTRATIVE ASSISTANT TO THE SUPERINTENDENT AND BOARD OF TRUSTEES, IN WRITING AT 25 E. GOLDFIELD AVENUE, YERINGTON, NEVADA 89447; E-MAIL AT MHEIM@LYONCSD.ORG; OR BY CALLING (775) 463-6800 EXT. 10034, AT LEAST ONE WEEK PRIOR TO THE MEETING.

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Item 10. Public Comment – Agenda items

Speaker 1 Jim Davis

I wish to have my comments included in the published minutes for this meeting. The following comments address this month's agenda item #11, the so-called consent agenda. I attended the July school board meeting and was shocked to see that the board would not allow a discussion on any of the items which certain board trustees wanted to discuss. Board policy states that any board member may ask that any item, with the exception of personnel reports, be removed from the consent agenda for any reason. The removed item will then be discussed and voted on separately following the approval of the consent agenda. At the July meeting Trustee Hendrix asked that two items be removed from the consent agenda and discussed. President Cowee wrongly contended that the board member must provide a certain allowable reason to remove the items and then President Cowee wrongly orchestrated a vote which prevented discussion on these items. President Cowee's prevention is a violation of Nevada Open Meeting Law and a complaint has been made with the Nevada Attorney General's Office which is currently under investigation. In fact, NRS 241 makes no provision for consent agendas and therefore there is no statutory authority for the board to prevent open board discussion by deploying a consent agenda. I ask that the board reconsider their approval of their consent agenda and that it be removed and replaced with individual agenda items 11A through 11 K for regular board discussion. Further, I asked that the board would no longer use consent agendas in board future meetings since there is no provision for this concept in Nevada Open Meeting Law.

My following comments address this month's agenda, item 16, that upgrades to the high school fields. The board is being asked to approve 143,000 for the purchase of four field restrooms a pair for Dayton High School and a pair for Yerington. This is only the cost of the restrooms from Falcon structures. Yet the request for board approval also includes renovation of fencing and back stops. I don't find any projected cost data for additional work associated with the installation of the restrooms, including demolition and removal of existing restrooms, restroom off loading and setting, restroom foundation or slabs, restroom placement, restroom water supply, trenching and plumbing, restroom sewer trenching and plumbing, restroom electrical trenching and supply wiring, nor any cost estimates for the required fencing or the required backstops. I ask, is the board being asked to approve these items without any associated cost data? This needs to be explained to the board satisfaction during item 16.

Further, in the Falcon proposal, it indicates that final payment is due when the structures are completed at their factory, not after delivery and acceptance by the school district. I suggest that the school district ask Falcon structures to revise their proposal to make payment due only after delivery of each intended structure to the location and inspection by Lyon County School staff to ensure that everything is included and operational to LCSD expectations.

My following comments address this month's agenda, item 17. The two-year extension of an IT services contract with Oasis Consulting. Using third party IT help was a huge trend years ago and many companies and agencies expected it to provide better services at reduced costs compared to in-house IT competence. This expectation proved to be a big disappointment for vast numbers of companies who adopted this approach. They learned that outside help was not invested in the organization's success, didn't understand the organization, and never acted proactively to improve the IT infrastructure. Typically, they would only respond to complaints and IT issues and provide Band-Aid fixes and not long

term structural improvements. Other issues typically seen were attractive typical costs, attractive initial cost, increasing significantly overtime while the organization's dependence on the third party provider grows even faster. Within a few years, the organizations felt completely dependent and even trapped by their third party IT provider. This situation is apparent in the proposed 73% increase in contract costs from $120,000 to nearly $208,000 annually. I personally worked for a company which contracted with a third party IT services after the first year, the deficiencies were clear but we were invested in making this work and sought to try harder for the second year. The second year was worse than the first and no long term improvements were being made and user complaints increased. We finally made the hard decision to hire staff, competent and dedicated IT professionals and this was a dramatic improvement which has been successful for the past 12 years. I urge the LCSD board to facilitate the hiring and development of skilled, dedicated IT professionals who can be proactive in not only solving it deficiencies but building IT infrastructure for the expected future growth of the Lyon County School district.

My following comments address this month's agenda item 20. Items for future board meetings. In the June meeting, the board approved the evaluation for Superintendent Wayne Workman. The approved evaluation was student learning, excellent; instruction, excellent; community relations, excellent; human resources, excellent; policy, excellent; finances, excellent; facilities, excellent; board relations, outstanding; safety, excellent; communications, excellent; ethics, excellent. The overall rating was excellent. This student learning excellent evaluation was when the district's test scores were down 54% in English from 2016 to 2022. The student learning excellent evaluation was when the district's math test scores were down 77% between 2016 and 2020. This student learning excellent evaluation was when the districts failed to achieve 39% of the state's IDEA IEP goals from 2020 to 2022. This data is listed on page 278 of the agenda, the facility.

President Cowee spoke: Mr. Davis, I believe you're a little off topic here. That's not the topic of that agenda item.

Well, I'll jump to the end and I'll say that I recommend that the board place on the September agenda discussion concerning implementation of a systematic method for evaluating district Superintendent performance and district performance like is in place for evaluating the performance of a student. This could include standardized test scores, parent assessments, community assessments, graduation rates, although this measure is the easiest to manipulate by a district, teacher and staff retention rates, anonymous administration assessments, teacher assessments and staff assessments and other objective and measurable ways to assess the performance of the district and the Superintendent. That's all I have, thank you.

Speaker 2 Sandy Harrison

I would like my comments included in the public record.

My first comment is on agenda item 11 F, the District Financial report. I noticed in the district financial report on the attachment page 20, there is a payment by check number 210566 to the Internal Revenue Service in the amount of $10,681.34. Could you please clarify why the Lyon County School District, which is itself a government body, owes money to the IRS? Did the school district have taxable income, and if so, how much and from what source? This item also appeared in last month's financial report with the description of penalties in interest. If there was a penalty of over $10,000, then someone made a

terrible error or was extremely negligent. The taxpayers of this county have a right to know why the school district is being fined $10,000, $10,681.00 in penalties. Who is responsible for this mistake and what consequence is being given? How is this going to be corrected? All of us think of many better ways that $10,681 could have been spent to improve our school facilities, staffing, or resources. This waste of money is unacceptable and we do demand an answer.

My other comment, agenda item 18, principal reports. The reports given by the Dayton area principals highlight many wonderful accomplishments. These are all very nice and we enjoyed hearing about them. However, the public would also like to know the truth about the achievement that is happening in the reading, writing, math and other subjects. How many students are performing at grade level? Why are the test scores so low and what are the plans to improve achievement? I believe that honesty is the best policy, so I'd ask each school principal, as you share your report, to tell us the biggest obstacle or problem your school is facing and what the district and the community could do to help you.

Speaker 3 Fred Schroeder

Good evening. I'm speaking first on agenda item 13, BDD Board Meeting Procedures, Notice and Agenda, and I'd like my comments included in the minutes as a public record. At the June 27th board meeting you took action on a change in the board policy of public comment at meetings, in spite of almost all public comment against the proposal, you voted to adopt the new policy, the policy before the change was to have public comment on non-agenda items at the beginning of the meeting, allow public comment during agenda items as they were being discussed and action was going to be taken on each item. The new policy was adopted for public comment for agenda items at the beginning of the meeting, remove public comment during actual discussion and action on each agenda item and allow for public comment for non-agenda items at the end of the meeting. This effectively takes away public comment during actual discussion and action on each agenda item and make citizens wait until the end of the meeting to comment on non-agenda items. This appears to be what you desire. The public opposition to this is enormous. You cited Nevada open meeting statute 7.04 as the reason for the change, but we know better. 7.04 allows 2 alternatives. The second, the second alternative is the one that was the policy prior to prior to the change. This alternative allows for comment while the agenda items are discussed in before a vote. Alternative one is what you installed the new policy. This includes 2 public comment periods at the beginning for all agenda items and another at the end and the last part of 7.04 requires that you have a period for non-agenda items which either policy would have.

At the last meeting on July 25th, you didn't adopt the new policy, in spite of the change, but did a hybrid model which was not either of the policies. Public comment for non-agenda items at the beginning public comment for agenda items at the beginning, no public comment during discussion and action on each agenda, agenda item and public comment at the end. So we're all confused on your public comment, policy and action. And as I looked on the website today, at the current policy for public comment, it does not include the new language that was adopted 2 months ago, at least the one I looked at.

OK, so on that item I just asked that you put it back on the agenda and do what's right for what the people desire in our county for this board meeting and then on agenda item 13 board policies, I also request my comments would be included in the public record.

Speaker 4 Portia Jones, resident of Dayton.

I'm going to be speaking about agenda item 19, the anti-bullying policy, free speech. The safe and respectful learning environment anti-bullying policy seems like it is designed to protect everyone from being mistreated. The concern I have is what happens when this comes in conflict with freedom of speech or freedom of religion. We need to make sure that students and staff are not accused of being bullying if they make a political statement or an express a religious belief, even if it offends someone else. It has been proven in the Supreme Court that the 1st Amendment rights do not end on a school campus. For example, students have a right to say or wear a T-shirt that says things like Jesus is the only way to heaven, there are only two genders. Abortion stops a beating heart, Trump for president and all lives matter. In creating a respectful learning environment, we need to teach students that they can disagree respectfully and tolerate diverse ideas. Before voting on item number 19, I would like the board to add a revision to the safe and respectful learning policy that reaffirms that First Amendment rights will be respected on campus and distinguishes from them from bullying. I'm also going to submit a printout that we have here for you guys to review, and I would like to include it in the Minutes. (included at the end of the minutes)

Speaker 5 Paula Johnson.

I'm from Lyon County. I'm a mother of a special needs daughter and I am addressing agenda item number 15, Special Education Service report. The report given by the Special Education services looks like there is a lot going of good things going on, but it doesn't tell the whole story. The truth is our special needs students are not succeeding or meeting their goals. Their test scores have decreased and the dropout rate has increased. Students are not learning the skills they need to be successful. If you talk to teachers and parents in the district, they will tell you the problem is the leadership in the department. Many qualified teachers are fleeing the program because of their concerns for teacher and student safety, and the program is severely understaffed, which is why I removed my daughter from public education. In recent years, teachers and aides have been beaten up and severely injured by out of control students. But all of this gets swept under the rug and we are told that everything is going great. We need to improve the department leadership and do something drastic to attract and retain qualified special education teachers before the problem gets even worse. The report also boasts that the PAES lab, where special ed students learn job skills, will be shared with General Ed students. I think this is a terrible idea. The lab should be only used for special Ed students. Special education is a very difficult job in every district. Giving an honest report of what's happening and what the real needs are would be a great first step to making improvements in their education. Thank you.

Speaker 6 Clarice Meshberger.

I'm a resident of Dayton. I would like my comments included in the Minutes as part of the public record, please. I am happy to see that a contract has been reached between the classified staff and the district, which includes what appears to be a 10% raise this year and an additional 4% raise next year. The teachers, aides, bus drivers, custodians, office staff and other classified workers certainly do work hard.

They are valuable to our district and deserve this raise if not more. As we all know, there is a shortage of workers willing to take these jobs, and several positions still remain unfilled. Raising the salary will hopefully help attract more qualified workers to these positions. One concern I have is that the revision in the probation period, which is reduced from one year to nine months, but the new contract adds probation may be extended by the district with written notice to the employee. There is no time limit given for how long the district might extend that probation. Does this mean that a new employee could be kept on probationary status indefinitely? According to the contract on page 8, probationary employees are not covered by this agreement. This fine print seems to negate the benefits of the higher salary for any new employees, as an example of the kind of mistreatment that drives people away from wanting to work for this district. I understand the contract for teachers is still being negotiated and I hope that this indefinite probation will not be included in their contracts. Thank you for your time.

Speaker 6 Colleen Lapak.

I'm a resident of Dayton. I would like my comments included in the Minutes as a public record. I'm glad the board is taking this opportunity to review their policies. In section BBAA #3, it says, when board members receive complaints or request for action from staff, students or members of the public, such information is to is to be conveyed to the Superintendent for action. My question is what happens next? What action is taken? In the past two school board meetings, several complaints have been made to the board and to the Superintendent, who was present himself. Several requests for action have been requested by the public, yet neither the board nor their Superintendent takes any action. What good is it to convey a complaint if nothing is done about it? Perhaps you should rewrite your policies to give an accurate description of what really happens when the public makes a complaint. It will be conveyed to the Superintendent who will place it in the trash bin and do nothing. Then the board members will give the Superintendent an excellent and outstanding evaluation while the district continues to decline to abysmal levels of underachievement. If the school board and the Superintendent refused to take action to improve our schools, is well past time we replace them.

Speaker 7 Doug Clemens.

I'm a resident here of Dayton. I was here at the last meeting in Silver Springs where I saw you guys last, so in regards to agenda item number 18 in regards to the statistics and the achievement goals in between Dayton Elementary and Sutro, just the concern that I had, that I noticed here before I showed up, the performance plan and the statistics that you guys are posting on based off of the reading and the math proficiency goals is vastly different in between Dayton Elementary and Sutro so based off of here, that for Dayton elementary, you guys are expecting to have a 70% of students grade from K to 12, meet their individual growth goals for reading and math, 70% for three to six. That's just for Dayton Elementary, but pull it back up here and go back to Sutro for the highlights. The reason why I have concern is because I have 3 girls that are starting at Sutro and it is concerning because the statistics for Sutro is that starting with spring of 2023 and then growing into next year you guys are expecting a growth from 24 to 34% and increasing that to 31 to 41%. My concern and question I have is, what is the difference in the statistics that students are getting quality education compared from Dayton Elementary to sutra that that? That's my that is my question. I don't understand, that's just what I'm

concerned because I have 3 girls that need special help when it comes to reading and math. They're not as proficient with it and I would not. I would prefer not to send them to a school that has low proficiency ratings based off that, when I expect and talk to teachers around. I am going to the Snow Cone event there to go meet all the teachers there. I met someone before and they said that Sutro was a great school. But just looking at the statistics, I have some questions and some doubts. So if the board would answer my question, that'd be very helpful. Thank you.

Speaker 8 James Whistler out of Fernley.

I want to talk about Agenda 13. Public comment. I know we've talked about this the last couple of months. In June we had a lot of people, took almost two hours just to get through it and you guys still voted no, you still changed it. You went against what the public says and I'm reminding you again, you work for us. You were voted in. The reason we want public comment after each agenda is so we can hear what you, the board of trustees discusses. That gives us new ideas, that helps us keep things fresh and maybe a new perspective on it. When we don't get to hear that and then comment, it does no good. The other reason is so that you get a fresh perspective from we the people. That way we also can tell you if we agree or disagree and it stays fresh in your minds, and then you can vote on it. But that's not going to happen when we do this at the beginning of the meeting because one, I don't see pens and pencils jotting. You're listening. Yes, but are you really listening? I don't think you are half the time, so I would like to go back to the way it used to be because we, the public, deserve to hear what you're going to say about it, and then put our comment in afterwards.

I'll flip over to Agenda 15. Question is, in 2021 or the difference between 2021 the years, sorry 20 and 21 and 21 and 22, there was almost an 8% decrease in high school dropouts, no, an increase. I'm sorry, 8% increase. Why? That's not good to have more students. Where's the year for last year. What was 23's graduation. Was it better, or was it worse? I didn't see those statistics. I don't know if they're out yet, but I would like to see in the future what the difference is. Did we get worse? Why are we getting worse?

The next part of that is who is the PAES lab for? My understanding is for special Ed. If it is set up for Special Ed. Why are General Ed students being allowed access to these classes. PAES should be treated as a safe space for the Special Ed students, and sometimes the teachers, as you've heard, and we've seen in the past, there have been teachers attacked by students. By allowing General Ed students to attend, we take away the precious time that teachers get with the Special Ed students, a General Ed student should already know how to set a clock, measure a cup, change a tire, yadda, yadda, yadda. OK. That is for Special Ed. We need to put that back and quit letting General Ed students have easy classes or go into a place taken away from the Special Ed.

My next one is Agenda 16. The softball fields. $143,000 for four shipping containers to be set up as bathrooms. We have one quote for one company. This seems to be a trend in this district. You get one quote and you guys decide you're going with it, no matter the cost. My previous jobs, I always had to give an officer three quotes for anything. That way we could figure out price cost effectiveness. We could also see which company is better and you can get customer reviews. So where are the other two quotes for shipping containers? Have we looked at modular bathrooms? Was that in there? Was it more expensive or not? Next. When these shipping containers get set up, who's doing the plumbing and electric? Is that 143,000 an all-inclusive costs or are we going to have other companies come out? And if so, we deserve three quotes for companies? If we're not going to use companies, are we using

the district maintenance personnel? If we are, are they qualified to do new construction? Are they licensed and bonded? If not, and someone gets hurt, guess what? The district will get sued and I promise you, if it was one of my kids. You guys wouldn't exist anymore. You have to think about these things. Who is doing this? I would like to see a better cost analysis. The same thing with other things we brought up in the past. We only get one quote. This is our tax money. Your tax money. We should have three quotes at least, so we can do cost comparison and figure out reviews of what companies are better and whatnot. On top of all of this, where's the money coming from for all of these? My understanding is it's coming out of the Dayton and Fernley residential tax for Yerington. If this is the case, do the Dayton and Fernley residents know about this? Is this something that is authorized? That's all I have for this and again I apologize. It was not a threat that but thank you.

Speaker 9 Cheryl Schroeder

I'm a resident of Dayton and I would like my concerns included in the Minutes as public record. Agenda item number 14, Littera Online Tutoring. I would like to express my concerns about the proposed Littera. Online tutoring, according to the information provided in the proposal, this tutoring would be provided by a contracted company at the cost of $169,000 and would provide services for only 200 students who are English learners. This works out to about $845 per student, which seems quite expensive. The tutors are hired by Littera from anywhere in the country. They're not credentialed teachers, but are supposed to be vetted per Nevada requirements, which seems very vague and maybe a minimal background. My concern is what kind of safeguards we put in place to protect these vulnerable students from potential online predators. According to reviews of Littera, there is no approved curriculum, but the tutors are free to find or create any material they choose and discuss any topic as they try to build rapport with the students. In a 30-minute session, this could expose students to just about anything. Will the students be supervised while interacting with the online tutor? Will the tutoring take place during school hours or while the child is alone? How will you protect the children from sharing personal information that might put them at risk? Will a session be recorded so a teacher or administrator can monitor what happens? What is to prevent the tutor from recording the students image or using it for terrible purposes. The description says that Littera is founded by Bill Gates and the Annenberg Institute, which does not ease my mind at all. Both are far left organizations which promote Planned Parenthood, dangerous vaccinations, genetically modified organisms and population control. Littera website states they conduct research studies on students in poverty. Does this mean that 200 students will be part of a research study? How are the children going to be studied? Will the parents be asked for consent or given any compensation? I think the district needs to be very skeptical and very careful of this organization, and I strongly consider whether the benefit is worth the risk. Thank you.

Speaker 10 James Riley.

I'm a resident of Dayton and I'm going to address agenda, agenda under and item 13 Board Policies and I like my comments included in the Minutes as a public record. I'm glad the board is taking this opportunity to review your policies and I would like to remind you that the policy states the board must seek an involvement of the public during the decision making process. In June, the board voted to shut down public input during the agenda items, disregarded the widely expressed opinions and desires of the public in this unpopular, unnecessary action should be reversed. The policy also states the board will maintain effective communication with the public to maintain awareness of attitudes, opinions, desires

and ideas, forcing all the comments to the beginning or end of the meeting in one big jumble is not effective communication. This is disorderly and confusing, and it seems purposefully designed so the board can't ignore the public comments. The public has a right and duty to oversee the action of the school board who are elected as a representative and as our servants. The policy also says the board will solicit and encourage broad based involvement of the public and will encourage, recognize and thank visitors for attending. And as you review the board policies, I would ask you to adjust your attitude to one of gratitude for the public involvement, welcome our input, including us in the discussion, and let us be part of the solution to improve Lyon County schools and on a different side note, those that heard our voices, we want to thank. And those that didn't hear our voices. I wanted to thank because you invited to take my 8 year old son out of our schools and I've already sent the letter in. He will be home schooled now. And for those that heard us, God bless you. And for those who didn't hear us, I'd just like to say bless your hearts.

Speaker 11 Nathaniel Calderon

I am a resident of Dayton. I would like to speak on agenda item 19 about the anti-bullying policy and the days to investigate. The proposed revisions to the anti-bullying policy changes the number of days administrators have to investigate a reported incident of bullying from two days to five days, plus, if they have trouble reaching students or parents to interview, they may take an additional 2 days. This means if the child is bullied, it may take seven days before it is investigated or consequences given. This is much too long for a student who is being bullied. Even one day is too long to wait for help. If a student works up the courage to report that they are in danger or feel unsafe, the matter should be handled immediately. If it takes a week for anything to be done about it, students are less likely to report it, and the bullying may continue to escalate to a potential life threatening level so students and parents need to be able to trust that administrators will take these incidents seriously and act quickly to keep the students safe. There also needs to be a swift and severe consequence for bad behavior. The revised policy mentioned restorative justice but does not specify any consequences for bullying. I hope the consequences would include things such as in school detention, suspension, expulsion or fine charge to parents. Bullying is a serious problem and needs to be handled quickly. I request that the board reverse this revision and return the requirement to investigate back to two days and I also would like to request that my comment would be included in the public record.

Speaker 12 Deanne Davis

I'd like to address 2 agenda items. The first one is 11 B Trustee Questions and Answers, whatever that is. I would like my comments included in the Minutes as the public record. I'm confused as most of us are by the item called Trustee Questions and Answers listed in the consent agenda. My understanding is a consent agenda is supposed to include only routine items that will be passed with one vote and do not include any discussion. If the questions and answers are included in the consent agenda, then they are not given the opportunity to be discussed openly. But if the trustees have questions and answers, the public would also like to hear them. And in fact, we have a right to hear them. Please help me understand if a trustee had a question was it asked previously by e-mail or in a private meeting. How were the answers given and by whom? Why would you not want to discuss these questions and answers

in public? Nevada open meeting law requires all business of the school board to be conducted in public, open meetings, having private question and answer sessions, whether in person or by e-mail, is against the law. Furthermore, voting to approve these mysterious questions and answers without discussion or knowledge of the public is a violation of open meeting laws and the public trust. I request that you remove item 11B from the consent agenda today and make trustee questions and answers a separate agenda item then please share the questions and answers with the public, and let us be part of the discussion.

The other item I would like to address is agenda item 20, future agenda items. According to board policy, BDD, members of the public can request an agenda item by notifying the Superintendent 10 days prior to the meeting or during a regularly scheduled meeting such as the one taking place now. Therefore, as a citizen of the district, I am requesting the following agenda items be added to the September meeting. Number one, please add an agenda item to restore public comment before each agenda item. Number two, add an agenda item to discuss and plan ways to improve school safety. Number three, add an agenda item to find ways to attract more quality teachers and staff. Number four, add an agenda item to create policies to protect children from groomers and predators. Number five, add an agenda item to improve the audio and video recordings of board meetings, and especially to include the faces of all of the board members and superintendent. Number six, add an agenda item for the public to evaluate the superintendent and the board. I would also like to add a seventh agenda item, creating policies defining and protecting free speech. Number eight, add an agenda item defining and prohibiting pornographic material in the classroom. Number 9, add an agenda item protecting girls' sports and limiting them to biological females. Thank you.

Speaker 13 Loraine De La Torre.

Today I'm just a resident and a local. I just want to address agenda item 17. I'm a little concerned, I have a lot of family in IT. They've actually written contracts. I have family members that have patented things for IT, and specifically for education that we use day-to-day. They had a couple of things to point out that might be of concern. I understand the $78,000 is if we don't fill the position. And then if we do fill the position, it changes the price of our contract with them, but what concerns me is if it is the additional 78 that brings us to $207,000 and then in January we're going to give them a 5% consumer cost increase. And then in July, later down in the contract, it states that we have a clause stating that we will also, in July, when the federal government releases the next consumer increase, that they will also get that too. So you're talking that, if it's in January, they're going to get 5%. If it goes up again with the way things are going, then additional 5% in July. But yet our contract says not to exceed $207,000. So now you're exceeding that contract. The other thing too, which is a little concerning it says it will automatically renew on January 1st of each year. It really should be reviewed every year and we should have some data to show that like the trainings are working. Specifically, I'll give you an example, they do a spam training with the teachers, the staff, where they send out emails, where if you click on it, you're notified it was spam, you should have known it was spam, and what you should have done instead. What is the success rate of that? Is it really working, and we're going to be adding these additional things? So maybe some data, some hard core numbers in regards to that, not just stating that we had 928 tickets closed. That's basically $130 per ticket. I know our local IT staff belongs to our district, works for our district, lives in our district, I mean they put out thousands of IT tickets themselves. I think

those should be included to acknowledge their hard work also. But again, this contract needs a little bit of revision before it is officially accepted. Thank you.

Item 21. Public Comment – Non-agenda items

Speaker 1 Deanne Davis

Hi, good evening. My name is Deanne Davis. I'm a resident of Dayton and I'd first like to remind the Superintendent that the public also brought up about 9 different agenda items and according to board policy, those should also be added to the agenda. I brought them up earlier and I submitted them to the clerk.

But now I'd like to talk about an item that's even more concerning. According to the advocacy group Parents Defending Education, there is a disturbing trend of more than 1000 school districts across the United States that have adopted policies that permit or advise school personnel to withhold information from parents about their child's desire to identify as trans or non-binary. The list already includes Elko and Washoe Counties. I want to make sure that Lyon County does not join this list. Parental rights need to be protected. Children need to be protected. Keeping secrets drives a wedge between students and parents and makes children less safe. Parents need to trust the school district not to keep secrets and not to allow radical activists to indoctrinate our children. Republican lawmakers are making moves to pass anti grooming legislation, and some states are taking action to prevent children from undergoing transgender surgery. We don't know what our Nevada lawmakers will do. But today I want to ask each of you Lyon County Board of Trustees and our Superintendent, will you make a commitment to the parents of this district that you will not permit or advise school district personnel to withhold information from parents about their students' desire to use different pronouns at school or identify as another gender than their biological gender at birth, without letting the parents know? And if our state lawmakers rule otherwise, will you make a commitment to stand against them, to protect the parents and children of this district? The public would like each of you to respond. Elko and Washoe have already made such policies encouraging their staff to withhold information from parents. I'm going to give you the list of other counties in the United States (https://defendinged.org/investigations/list-of-school-district-transgender-gender-nonconforming-student-policies)and an article about this issue (https://www.christianpost.com/news/1000-school-districts-hide-kids-trans-identities-from-parents.html), but my question remains, the public would like each of you to respond. Will you make a commitment not to withhold information from parents? And I have got a videotape tonight. And so, if you choose not to respond, I'll be using that video in your next campaign. So, I'll give you one more chance. Would you like to respond that you would commit to not withhold information from parents on this?

Speaker 2 James Whisler

Good evening, James Whisler out of Fernley. Just two things I'd like to see in an upcoming board member discussion. One is fire safety and possible active shooter. I've noticed that there are many older buildings such as Silver Stage Elementary that do not have what would be considered adequate fire safety escape. The windows do not open, that's only having one fire or safety exit into the main hallway. If that hallway is blocked, there's no other, in front of that door, there's no other way to get these students and teachers out. I'd like to see something where they could, at least in every classroom, put one window that has some kind of latch that would allow teachers to get the students and themselves out safely. The second thing is, with the new public comment, the way it's going, I would like to see or ask, will there be a discussion about getting the upcoming agenda out to the public, at

least a week prior or the previous Tuesday. I know I believe it's four day minimum. But if we can get it out to the public the Tuesday before that would give the public more time to look at stuff, research and e-mail questions to yourselves and the staff, and this would allow the staff and the board members more time to research and get answers to these questions for the public. I think that would actually be a good thing. So instead of four days, the Thursday before, give us a week before, the Tuesday before. That's it.

Speaker 3 Jim Davis

My name is Jim Davis and I wish that my comments being included in the published minutes for this meeting. My item number one is about the Lyon County School District website. In June, I visited the website to look up basic information about the district and was very disappointed to find that there was very large number of under construction symbols presented where a school's information should be and no useful information about the schools was available. This was predominant for all middle and high schools. I was told that the website was under renovation. Yesterday I visited the website again and found that the under construction symbols have been replaced by pages bearing the name of the school and the school's address, but no significant information about the school was available. There's no information about the school such as the number of students, the number of teachers, the number of classrooms, the classes available, no listing of teachers, etc. It's common practice for website renovation to completely build and test a new website offline. And then when all testing is completed, then the new website replaces the old one in a single step. It's disappointing to see that instead of this, the district is taking months to gradually and incrementally work on the site. I'd ask, when can the public expect the website to be complete and provide basic profile information about the district schools? Is this a deadline that someone is being held accountable to meet? The second item I have only resulted tonight about Zoom trustee participation. The public could not hear Trustee Peterson's comments at tonight's meeting. I was sitting closest to the speaker in the front and I could not hear Trustee Peterson. I think that some of the trustees might not have been able to hear Trustee Peterson. I'd request that you please implement and test a system where remote participation can be clearly heard by the public. Before using remote participation again.

Speaker 4 Ashton Cooley

My name is Ashton Cooley, resident of Dayton and last month the school board was discussing funding and programs for gifted and talented students and said that there were very few Gate students in Lyon County. This personally is unbelievable to me. I think the reason that you're not finding any gifted and talented students is because you're not looking for them. The reasons you're not looking for them is you do not want to find them, and you do not want to find them because you do not get any funding for them, as you don't have any programs for them. So, you just ignore them. According to the digestive statistics, the percentage of Gate students in public schools in Nevada is about 2%, being generous. For comparison, Kentucky has 13% of its students identified as Gate and Oklahoma has 14%. I think the kids in Lyon County are at least as smart as those states and we would like to have at least that percentage, that high a percentage if we looked for them. And if you believe the 2% statistic, that means that 9900 or 9097 students in Lyon County, we should have 182 identified Gate students. If we are as good as Oklahoma, we should have 1273 identified Gate students. Those statistics show that there could have been a lot more gifted and talented students in our district who are not receiving the attention and services they deserve. If we truly don't have any gifted and talented students in Lyon County, this paints

a much bleaker picture of this district. Perhaps what is happening is any bright student who comes to our district realizes there is nothing here for them and quickly chooses a different option, such as home schooling, private schooling, or alternate programs. If this district wants to improve, we need to attract the best and the brightest students. We need to identify and nurture gifted and talented students. We need to have classes and programs that will challenge the brightest students to reach their full potential. If we don't, we will continue to experience this bright flight.

Speaker 5 Roberta Simon

Roberta Simon, technically Mound House. I would just like to address and ask a question that I know cannot be answered, but in all our statistics that we give, we address everybody, I'm going to come opposite of this gentleman. We address everybody, but that small, tiny percentage that has no potential to go anywhere after they graduate. We put these kids in glorified adult daycare. They cannot do anything else. Some of them cannot even go into adult daycare because they are medicated, or their needs are too high. I would appreciate it if this board would start addressing that small percentage and quit tossing them into the 100% that are going to graduate or go into modified programs like mechanics or whatever. Please identify that tiny population that is in your schools that cannot achieve that goal.

THE FIRST AMENDMENT AND STUDENTS ON AND OFF CAMPUS: Rights, Responsibilities, and Repercussions

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Congress shall make no law respecting an establishment of religion,
or prohibiting the free exercise thereof; or **abridging the freedom of speech**,
or of the press; or the right of the people peaceably to assemble,
and to petition the government for a redress of grievances.

~ FIRST AMENDMENT OF THE CONSTITUTION OF THE UNITED STATES

Tinker v. Des Moines Independent Community School District, 393 U.S. 503 (1969)

At a public high school in Des Moines, Iowa, students wore black armbands as a silent protest against the Vietnam War. The school district suspended the students, claiming that they feared the protest would cause a disruption at school. However, the school district could point to no concrete evidence that such a disruption would occur, or ever had occurred, as a result of similar protests. The students' parents sued the school for violating their children's right to free speech.

Des Moines, Iowa, students Mary Beth Tinker and her brother, John display two black armbands in protest of the Vietnam War. Bettmann—Getty Images

The Supreme Court ruled that "neither students nor teachers shed their constitutional rights to freedom of speech or expression at the schoolhouse gate." In declaring the suspension unconstitutional, the Court stated: "[U]ndifferentiated fear or apprehension of disturbance is not enough to overcome the right to freedom of expression." In order to justify suppression of speech, school officials must be able to prove that the conduct in question would "materially and substantially interfere" with the operation of the school or the rights of other students. Justice Potter Stewart agreed with this outcome, but wrote a separate, concurring opinion stating that children are not necessarily guaranteed the full extent of First Amendment rights.

Other Cases to Consider:

> *Burnside v. Byars,* 363 F.2d 744 (5th Cir. 1966)

Three years before the Supreme Court decided *Tinker*, students at the all-Black Booker T. Washington High School in Mississippi began wearing buttons, proclaiming "One Man One Vote," to protest racial discrimination in voting and other aspects of public life. The high school principal banned the buttons, saying they had no relevance to the students' education and "would cause commotion." Three parents sued the school.

The Fifth Circuit Court unanimously ruled in favor of the students, holding that school officials "cannot infringe on their students' right to free and unrestricted expression as guaranteed to them under the First Amendment to the Constitution, where the exercise of such rights in the school buildings and schoolrooms do not materially and substantially interfere with the requirements of appropriate discipline in the operation of the school."

> *Guiles v. Marineau,* 461 F.3d 320 (2d Cir. 2006)

A 13-year old student was disciplined for wearing a T-shirt with images depicting President George W. Bush as a chicken-hawk president who had previously used alcohol and cocaine.

The Second Circuit Court of Appeals found that absent any evidence of disruption, school officials violated the student's free speech rights under the *Tinker* standard.

> *Nuxoll v. Indian Prairie School District 204* (2007)

The Gay/Straight Alliance, a student club at Neuqua Valley High School, hosts a "Day of Silence," intended to draw attention to the harassment of gay people. It is part of a national event sponsored by the Gay, Lesbian and Straight Education Network. In response, the Alliance Defence Fund (ADF), a conservative Christian legal organization, promotes a "Day of Truth'' to be held on the school day following the "Day of Silence."

Heidi Zamecnik, one of the students who disapproved of homosexuality, honored the "Day of Truth" by wearing a t-shirt that read: "Be Happy, Not Gay" on the back. School officials asked Zamecnik to ink out the phrase "Not Gay" because it violated a school policy forbidding "derogatory comments" referring to sexual orientation, among other characteristics.

The following year, Zamecnik, now joined by fellow student Alexander Nuxoll, again wanted to wear the shirt on the Day of Truth. This time, school officials suggested alternatives, including the slogan, "Be Happy, Be Straight" and an ADF-produced "Day of Truth" shirt saying "The Truth Cannot Be Silenced." Zamecnik and Nuxoll refused those options and, with the help of the Alliance Defence Fund, filed a lawsuit challenging the actions of the school officials.

The Seventh Circuit Court of Appeals upheld a lower court ruling that students have a First Amendment right to wear shirts stating "Be Happy, Not Gay." The Court said that the school had not demonstrated that wearing the shirts would cause "substantial disruption, finding the slogan "Be Happy, Not Gay" to be "only tepidly negative." "A school that permits advocacy of the rights of homosexual students cannot be allowed to stifle criticism of homosexuality," Seventh Circuit Judge

Richard Posner wrote. “People in our society do not have a legal right to prevent criticism of their beliefs or even their way of life.”

See also:

- *Harper v. Poway Unified School* (9th Cir. 2007).
- *Chambers v. Babbitt* (D. Minn. 2001)

> *Dariano v. Morgan Hills* U.S.D. (9th Cir. 2014)

A group of Caucasian students attended their school’s annual Cinco de Mayo celebration, wearing American flag T-shirts. The school had a “history of violence among students, some gang-related and some drawn along racial lines.” Several students, including some of Mexican descent, expressed concerns to the Assistant Principal that the shirts would lead to a physical altercation. The Assistant Principal directed the students either to turn their shirts inside out or take them off, explaining that he was concerned for their safety. The students refused, and the Assistant Principal sent them home for the day with an excused absence. The students sued, alleging violations of their federal and California constitutional rights to freedom of expression.

The Court held the students' freedom of expression claims failed because it was reasonable for officials to proceed as though the threat of a potentially violent disturbance was real, and the officials' actions were tailored to avert violence and focused on student safety.

> *Barnes v. Liberty High School (2018*)

Barnes, an Oregon high school student, came to a politics class discussion about immigration wearing a T-shirt that said “Donald J. Trump Border Wall Construction Co.,” and “The Wall Just Got 10 Feet Taller.” An assistant principal told Barnes that he needed to cover the shirt because a student and a teacher said it offended them. Barnes refused and was removed from the class and suspended, although the suspension was later rescinded. Barnes sued.

The District Court sided with Barnes’ defense: “School officials may not suppress student speech based on the ‘mere desire to avoid the discomfort and unpleasantness that always accompany an unpopular viewpoint’ or ‘an urgent wish to avoid the controversy which might result from the expression.’” The School District settled the suit, agreeing to pay $25,000 for Barnes’ legal fees and to have the principal write him an apology.

The pro-Trump T-shirt that led to Barnes’ suspension. U.S. District Court Exhibit.

Bethel School District No. 403 v. Fraser (1986)

Matthew Fraser, 18 Feb 1988, Spanaway, Washington, Image by © Bettmann/CORBIS

Bethel High School's disciplinary code included a rule prohibiting conduct which "substantially interferes with the educational process . . . including the use of obscene, profane language or gestures." At a school assembly with 600 of his fellow students, Matthew Fraser nominated his friend for school vice president with a speech full of sexual innuendos (a speech he had run past teachers who cautioned him about it, but did not tell him violated school policy). During Fraser's speech, some students hooted, yelled, and acted out certain parts. Fraser was suspended from school for two days. Fraser sued over the suspension, alleging a violation of his First Amendment rights. His case ultimately made it to the Supreme Court.

The Supreme Court upheld the suspension and found that it was appropriate for the school to prohibit the use of vulgar and offensive language. The Court found Fraser's lewd speech inconsistent with the "fundamental values of public school education," and in that way, distinguished it from the political speech the Court previously had protected in Tinker.

"The schools, as instruments of the state, may determine that the essential lessons of civil, mature conduct cannot be conveyed in a school that tolerates lewd, indecent, or offensive speech and conduct such as that indulged in by this confused boy."

"The pervasive sexual innuendo in Fraser's speech was plainly offensive to both teachers and students — indeed, to any mature person. By glorifying male sexuality, and in its verbal content, the speech was acutely insulting to teenage girl students. The speech could well be seriously damaging to its less mature audience, many of whom were only 14 years old and on the threshold of awareness of human sexuality."

Hazelwood School District v. Kuhlmeier, 484 U.S. (1988)

Pressure describes it all for today's teenagers

Pregnancy affects many teens each year

Teenage marriages face 75 percent divorce rate

Runaways and juvenile delinquents

are common occurences in large cities

Divorce's impact on kids may have lifelong effect

Censored pages from the May 13, 1983 issue of the Hazelwood East High School Spectrum.

Hazelwood East High School's newspaper was written and edited by students in the journalism class. Under the school's practice, before the paper was published, the journalism teacher submitted page proofs to the school's principal. The principal objected to two stories: one that described school students' experiences with pregnancy and another article discussing the impact of divorce on students at the school.

The principal was concerned that the unnamed students in the pregnancy story might still be identified from the text, and also that the article's references to sexual activity and birth control were inappropriate for some of the younger students. The principal objected to the divorce article, which included complaints by a student about her father's conduct, because the parents had not been given an opportunity to respond to the remarks or to consent to their publication.

In a 5-to-3 decision, the Supreme Court held that schools must be able to set high standards for student speech disseminated under their auspices, and that schools retained the right to refuse to sponsor speech that was "inconsistent with 'the shared values of a civilized social order,'" and so the principal did not offend the First Amendment by exercising editorial control over the content of student speech because his actions were "reasonably related to legitimate pedagogical concerns."

Morse v. Frederick, 551 U.S. 393 (2007)

Original banner now hanging in the Newseum in Washington, DC

At a school-sponsored, off-campus event, a high school student held up a banner with the message "BONG HiTS 4 JESUS," a slang reference to smoking marijuana. The Principal took the banner away and suspended the student for ten days, citing the school's policy against the display of material that promotes the illegal use of drugs. The student sued, alleging a violation of his First Amendment rights.

Determining that it could "discern no meaningful distinction between celebrating illegal drug use in the midst of fellow students and outright advocacy or promotion," the Supreme Court (reversing the Ninth Circuit) held that public high schools may "restrict student speech at a school event, when that speech is reasonably viewed as promoting illegal drug use." In so doing, the Court affirmed that the speech rights of public school students are not as extensive as those adults normally enjoy, and that the protective standards set by *Tinker* would not always be applied.

Mahanoy Area School Dist. v. B.L., 594 U.S. ___ (2021)

A public high school student tried out for and failed to make her school's varsity cheerleading team, instead only making the junior varsity team. Over the weekend and away from school, the student posted a picture of herself with her middle finger raised on Snapchat with the caption "F**k school f**k softball f**k cheer f**k everything." The photo was visible to about 250 people, many of whom were fellow high school students and some of whom were cheerleaders. Several students who saw the captioned photo approached the coach and expressed concern that the snap was inappropriate. The coaches decided the student's snap violated team and school rules, which the student had acknowledged before joining the team, and she was suspended from the junior varsity team for a year. The student sued the school, alleging her suspension violated the First Amendment.

In its decision, the Supreme Court held that the First Amendment limits but does not entirely prohibit regulation of off-campus student speech by public school officials. The Court acknowledged that schools could have a substantial interest in regulating certain kinds of off-campus conduct. But the decision sets out three features of free speech protections for public school students and boundaries for public school officials online or off campus, as opposed to on campus.

"First, a school will rarely stand in *loco parentis* when a student speaks off campus." (The phrase in loco parentis means in the place of a student's parents or legal guardians.)

"Second, from the student speaker's perspective, regulations of off-campus speech, when coupled with regulations of on-campus speech, include all the speech a student utters during the full 24-hour day. That means courts must be more skeptical of a school's efforts to regulate off-campus speech, for doing so may mean the student cannot engage in that kind of speech at all."

Finally, "the school itself has an interest in protecting a student's unpopular expression, especially when the expression takes place off campus, because America's public schools are the nurseries of democracy."

The Court found the student's off-campus speech was protected by the First Amendment, and therefore the school district's decision to suspend B.L. from the cheerleading team was unconstitutional. Specifically, the Court held that the circumstances of the student's speech were the responsibility of her parents; and that her speech did not cause "substantial disruption" or threaten harm to the rights of others.

"It might be tempting to dismiss [the student] B. L.'s words as unworthy of the robust First Amendment protections discussed herein. But sometimes it is necessary to protect the superfluous in order to preserve the necessary."

Other Cases to Consider:

> Doninger v. Niehoff, 642 F.3d 334 (2d Cir. 2011)

A high school junior brought suit alleging that her First Amendment rights were violated when the district barred her from running for senior class secretary after she posted a derogatory blog on an independent website stating that the "d*****bags in central office" had canceled a school event and urged students and parents to call complaints into the district to "piss off" the superintendent. The Second Circuit Court of Appeals ruled for the school district given the disruptive impact of the speech.

> J.S. v. Blue Mountain School District, 650 F.3d. 915 (2011)

In 2007, J.S. a student at Blue Mountain Middle School in Pennsylvania, was suspended for ten days, for making a parody MySpace profile for her principal, portraying him as a sex addict who hit on students and parents. Her family sued, arguing that the school could not discipline her for her off-campus speech. In September 2008, a federal judge ruled that the school officials did not violate J.S. 's free-speech rights, stating that school officials have the authority to punish "lewd and vulgar speech" about the school or officials, even if the speech occurs outside of school.

In February 2010, a panel of the Third Circuit Court of Appeals also ruled in favor of the school district. The same day, another panel of the Third Circuit ruled in favor of Justin Layshock, a student who had also been punished for creating an online parody of his principal. The full Third Circuit Court of Appeals heard arguments in this case on June 3, 2010, and a year later it ruled in favor of J.S. and Layshock. The Supreme Court declined to hear the case, leaving the Circuit court ruling in favor of the students' free speech rights to stand.

> Kowalski v. Berkeley County Schools, 652 F.3d 565 (4th Cir. 2011)

A student set up a MySpace webpage primarily dedicated to ridiculing a fellow student. In response to the student's harassment complaint, the school investigated and determined that Kowalski had created a "hate website," in violation of the school's policy against "harassment, bullying, and intimidation." The school imposed suspensions on Kowalski.

Kowalski sued, alleging that the suspension violated her First Amendment and Due Process rights, and argued that hers was "private out-of-school speech." The court found that the sanctions had been permissible as Kowalski had used the Internet to orchestrate a targeted attack on a classmate, and did so in a manner that was sufficiently connected to the school environment as to implicate the school's recognized authority to discipline speech which "materially and substantially interfere[d] with the requirements of appropriate discipline in the operation of the school and collid[ed] with the rights of others."

> Bell v. Itawamba County School Board, (5th Cir. 2015)

A high school student created and posted a rap song on Facebook and YouTube that criticized two Caucasian high school football coaches for allegedly sexually inappropriate comments toward African-American female students. One of the coaches reported the song and the school suspended the student and placed him in an alternative school for the remainder of the grading period.

The student sued alleging school officials violated his First Amendment free-speech rights. The District court sided with the school; the Court of Appeals sided with Bell, but then the case went to a rehearing by the full Fifth Circuit Court. The full Fifth Circuit was divided but the majority ruled that the song,

which featured profanity and arguably threatening language, could be considered substantially disruptive to the school environment.

See other similar cases:

- *M.L. v. San Benito Independent Consolidated School District (5th Cir.)*
- *D.J.M. v. Hannibal Public School District (8th Cir.)*
- *Wynar v. Douglas County Schools (9th Cir.)*

FOR MORE INFORMATION:

- Tinker v. Des Moines | United States Courts
- Hazelwood v. Kuhlmeier | United States Courts
- Morse v. Frederick | United States Courts
- Digging into Mahanoy v. B.L. with New York Times Supreme Court Legal Correspondent Adam Liptak, program co-hosted by the American Bar Public Education Division and Sacramento Federal Judicial Library and Learning Center Foundation.

List of School District Transgender – Gender Nonconforming Student Policies
03/07/2023
INVESTIGATIONS

Last Update: September 11, 2023
Below is a list of school districts by state that have Transgender/Gender Nonconforming Policies that **openly state that district personnel can or should keep a student's transgender status hidden from parents.**
This list is not comprehensive; if you are aware of a district policy that is not on the list, please notify PDE here.
Number of total districts: **1044**
Number of total schools: **18,331**
Number of total students: **10,704,667**

Alaska
Anchorage School District
Hoonah City Schools
Juneau School District
Nome Public Schools
Skagway School District

Arizona
Casa Grande Elementary School District No 4
Creighton Elementary District No 14
Ganado Unified School District
Kayenta Unified School District
Mesa Unified School District
Naco Elementary School District No 23
Osborn Elementary School District No 8
Scottsdale Unified School District
Tucson Unified School District

California
ABC Unified School District
Acalanes Union High School District
Adelanto School District
Alameda Unified School District

The list continues for each state. See the link for the full list.

https://defendinged.org/investigations/list-of-school-district-transgender-gender-nonconforming-student-policies/

Nevada
Elko County School District
Washoe County School District

1,000 school districts adopt policies to hide students' chosen gender identities from parents.

By Anugrah Kumar, Christian Post Contributor

REUTERS/Tami Chappell

More than 1,000 school districts across the United States have adopted policies that permit or advise personnel to withhold information from parents about their child's desire to identify as trans or nonbinary, according to the advocacy group Parents Defending Education.

At least 1,040 districts, representing 18,335 schools with more than 10.7 million students, have "Transgender/Gender Nonconforming Policies" that openly state district personnel can or should keep a student's gender identity status hidden from parents, says the report.

Breitbart reported that these policies show a widening acceptance of the idea that an individual's chosen gender identity should take precedence over their biological sex.

The phenomenon is growing among young people, with a Trevor Project study in 2021 revealing that 26% of LGBT-identified youth identify as non-binary, and another 20% are uncertain or questioning their non-binary identity.

Several Republican-majority states have responded by passing laws protecting children from undergoing irreversible body-mutilating sex-change surgeries to remove the body parts, such as an orchiectomy or castration for boys and an elective mastectomy or hysterectomy for girls.

Another issue of concern is the proliferation of drag performances targeted at children. In Tennessee, for example, a law criminalizing public drag shows near children, intended to take effect on April 1, was temporarily halted, delaying enforcement until late May. State Rep. Chris Todd, R-Madison County, who submitted the bill, described it as “a common sense child-safety bill.”

In February, a study disclosed that at least 3 million K-12 public school students were enrolled in districts where they could alter their name and gender pronouns without parental consent. The report, released by the Defense of Freedom Institute for Policy Studies, was titled, “Pills and Pronouns: School Districts Require Parental Consent for Over-the-Counter Medicine But Not New Names and Pronouns.”

The new report released by Parents Defending Education earlier this month reveals that the number is at least thrice that number.

Angela Morabito, former U.S. Department of Education press secretary during the Trump administration, told The Christian Post in a statement in February that the policies “drive a wedge between parents and their children.”

In Alaska, the Anchorage School District’s policy titled “Working with Transgender and Gender Nonconforming Students and Employees” states that schools can conceal a student's confusion about their sexual identity from their parents, arguing that, for some students at the secondary education level, notifying the parents can present a risk to the student if their parents don’t support the transition (changing their name while at school, or secretly taking puberty blockers and opposite-sex hormones).

“Prior to notification of any parent or guardian regarding the transition process, school staff should work closely with the student to assess the degree to which, if any, the parent/guardian will be involved in the process, considering at all times the health, well-being, and safety of the transitioning student,” reads the policy.

Pastor Taylor Sansom makes inspiring film about All American baseball player with one arm

Regarding elementary school students, the document claims that it's usually parents or guardians who notify the school of their child's desire to identify as the opposite sex.

"If school staff believes that a gender identity or expression issue is presenting itself and creating difficulty for the student at school, approaching parents about the issue is appropriate at the elementary level," the district policy continues. "Together, the family and school can then identify appropriate steps to support the student."

The policy allows students who identify as trans to enter bathrooms and locker rooms designated for the opposite sex (boys can enter girls' private spaces and vice versa) and can compete on sports teams designated for the opposite sex.

School employees and district administrative staff must also use a student's chosen pronouns if they decide to identify as the opposite sex or something else, according to the policy. However, staff must use the student's actual name and pronouns when communicating with the child's parents or guardians unless told otherwise by the student or their parents.

Students may also fill out a form to list their preferred name and pronouns and designate which single-sex bathroom or locker room they want to be allowed access. The form, signed by the student and the principal, is only accessible to those with a "legitimate need to know."

Last week, a panel of federal judges decided that parents lack standing to challenge a Maryland school district's policy permitting officials to conceal students' gender transitions from parents.

A three-judge panel on the 4th U.S. Circuit Court of Appeals ruled 2-1 that a group of parents suing Montgomery County Public Schools did not have standing to file a complaint against the policy.

The ruling supported an August 2022 decision by the U.S. District Court for the District of Maryland, Judge Paul Grimm, who dismissed the lawsuit. Judge A. Marvin Quattlebaum concluded that the plaintiffs had not shown evidence of an injury, lacking the necessary standing. Therefore, federal courts were unable to address the parents' objections to the guidelines.

Attitude of Gratitude

My name is Delaney Cook and I am successful at Yerington High School because of Mrs. Smith.

I want to thank him/her for

Always helping when She can and pushing me to constantly be working and do what I need to do

Attitude of Gratitude

My name is Allie Fillmore and I am successful at
student name

Fernley Intermediate because of Mr. Nelson.
school name teacher/staff member's name

I want to thank him/her for When I didn't know something he would always be there. Even though I was like the quitest one he would always make me laugh and he would always encourage me to do our best

Signed: _____
student signature

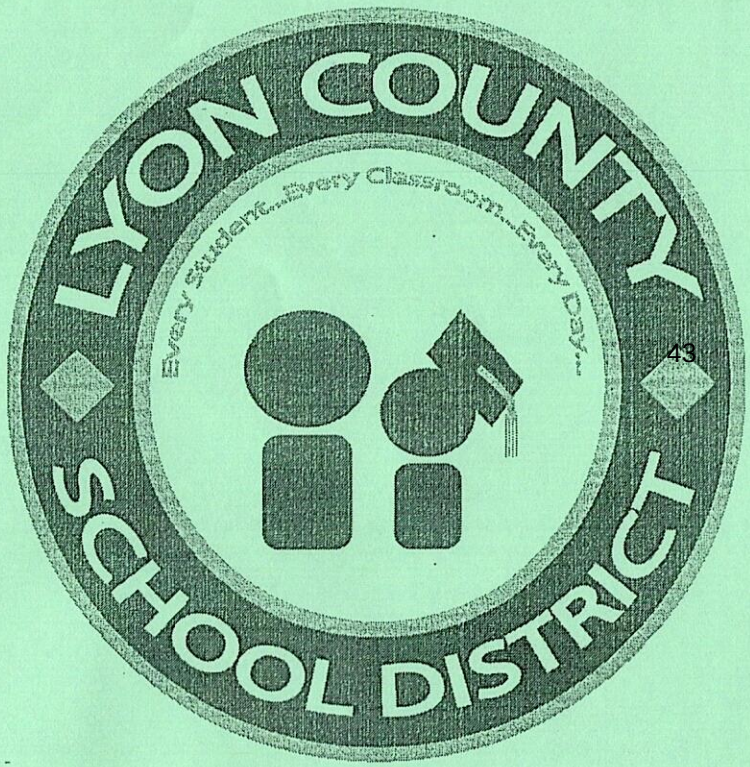
Attitude of Gratitude

My name is Daphne Eddy and I am successful at
student name

Dayton High School because of Mrs. Ashlee.
school name teacher/staff member's name

I want to thank him/her for being there when I needed someone, you got me out of my shell and I feel less done and more of a person now, so thank you ☺.

Signed: _____
student signature



NIGHTHAWKS

Attitude of Gratitude

My name is Gus Lowe **and I am successful at my school, Silver Stage Elementary because of** my teacher Mr. Turner.

I want to thank him/her for
Excepting me for who I am and helping me through hard times. He has helpt me so much through this School year.

ATTITUDE OF GRATITUDE

My name is Nicholas and I am successful at Riverview Elementary School because of officer McCullough.

I want to thank him/her for protecting the School. thank you so much! I love you!

45

Signed: Nicholas

ATTITUDE OF GRATITUDE

My name is Haidyn and I am successful at
student name

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

I want to thank him/her for being my 3rd grade teacher. you would always be there for anyone. Thank you for being my teacher. You always brought happiness into the room. You made class actually fun.

Signed: Haidyn
student signature

Sutro Elementary

Attitude of Gratitude

My name is Emilee Benedict and I am successful at Sutro Elementary School because of Mrs. Lehl.

I want to thank him/~~her~~ for helping me learn muitiplication in third grade. I also want to thank her for teaching division. Mrs. Lehl has taught us cursive to.

LYON COUNTY SCHOOL DISTRICT

Attitude of Gratitude

My name is Aubriella Gutierrez and I am successful at
student name

Silver Stage middle school because of Mrs. Baratta.
school name teacher/staff member's name

I want to thank him/her for Always helping me
when I struggle and taking time
out of your day to see if anyone
is okay, and always making me
smile or laugh. And just always
being there for me or who ever.
Thank you mrs. Baratta ♡

Signed: Aubriella Gutierrez
student signature

Attitude of Gratitude

My name is Devin Mullins and I am successful at Yerington High School because of Mrs Sexson.

I want to thank him/her for being the most calm class where I can work on other things, She is also the nicest teacher we meet so fare.

Lyon County School District
Board Memo

Date: September 26, 2023

To: Board of School Trustees

From: Wayne Workman, Superintendent

Re: Ratification of the professional negotiated agreement between the LCEA and the LCSD

Recommendation
That the Board of Trustees approves the ratification of the collectively bargained agreement (CBA) between the Lyon County Education Association (LCEA) and the Lyon County School District (LCSD) for the 2023-2025 contract years.

Background Information
Negotiation meetings between the LCEA and the LCSD have concluded with a two-year tentative agreement pending ratification by the Board of Trustees. The members of the LCEA have already ratified the tentative agreement.

Budget Considerations
For all bargaining groups/employees the overall fiscal biennium impact is projected to be approximately $34.2 million. The fiscal impact of the LCEA agreement is estimated to be $8.55m in FY24 and $11.25 in FY25 for total estimated biennium fiscal impact of $19.8 million.

Discussed at Previous Meeting
September 28, 2021

Attachment(s)
July 1, 2023 through June 30, 2025 tentative agreement between the LCEA and LCSD
Ratification signature page for the agreement between the LCEA and LCSD

Respectfully Submitted,

Dawn Huckaby, Executive Director of Human Resources
Harman Bains, Executive Director of Operations

PROFESSIONAL NEGOTIATED AGREEMENT
BETWEEN
LYON COUNTY SCHOOL DISTRICT
AND
LYON COUNTY EDUCATION ASSOCIATION

2023-2024
2024-2025
~~**2021 - 2022**~~
~~**2022 - 2023**~~

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2022-2023 Certified Salary Schedule
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PREAMBLE

The Board of School Trustees of Lyon County School District supports the cooperative development of a professional negotiations agreement with the Lyon County Education Association. It is our sincere belief that such an agreement is in the best interests of our students in as much as the kinds of things that will be mutually considered and subsequently agreed upon will improve the educational environment of our professional staff members and thus increase the effective and efficient operation of our schools. This, in turn, will be of great benefit to the students to move us closer to our stated goal of providing a quality educational program for the children of the Lyon County School District.

We believe that this mutually developed agreement must fall within the framework of all constitution, statutory and legal provisions of the State of Nevada and, therefore, designate this effort as a Professional Negotiations Agreement.

The parties seek to educate young people in the democratic tradition, to foster recognition of individual freedom and social responsibility, to inspire meaningful awareness of and respect for the Constitution and the Bill of Rights, and to instill appreciation of the values of individual personality. It is recognized that these democratic values can best be transmitted in an atmosphere, which is free from academic censorship and restraints upon free inquiry and learning within the framework of morals and public taste.

This agreement is adopted by and between the Lyon County School District in the City of Yerington, County of Lyon and State of Nevada and the Lyon County Education Association.

WHEREAS, the Lyon County Boards of School Trustees in the City of Yerington, County of Lyon, State of Nevada and the Lyon County Education Association, the parties of this Agreement, recognize and declare that providing quality education for the children of the District is their mutual aim and that the character of such education depends predominantly upon the quality of the morals of the teaching staff, and

WHEREAS, the members of the teaching profession are particularly qualified to assist in formulating policies and programs designed to improve educational standards, and

WHEREAS, members of the teaching staff in the District have the right to join or not to join any organization for their professional or economic improvement.

WHEREAS, a free and open exchange of views is desirable and necessary by and between the parties hereto in their efforts to negotiate in good faith with respect to wages, hours, and conditions of employment.

WHEREAS, except as specifically modified by this Agreement, the School Board retains, without limitations, all powers, rights and authority vested in it by N.R.S. rules and regulations, including but not limited to:

1) Direct its employees;
2) Hire, promote, classify, transfer, assign, retain, suspend, demote, discharge or take disciplinary action against any employee;
3) Relieve any employee from duty;

4) Maintain the efficiency of its operations;
5) Determine the methods, means and personnel by which its operations are to be conducted;
6) Take whatever actions may be necessary to carry out its responsibilities in an emergency.

NOW, THEREFORE, IT IS AGREED.

ARTICLE I
DEFINITIONS

1-1-1 The term "NRS 288", as used in this Agreement, shall refer to Chapter 288 of the Statutes of Nevada enacted by the 1969 session of the Nevada Legislature also known as the Local Government Employee-Management Relations Act.

1-1-2 The term "Teachers", as used in this Agreement, shall refer to all contracted non-administrative licensed personnel eligible for membership in the Lyon County Education Association.

1-1-3 The term "School Trustees" or "School Board", as used in this Agreement, shall mean the Board of School Trustees of the Lyon County School District and is the entity known as Local Government Employer in NRS 288.060.

1-1-4 The term "Board", as used in this Agreement means the Local Government Employee – Management Relations Board as provided in NRS 288.030.

1-1-5 The term "Association", as used in this Agreement, shall mean the Lyon County Education Association and its entity known as the Employee Organization in NRS 288.040.

1-1-6 The term "School District", as used in this Agreement, shall mean the Lyon County School District.

1-1-7 The term "Superintendent", as used in this Agreement, shall mean the Superintendent of Schools of the Lyon County School District.

1-1-8 The terms "School Trustee", ~~"Government Employee-Management Relations Board"~~ and "Association", as used in this Agreement, shall include authorized officers, representatives and agents. Despite reference herein to "School trustees", ~~"Government Employee-Management Relations Board", and "Association"~~, as such, each reserves the right to act hereunder by committee or designated representatives.

1-1-9 The term “School Year”, as used in this Agreement, shall be defined in NRS 388.080.

1-1-10 The term “Agreement”, as used in this Agreement, refers to the name of this document being the Professional Negotiation Agreement between the Lyon County School District and the Lyon County Education Association.

1-1-11 The term “Grievance”, as used in this Agreement, shall mean a complaint by a licensed staff member of the Association, excluding administrative personnel, that there has been a violation of this agreement.

1-1-12 The term “Aggrieved Person or Party” as used in this Agreement, is a teacher and/or the Association who is asserting a grievance.

1-1-13 The term “Day”, as used in this Agreement, shall mean each day or portion of a day that the School District’s Superintendent’s Office is open for business.

1-1-14 The term “Immediate Family”, as used in this Agreement, shall mean the employee’s children, spouse, parents, siblings, grandparents, grandchildren, any person similarly related by marriage, foster parents, and any person living in the immediate household of the employee. For the purpose of bereavement leave only, the term “immediate family” will include a significant other person in the employee’s life.

1-1-15 The term “Discipline”, as used in this Agreement, shall mean the process by which violation of District or school policy/regulations or professional behavior is addressed.

1-1-16 The term “Evaluation”, as used in this Agreement, shall mean the process by which a teacher’s ~~over-all~~ overall performance may be determined to be Highly Effective, Effective, Developing or Ineffective.

1-1-17 The term “Assignment”, as used in this Agreement, shall mean the placement of a teacher in a position for which they are licensed or for which an exception has been granted.

1-1-18 The term “Transfer”, as used in this Agreement, shall mean the movement from one work site to a different work site and may be voluntary or involuntary.

1-1-19 The term “Re-assignment”, as used in this Agreement, shall mean the movement of a teacher at a work site from one assignment to another assignment which may be voluntary or involuntary and, for exceptional circumstances, could be outside the teacher’s license.

1-1-20 The term "Plan of Assistance", as used in this Agreement, shall mean a plan implemented by the district to assist an employee in his/her efforts to make necessary improvements and/or corrections in job performance.

ARTICLE II
GENERAL

2-1-1 The School Board shall not discriminate against any teacher on the basis of race, creed, color, national origin, gender, marital status, disability or membership in any teacher organization.

NOTICE OF NONDISCRIMINATION ON THE BASIS OF SEX UNDER TITLE IX

Lyon County School District ("the school district") does not discriminate on the basis of sex in the education program and activity it operates. Title IX prohibits sex-based discrimination, including sexual harassment, in violation of Title IX of the Education Amendments of 1972. Title IX provides that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any school district education program or activity. The school district is required by Title IX not to discriminate in such a manner. Title IX applies to any school district education program or activity, whether such program or activity occurs on-campus or off-campus. The requirement not to discriminate in the school district's program or activity extends to employment.

The school district has designated the following employee to coordinate its efforts to comply with Title IX. The school district's Title IX Coordinator is:

Director of Human Resources

Lyon County School District

25 E. Goldfield Avenue

Yerington, NV 89447

(775)463-6800

dhuckaby@lyoncsd.org

Inquiries about the application of Title IX to the school district may be referred to the school district's Title IX Coordinator, or to the Assistant Secretary for Civil Rights of the U.S. Department of Education, 400 Maryland Ave., S.W., Washington, D.C. 20202, or both.

Complaints of sex discrimination and formal complaints of sexual harassment may be filed with the school district's Title IX Coordinator.

Lyon County School District has established grievance procedures that further describe how to report or file a complaint of sex discrimination and how the school district will respond in Board Policy AA and Administrative Regulation AA. Lyon County School District has established a grievance process that further describes how to report or file a formal complaint of sexual harassment and how the school district will respond in Board Policy AB and Administrative Regulation AB.

2-1-2 The Association shall admit persons to membership without discrimination on the basis of race, creed, color, national origin, gender, marital status, or disability and to represent all teachers without regard to membership in any teacher organization.

2-1-2 This Agreement constitutes School Board Policy for the term of said Agreement and the School Board and the Association will carry out the commitments contained herein and give them full force and effect.

2-1-3 No change, rescission, alteration or modification of this Agreement in whole or part shall be valid unless the same is ratified by both the School Board and the Association and endorsed in writing hereon.

2-1-4 It is not the intent of either party hereto to violate any laws of the State of Nevada or of the United States of America. The parties agree that in the event any provision of this Agreement is held by a Court of Competent Jurisdiction to be in contravention of any such laws, they will enter into negotiation at a time mutually agreeable to all parties. The remainder of the Agreement shall remain in full force and effect.

ARTICLE III
LYON COUNTY EDUCATION ASSOCIATION

.1 RECOGNITION

3-1-1 The School Board recognizes the Association as the exclusive and sole negotiating representative of all members of the licensed staff of the School District except the following:

Superintendent
Associate and/or Assistant Superintendents
Administrative Assistants to the Superintendent
Directors
Managers/Supervisors
Principals and Assistant Principals

3-1-2 All rights and privileges granted to the Association under the terms and provisions of this Agreement are for the exclusive use of the Association in representing all licensed staff and not for the use of any other party or organization.

3-1-3 No Strike/Work Stoppages – the Lyon County Education Association reaffirms their pledge that there will be no strikes, stoppages of work or slowdowns against the Local government employer, the Lyon County Board of School Trustees.

.2 BOARD LIAISON ~~Liason~~

3-2-1 In order to provide for discussion and periodic exchange of views between the School Board and the Association, one (1) Association member shall be present at all school board meetings that are open to the public.

3-2-2 In the event that school board meetings are being conducted during school hours, the Association representative to the School Board may be released from their ~~his~~ regular duties without loss of pay but with the Association paying the cost of the substitute.

3-2-3 One additional member of the Association representing a particular geographical area of the County may be invited by the School Board.

.3 DUES

3-3-1 The District agrees to deduct dues from the salaries of the employees covered by this agreement for the Lyon County Education Association, Nevada State Education Association and the National Education Association. These monies shall be transmitted to the Nevada State Education Association.

3-3-2 The Association will certify to the District in writing the current rate of membership dues. The district will be notified of any change in the rate of membership dues thirty (30) days prior to the effective date of such change.

3-3-3 Deductions referred to in Section 3-3-2 above will be made in equal installments each month during the year. The District will not be required to honor for any month's deduction any authorizations that are delivered to it later than the first month prior to the distribution of the payroll from which the deductions are made.

3-3-4 No later than ~~October~~ November ~~15~~ 1st of each year, the Association will provide the District with a list of those employees who have voluntarily authorized the District to deduct dues to the organizations named in section 3-3-1 above. Copies of the executed dues authorization for all employees shall be submitted to the School District. The Association will

notify the District monthly of any changes in said list. Any teacher desiring to have the School District discontinue deductions previously authorized must notify the Association in writing between July 1 and July 15 of each year for the upcoming school year's dues and the Association will notify the District in writing promptly to discontinue the employee's deductions effective August 1.

3-3-5 If an employee leaves the district prior to completing his/her contract, the remaining dues of the Association in 3-3-1 above, will be paid through July 31 of that year.

3-3-6 It is recognized that the School District, in agreeing to deduct dues, is performing a solely administrative function on behalf of the Association for its convenience and is not a party to any agreement between the Association and its members regarding the deduction of dues. The Association, therefore, agrees to hold the School District harmless and to reimburse the School District for any and all costs, including legal fees it may incur in relation to any deduction made at the direction of the Association and contrary to the instructions received from the individual teacher. The parties agree that if there are not sufficient funds due to garnishment that the District is not liable for failure to collect such dues as long as the funds are not available.

.4 ASSOCIATION BUSINESS

3-4-1 Association Business shall not be conducted during the regular workday, excluding the duty free lunchtime, except when deemed necessary and agreed upon by the school's administration and the Association.

3-4-2 The association shall be charged the substitute daily rate of pay for members who have school district approved buyouts.

ARTICLE IV
NEGOTIATIONS

4-1-1 All negotiations shall proceed in accordance with the applicable sections of NRS 288 and with the ground rules established by mutual consent at the initial meeting of the two parties.

4-1-2 Should an impasse occur, it shall be resolved in accordance with applicable sections of NRS 288.

4-1-3 In the event that the Association and the Lyon County School District must memorialize language that temporarily changes the agreement or is in between negotiating cycles, they will collectively create a memorandum of understanding or agreement.

ARTICLE V
PROFESSIONALISM

.1 PROFESSIONAL RESPONSIBILITIES

5-1-1 The District and the Association recognize the following tenants, though not all inclusive, as essential elements of professional responsibility of the teachers to the students, parents, staff and communities in Lyon County School District:

1. Adhere to the Code of Ethics of the National Education Association.
2. Comply with District policies, regulations and guidelines.
3. Work in a positive, cooperative and collaborative manner within the educational community.
4. Treat other District employees, students and parents with respect and maintain the highest level of professional interaction.
5. Keep confidence and respect the confidence of others by neither soliciting nor revealing confidential information inappropriately about any student or staff member.
6. Notify and apprise the school administration directly or through the Faculty Advisory Committee, as appropriate of potential problems and concerns as they arise.
7. Cooperate with the administration in addressing issues and resolving problems.
8. Address parental concerns in a forthright and constructive manner.
9. Implement and follow district-adopted curriculum incorporating enrichment activities.
10. Demonstrate an on-going commitment to improving instruction and increasing student learning/achievement and seek out opportunities to grow professionally.
11. Understand how students differ in their approaches to learning and create instructional opportunities adapted to diverse learners.
12. Provide feedback to students and parents regarding student behavior and progress in learning in accordance with District policies and school standards.

5-1-2 Teachers will dress in an appropriate manner for the educational setting. Hairstyles on teachers will be clean, neat and compatible with community standards. Clothing in disrepair, tee shirts, and athletic practice sweats, are inappropriate classroom wear. Clothing, in general, must be appropriate for school activities of the day.

.2 PROFESSIONAL QUALIFICATIONS

5-2-1 We, the Lyon County Education Association, do firmly believe in the upgrading of our profession. Therefore, the Lyon County School Board and the Lyon County Administration agree not to employ any non-degree person in a licensed position unless exceptional circumstances should prevail.

5-2-2 Licensure is the responsibility of the teacher.

5-2-3 Teachers are expected to comply with rules, regulations and directions adopted by the School Board or its representatives which are not inconsistent with the provisions of this Agreement provided that a teacher may refuse to carry out an order which threatens physical safety or well-being.

.3 POLITICAL ACTIVITY

5-3-1 All employees of the Lyon County School District shall have the entire liberty of political action when not engaged actively in their employment provided such action is within the laws of the United States of America and the State of Nevada.

5-3-2 A teacher planning to run for public office must notify the Board of Trustees prior to the date of filing for that office. A teacher may be reassigned if the District determines absence of the teacher from his/her current assignment due to public office commitments would be detrimental to an educational program.

5-3-3 In the event that a teacher is elected to a public office, the School Board agrees to grant that teacher a leave of absence for that period of time that the duties of that office require. The leave of absence will be without pay and shall not exceed one year of continuous time off.

5-3-4 The teacher elected to office is obliged to cooperate in the smooth transition of his/her replacement prior to assumption of office.

5-3-5 It shall be a breach of contract if the teacher fails to follow or confirm to the provisions of 5-3-2 to 5-3-4 inclusive.

ARTICLE VI
TEACHER WORK SCHEDULE

.1 TEACHING HOURS AND TEACHING LOADS

6-1-1 The teacher's work year shall consist of 185 days for second and third year probationary teachers and post-probationary teachers and ~~187~~ 189 days for newly hired and/or first year probationary teachers.

All full-time licensed personnel shall be required to work seven and one-half (7 ½) hours per day.

Unless excused by the administrator, as part of their professional responsibilities, teachers shall attend no more than two required parent/teacher conferences, one site open house, and/or one

graduation/promotion each year. When a school function is scheduled outside of the regular work day or contract year, there shall be compensation in time within that same school year. Personal and Association business shall not be conducted during instructional time. The building administration working with a committee of teachers, selected by the teachers and agreed to by the Principal, which is representative of the grade levels in the school will make reasonable efforts to reduce non-instructional duty time for teachers and to equalize non-instructional duties of the teachers.

In order that certified employees may begin planning and preparation for the coming school year, certified employees other than newly employed or newly transferred employees, shall be notified by the principal or supervisor by posting not later than the last day of the school year, a schedule for the coming school year, tentative certified employee program assignments, the schools to which they will be assigned, the grades and/or subjects that they will teach, the number of the classroom in which they will teach, any special or unusual classes that they will have and the site specific daily work schedule.

Individual Education Plan (IEP), Student Study Teams (SST), and Section 504 Plan meetings shall be held within the seven and one-half (7.5) hour workday, when possible. All mandatory attendees which shall include the following: Special Education Teacher, General Education Teacher, and related service providers covered by this agreement, will be in ~~providers~~ attendance and remain for the entirety of the meetings. If an IEP, SST, or 504 meeting is held outside contract hours and extends more than 30 minutes beyond the contract day, all teacher attendees will be compensated ~~$15.00~~ $25.00 per hour for the full amount of time beyond the contract day.

Excluding voluntary work, pre-approved work beyond the contract day will be compensated according to the Supplementary Pay Schedule for Unclassified Positions.

6-1-2 Site administrators will do their best to find substitute teachers to fill absences. In the event a school is short substitute teachers, each site will identify the best possible solution for students' benefit, to minimize disruption to the school day, and consider teachers' needs. Each site-specific plan will be presented to the certified employees prior to the first day of student attendance and share it with their site designated LCEA representative. In the event a certified employee needs to be used to help cover a substitute teacher shortage, the administrator (or designee) will develop a fair and equitable protocol of selecting certified employees to be used to cover substitute teacher shortages, particularly so the same employees are not frequently chosen. The administrator must always request whether the certified employee is willing to adjust their assignment for the day. If there are no other options, the administrator will explain the situation to the certified employee, administer the revised assignment, and the certified employee must be compensated accordingly.

If the class is split up among additional classes, the highest daily substitute teacher rate of pay will be divided evenly between those certified employees who are taking additional students. If a class is split up among additional classes, the split shall be dispersed as numerically equal as possible.

If another employee who has a substitute teacher license is able to cover the class and that coverage results in a loss of prep time to any certified employee, the certified employee will be compensated.

If a certified employee, or certified specialist, (i.e.: ELL, SPED, electives, etc.) is used to cover a class, they are to be compensated at the rate of ~~$26.00~~ $30.00 per hour for the number of hours of student contact time that they covered up to the highest daily substitute teacher rate of pay.

If a certified teaching team must be broken up to cover a class, both team members will be compensated at a half day's substitute highest rate of pay. Determination of which teacher leaves the classroom will be made by the teaching team. With administrator approval, a certified teaching team member may refuse a substitute when their team teacher is absent but will not be compensated.

Teachers working together to help cover each other's classes for a short period of time will not be compensated.

6-1-3 When a particular teacher or group of teachers receives administrative approval for a curriculum project, which requires special planning, adequate release time from classroom duties may be provided.

6-1-4 When a particular teacher or group of teachers receives administrative approval for a curriculum project to be carried out during the summer months, the teacher or group of teachers shall receive an agreed upon salary.

6-1-5 The District shall provide a duty-free lunch of not less than thirty (30) consecutive minutes, which begins at the end of student supervision, within the 7 ½ hour school day, however deviations may be made with the consent of the teacher. The thirty (30) minute lunch period may be modified on days when the school's normal schedule is altered.

6-1-6 Except for emergency situations, as determined by the administration, at least three work days prior notice shall be given to employees for meetings and training sessions where their presence is required. Should a teacher not be present for a meeting or training session, it shall be the teacher's professional responsibility to review and implement any and all information as all

other staff members. It shall be the responsibility of the site administrator to provide the teacher with all pertinent materials.

.2 EXTRA CURRICULAR

6-2-1 Realizing that Class Advisors in Article XXII are activities which are a valid extension of a teacher's obligations, the following will be in effect:

1. Teachers assigned as Class Advisors will be expected to carry out their responsibilities. ~~in full.~~
2. Student extra-curricular activities will be posted at least two weeks in advance, except when prevented by circumstances beyond the control of the administration, and the licensed personnel involved will be ~~so~~ notified of their duties in the particular activities.

.3 PREPARATION TIME

6-3-1 The School District recognizes that preparation time during the teacher's workday is an essential part of effective education. The District shall provide teachers with a minimum preparation time of 600 minutes over a two-week period ~~300 minutes per week, averaged over a two-week period~~. This preparation time must be continuous for a minimum of 30 minutes and duty free. Preparation time shall be defined as time for preparation of lessons and correction of papers, planning instruction and coordinating with colleagues, contacting and conferencing with parents and administration, and for self-directed time. Two (2) of the early release/late start collaboration times per month will be reserved for unstructured, non-agendized preparation time. The other two (2) early release/late start collaboration times per month will be reserved for professional development and will not be considered preparation time, nor will any other professional development during the regular workday or contract time. Every effort will be made to maintain preparation time during testing periods and/or alternative schedules.

.4 SCHOOL CALENDAR

6-4-1 On or before November 1 of each year, the Association may present a school calendar two years in advance of the current year. The Association may submit this calendar to the District for its consideration.

6-4-2 In every calendar presented to the School Board, a full teacher workday without student contact at the end of the first semester will be a major consideration.

.5 ALTERNATIVE SCHOOL SCHEDULE

6-5-1 In the event a Lyon County school implements an alternative school schedule that falls outside the 7.5 hour day/ five work days per week, the District shall meet with the Association by the 9th week of the semester prior to the beginning of the implementation year to negotiate, pursuant to NRS 288, and related Articles of this Agreement.

ARTICLE VII
TEACHER PROTECTION

.1 DISCIPLINE PROCEDURES

7-1-1 Corrective and disciplinary action, when necessary, shall be designed to provide a fair and structured way for employees to improve and/or correct their job performance and/or behaviors, which do not meet the standards or demands of their positions. This shall provide a fair and equitable treatment for all employees. The District shall give employees an opportunity to improve and/or correct their job performances and/or behaviors which do not meet the standards or demands of their positions. The goal of the corrective discipline system is to correct or improve unsatisfactory performance/behavior, and the measures utilized will be commensurate with the deficiency to be corrected. Should disciplinary action be deemed necessary, it is the expectation that the standard rules of progressive discipline shall apply.

7-1-2 No teacher shall be disciplined, suspended, reduced in rank or compensation, adversely evaluated, transferred or dismissed without just cause. Any such action as outlined above without just cause asserted by the District or representative thereof shall be subject to the Professional Grievance Procedure as set forth in Article VIII. All information forming the basis for such disciplinary action will be made available to the teacher and the Association.
This provision does not apply to a probationary teacher per NRS 391.655.

7-1-3 Before the District proceeds with a suspension of a teacher, except when an immediate suspension is necessary where the Superintendent believes that cause exists for the dismissal of the teacher and it is necessary in the best interest of students in the District, the teacher shall be notified of the proposed suspension and have a period of ten school days after the receipt of the notice within which to file a grievance under the Professional Grievance Procedure, Article VI of the Negotiation Agreement, to challenge whether the District has just cause to impose the suspension. If no such grievance is filed, the District shall immediately impose the suspension. This method of challenging any proposed suspension shall be in lieu of any other challenge, including but not limited to any challenge under NRS 391.314 or NRS 391.317.

7-1-4 A licensed employee is entitled to representation when meeting with administration on job related matters. Representation for the employee and the District shall be purposeful to the resolution of issues.

7-1-5 The district shall not discriminate against any licensed employee pursuant to NRS 288.270 paragraph f.

7-1-6 By November 1 of each year, the Association will provide the District a list of trained representatives in each area from which employees may select. The District will then disseminate the list to all work sites within two (2) working days of receipt.

.2 EVALUATION

7-2-1 Evaluation of licensed personnel is the responsibility of the District and will be conducted in accordance with state statutes and district policy, including but not limited to, GBBH-Employment of Relatives and NRS 281.210. The District shall consult and collaborate with the Association prior to implementation of a new evaluation instrument. No teacher shall evaluate another teacher.

Each administrator who contributes to the evaluation of an employee shall sign the employee's evaluation. Employees who receive an ineffective or developing evaluation may request that a different administrator(s) perform subsequent evaluations as outlined in NRS.

Each employee shall work with administration to comply with NEPF evaluation cycle timeline. This allows for adequate time for mid-course adjustments, development, follow-up feedback, and to discuss evidence so that there are no "surprises" during the summative evaluation. Summative evaluations shall be completed and signed before the last day of school following the NEPF timeline.

7-2-2 When the District deems it necessary, a "Plan of Assistance" for a certified employee may be implemented as needed to address performance issues, to support the employee's improvement and address areas of concern. Observations and Evaluations shall be compliant with applicable NRS.

An effective or highly effective evaluation that has met the statutory purpose of providing a format for constructive assistance to correct any deficiencies that have been documented in observations is not subject to grievance procedures, however is subject to 7-1-2. Any deficiencies or areas of concern must be brought to the attention ~~to~~ of the teacher in a post-observation conference.

7-2-3 The Lyon County School District recognizes the right of teachers to respond in writing on the evaluation sheet to any adverse criticism of his or her performance. Any employee exercising this right is guaranteed a review of his or her evaluation by the Superintendent or his designee if requested in writing.

7-2-4 The Association and the District agree to adhere to NRS 391.3197 in the matter of non-renewal of a probationary teacher's contract. In the event of non-renewal, the probationary teacher shall not have access to the grievance process.

7-2-5 LCEA and the District will have continuing conversations regarding enhanced compensation for special education positions, through the end of this 2023-2025 agreement.

.3 PERSONNEL FILES

7-3-1 The District shall maintain, for official school district purposes, one (1) personnel file for each employee in the District Office and one (1) personnel file in the office of the employee's principal. These files shall be kept under conditions that insure their integrity and safekeeping and shall contain copies of personnel forms, official correspondence to and/or from the employee, written evaluations and other appropriate materials relating to the employee's employment.

7-3-2 An employee shall be given a copy of official material prior to its being placed in the file and shall date and initial or sign the material prior to its placement in the file. Anonymous, unattributed or inappropriate material shall not be placed in the file. An employee shall have the right to submit a written response to any material placed in his/her personnel file. The employee shall have thirty (30) days from receipt of the material to submit the written response. This written response shall then be attached to the appropriate file material and placed in the file.

7-3-3 An employee shall have the right to examine his/her official personnel file during the normal business hours of the office where the file is kept and within twelve (12) business hours of confirmed receipt by the Personnel Office of the request to examine the file. The request shall be made by personal contact, phone contact, or email contact. Upon request, an employee may obtain copies of any material in his/her official personnel file. The examination of official personnel file by the employee shall be witnessed by a District designee. The District shall make every reasonable effort to ensure personnel are available on a daily basis to confirm requests.

7-3-4 An employee may indicate in writing to the principal or superintendent those materials, which the employee considers inappropriate to be retained. The material shall be removed from the file if the Superintendent determines adequate justification is shown for their removal.

7-3-5 An admonition, issued to an employee, who within the time granted for improvement has met the standards set for him/her by the Administration who issued the admonition, shall be removed from the records of the employee not later than three (3) years after it is issued.

7-3-6 In a specific personnel action no use may be made of any material, which has not been properly placed in the official personnel file.

7-3-7 Any written evaluation more than three (3) years old and/or from previous employment outside of the Lyon County School District will not be considered valid in a disciplinary or

termination case unless the evaluation has a direct relationship to a present disciplinary or termination case.

.4 OTHER

7-4-1 The School trustees will provide liability insurance protection for any teacher who is acting within the limits of his responsibilities.

7-4-2 A teacher may restrain a pupil when it is essential for self-defense or for the protection of other persons or property.

7-4-3 No teacher shall be discharged, dismissed or discriminated against because of any responsible activity with or on the behalf of the Association.

7-4-4 This Agreement shall not be interpreted as providing an all-inclusive statement of the rights and privileges of the teachers and the School Board.

7-4-5 In all instances where there is contact between an administrator and a parent or legal guardian regarding an informal complaint or problem involving a student and a teacher, the teacher must meet, unless other arrangements are made by the Principal, with the administrator and the parent within three (3) working days to cooperatively resolve the problem.

ARTICLE VIII
PROFESSIONAL GRIEVANCE PROCEDURE

8-1-1 A claim by a teacher or the Association that there has been a violation of this Agreement may be processed as a grievance as hereinafter provided.

8-1-2 Good morale is maintained as problems arise by sincere efforts of all persons concerned to work toward constructive solutions in an atmosphere of courtesy and cooperation. The purpose in this procedure is to secure at the lowest possible administrative level, equitable solutions to the problems, which may, from time to time, arise. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

8-1-3 If a grievance exists, the following steps shall be taken to resolve the grievance:

8-1-4 STEP 1 - SCHOOL PRINCIPAL

If a potentially grievable matter cannot be resolved with the site administrator, within ten (10) days of the discovery, a formal grievance in writing, stating the grievable matter and the contract article violated, shall be presented to the aggrieved party's principal, with a copy sent to the

Superintendent no later than ten (10) days after the discovery of the original action which gave cause for the grievance.

Within ten (10) days after the receipt of the formal written grievance the Principal shall discuss the grievance with the aggrieved party with the intent of resolving the matter.

The aggrieved party and/or the Principal may choose to have a representative at the discussion.

STEP 2 - SUPERINTENDENT OF SCHOOLS
If the aggrieved party is not satisfied with the disposition of its grievance at STEP 1, within six (6) days the party may file a written grievance with the Superintendent. The Association agrees to review grievances at STEP 2 if requested by either party.

The Superintendent, or other county level administrator, will represent the administration at STEP 2 of the Grievance Procedure. The administration's representative will meet with the aggrieved party, the aggrieved party's principal or the appropriate administrator, or both, in an attempt to resolve the grievance.

The aggrieved party and/or the Superintendent may choose to have a representative present at the meeting. Such a meeting will take place within ten (10) days after the receipt of the grievance by the Superintendent. The Superintendent shall, within ten (10) days after this meeting, render his decision to the aggrieved party, the principal, or appropriate administrator and the Association.

STEP 3 - SCHOOL BOARD
If the aggrieved party is not satisfied with the disposition of the grievance in STEP 2 and the Association agrees that the grievance has not been satisfactorily settled then the Association may present the grievance to the Board within six (6) days after the Superintendent answers and the Board, no later than its next regular meeting, will have six (6) days following the meeting to answer the grievance.

STEP 4 - ARBITRATION
Upon being notified of the School Board's decision, the Association may request arbitration within six (6) days. The request for arbitration shall be made by delivering to the Superintendent written notice of the intent to arbitrate.

In the event a timely written request for arbitration of an unresolved grievance is made by the Association, the parties shall jointly request the American Arbitration Association to furnish a list of seven (7) arbitrators from which one shall be selected. Such selection shall be accomplished within ten (10) days by the Association and the School District, each striking one (1) name from the list in turn until only one (1) name remains. The Association shall strike first.

The arbitrator shall hear all evidence and arguments on the points in dispute and his/her written decision shall be final and binding upon the parties hereto.

The arbitrator shall not have the authority to modify, amend, alter, add to, or subtract from any provision of this Agreement.

8-1-5 The expenses of arbitration shall be borne equally by the School District and the Association.

8-1-6 Time is of the essence in the discharge of grievances and all parties hereto shall comply strictly within the time limitations set forth above.

If the grieving party fails to exhaust the grievance under the grievance procedure within the time limits set, or fails to abide by such procedure, the grievance shall be considered abandoned with prejudice in the absence of express waiver in writing, signed by the opposing parties. If either party fails to meet the time limits set throughout this article including the request for arbitration, the opposing party shall have the right to unilaterally initiate the next grievance step as provided herein, in the absence of express waiver in writing signed by said party. A time limit for any step in the grievance process may be altered if both parties agree.

To ~~insure~~ ensure minimal disruption of the educational process, the Association and District shall make every effort to expedite the setting of arbitration dates. It is agreed the timely resolution of any step of the grievance procedure is in the best interests of both parties.

8-1-7 No reprisals of any kind will be taken by the School Trustees or by any member of the administration against any party because of filing a grievance or because they participated in an orderly manner in the grievance procedure on behalf of the grievant and/or the Association.

8-1-8 The limit on discovery shall be one (1) year from the date of the grievable incident.

ARTICLE IX
INSTRUCTIONAL PROGRAMS

.1 PROFESSIONAL TRAINING

9-1-1 Teachers requested by the District to attend overnight workshops, conferences, activities or training classes outside the District shall be compensated for expenses at the District per diem rate, unless other arrangements have been agreed to by both parties. Teachers who request to be allowed to attend above programs may be compensated by the District.

9-1-2 The Association may recommend to the ~~School Board~~ Superintendent topics for workshops, conferences and programs designed for teachers.

9-1-3 The Association may also recommend to the ~~School Board~~ Superintendent topics for after school courses, workshops, conferences, training and innovative programs designed to improve the quality of instruction.

9-1-4 To the extent possible, curriculum workshops and district-wide in-service training programs, which require teacher attendance, shall be jointly developed with input from certified employees representing each attendance area, and/or grade level clusters, administrators and the Association.

9-1-5 Every teacher shall be encouraged by the Association and the Administration to participate in curriculum revision committees during the school year. Arrangements for these curriculum revision committee meetings shall be made by the Administration and the teachers, to include specialists (ie. EL, GT, CLS, and resource). Before any curriculum change or adoption is presented to the School Board, a minimum of five school days will be given to complete a survey that shall include a feedback section ~~that~~ which will be administered to those employees impacted, to include all specialists (ie. EL, GT, CLS, and resource). The survey results will be shared with the proposal to the School Board.

9-1-6 A teacher who agrees to accept a new position in an innovative program may be required to attend additional training. When an employee currently in a position or reassigned by the District to a position is required by the District to obtain additional training, the District shall cover all training expenses. Also, the employee shall be paid equal to that in 9-1-1 for training he/she must attend outside of the regular workday. Unless the District gives written prior approval, the employee may not use credits earned through such training for movement on the salary schedule if the District paid any training costs. Such costs would include, but not be limited to, registration fees, travel, sub pay, payment to attend or compensated release time.

9-1-7 The Association and the Administration encourages all teachers to join the professional organization in the subject area in which ~~he/she~~ they teach~~es~~ as a means of enhancing knowledge of the subject and of improving instruction in the subject.

.2 SUPPLIES AND TEXTBOOKS

9-2-1 The School Board recognizes that appropriate texts, library reference facilities, maps and globes, laboratory equipment, current periodicals, consumable/project materials, ~~(e.g. FOSS Modules,~~ essential workbooks~~)~~, art supplies, music supplies, athletic equipment and similar materials are tools of the teaching profession. The parties will confer during the annual budgetary process for the purpose of improving the selection and use of such educational tools. The principals will inform the teacher or department of the disposition of their requests.

9-2-2 The School Board agrees to provide sufficient textbooks and/or licenses for electronic textbooks (e-texts) to insure each student will have a copy of the adopted text/e-text for classroom use and that sufficient texts will also be available for checkout.

9-2-3 The Association reserves the right to file objections about recommended textbook changes to the Administration. Such objections can only be filed upon the written request of any teacher affected by the change.

9-2-4 A new selection of textbooks will be recognized as a need and put on a purchase program rotation. At the request of the Association, the District will provide a copy of the board approved seven year curriculum adoption plan and will maintain a current copy available on the district website.

9-2-5 Teacher work stations (i.e. laptop, ~~or~~ desktop computer, desk and chair) and student labs or workstations (stationary or mobile) will remain operable, meaning fully functional for their intended purpose. Inoperable equipment will be repaired or replaced in a timely manner and as deemed necessary by the IT department, maintenance and/or other suitable department.

9-2-6 When electronic curriculum adoption occurs, the District will support the implementation of that curriculum with the purchase of suitable hard copy materials aligned to the adopted curriculum as deemed necessary by the adoption committee.

.3 EXPERIMENTATION AND INNOVATION

9-3-1 The School Board and the Association recognize the need for experimentation and innovation in educational programs. New techniques in staffing and scheduling may involve changes in the length and number of class periods taught and the number of students assigned to a given class. Teachers and the Administration may cooperate in the mutual development and implementation of such innovative programs.

ARTICLE X
POSITIONS

.1 VACANCIES

10-1-1 A vacancy is any position previously held by a licensed employee or newly created by the Board of Trustees. All vacancies shall be posted on the District's website for at least five (5) working days before the final date for submitting applications. During the school year, the District shall make a reasonable attempt through District e-mail to notify all licensed staff of any vacancies.

NOTE: All positions will first be opened to current licensed employees for a period of five (5) working days prior to the position being posted to applicants outside the school district as outlined in 10-3-1.

10-1-2 No vacancy shall be filled until the vacancy has been posted for a period of five (5) working days, with the exception that the Association realizes that during the summer months of June, July, August, and September, sudden vacancies may be filled from comparable postings and/or interviews. The interview process shall include screening of applicants and interviews of qualified candidates with due consideration given to current employees and employees who may be on a one year contract.

.2 REASSIGNMENT AT EACH SCHOOL/WORK SITE

10-2-1 Reassignment shall always be considered in providing the best possible education for students and shall not be punitive in nature. Reassignment at each school site shall be the responsibility of the site administrator based on the needs of the school and students. In grades PreK – 6, should the reassignment be more than two (2) grade levels, the following criteria will be utilized when determining reassignment:

- Compatibility of the employee with respect to students, program, staff, and administration
- Experience in the subject/grade level

If the reassignment is involuntary and requires the employee to move classrooms or offices outside of the regular contract day, they will be paid an amount of $300.00 within the next two pay periods.

Any teacher interested in a change in grade level, subject, or assignment at his/her current school work site must submit a request via email to the site principal by May 1st for the following school year.

.3 VOLUNTARY DISTRICT TRANSFER

10-3-1 All vacancies will first be opened to current licensed employees for a period of five (5) working days prior to the vacancy being posted to applicants outside the school district. Licensed employees will be notified of these vacancies via district ~~e-mail~~ email. The employee must complete the abbreviated application on the district website for every vacancy to which they wish to transfer and will be guaranteed an interview at that school/work site. This process will be followed for all vacancies created October through May of each school year. During the months of June and July, the employee may request a transfer by completing the abbreviated application during the five (5) day posting period outlined in 10-1-1 and will be guaranteed an interview with other viable outside candidates. Should the employee be the only transfer

applicant and he/she is acceptable to the site administrator, no interview will be required and the employee may be selected without interviewing outside applicants.

NOTE: The opening of a new school may cause the District to adjust timelines for transfers. Should positions open after July 31st, certified staff may request for transfer and be granted an interview as long as both site administrators are amenable.

.4 INVOLUNTARY DISTRICT TRANSFER

10-4-1 District involuntary transfers shall be considered in the spirit of providing the best possible education for students. Criteria for considering changes will be a request for volunteers:

1. If no volunteers, teacher seniority will be used
2. If only one volunteer; the transfer will be approved
3. If more than one volunteer, experience in the subject area/grade level shall be used

If the involuntary transfer requires the employee to move classrooms or offices outside of the regular contract day, they will be paid a flat rate of $300.00.

NOTE: When an involuntary transfer/reassignment occurs, the principal and the employee will cooperatively work together to allow sufficient preparation time for the new assignment.

.5 SENIORITY

10-5-1 No later than ~~October 15th~~ November 1 of each year the School District shall provide to the Association President a seniority list of all members of the licensed bargaining unit. The District determines the current seniority of the teachers by the number of years they have taught in the District. The procedure for determining seniority shall be as follows:

a. Seniority will be computed from a teacher's most recent date of hire in the District.
b. Seniority will not be broken by unpaid leaves of absence.
c. Initial employment by the District in a position outside the licensed bargaining unit will not be counted in computing seniority. Employees returning to employment within the licensed bargaining unit shall retain the years seniority earned during licensed administrative time worked.
d. In the event two (2) or more teachers have the same seniority as indicated by date of hire and all else being equal, a lottery shall be held in which teachers having the same seniority shall draw lots in accordance with a predetermined procedure to establish the most senior teacher.
e. For any licensed employee hired after July 1, 2011, years of teaching experience in the District will be the only factor used in calculating seniority.

.6 TEAM TEACHING

10-6-1 The District and the Association recognize that team teaching may be necessary and/or desirable due to space limitations or other educational considerations. The Parties also recognize that the teachers who will make up the teams must work closely and in concert with one another. Therefore, when selecting teachers to team together, the following considerations will be given in order to provide the best possible education for students.

1. Request for Volunteers;
2. Compatibility of Teachers;
3. Individual teacher strengths, licenses and endorsement;
4. Flexibility and needs of schools.

ARTICLE XI
REDUCTION IN FORCE

11-1-1 If practicable, attrition by resignation and retirement shall be utilized as the first means of staff reduction.

11-1-2 The District reserves the right to retain a teacher, if, in the opinion of the Superintendent and supported by substantial documentation, the teacher is needed to maintain a program, course of study or perform a needed function within the School District.

11-1-3 In the event that further staff reductions are required, which reductions may include post probationary teachers, the following criteria shall be used in selecting teachers for layoff and in the priority order as follows:

a) Educational and/or instructional requirements with particular attention to a teacher's licensure.
b) Effective/Highly Effective performance evaluations averaged from the past three consecutive school years.
c) Seniority as specified in 10-5-1

11-1-4 When an opening occurs for which they are licensed, teachers laid off because of a reduction in force, will be rehired in the reverse order they were laid off. A teacher shall remain on the rehire list for two (2) years unless the teacher refuses the offer of a rehire position for which he/she is licensed. If the recalled teacher is unable to return due to a bona fide illness or emergency, their place on the rehire list shall be extended for a period not to exceed one (1) year. It is the responsibility of the teacher to inform the District of all changes of address by Certified Mail.

ARTICLE XII
LONG TERM LEAVE

.1 CHILD REARING LEAVE

12-1-1 Upon a written petition to the principal and approval from the Superintendent, Child Rearing Leave may be granted to any teacher in the District to care for his or her newborn or newly adopted child provided that all other subsections of 12-1 are met.

12-1-2 Requests for such leave shall be made forty-five (45) days prior to its commencement.

12-1-3 Child Rearing Leave may be granted for a maximum of four (4) quarters. Child Rearing Leave will commence at the start of a quarter and end at the conclusion of a quarter unless the teacher and the principal with the approval of the Superintendent mutually agree to an adjusted timetable.

12-1-4 Teachers having taken a Child Rearing Leave must notify the Superintendent of their intended return forty-five (45) days prior to the beginning of the second semester, or by April 1, prior to the following school year.

12-1-5 Certified employees shall receive no salary or fringe benefits while on leave. Since those on Child Rearing Leave have not resigned, they shall, at their option, be considered as members of the staff for insurance purposes with the employee paying the full amount of such premium.

12-1-6 A teacher granted Child rearing Leave shall return to the District with every effort made to place the teacher in the same attendance area providing the teacher is not affected by reduction in force.

12-1-7 Teachers returning to the District will have the same status on the salary schedule unless the teacher has qualified for advancement. He/she shall also be credited with the unused short-term leave accumulated up to the time the leave of absence was granted.

.2 MILITARY LEAVE

12-2-1 The School Board and the Association will comply with the guidelines under the Uniform Service Employee Rights Reinstatement Act (USERRA) and any applicable NRS.

.3 SABBATICAL LEAVE

12-3-1 Upon proper application and approval by the Superintendent (or designee) and Lyon County Board of School Trustees, a Sabbatical Leave of one (1) school year duration may be granted for professional study in the teacher's area of specialization or a closely allied field only.

Such leave is not granted as a reward for work already performed but rather as an opportunity to prepare for improved service in the schools of Lyon County.

12-3-2 Teachers must have completed seven (7) consecutive years with the Lyon County School District and must not have taken Sabbatical Leave during the proceeding seven (7) years.

12-3-3 No more than three (3) full time members of the teaching staff (one per level, preferably) may be on Sabbatical leave during any one (1) school year. Application forms provided for this purpose will be completed and submitted to the Superintendent (or designee) and School Board by December 1st of the preceding year in which the leave is desired. If approved by the Superintendent (or designee), the Board will act on the applications and rank the requests so that if the leave is not used by the highest-ranking applicant, it may be used by another applicant.

Note: All applicable leave will run concurrently with the Family and Medical Leave Act (FMLA) guidelines.

12-3-4 Salary is to be one-fourth (1/4) of the teacher's annual rate in effect during the Sabbatical Leave exclusive of any extra-duty pay, etc. The teacher will provide the Board with a surety bond in the amount of one-fourth (1/4) of the current salary.

12-3-5 The teacher on leave shall by March 1st of the year of leave, notify the respective principal of his or her intentions to return, and (if returning) shall by September 15th provide the County Administration Office with a complete transcript of work completed while on leave.

12-3-6 The employee, upon returning from Sabbatical Leave, shall be assigned to his former position with the Lyon County School District.

12-3-7 A teacher must agree to complete the professional study as described in the application for leave and return to Lyon County School District for a minimum of two (2) school years following Sabbatical Leave or reimburse the District for all District paid compensation received by the teacher during the Sabbatical Leave period.

Reimbursement will be waived if the teacher is dismissed by the school during those two (2) years.

.4 EXTENDED LEAVE OF ABSENCE

12-4-1 Upon written petition to and approval by the Superintendent ~~and approval by the School Board~~, any teacher who has been employed in the School District for the ~~proceeding~~ preceding

three (3) years and who has a record of satisfactory service may, upon request, be granted a leave of absence without pay for a period of time not to exceed one (1) school year.

12-4-2 Requests for such leave shall be presented prior to March 1st preceding the academic year for which leave is requested.

12-4-3 The applicant will receive written notification by the Superintendent of the leave by April 1st preceding the academic year for which that leave applies.

12-4-4 Written notice must be filed with the School Board by March 1st of the year in which that leave is effective stating whether or not the teacher plans to return. Failure to give such notice will automatically forfeit the right of the teacher to return.

12-4-5 Any teacher that has been granted an extended leave of absence shall return to duty at the same status on the salary schedule unless he or she has qualified for advancement. He or she shall be credited with the unused short term leave and benefits of seniority accrued up to the time the extended leave of absence was begun.

12-4-6 Since teachers on leave of absence have not resigned, they shall, at their option, be considered as members of the teaching staff for insurance purposes with the employee paying the full amount of such premium subject to the approval of the insurance carrier.

12-4-7 A teacher granted an extended leave of absence shall return to the district employment in the same attendance area providing the teacher is not affected by reduction in force.

ARTICLE XIII
SHORT TERM LEAVE

.1 GENERAL

13-1-1 At the beginning of each school year, licensed employees shall be credited with fifteen (15) days of Short Term Leave that may be used for sick leave, maternity, paternity, bereavement and adoption. Accrued leave and leave used are posted monthly on the employee's paycheck stub. The employee shall be responsible for verification of any and all leave, paid and unpaid, with the District's Payroll Department.

13-1-2 The District shall respond within seven (7) days of a receipt of a request for leave.

.2 SICK LEAVE

13-2-1 Short term sick leave is a designated amount of compensated leave that is granted to an employee who is unavoidably absent because of a) personal illness, accident, doctor's

appointment, b) serious illness, accident or death in his/her immediate family (as defined Article 1-1-14).

13-2-2 Should a teacher be absent from his/her assignment more than five (5) consecutive days or should there be a pattern of chronic or repeated absences or the district has cause to suspect an abuse of an approved leave, the teacher may be required to provide verification of illness/debilitating condition from a physician in order to establish that the absence meets the criteria stipulated in 13-2-1 for sick leave.

13-2-3 Short term leave shall be accumulated to a maximum of two hundred fifty (250) days in accordance with the provisions of NRS 391.180. Days accumulated beyond two hundred fifty (250) days shall be kept in the employee's file as inactive accumulated short term leave which could be used provided the School Board chooses to activate them.

.3 MATERNITY LEAVE

13-3-1 Pregnancy and/or medical issues associated with pregnancy shall be treated as any other temporary Short Term Leave.

The District shall accept a physician's verification for recovery time up to six (6) weeks for normal delivery and eight (8) weeks for cesarean delivery. If the employee does not have Short Term Leave available for all or part of the leave, she may request to take unpaid leave. If additional leave is necessary, the employee's physician shall submit the District's Extended Medical Leave Form verifying that the employee is unable to return to work and additional leave, paid or unpaid, shall be granted accordingly.

13-3-2 Upon receipt of written notification of an employee's pregnancy and request for leave information, the School District shall provide pertinent information on contract and FMLA requirements and benefits.

.4 BEREAVEMENT LEAVE

13-4-1 Licensed personnel may be granted five (5) days each school year for bereavement leave. Bereavement leave shall be deducted from short-term leave. Additional time may be granted by the school trustees or designee.

.5 ADOPTION LEAVE

13-5-1 An employee should inform the District of an application for adoption. Upon reasonable notification to the Principal and documentation of an impending adoption, an employee who is adopting a child shall be granted up to ten (10) days of Short Term Leave. Additional leave may be granted without pay. This leave is for the purpose of attending to necessary meetings, paperwork and travel relative to adoption.

.6 SICK LEAVE BANK

13-6-1 Employees covered by this agreement may become members of the Sick Leave Bank by voluntarily contributing one (1) sick leave day for the establishment and operation of the Bank. This Bank is to assist employees and their immediate family, who have long term debilitating illnesses or disabilities with recovery time of more than fifteen (15) days which cause them to be unable to fulfill their job responsibilities with the District and who have exhausted their accumulated sick leave and all personal leave.

Sick Leave Bank days shall not be used for elective surgery, personal business, extended family illness or maternity leave. Any employee who has been diagnosed with a debilitating or catastrophic injury or illness pre-existent to employment shall not draw from the Bank within the first year of employment.

a. Only individuals who have contributed to the Bank are eligible for benefits.
b. Application for benefits from the Sick leave Bank shall be made to the Sick Leave Bank Committee. The committee shall be made of two members appointed by the Association President and one member appointed by the Superintendent. The decision of the committee shall be ~~forwarded to the Board for approval, except when the days needed will occur before the next Board meeting. In such cases, the Superintendent may grant up to thirty (30) days upon the committee's recommendation.~~ final.

Note: All applicable leave will run concurrently with the Family and Medical Leave Act (FMLA) guidelines.

c. At the beginning of each school year there will be an open enrollment period during ~~August~~ September 1st to October 31st ~~September 30th~~ and again January 1st to January 31st. Eligible staff must notify the District in writing of their desire to participate in the Bank.
d. Membership in the Bank shall continue automatically from year to year unless notice of withdrawal is given in writing to the District during the enrollment period. Withdrawal will not result in reinstatement of the time contributed to the Bank.
e. When the number of days in the Bank falls below ~~forty~~ fifty (~~40~~50), the committee will inform the Bank membership that a special assessment of one (1) sick leave day per member will be made to replenish the days available.
f. The maximum number of days which may be granted from the Bank at any one time shall be thirty (30) days. Additional days may be granted only after additional application and review. The maximum number of days which any one person can be

granted from the Bank during the period of employment with the Lyon County School District is one hundred twenty days (120) days.

g. One sick leave day may be transferred from any certified employee to the sick leave account of any other certified employee who has been deemed eligible for assistance by the Sick Leave Bank Committee. The maximum cumulative number of days, which any one person can be granted by other employees is sixty (60) days. This can occur only after the person has exhausted the one hundred twenty (120) day maximum benefit outlined in 13-6-1-f.
h. A statement of participation in the Sick Leave Bank will be included in the yearly sick leave accounting update given by the District to each participating employee.
i. An employee who has used the Sick Leave Bank shall reimburse the Bank when his/her accumulated sick leave exceeds one hundred (100) days. Upon leaving the District, an employee shall reimburse the Bank the remaining balance of days granted from the Bank.

.7 DONATED SICK LEAVE DAYS TO SPOUSE

13-7-1 If both spouses are employed by the District, one spouse may donate sick leave days to the other spouse up to a maximum of twelve (12) weeks per the FMLA guidelines.

.8 PAYMENT FOR UNUSED SHORT TERM LEAVE

13-8-1 Certified employees leaving the employment of the Lyon County School District shall be eligible for payment of unused Short Term Leave as provided below:

a) The certified employee has ten (10) years of contracted employment with the District of which the last five (5) were consecutive.
b) The certified employee has not been dismissed pursuant to NRS 391.
c) A certified employee meeting the above criteria will receive payment for unused short term leave based on the following scale:

Number of Days	Rate Per Day	Maximum Benefit of 250 Days
181 – 250	$50.00	$12,500
162 – 180	$45.00	$ 8,100
144 – 161	$40.00	$ 6,440
126 – 143	$35.00	$ 5,005
100 – 125	$30.00	$ 3,750

d) The maximum aggregate payment for unused Short-Term Leave for all certified employees shall not exceed $100,000. If the aggregate total exceeds that amount per year, payments shall be prorated to all recipients. All payments shall be made during August for those employees separating during the prior school year.

e) A deceased certified employee's beneficiary (as noted on the employee's life insurance policy) will be awarded any payment if the above conditions are met.

f) Any certified employee with more than 250 sick days at the time of retirement may donate up to ~~5~~ 10 sick days to the sick leave bank.

ARTICLE XIV
PERSONAL LEAVE

14-1-1 All teachers shall be granted two (2) days of paid Personal Leave each year.

14-1-2 With no less than two (2) days prior notice, except in cases of verifiable emergencies, the principal may grant Personal Leave paid or unpaid. However, teachers are encouraged to request Personal Leave, whether to be paid or unpaid, as soon as it is known to be needed. Personal Leave, paid or unpaid, may be denied if there is no substitute available or classes cannot be covered by licensed staff. Paid Personal Leave may be used at any time except the first or the last week of school, during the final examination times, during the school's parent/teacher conference days, teacher in-service day(s) unless there is a verifiable emergency, or extenuating family circumstances. If multiple requests are received for the same date, Personal Leave shall be granted according to the date it is submitted.

Any request for paid or unpaid leave that is denied by the principal may be appealed to the Superintendent or designee.

14-1-3 Additional Personal leave may be granted, without pay or with substitute rate deduction from the teacher's salary as determined by the Superintendent. The request to the Superintendent for additional Personal Leave must be submitted in writing and include an explanation.

14-1-4 Up to five (5) certified employees may be granted unpaid or paid Personal Leave during the first or last weeks of school for purposes of advanced degree studies. Paid leave will be based on whether the teacher has any paid personal leave to use.

14-1-5 Unused paid personal leave days may be accumulated from year to year. Only 5 paid Personal Leave days may be used consecutively during one school year.

ARTICLE XV
OTHER LEAVES OF ABSENCE

.1 ASSOCIATION LEAVE

15-1-1 The School Board agrees to grant leave at the discretion of the Superintendent for Association representatives to attend workshops, conferences, conventions and other Association activities.

15-1-2 The District shall allow full-time release for any member of the local Association elected to serve as an officer of the LCEA, NSEA, or the NEA for the duration of the term(s) of office. At the end of his/her terms of office, the teacher will return to the District in a position comparable to the one formerly held before the leave. A high school teacher would return to a high school position; a middle/intermediate school teacher would return to a middle/intermediate school position; an elementary school teacher would return to an elementary school position. This position will be in an area in which he/she is qualified to teach and at the same column and step he/she held at the time of leave. Failure of the employee to return at the end of his/her term(s) of office will be considered as a resignation from the District.

The LCEA, NSEA or NEA will reimburse the District for the total amount of salary and fringe benefits, which include the total PERS contribution, worker's compensation, and health insurance package. The employee will not accumulate sick leave or personal leave during his/her absence, but upon return, all leave held at the time of release will be credited to the employee.

A teacher seeking any office under the above mentioned terms and conditions, must notify the Superintendent in writing six (6) months in advance to receive the leave of absence. Should a teacher be appointed to a LCEA, NSEA or NEA position with less than six months' notice, the Superintendent and the teacher shall mutually agree on the terms and conditions of the leave and the employee's return to the District.

.2 COURT LEAVE

15-2-1 Upon notification to the Superintendent, an employee who is subpoenaed as a witness in a civil or criminal case or is called and serves on jury duty shall be granted leave for that period of time committed to jury duty service. Application for such leave must be made upon notification and submitted with a copy of the subpoena.

Employee compensation shall be an amount equal to daily rate less the daily allowance for jury duty service. Nevada State Retirement contributions by the employee and employer shall be at the regular retirement rate for each day or a fraction of a day served.

.3 INJURY OR ILLNESS IN IMMEDIATE FAMILY

15-3-1 A leave of absence without pay ~~or increment~~ may be granted at the discretion of the ~~School Trustees~~ Superintendent or designee.

15-3-2 All benefits to which a teacher was entitled at the time the leave of absence commenced, including unused accumulated short-term leave, will be restored upon return to the District and the teacher will be assigned to the same or equivalent position held at the time said leave commenced if available.

.4 PROFESSIONAL LEAVE

15-4-1 Professional Leave without the loss of pay or other benefits shall be granted to an employee of the District if such leave:

1. Is requested five (5) days in advance, with twenty (20) days needed for out of state travel.
2. Is deemed appropriate for professional growth.
3. Is deemed beneficial to the employee and the District by the Superintendent (or Designee) or the Board.

At the discretion of the Superintendent per diem and/or travel reimbursement may be provided by the School District.

15-4-2 Two (2) professional days per year will be granted to those who are pursuing and are officially registered for the National Board Certified Teacher (NBCT) program to fulfill the requirements for the NBCT program. Proof of registration will be provided to the Director of Human Resources prior to leave approval.

ARTICLE XVI
BENEFITS

.1 HEALTH INSURANCE

16-1-1 Lyon County School District (LCSD) provides health insurance for all employee groups. This plan is overseen by a District Insurance Committee, which has the authority of recommending changes to the School Trustees. The Association shall have proportionate representation on the committee. A majority of the committee must approve any proposed change of the District Health Program and/or provider to be submitted to the School Board of trustees for possible action. The District agrees to include all qualifying teachers in the LCSD Health Care Plan. New employees and/or dependents may be enrolled providing they meet the qualifiers set forth by the LCSD Health Care Plan. Dependent coverage for the LCSD Health Care Plan shall be elected during the open enrollment period.

NOTE: Those who elect not to take dependent coverage will need to prove insurability the following year if they wish to ret

urn to the LCSD Health Care Plan.

16-1-2 LCSD shall provide health, dental, vision, and life insurance for employees working twenty-five (25) or more hours per week. The School District shall contribute up to ~~$625~~ $725 ~~and not less than $475~~ per month per regularly employed participant effective July 1, 2023-June 30, 2024 and contribute up to $780 per month per regularly employed participant in the LCSD Health Care Plan, effective July 1, 2024-June 30, 2025. In the event of an increase in the LCSD Health Care Plan, the trustees shall give full consideration to payment of some portion of said increase. Dependent coverage will be made available at full cost to the employee at the current rate. Life insurance limits will be set at a minimum of $20,000 with Accidental Death and Dismemberment set at a minimum of $20,000. Death by accident would then total a minimum of $40,000. The life insurance benefit and premium are reduced by 50% at age 70.

16-1-3 Provisions for all insurance programs affecting licensed staff shall be agreed upon by said parties and the School Board. All insurance coverage with the exception of teachers on Sabbatical Leave will be continued for teachers on leave at their own expense.

16-1-4 If the District elects not to cover a change in the employee insurance premium that may require the employee to pay a portion of the basic insurance plan then negotiations for Article XVI only shall be opened.

.2 OCCUPATIONAL INJURIES

16-2-1 "On-the-job" accidents and occupational sickness are compensated to the extent of required and necessary medical expenses and to limited weekly benefits as prescribed by the State Labor Commission and set forth in the Nevada Workman's Compensation Act.

.3 FLEX BENEFIT PLAN

16-3-1 The School District offers its employees an Internal Revenue Code Section 125 Flex Benefit Plan.

ARTICLE XVII
FACULTY ADVISORY COMMITTEE

17-1-1 The purpose of the Faculty Advisory Committee (FAC) shall be to advise the Principal of school issues and concerns. FAC members shall consist of certified staff and be elected by certified staff in each school before the first student day of the school year. FAC members shall be representative of grade levels, departments and/or specialty areas as appropriate to the school. The newly elected FAC members shall meet as soon as possible after the election to select a chairperson and secretary.

17-1-2 The school's principal and the FAC Chairperson shall mutually agree to a date for the first meeting, which shall be on or before September 30th of the school year. The principal and the FAC shall meet no less than once a month during the school year, unless both parties agree not to meet. The committee chairperson will submit a list of members and calendar of meeting dates by November 1st to the certified site staff, site administration and the Association.

17-1-3 To improve education, the Faculty Advisory Committee shall seek objectives such as the following:

1. Improve the morale of the certified staff;
2. Apprise the principal of actual and potential problems involving the certified staff of the school;
3. Secure the maximum productive and constructive involvement of all members of the certified staff in the prime goals of the school, namely, the education of the students enrolled there.
4. Improve communications between the principal and members of the certified staff.

ARTICLE XVIII
FACILITIES

TEACHING FACILITIES

18-1-1 The parties recognize that the availability of functional school facilities for both students and teachers is necessary to insure the high quality of education. All these facilities are designed to meet the needs of the educational program. The School Board will seek the recommendations of the teachers before teaching facilities are constructed or remodeled. In the case of team-teaching, whenever possible, those classes shall be assigned the most appropriate facilities for their size and function.

18-1-2 For all future building plans, those teachers that will occupy those newly planned facilities may act as consultants to the administration and architect.

18-1-3 Each new school should have the following facilities:

1. Space in each classroom in which teachers may safely store instructional materials, supplies and personal belongings.
2. A faculty workroom or lunchroom with access to a phone.
3. At least two (2), well lighted, clean and accessibly located teacher's restrooms, separate from the student's rest rooms.
4. A phone in each school library.

FACILITY COMMITTEE

18-1-4 At the request of the School Board or Association, a Facility Committee shall be established to evaluate and review existing facilities. The committee shall consist of two (2) administration members and two (2) members selected by the Association. This committee shall meet a minimum of one (1) time during the contracted year. The committee may serve in an advisory capacity to the Superintendent and the School Board.

18-1-5 The use of public address or audio systems and similar surveillance devices may be used if requested by the teachers.

ARTICLE XIX
SCHOOL POLICY GUIDE

19-1-1 Representatives of the Association shall meet with the School Board and Administration at least once each school year during the second semester to assist in constructing, amending, or revising the school policy guide that affects the teaching staff for the Lyon County School District.

19-1-2 The complete up-to-date Lyon County School District Policy Guide will be maintained on-line and accessible on the Lyon County School District website.

ARTICLE XX
SAFETY

20-1-1 The student's immediate safety shall always be of primary importance to the licensed staff.

20-1-2 If deemed necessary by the administrator, a law enforcement officer may be requested to be present at school sponsored public gatherings.

20-1-3 The staff's immediate safety shall always be of primary importance to the Lyon County School District. In accordance with NRS 392, a student shall be removed without delay from a classroom if the staff member feels a threat to their person, or individuals within the classroom environment, unless the removal violates the federal mandates of the Individuals with Disabilities Education Improvement Act. After removal, the site administrator and teacher will meet to debrief prior to the student returning to the classroom.

Staff assigned instructional and/or supervisory responsibilities for a student already known to be a safety concern from past situations within or outside of Lyon County School District will be notified of safety concerns relating to the student upon initial placement of the student to the staff

member's assigned duties. Affected staff will receive training within 30 days of the identified need.

20-1-4 Lyon County School District will not direct any employees to perform any duty that may endanger their health or physical safety.

In the event the District determines that schools will be on a delayed start or early release due to inclement weather, certified staff will individually work with their administrator/supervisor to make up any missed time, if any.

20-1-5 The administration will have an emergency operations plan of action that is updated in compliance with LCSD policy and NRS. This plan shall be presented to all staff members annually by the site administrator. The administration will be responsible for training the staff of the school on emergency procedures outlined in the emergency operations plan by September 15th. The licensed staff will be responsible for training their homeroom/advisory students on emergency procedures by September 30th.

20-1-6 The district's master test security plan and each site test security protocol shall include provisions for employee emergencies during testing. The Association will work with the District to include these provisions in the protocols. New employees to the district or to each site shall be thoroughly trained in all testing procedures.

20-1-7 Teacher-controlled cameras plus audio recording capabilities will serve primarily for safety purposes. The classroom instructor has the authority to initiate camera and audio recording.

20-1-8 Lyon County School District will address HVAC issues as quickly and efficiently as possible, within reason.

20-1-9 The district will provide a safe working environment for all employees.

ARTICLE XXI
SALARY SCHEDULE

.1 INITIAL PLACEMENT

21-1-1 The basis of the professional salary schedule is the Bachelor's degree. Credits beyond the Bachelor's degree including those for licensure shall be accepted for placement on the Bachelor's Plus column or the Master's Plus column.

Credits will be granted for Bachelors Plus or Masters Plus columns when credit meets the following:

1. Is accepted by the State Department of Education for licensing or relicensing and is;
2. Directly related to the teacher's certification or;
3. Directly related to the teacher's current assignment and course curriculum/standards or;
4. Directly related to an advanced degree or licensing sought by the teacher, or;
5. Offered by the District and/or officially endorsed by the District.
6. And is in accordance with 21-1-2 through 21-2-6.

21-1-2 When hired, a licensed employee of the Lyon County School District shall be placed on the salary schedule by the District Personnel Office upon receipt of official sealed transcripts from the granting accredited institution(s) and verification of previous experience in accordance with 21-1-3.

21-1-3 For salary placement purposes, the school district may accept ~~up to five (5) years of~~ licensed teaching experience in a private accredited school ~~in Nevada~~ whose educational programs are aligned with State and District standards. All ~~other~~ placements will follow LCSD board policy GDH: Policy of Teaching Experience Credit.

.2 EDUCATIONAL ADVANCEMENTS

21-2-1 Salary adjustments for additional credits are made semi-annually. Official sealed transcripts from accredited institutions and official notices of completion of District approved workshop/inservice classes can be submitted as soon as they are earned. Credits must be submitted by January 15 for adjustment on the salary schedule beginning the first day of the second semester. Credits must be submitted by September 15 for adjustment on the salary schedule beginning during the September pay period. Inservice and post-secondary credits not part of an advanced degree or program must be received within three (3) years of the date of completion. Inservice credits sponsored by the District will not be applied to salary advancement if earned during the regular employee work day or if paid for by the District (recertification only).

21-2-2 Credit will be granted for Bachelors Plus or Masters Plus columns when credit meets the following:

1. Is accepted by the State Department of Education for relicensing and is;
2. Directly related to the teacher's certification or;
3. Directly related to the teacher's current assignment and course curriculum/standards or;
4. Directly related to an advanced degree or licensing sought by the teacher.
5. Offered by the District and/or officially endorsed by the District.

21-2-3 For the 16 credits needed to move from BA+32 to BA+48, 8 of those credits must be graduate level courses, which would be accepted as either regular or elective credits in a graduate program. For the 32 credits needed to move from BA +32 to BA+64, 16 of those credits must be

graduate level courses, which would be accepted as either regular or elective credits in a graduate program. For the 48 credits to move from BA+32 to BA+80, 24 of those credits must be graduate level courses in education or towards additional licensure, which would be accepted as either regular or elective credits in a graduate program.

21-2-4 The District will accept no more than 16 credits a year for salary placement unless the teacher is enrolled in an accredited graduate degree program in an accredited graduate degree institution or the teacher earns credits in specific courses necessary for a particular license endorsement which would be of benefit to the District. Such credits must have prior approval of the Superintendent.

After earning a master's degree, employees will be placed at MA+16 column on the salary scale if they were in the BA+48 column prior to earning the master's degree. The employee will then only be required to submit 16 credits to get to MA+32 column on the salary scale, eight (8) of which must be graduate level courses.

21-2-5 Any denial of credit for coursework or placement on the salary schedule may be appealed by the employee no later than six months after the annual contract of employment is issued by the district.

21-2-6 National Board Certified Teachers (NBCT) will receive the state funded pay and benefits plus one percent (1%) addition to their salary from the District for the duration of the certification.

21-2-7 School Psychologists will receive an additional 25% of the certified salary schedule and work a 210 day contract.

.3 SCHEDULES

21-3-1 See attached salary schedules for ~~2021-2022~~ 2023-2024 and 2024-2025 school years. ~~2022-2023. A one and twenty-five hundredths percent (1.25%) raise for the 2021-2022~~ A twelve percent (12%) raise for the 2023-2024 school year and a two-and-one-half percent (2.5%) ~~two percent (2.0%) raise for the 2022-2023~~ raise for the 2024-2025 school year will be given, absent any unforeseen, significant changes in state funding. This does not include the one and eight hundred seventy-five thousandths of a percent (1.875%) PERS increase payable by the District effective July 1, 2023 through June 30, 2025.

21-3-2 Senate Bill 231 (2023 Legislative Session) – Additional Salary

For the 2023-2025 biennium, LCSD will pursue funding as made available through Senate Bill 231 of the 2023 Legislative Session. Any awarded funds will be applied to salary and benefits, as permitted by law. Any increase in salary and benefits will only be for the term of the 2023-

25 biennium and will sunset effective July 1, 2025, unless extended by the Nevada Legislature.

Funds will be reported separately on employee contracts as clarification for all parties. Funds will be applied, upon receipt, consistent with a successful subgrant award.

21-3-3 ~~21-3-2~~ Certified employees are eligible for longevity pay to be paid for continuous service worked in the Lyon County School District as a certified employee. Payment will be made in July of each year based on the following scale:

10-19 years of service ~~$500~~ $1000
20-24 years of service ~~$750~~ $1500
25 plus years of service~~$1000~~ $2000

Continuous service includes years worked in succession. A certified employee must complete the contract year to be eligible. Approved leave by the District is considered continuous service. Certified employees on approved leave must work 135 days or more to qualify for payment in that year. When an employee separates from the District, a break in continuous service occurs. Please note that LCSD years of service are defined in LCSD Board Policy GBH: Policy of Teaching Experience Credit.

**Note: The Lyon County School District salary schedule begins with a zero (0) year as the first year. See attached 202~~1~~3-202~~2~~4 and 202~~2~~4-202~~3~~5 Certified Salary Schedules.*

ARTICLE XXII
EXTRA DUTY CONTRACTS

22-1-1 When an extra duty position becomes open, the position opening will be posted for a minimum of seven (7) days in all community schools. When a certified employee with appropriate qualifications applies for an open position, they will be given first consideration for the position. Should no qualified licensed staff be selected, the position will be opened to the community at large.

22-1-2 Employees whose Extra Duty Contracts are more than one (1) semester in length shall be paid half the contract amount in December and the remainder in May. A sports season will end with the State Tournament/Meet. A coach or activity director/sponsor will not be paid until all conditions of the contract have been met including a full accounting of all equipment, uniforms and materials as well as monies collected and spent for the particular activity or sport. The last day of April shall be the accounting and inventory due date for activities which extend beyond May 20th.

22-1-3 In regard to extra duty assignments, teachers on any long term leave shall be given consideration for an assignment after all licensed staff members are considered, thus placing them in a pool of applicants from the community.

22-1-4 Extra Duty Salary Schedule will be based on the percent of base salary as reflected on Basic Salary Schedule.

22-1-5 No coach or advisor will receive less for a position than they were previously paid in LCSD when promoted within the same category.

22-1-6 All extra duty contracts and staffing levels are offered at the discretion of the District and will adhere to the established District Administrative Guidelines. Coaches and activity directors may consult site administrators during the activity season regarding student participation and staffing levels.

High School Athletics	**Step A (0 -2 YE) Percent Paid**	**Step B (3 -5 YE) Percent Paid**	**Step C (6+ YE) Percent Paid**
Athletic Director	13	15	16
Athletic Director, small school	9	11	12
Band Director/Marching/Pep	5	6	7
Band Assistant Director/Marching/Pep	3	4	5
Baseball, Head	7	8	9
Baseball, Assistant	5	6	7
Basketball, Head	8	9	10
Basketball, Assistant	6	7	8
Cheerleader, Fall	5	6	7
Cheerleader, Winter	6	7	8
Cross Country	5	6	7
Cross Country, Assistant	3	4	5
Dance/Drill (Each Season)	6	7	8
Football, Head	8	9	10
Football, Assistant	6	7	8
Golf	5	6	7
Soccer, Head	7	8	9
Soccer, Assistant	5	6	7
Softball, Head	7	8	9
Softball, Assistant	5	6	7
Swim, Head	7	8	9
Swim, Assistant	5	6	7

Track, Head	7	8	9
Track, Assistant	5	6	7
Volleyball, Head	7	8	9
Volleyball, Assistant	5	6	7
Wrestling, Head	7	8	9
Wrestling, Assistant	5	6	7

High School Co-Curricular	**Step A (0 -2 YE) Percent Paid**	**Step B (3 -5 YE) Percent Paid**	**Step C (6+ YE) Percent Paid**
Academic Team Advisor	3	4	5
Activity Director	13	15	16
Band Director	5	6	7
Career and Technical Education Student Organization Advisor (CTSO)	2	3	4
Choir Director	3	4	5
Class Advisor 10, 11, 12	3	4	5
Class Advisor 9	2	3	4
Creative Writing Publication	4	5	6
Department Heads	1	2	3
Future Farmers of America (FFA) Advisor	6	7	8
FFA Assistant	4	5	6
Forensics Coach	2	3	4
National Honor Society Advisor	2	3	4
Newspaper Publication Advisor	3	4	5
Play Director	2	3	4
Shop Maintenance	5	6	7
VITA/TCE- Volunteer Income Tax Assistance and Tax Counseling for the Elderly	2	3	4
Yearbook Advisor	5	6	7

Middle School Athletics/ Co-Curricular	Step A (0 -2 YE) Percent Paid	Step B (3 -5 YE) Percent Paid	Step C (6+ YE) Percent Paid
Academic Olympic Advisor	1	2	3
Academic Fair, School Only	1	2	3
Academic Fair, School, Region	2	3	4
Activity Director	5	6	7
Athletic Director	6	7	8
Athletic Director, Small School	4	5	6
Band Director	3	5	6
Basketball	3	4	5
Choir Director	2	3	4
Cross Country, Head	3	4	5
Cross Country, Assistant	2	3	4
Intramurals	3	4	5
Newspaper, Class	1	2	3
Newspaper, Non-class	2	3	4
National Junior Honor Society (NJHS)	1	2	3
Play Director, Class*	2	3	4
Play Director, Non-class*	3	4	5
Shop Maintenance	2	3	4
Track, Head	3	4	5
Track, Assistant	2	3	4
Volleyball	3	4	5
Wrestling, Head	3	4	5
Wrestling, Assistant	2	3	4
Yearbook Advisor	3	4	5

Elementary Schools Co-Curricular	Step A (0 -2 YE) Percent Paid	Step B (3 -5 YE) Percent Paid	Step C (6+ YE) Percent Paid
Christmas Music Programs**	1	2	3
Academic Fair Advisor	1	2	3
Yearbook Advisor	2	3	4

Co-Curricular (All Levels)	Step A (0 -2 YE) Percent Paid	Step B (3 -5 YE) Percent Paid	Step C (6+ YE) Percen t Paid
Multi-Tiered System of Supports (MTSS) Program Facilitator	5	6	7
Site Webmaster/School Technology Assistant	4	5	6
Library Inventory Director	4	5	6
Robotics Team Advisor, Class	2	3	4
Robotics Team Advisor, Non-class	4	5	6

* Per performance

** Requires two school performances

Step A: Percent paid during the first three years (salary scale 0-2) of experience in the extra duty position.

Step B: Percent paid four through six years (salary scale 3-5) of experience in the extra duty position.

Step C: Seven + years (salary scale 6+) of experience in the extra duty position.

The ~~2021-2023~~ 2023-2025 Extra Duty Contracts will use the ~~2021-2023~~ 2023-2025 base salary.

ARTICLE XXIII
TERMS OF AGREEMENT

23-1-1 This agreement shall be effective as of July 1, ~~2021~~ 2023, and the terms and conditions herein shall remain in full force and effect until June 30, ~~2023~~ 2025, or until such time that a successor agreement is negotiated and ratified by both the Lyon County School District Board of School Trustees and the Lyon County Education Association.

23-1-2 The parties acknowledge that during the negotiations which resulted in this Agreement, each has had unlimited rights and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the areas of mandatory bargaining and that the understanding and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. No additional negotiations on this Agreement will be conducted on any item, whether contained herein or not, except by mutual consent.

23-1-3 This contract is not binding on either party until ratified by both parties.

23-1-4 This Agreement is the result of collective negotiations between the District and the Association, which have been conducted under the requirements of and directive Statute law. ~~For the 2019-2021 contract years, the Association and School District shall only address the District's contribution per month for qualified participants in LCSD Health Care Plan and mutually agreed upon article(s).~~

23-1-5 Dated articles, miscellaneous corrections or renumbering will not count as table topics. Dated articles are those in which only the dates need to be changed or in which language is no longer relevant. Any change in the intent of the article other than dates disqualifies it as a dated article.

ARTICLE XXIV
SCHOOL PERFORMANCE PLANNING

24-1-1 The district has engaged in a process to improve the level of student learning based on the state's accountability system and best practice defined in educational research. To that end, each school shall establish a School Improvement Process (SIP) Core Team according to its own local governance procedures. Members may be elected or appointed, but should represent a wide cross section of opinions and perspectives. Members will serve at the discretion of the principal. The purpose of the team is to facilitate the development of the school's improvement plan in accordance with the process and function defined by the LCSD's School Improvement Process. Each school must adopt its plan through a method for determining consensus that has been proven to be effective by research. The plan must represent the well-informed will of the entire local school community of stakeholders.

24-1-2 The district will give five thousand dollars ($5,000) for each school in the district, to be paid to the core team members annually.

LYON COUNTY SCHOOL DISTRICT

2023-24 Salary Schedule Final

July 2023 (1.875% PERS and 12.0% COLA)

CERTIFIED TEACHERS	NON-DEGREE	BA	BA+16	BA+32	BA+48/MA	MA+16 BA+64	MA+32 BA+80	Doctorate
YEAR O	40,896	48,550	50,605	52,660	54,715	56,771	58,826	59,946
YEAR 1	42,665	48,550	50,605	52,660	54,715	56,771	58,826	59,946
YEAR 2	44,435	48,550	50,605	52,660	54,715	56,771	58,826	59,946
YEAR 3	46,204	50,319	52,375	54,430	56,485	58,540	60,595	61,715
YEAR 4	47,974	52,089	54,144	56,199	58,255	60,310	62,365	63,485
YEAR 5	49,744	53,859	55,914	57,969	60,024	62,079	64,135	65,255
YEAR 6	51,513	55,628	57,683	59,739	61,794	63,849	65,904	67,024
YEAR 7	53,283	57,398	59,453	61,508	63,563	65,619	67,674	68,794
YEAR 8	53,283	59,167	61,223	63,278	65,333	67,388	69,443	70,563
YEAR 9	53,283	59,167	62,992	65,047	67,103	69,158	71,213	72,333
YEAR 10	53,283	59,167	64,762	66,817	68,872	70,927	72,983	74,103
YEAR 11	53,283	59,167	64,762	68,587	70,642	72,697	74,752	75,872
YEAR 12	53,283	59,167	64,762	70,356	72,411	74,467	76,522	77,642
YEAR 13	53,283	59,167	64,762	70,356	74,181	76,236	78,291	79,411
YEAR 14	53,283	59,167	64,762	70,356	75,951	78,006	80,061	81,181
YEAR 15	53,283	59,167	64,762	70,356	75,951	78,006	80,061	81,181
YEAR 16	53,283	59,167	64,762	70,356	75,951	78,006	80,061	81,181
YEAR 17	53,283	59,167	64,762	70,356	75,951	78,006	80,061	81,181
YEAR 18	53,283	59,167	64,762	70,356	77,720	79,775	81,831	82,951
YEAR 19	53,283	59,167	64,762	70,356	77,720	79,775	81,831	82,951
YEAR 20	53,283	59,167	64,762	70,356	77,720	79,775	81,831	82,951
YEAR 21	53,283	59,167	64,762	70,356	77,720	79,775	81,831	82,951
YEAR 22	53,283	59,167	64,762	70,356	79,490	81,545	83,600	84,720
YEAR 23	53,283	59,167	64,762	70,356	79,490	81,545	83,600	84,720
YEAR 24	53,283	59,167	64,762	70,356	79,490	81,545	83,600	84,720
YEAR 25	53,283	59,167	64,762	70,356	81,259	83,315	85,370	86,490
YEAR 26	53,283	59,167	64,762	70,356	81,259	83,315	85,370	86,490
YEAR 27	53,283	60,937	66,531	72,126	83,029	85,084	87,139	88,259
YEAR 28	53,283	60,937	66,531	72,126	83,029	85,084	87,139	88,259
YEAR 29	53,283	60,937	66,531	72,126	83,029	85,084	87,139	88,259
YEAR 30	53,283	60,937	66,531	72,126	83,029	85,084	87,139	88,259
YEAR 31	53,283	60,937	66,531	72,126	83,029	85,084	87,139	88,259
YEAR 32	53,283	60,937	66,531	72,126	83,029	85,084	87,139	88,259
YEAR 33	53,283	60,937	66,531	72,126	83,029	85,084	87,139	88,259
YEAR 34	53,283	60,937	66,531	72,126	83,029	85,084	87,139	88,259
YEAR 35	53,283	60,937	66,531	72,126	83,029	85,084	87,139	88,259
YEAR 36	53,283	60,937	66,531	72,126	83,029	85,084	87,139	88,259

*Additional $1,000 annual compensation for Doctorate Degree

*Changes in the retirement contribution rate will cause actual salaries to change in accordance with Nevada Public Employees Retirement System instructions.

LYON COUNTY SCHOOL DISTRICT

2024-25 Salary Schedule Final

July 2024 (2.5% COLA)

CERTIFIED TEACHERS	NON-DEGREE	BA	BA+16	BA+32	BA+48/MA	MA+16 BA+64	MA+32 BA+80	Doctorate
YEAR O	41,918	49,764	51,870	53,977	56,083	58,190	60,296	61,444
YEAR 1	43,732	49,764	51,870	53,977	56,083	58,190	60,296	61,444
YEAR 2	45,546	49,764	51,870	53,977	56,083	58,190	60,296	61,444
YEAR 3	47,360	51,577	53,684	55,791	57,897	60,004	62,110	63,258
YEAR 4	49,173	53,391	55,498	57,604	59,711	61,818	63,924	65,072
YEAR 5	50,987	55,205	57,312	59,418	61,525	63,631	65,738	66,886
YEAR 6	52,801	57,019	59,125	61,232	63,339	65,445	67,552	68,700
YEAR 7	54,615	58,833	60,939	63,046	65,152	67,259	69,366	70,514
YEAR 8	54,615	60,647	62,753	64,860	66,966	69,073	71,179	72,327
YEAR 9	54,615	60,647	64,567	66,674	68,780	70,887	72,993	74,141
YEAR 10	54,615	60,647	66,381	68,487	70,594	72,701	74,807	75,955
YEAR 11	54,615	60,647	66,381	70,301	72,408	74,514	76,621	77,769
YEAR 12	54,615	60,647	66,381	72,115	74,222	76,328	78,435	79,583
YEAR 13	54,615	60,647	66,381	72,115	76,035	78,142	80,249	81,397
YEAR 14	54,615	60,647	66,381	72,115	77,849	79,956	82,062	83,210
YEAR 15	54,615	60,647	66,381	72,115	77,849	79,956	82,062	83,210
YEAR 16	54,615	60,647	66,381	72,115	77,849	79,956	82,062	83,210
YEAR 17	54,615	60,647	66,381	72,115	77,849	79,956	82,062	83,210
YEAR 18	54,615	60,647	66,381	72,115	79,663	81,770	83,876	85,024
YEAR 19	54,615	60,647	66,381	72,115	79,663	81,770	83,876	85,024
YEAR 20	54,615	60,647	66,381	72,115	79,663	81,770	83,876	85,024
YEAR 21	54,615	60,647	66,381	72,115	79,663	81,770	83,876	85,024
YEAR 22	54,615	60,647	66,381	72,115	81,477	83,584	85,690	86,838
YEAR 23	54,615	60,647	66,381	72,115	81,477	83,584	85,690	86,838
YEAR 24	54,615	60,647	66,381	72,115	81,477	83,584	85,690	86,838
YEAR 25	54,615	60,647	66,381	72,115	83,291	85,397	87,504	88,652
YEAR 26	54,615	60,647	66,381	72,115	83,291	85,397	87,504	88,652
YEAR 27	54,615	62,460	68,195	73,929	85,105	87,211	89,318	90,466
YEAR 28	54,615	62,460	68,195	73,929	85,105	87,211	89,318	90,466
YEAR 29	54,615	62,460	68,195	73,929	85,105	87,211	89,318	90,466
YEAR 30	54,615	62,460	68,195	73,929	85,105	87,211	89,318	90,466
YEAR 31	54,615	62,460	68,195	73,929	85,105	87,211	89,318	90,466
YEAR 32	54,615	62,460	68,195	73,929	85,105	87,211	89,318	90,466
YEAR 33	54,615	62,460	68,195	73,929	85,105	87,211	89,318	90,466
YEAR 34	54,615	62,460	68,195	73,929	85,105	87,211	89,318	90,466
YEAR 35	54,615	62,460	68,195	73,929	85,105	87,211	89,318	90,466
YEAR 36	54,615	62,460	68,195	73,929	85,105	87,211	89,318	90,466

*Additional $1,000 annual compensation for Doctorate Degree

*Changes in the retirement contribution rate will cause actual salaries to change in accordance with Nevada Public Employees Retirement System instructions.

LCEA and LYON COUNTY SCHOOL DISTRICT TERM

OF AGREEMENT SIGNATURE PAGE

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LYON COUNTY SCHOOL DISTRICT
LICENSED

PERSONNEL REPORT LIC 0901 – September 26, 2023

That the Board of Trustees approves the following recommendations:

HIRINGS:

SCHOOL/SITE	POSITION	NEW	EST	FUNDED BY and BOARD APPROVAL DATE {if new position}	EFF. DATE	NAME OF RECOMMENDED EMPLOYEE
Dayton Elementary	Teacher		X	(A D'Angelo)	8/25/23	Mary Ellen Gallagher
Dayton High	Teacher	X		New allocation	8/25/23	Kevin Ply
Dayton High	Teacher		X	(S.Jennings)	8/25/23	Austin Lugo
East Valley Elementary	Counselor		X	(L. Johnson)	8/29/23	Cindy Owings
Fernley Elementary	Teacher		X	(C.Sandberg)	8/25/23	Cory Sandberg
Fernley Elementary	Teacher	X		IEP Required	8/25/23	Andrew Jorgenson
Fernley High	Teacher		X	(P. Dutcher)	8/29/23	John Jordan
Fernley Intermediate	Teacher		X	(T. Mcneill)	8/25/23	Richard Reeder
Fernley Intermediate	Teacher		X	Long term Sub	8/29/23	Lynn Christenson
Fernley Intermediate	Teacher		X	(J. Knutson)	8/25/23	Anna Nomicos
Fernley Intermediate	Counselor		X	(S. Miguel)	9/7/23	James Berryman-Shafrer
Riverview Elementary	Teacher	X		New allocation	8/25/23	Xtacy Gutierrez
Silver Stage Elementary	Teacher		X	(K. Ridley)	8/25/23	Chavon Gardiner
Silver Stage Elementary	Teacher		X	Long term Sub	8/25/23	Julianne Bingham
Silver Stage High	Teacher		X	(S. Coplan)	8/25/23	Kyler Vogele
Silver Stage High	Teacher	X		New allocation	8/25/23	Amy Sharp
Sutro Elementary	Teacher	X		New allocation	8/25/23	Tiffany Mazza
Sutro Elementary	Teacher		X	(A.Atkinson)	9/14/23	Theresa Risner
Yerington Elementary	Teacher		X	(K. Muller)	8/25/23	Leah Miller

SEPARATIONS:

SCHOOL/SITE	POSITION	EFF. DATE	EMPLOYEE
Sutro Elementary	Teacher	8/31/23	April Atkinson

LYON COUNTY SCHOOL DISTRICT

CLASSIFIED

PERSONNEL REPORT CL 0901– September 26, 2023

That the Board of Trustees approves the following recommendations:

HIRINGS:

SCHOOL/SITE	POSITION	NEW	EST.	FUNDED BY and BOARD APPROVAL DATE	EFF. DATE	Name of Recommended Employee
Cottonwood Elementary	Classified Instructor		X	(H. Lepire Gledhill)	9/5/23	Amanda Webster
Cottonwood Elementary	Classified Instructor		X	(J. Anderson)	8/30/23	Chaley Fuller
Cottonwood Elementary	College &Career Readiness interventionist	X		New Allocation	9/1/23	Brittany Harrell
Dayton Elementary	College &Career Readiness interventionist	X		New Allocation	9/1/23	Robin Robinson
Dayton Elementary	Paraprofessional	X		IEP Required SPED Required	9/1/23	Alma Enriquez
Dayton High	Paraprofessional		X	(T. Hampton)	9/1/23	April Hinkle
Dayton High	Custodian		X	(G. Seleski)	8/24/23	Nora Alfaro
Dayton High	College &Career Readiness interventionist	X		New Allocation	9/1/23	Dani Brown
Dayton High	Paraprofessional	X		IEP Required SPED Funded	9/25/23	Shauna Fox
District Office	Payroll Account Clerk		X	(Y.Zarazua-Cota)	10/02/23	Jennifer Leyva
District Office	Administrative Secretary HR		X	(B. Perry)	9/25/23	Shannon Nelson
District Office/Grants	Career & Technical Education Specialist		X	(J.Apgar)	8/31/23	Taleah Hinkey
District Office/Grants	Fiscal Admin Support		X	(A.Irwin)	9/11/23	Kristin Menezes
East Valley Elementary	Paraprofessional		X	(C. Keever)	9/1/23	Samantha Herrera
East Valley Elementary	Paraprofessional	X		IEP Required SPED Funded	9/1/23	Luna Conley
Fernley Elementary	College &Career Readiness interventionist	X		New Allocation	9/1/23	Rosie Keithly
Fernley Elementary	Maintenance I		X	(W. Locklear)	9/11/23	Tracy Overton
Fernley Elementary	Lead Custodian		X	(K. Rudy)	9/18/23	Juan Rosales
Fernley Elementary	Paraprofessional	X		IEP Required SPED Funded	9/11/23	Patricia Wilcock
Fernley Elementary	Paraprofessional	X		IEP Required SPED Funded	9/21/23	Elise Harding
Fernley Intermediate	Paraprofessional	X		IEP Required SPED Funded	9/1/23	Ellie Kingston
Fernley Intermediate	Custodian		X	(M. Knight)	8/7/23	Strom DeFratus

Fernley Intermediate	Custodian		X	(S. DeFratus)	9/7/23	Louis Henry
Fernley Intermediate/Cottonwood	College & Career Readiness Interventionist	X		New Allocation	9/18/23	Abigail Abrahamzon
Riverview Elementary	College & Career Readiness Interventionist	X		New Allocation	9/1/23	Renee Eich
Riverview Elementary	Custodian		X	(V. Taylor-Molina)	9/18/23	Michael Smith
Silver Stage Elementary	Classified Instructor		X	(D. Swifer)	9/1/23	Le-An Roberts
Silver Stage Elementary	Paraprofessional		X	(K.Merriam)	9/1/23	Adriana Mendoza
Silver Stage Elementary	Paraprofessional		X	(S.Samsoe)	9/1/23	Amberli Kephart
Silver Stage Elementary	Lead Custodian		X	(F. Yanez)	8/28/23	Michelle Robinson
Silver Stage Elementary	Maintenance I		X	(J. Gula)	9/11/23	Alden Damm
Silver Stage High	School Nurse		X	(B.Santiago Dubon)	8/29/23	Stacey Luis
Silver Stage Middle	College &Career Readiness interventionist	X		New Allocation	9/1/23	Lilly Bosworth
Silver Stage Middle	Paraprofessional	X		IEP Required SPED Funded	9/1/23	Tiffany Bryden
Silver Stage Middle	Paraprofessional			(S. Salvador)	9/1/23	Amanda Vaillete
Silver Stage Middle	Maintenance II		X	(J. Gula)	9/13/23	Benjamin Lewis
Silverland Middle	Paraprofessional		X	(A.Neher)	9/1/23	Edalid Berumen
Silverland Middle	College & Career Readiness Interventionist	X		New Allocation	9/1/23	Alexandra Nelson
Silverland Middle	College & Career Readiness Interventionist	X		New Allocation	9/1/23	Amanda Carrera
Sutro Elementary	Paraprofessional	X		IEP Required SPED Funded	9/18/23	Sophia Factor
Sutro Elementary	Paraprofessional		X	(S. Hutchinson)	9/5/23	Branda Daly
Yerington Elementary	School Nurse		X	(J. Martin)	8/29/23	Jaime Lovan
Yerington Elementary	Classified Specialist-Library		X	(K. Bull)	8/30/29	Joy Manford
Yerington Elementary	Maintenance I		X	(D. Rife)	8/28/23	Brian Thompson
Yerington Intermediate	Paraprofessional			(L. Thomas)	9/1/23	Jaqueline Mata-Guerrero
Yerington High	School Secretary		X	(F. Zendejas)	8/30/23	Karina Sanchez Guerrero

SEPARATIONS:

SCHOOL/SITE	POSITION	EFF. DATE	EMPLOYEE
Cottonwood Elementary	Classified Instructor	06/2/23	Hailey Lepire Gledhill
Cottonwood Elementary	Classified Instructor	6/2/23	Joy Anderson
Dayton Elementary	Paraprofessional	6/2/23	Shonell Parsley
Dayton High	Custodian	9/9/23	Rhonda Dillon

East Valley Elementary	Paraprofessional	10/1/2023	Lorraine Chapman-Jachinmowicz
Fernley High	Paraprofessional	6/2/23	Catherine Saldana
Fernley Intermediate	Paraprofessional	6/2/23	Sara Welsh
Fernley Intermediate	Custodian	8/9/23	Strom DeFratus
Silver Stage Elementary	Paraprofessional	6/2/23	Rachel Pickett
Silver Stage Middle	Paraprofessional	9/1/23	Faith Ambler
Sutro Elementary	Paraprofessional	6/2/23	Sara Hutchinson
Yerington Elementary	Paraprofessional	8/21/23	Phyllis Durant
Yerington Transportation	Bus Driver	6/2/23	Oscar De Leon

LYON COUNTY SCHOOL DISTRICT

Administrative

That the Board of Trustees approves the following recommendations:

SEPARATIONS:

SCHOOL/SITE	POSITION	EFF. DATE	EMPLOYEE
District Office	I.T Director	10/4/23	Patrick Alan Medeiros
District Office	Chief Nurse	10/4/23	Kelly Frederick

Extra Duty Contracts Report September 26,2023

	DAC	Description	Name
1	YERINGTON INTERMEDIATE SCHOOL	Xduty - Site Webmaster/School Tech Assist .5 FTE	DAL PORTO, SARAH E
2	YERINGTON INTERMEDIATE SCHOOL	Xduty - Site Webmaster/School Tech Assist .5 FTE	ADAMS, MELODY
3	YERINGTON INTERMEDIATE SCHOOL	Xduty - Band Director MS	JEKA, CHRISTOPHER
4	YERINGTON INTERMEDIATE SCHOOL	Xduty - Choir Director MS	JEKA, LYNN
5	YERINGTON HIGH SCHOOL	Xduty - Cheerleader Fall Head	AVENT, RACHEL L
6	SMITH VALLEY SCHOOLS	Xduty - Volleyball HS Head	EMHOFF, AMBER
7	SMITH VALLEY SCHOOLS	Xduty - Volleyball HS Assist	KNOWLES, LINDSEY M
8	SMITH VALLEY SCHOOLS	Xduty - Basketball Girls 8	ROGACZEWSKI, HEATHER
9	SMITH VALLEY SCHOOLS	Xduty - Basketball Girls 7	DECHAMBEAU, JAMIE A
10	SMITH VALLEY SCHOOLS	Xduty - Athletic Director HS Small School	VICK, DAVID
11	SMITH VALLEY SCHOOLS	Xduty - Class Advisor 10,11,12	DECHAMBEAU, JAMIE A
12	SILVER STAGE MIDDLE SCHOOL	Xduty - Volleyball 7	DALLIMORE, MEAGAN L
13	SILVER STAGE MIDDLE SCHOOL	Xduty - Volleyball 8	JONES, REESE K
14	FERNLEY INTERMEDIATE SCHOOL	Xduty - Intramurals MS	PAULSEN, BERTON W
15	FERNLEY INTERMEDIATE SCHOOL	Xduty - Wrestling MS Head	PAULSEN, BERTON W
16	COTTONWOOD ELEMENTARY SCHOOL	Xduty - Academic Fair Advisor ES	SWINDLEHURST, HANNAH L
17	COTTONWOOD ELEMENTARY SCHOOL	Xduty - MTSS Program Facilitator .5 FTE	TROUSDALE, MICHELLE L
18	FERNLEY INTERMEDIATE SCHOOL	Xduty - Yearbook Advisor ES	FAGUNDES, KELSEY A
19	YERINGTON ELEMENTARY SCHOOL	Xduty - Site Webmaster/School	AVENT, RACHEL L
20	YERINGTON ELEMENTARY SCHOOL	Xduty - Site Webmaster/School	SCIARANI, ANGELA N
21	YERINGTON ELEMENTARY SCHOOL	Xduty - MTSS Program Facilitator .5 FTE	KENT, JERILEE
22	YERINGTON ELEMENTARY SCHOOL	Xduty - MTSS Program Facilitator .5 FTE	PAGE, MARILEE J
23	YERINGTON ELEMENTARY SCHOOL	Xduty - Music Programs ES	KRUSE, MICHELLE M
24	YERINGTON HIGH SCHOOL	Xduty - Volleyball HS Head	ROGERS, ELIZABETH J
25	YERINGTON INTERMEDIATE SCHOOL	Xduty - Activity Director MS	CRANE, ELLEN
26	YERINGTON INTERMEDIATE SCHOOL	Xduty - Activity Director MS .5 FTE	ADAMS, MELODY
27	YERINGTON INTERMEDIATE SCHOOL	Xduty - Activity Director MS .5 FTE	NICHOLAS, DENA
28	SILVERLAND MIDDLE SCHOOL	Xduty - Site Webmaster/School Technology Assistant	SPETH, TRISTA
29	YERINGTON INTERMEDIATE SCHOOL	Xduty - Basketball Girls 7	KEATS, MICHELLE
30	SILVER STAGE ELEMENTARY SCHOOL	Xduty - Academic Fair Advisor ES	ROBERTS, LE-AN I
31	SILVER STAGE ELEMENTARY SCHOOL	Xduty - MTSS Program Facilitator	OWENS, BREANA R
32	SILVER STAGE ELEMENTARY SCHOOL	Xduty - Music Programs ES	KARGES, INGRID
33	SILVER STAGE ELEMENTARY SCHOOL	Xduty - Site Webmaster/School Tech Assist .5 FTE	VALISKA, NATASHA L
34	SILVER STAGE ELEMENTARY SCHOOL	Xduty - Site Webmaster/School Tech Assist .5 FTE	VALISKA, NATASHA L
35	FERNLEY HIGH SCHOOL	Xduty - Department Head	KUNTZ, HEATHER
36	DAYTON HIGH SCHOOL	Xduty - Band Director HS	SMITH, ALLISON
37	DAYTON HIGH SCHOOL	Xduty - Band Director Marching Pep HS	SMITH, ALLISON
38	DAYTON HIGH SCHOOL	Xduty - Choir Director HS	SMITH, ALLISON
39	SILVER STAGE MIDDLE SCHOOL	Xduty - Intramurals MS	ALLRED, CHELSEA L
40	COTTONWOOD ELEMENTARY SCHOOL	Xduty -School Technology Assistant	JOLLEY, NICOLE
41	SILVER STAGE HIGH SCHOOL	Xduty - Football Assistant	FLORES, DOMINIQUE A
42	SILVER STAGE HIGH SCHOOL	Xduty - Band Director HS	GRADILLAS, MARK
43	SILVER STAGE HIGH SCHOOL	Xduty - Choir Director HS	GRADILLAS, MARK
44	SILVER STAGE HIGH SCHOOL	Xduty - Activity Director HS	GRADILLAS, MARK
45	EAST VALLEY ELEMENTARY SCHOOL	Xduty - Yearbook Advisor ES	WOLVERTON, MELISSA S
46	YERINGTON HIGH SCHOOL	Xduty - Soccer Girls Head	IVANOVA-HERNANDEZ, EVGENIA
47	YERINGTON HIGH SCHOOL	Xduty - Volleyball HS Assist	COCHRANE, JESSLYNA
48	YERINGTON HIGH SCHOOL	Xduty - Football Assistant	MILLER, JEFFREY
49	YERINGTON INTERMEDIATE SCHOOL	Xduty - Cross Country MS Assistant	GARNER, SANDRA
50	SUTRO ELEMENTARY SCHOOL	Xduty - Yearbook Advisor ES .5 FTE	HARDER, MELISSA K
51	SUTRO ELEMENTARY SCHOOL	Xduty - Yearbook Advisor ES .5 FTE	TAYLOR, HEATHER
52	SUTRO ELEMENTARY SCHOOL	Xduty - Site Webmaster/School Technology Assistant	TAYLOR, HEATHER
53	SUTRO ELEMENTARY SCHOOL	Xduty - MTSS Program Facilitator .5 FTE	DOLL, TERI
54	SUTRO ELEMENTARY SCHOOL	Xduty - MTSS Program Facilitator .5 FTE	FITZSIMMONS, AUDREY
55	SUTRO ELEMENTARY SCHOOL	Xduty - Academic Fair Advisor ES	SATTERFIELD, MORGAN
56	SMITH VALLEY SCHOOLS	Xduty - Basketball Girls HS Assistant	DECHAMBEAU, JAMIE A
57	SMITH VALLEY SCHOOLS	Xduty - National Honor Society	SANDERSON, MONICA
58	SMITH VALLEY SCHOOLS	Xduty - Baseball Assistant	HARTMAN, MARSHAL E
59	SMITH VALLEY SCHOOLS	Xduty - Basketball Boys HS Assistant	HARTMAN, MARSHAL E

	DAC	Description	Name
60	SMITH VALLEY SCHOOLS	Xduty - FFA Advisor	PIMENTAL, BRITTANY
61	SMITH VALLEY SCHOOLS	Xduty - Athletic Director MS Small School	ROGACZEWSKI, HEATHER
62	SMITH VALLEY SCHOOLS	Xduty - Class Advisor 10,11,12 .5 FTE	ROGACZEWSKI, HEATHER
63	SMITH VALLEY SCHOOLS	Xduty - Yearbook Advisor HS	STANTON, ELIZABETH B
64	SMITH VALLEY SCHOOLS	Xduty - Academic Team Advisor HS	ROGACZEWSKI, HEATHER
65	SMITH VALLEY SCHOOLS	Xduty - Activity Director MS	STANTON, ELIZABETH B
66	SMITH VALLEY SCHOOLS	Xduty - Basketball Boys HS Head	VICK, DAVID
67	SMITH VALLEY SCHOOLS	Xduty - Class Advisor 10,11,12 .5 FTE	VICK, DAVID
68	SMITH VALLEY SCHOOLS	Xduty - Shop Maintenance HS	VICK, DAVID
69	SMITH VALLEY SCHOOLS	Xduty - Baseball Head	VICK, DAVID
70	SMITH VALLEY SCHOOLS	Xduty - Site Webmaster/School Technology Assistant	VICK, SHELLY
71	SMITH VALLEY SCHOOLS	Xduty - Activity Director HS	VICK, SHELLY
72	SMITH VALLEY SCHOOLS	Xduty - Cheerleader Winter Head	STANTON, ELIZABETH B
73	SMITH VALLEY SCHOOLS	Xduty - Class Advisor 9	GLEASON, MARLA
74	SMITH VALLEY SCHOOLS	Xduty - MTSS Program Facilitator	JOHNSON, MISTI A
75	DAYTON HIGH SCHOOL	Xduty - Class Advisor 9	PERRY, DENISE M
76	DAYTON INTERMEDIATE SCHOOL	Xduty - Cross Country MS Head	SIKORA, KAREN
77	DAYTON INTERMEDIATE SCHOOL	Xduty - Cross Country MS Assistant	WOODS, CHRISTINA M
78	DAYTON INTERMEDIATE SCHOOL	Xduty - Basketball Girls 8	ETTER, LINDSAY
79	DAYTON INTERMEDIATE SCHOOL	Xduty - Basketball Girls 7	WINWARD, MIRANDA S
80	YERINGTON HIGH SCHOOL	Xduty - Activity Director HS .5 FTE	FARINA, MICHELLE
81	YERINGTON HIGH SCHOOL	Xduty - Activity Director HS .5 FTE	MUELLER, KAYLA G
82	YERINGTON HIGH SCHOOL	Xduty - Class Advisor 9	MCKINLEY, REBEKAH M
83	YERINGTON HIGH SCHOOL	Xduty - Class Advisor 10,11,12	FARINA, MICHELLE
84	YERINGTON HIGH SCHOOL	Xduty - Class Advisor 10,11,12	ALDRIDGE, AMANDA
85	YERINGTON HIGH SCHOOL	Xduty - Class Advisor 10,11,12	CHILDS, CARA
86	YERINGTON HIGH SCHOOL	Xduty - Department Head	BROWN, SHERYL A
87	YERINGTON HIGH SCHOOL	Xduty - Department Head	SEXSON, JENIFER L
88	YERINGTON HIGH SCHOOL	Xduty - Department Head	ALDRIDGE, AMANDA
89	YERINGTON HIGH SCHOOL	Xduty - Department Head	MOREDA, IGINIA
90	YERINGTON HIGH SCHOOL	Xduty - FFA Advisor	SEXSON, JENIFER L
91	YERINGTON HIGH SCHOOL	Xduty - Site Webmaster/School Tech Assist .5 FTE	SOTO, ERICK
92	YERINGTON HIGH SCHOOL	Xduty - Site Webmaster/School Tech Assist .5 FTE	HUNT, TODD
93	YERINGTON HIGH SCHOOL	Xduty - Athletic Director HS	WULFEKUHLE, PATRICK
94	YERINGTON HIGH SCHOOL	Xduty - Band Director HS	JEKA, CHRISTOPHER
95	YERINGTON HIGH SCHOOL	Xduty - Band Director Marching Pep HS	JEKA, CHRISTOPHER
96	YERINGTON HIGH SCHOOL	Xduty - Choir Director HS	JEKA, CHRISTOPHER
97	YERINGTON HIGH SCHOOL	Xduty - Yearbook Advisor HS	MUELLER, KAYLA G
98	YERINGTON HIGH SCHOOL	Xduty - Shop Maintenance HS	CALHOUN, MARK
99	YERINGTON HIGH SCHOOL	Xduty - National Honor Society	CHILDS, CARA
100	YERINGTON HIGH SCHOOL	Xduty - Library Inventory Director	WULFEKUHLE, PATRICK
101	YERINGTON HIGH SCHOOL	Xduty - MTSS Program Facilitator	LAFLEUR, NICOLE
102	YERINGTON HIGH SCHOOL	Xduty - Academic Team Advisor HS	ALDRIDGE, ROYCE

Lyon County School District September 26,2023
Volunteer Report

	School Site	Volunteer Position	Name
1	Silver Stage Elementary	Classroom Volunteer	Danielle Armstrong-Ratto
2	Silver Stage Elementary	Classroom Volunteer	Lori Oberman
3	Fernley High	Golf Assistant	Robby Johnston
4	Dayton High	Classroom Volunteer	Amanda ArangoaEspino
5	Yerington High	Football Asssitant	Brennan Gatlin
6	Yerington High	Football Asssitant	JayDan Vasquez
7	Fernley High	Girls Soccer	Andrew Dickson
8	Fernley High	FFA	Benjamin Matley
9	Yerington High	Football Asssitant	William Sceirine
10	Silver Stage High	Volleyball Assistant	Ashlee Cross
11	Fernley High	Music Boosters	Tina Kubik
12	Fernley High	Classroom Volunteer	Angela Olea
13	Fernley High	Cheer Coach	Stephanie Hodges
14	Smith Valley Schools	JV Boys Basketball	Melissa Marshek
15	Smith Valley Schools	Classroom Volunteer	Sarah Edney
16	Smith Valley Schools	Track Coach	Bradley Rowe
17	Yerington High	Soccer	Leonel Rodriguez
18	Cottonwood Elementary	Running Club	Alexandria Brown
19	Smith Valley Schools	Classroom Volunteer	Bonnie Swain
20	Smith Valley Schools	Classroom Volunteer	Danielle Parks

LYON COUNTY SCHOOL DISTRICT

Supplemental Pay Schedule for Unclassified Positions

School Year Licensed Positions Rate	**effective duration of assignment Aug 10, 2022-Jun**
Substitute Teacher	
Emergency Subs (NDE requires HS diploma/GED)	$ 100.00 daily
Regular licensed subs with	
NDE Substitute License	$ 110.00 daily
NDE Substitute License + STEDI/LCSD certificate	$ 120.00 daily
Long-Term licensed subs (20 consecutive days in same assignment)	
NDE Substitute License	$ 130.00 daily
NDE Substitute License + STEDI/LCSD certificate	$ 160.00 daily
Long-Term license sub in open position	
NDE Substitute License + STEDI/LCSD certificate	$ 170.00 daily
Home Bound Teacher	$ 25.00 hourly
Adult Education Teacher	$ 25.00 hourly
Driver Education Teacher	$ 25.00 hourly
Pre-approved work beyond contract day	$ 25.00 hourly
Licensed Teacher Tutor	$ 60.00 hourly

Summer School/ESY Rates	**June 2023**
Summer School Administration (admin license)	$ 75.00 hourly
Summer School Instructor (substitute teacher, provisional, standard license)	$ 60.00 hourly
Summer School Licensed Teacher Tutor	$ 60.00 hourly
Summer School Paraprofessional – classroom or bus	$ 25.00 hourly
Summer School Certified Nurse	$ 40.00 hourly
Summer School RN	$ 30.00 hourly
Summer School LPN	$ 28.00 hourly
Summer School Health Aide	$ 26.00 hourly
Summer School Homebound Teacher	$ 60.00 hourly
Summer School Sign Language Interpreter (EIPA score dependent)	$ 25.00 hourly
Summer School OT/PT, Speech Therapist	$ 72.00 hourly
Summer School Bus Driver	$ 25.00 hourly

Substitute Rates		**Flat rate based on**
Grounds Helper	(95% Grade 21, ~~2,~~ Step 1)	$ 14.24 ~~12.95~~ hourly
Custodian	(95% Grade 22, ~~3,~~ Step 1)	$ 16.16 ~~14.69~~ hourly
Courier	(95% Grade 22, ~~3,~~ Step 1)	$ 16.16 ~~14.69~~ hourly
Paraprofessional – classroom or bus	(95% Grade 23, ~~4,~~ Step 1)	$ 16.95 ~~15.41~~ hourly
Tech Aide	(95% Grade 23, ~~4,~~ Step 1)	$ 16.95 ~~15.41~~ hourly
Bus Driver	(95% Grade 25, ~~4,~~ Step 1)	$ 18.68 ~~15.41~~ hourly
Sign Language Interpreter (EIPA 0-1.9)	(95% Grade 23, ~~4,~~ Step 1)	$ 16.95 ~~15.41~~ hourly
Secretary	(95% Grade 24, ~~5,~~ Step 1)	$ 18.17 ~~16.52~~ hourly
Driver Trainer	(95% Grade 26, ~~5,~~ Step 1)	$ 19.61 ~~16.52~~ hourly
School Health Aide	(95% Grade 24, ~~5,~~ Step 1)	$ 18.17 ~~16.52~~ hourly
Sign Language Interpreter (EIPA 2-3.9)	(95% Grade25, ~~7,~~ Step 1)	$ 18.68 ~~16.98~~ hourly
LPN	(95% Grade 26, ~~8,~~ Step 1)	$ 19.61 ~~17.82~~ hourly
2 year RN	(95% Grade 30, Step 1)	$ 25.94 hourly
Mechanic	(95% Grade 30, ~~11,~~ Step 1)	$ 25.94 ~~22.46~~ hourly
Computer Technician	(95% Grade 29, ~~11,~~ Step 1)	$ 24.70~~22.46~~ hourly
Classified Specialist (NDE sub license required)		$120.00 daily

Temporary/Special Positions Hourly Rate	**effective through duration of assignment**	
Temporary Office Clerk		$ 12.75 hourly
Groundskeeper – Student Summer helper	(95% Grade 21, ~~2,~~ Step 1)	$ 14.24 ~~12.95~~ hourly
Temporary p/t DO Maintenance Helper	(95% Grade 26, ~~8,~~ Step 1)	$ 19.61 ~~17.82~~ hourly
Bus Driver Trainee		$ 12.75 hourly
Lunchroom/Playground Supervisor Aide		$ 12.75 hourly

Revised September~~April~~/2023 Board Approved 9/26/2023~~5/23/2023~~

Staff Training Presenter	$ 35.00 hourly
Staff Training Attendee	$ 25.00 hourly
Special Projects	$ 25.00 hourly
Specialist Therapists	$ 31.00 hourly
Non-licensed Tutor Aide	$ 12.75 hourly

Grant funded positions could cause the rates to change based on grant requirements and duration.

Lyon County School District
Board Memo

Date: September 26, 2023

To: Board of School Trustees

From: Tim Logan, Deputy Superintendent

Re: 2023-2024 LCSD Progressive Restorative Discipline Plan

Recommendation

That the Board of Trustees approve the 2023-2024 LCSD Progressive Restorative Discipline Plan

Background Information

As of 2019, AB 168 requires all districts to develop a single Progressive Restorative Discipline Plan to guide the discipline for all schools. This plan is used by all administrators to help curve poor behavior and to provide a fair and consistent way to approach misbehavior. Prior to 2019, all schools were responsible for developing their own individual plans, but according to current law, plans are now wrapped into one district-wide plan. Another key component in the law is the need for "restorative justice" to be found in our student discipline practices and to embed these practices into the discipline plan for our District.

Since 2022, the plan took on a completely different look. The Nevada Department of Education came out with standardized definitions which will affect the way we report and document behaviors throughout the entire state. The state committee came up with 9 behavior categories and 34 potential offenses that all discipline falls within (see attachment "Standardized Definitions NDE Presentation" for further details). The LCSD restorative discipline committee further broke down a few of the potential offenses into smaller categories so that we could more easily track the offense as well as define the consequence for each behavior. For example, under behavior category #2: "Violation of School Rules", the committee felt that the offense of "Disregard for School Rules" was too broad and therefore the committee broke that down further into four more categories including public display of affection, horseplay, physical aggression, and unauthorized area.

In the 2023 legislative session, Assembly Bill (AB) 330 and Assembly Bill (AB) 285 amended existing laws related to the behavior and discipline of pupils. AB330 and AB 285 make changes to the age requirements for suspensions, expulsions, permanent expulsion, temporary alternative placement, and the appeal process. In addition, the new statutes address the collection and reporting of discipline data and the requirements for districts and schools to write and implement a Progressive Discipline Plan that incorporates restorative justice practices.

This progressive restorative discipline plan was reviewed by school teams according to AB 285. It reflects the comments provided by "teachers, school administrators, school counselors, school social workers, school psychologists, behavior analysts, other educational personnel and support personnel, the parents and guardians of pupils, the pupils who are enrolled in the school, and, if applicable, organizational teams established pursuant to NRS 388G.700." The list of names that reviewed the document is found in the Appendix of the plan. The plan was then modified by the district discipline team to reflect the comments from the school teams. One of the largest adjustments made was that previously, students under the age of 11 were not allowed to be suspended. The law was changed to allow for suspension of students under the age of 11 and so much of the plan was adjusted to reflect the change and the recommendations of the school teams.

After the plan is approved by the board, the final document will be distributed to all staff, students, and parents. It will also be placed on the district and schools' websites.

Budget Considerations
None

Discussed at Previous Meeting
Restorative Discipline Plan was approved last year on September 27, 2022

Attachment(s)
AB490(2019) Standardized Definitions NDE
Guidance Memorandum #23-04 (Released on August 2, 2023)
LCSD Restorative Discipline Plan 2023-2024

Respectfully Submitted,
Tim Logan, Deputy Superintendent

Nevada Department of Education

Standardized Definitions

for Student Discipline Offenses and Sanctions

BATTLE BORN
GLOBALLY PREPARED

Background

The passage of Assembly Bill (AB) 490 in 2019 amended Chapter 385A of Nevada Revised Statutes (NRS) by adding a new section regarding the collection and reporting of student discipline data. Section 2 of NRS 385A.840 requires the Nevada Department of Education (NDE) to "establish standard definitions of an offense for which a pupil may be disciplined and any related sanctions." In addition, NDE is required to:

- develop guidance on methods and procedures for collecting student discipline data, and
- provide training and professional development relating to reporting and analysis of that data, including the ability to generate, interpret, and utilize a report on student discipline data in the development of a responsive plan of action

The 2021 Session of the Nevada Legislature saw the passage of a host of additional bills that further impacted student discipline laws. Those statutory changes have been incorporated here, as appropriate. Most notably, AB 67 (2021) defined suspension, expulsion, and permanent expulsion in state law, while other bills provided additional limitations and/or requirements regarding the application of disciplinary sanctions. A number of bills require further regulatory work on the part of NDE as well. As such, it is anticipated that efforts to align the definitions for behavior offenses and sanctions will continue to be an organic and evolving process as NDE works to collaborate with our LEA partners in developing common processes and understanding, with the ultimate goal being the collecting, reporting, and understanding of student discipline data that is both meaningful and useful.

Local Education Agencies (LEAs) were invited to nominate individuals to serve on a workgroup tasked with establishing those standard discipline definitions during the summer of 2020. The resulting AB 490 Workgroup, consisting of those representatives, met for six consecutive weeks from July through August of that year. NDE staff began by surveying LEA partners for information and artifacts, documents, and other materials regarding existing discipline definitions and policies. The AB 490 Workgroup then consolidated the original bank of 97 discipline offense types to a combined list of 34 offenses across 9 general categories:

1. ATTENDANCE RELATED BEHAVIORS
2. VIOLATIONS OF SCHOOL RULES
3. DISRUPTIONS OF CLASS/SCHOOL ACTIVITIES
4. PROHIBITED BEHAVIORS – GENERAL
5. BULLYING BEHAVIORS
6. SUBSTANCE USE BEHAVIORS
7. THREAT BEHAVIORS
8. VIOLENT BEHAVIORS
9. WEAPONS INVOLVED BEHAVIORS

The AB 490 Workgroup also recommended including information for each consolidated definition regarding previously used event types, as applicable, as well as guidance on decision processes for ruling out other potential behavior types. Where available, federal definitions were also considered and included. A list of behavior types that have been eliminated is also include, with notes regarding the rationale of the Workgroup in choosing to eliminate them. The final section of this document provides standard definitions for discipline sanctions, as captured in state law.

AB 490 (2019) Workgroup Members

The Department wishes to thank the following individuals who volunteered their time and efforts as members of the AB 490 Workgroup during numerous school years:

Shannon Brown (Douglas CSD)
Amanda Campbell (White Pine CSD)
Jill Dayne (Somerset Academy)
Frances Hall (Clark CSD)
Will Jensen (Humboldt CSD)
Brent Judy (Storey CSD)
Ann Kee (Mineral CSD)
Rachel Knight (Churchill CSD)
Kyle Konold (Delta Academy)
Joe Kovach (Quest Academy)
Paul LaMarca (Washoe CSD)
Jennifer Ludtke (Somerset Academy)
ShawnMarie Lumos (Storey CSD)
Tammy Malich (Clark CSD)
Christopher McAnany (Elko CSD)
Lynn McCann (SLAM Academy)
Ricky Medina (Carson City SD)
Brandon Moeller (Clark CSD)
Derild Parsons (Churchill CSD)
Crystal Sasser (Mineral CSD)
Trish Shaffer (Washoe CSD)
John Stern (Lander CSD)
Laura Weir (Nye CSD)
Shauna Wooldridge (Carson City SD)

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Contact Information

For additional information or questions regarding the use of this document, please contact Christy McGill, Director of NDE's Office for a Safe and Respectful Learning Environment, at cmcgill@doe.nv.gov.

A Systematic Approach to Student Behavior

Research on student behavior has consistently demonstrated the importance of taking a systematic approach to proactively teaching expectations for student behavior, so that students know how to be successful across a variety of academic settings and contexts, and then applying differentiated supports when student behaviors do not align with those expectations. Nevada is committed to the use of a Multi-Tiered System of Supports (MTSS) as a framework for applying the evidence-based processes stemming from implementation science across all student interventions and supports (see NRS 388.885). More information on MTSS can be found on NDE's website, including an introductory MTSS Guidance Document.

When student behavior is addressed through the systematic, intentional approach that an MTSS framework provides for, student discipline issues decline dramatically. A core component of Nevada's MTSS framework is the use of data, on an ongoing and regular basis, to not only help identify the needs of the school but to also determine if the strategies and activities the school is implementing are being effective in addressing those needs. This aligns with a number of recent additions to Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC) regarding the collection and use of student discipline data.

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At the universal, Tier 1 level, expectations for student behavior are clearly and concretely taught to all students, using a variety of instructional methods. Students and educators have a shared understanding of not only what types of behaviors are prohibited, but, perhaps more importantly, what types of behaviors are expected within the school environment; those expectations are often founded upon values such as respect, responsibility, and safety, and are tied to host of positive academic outcomes. The intentional teaching and reinforcing of the actions that students can take to increase their chances of success decreases the need for students to learn, by trial and error, what will or will not be allowed. Standardizing expectations also takes away the guesswork for educators, such that expectations for student behavior are applied equitably and fairly across all school environments. Tier 1 efforts that encourage a positive school climate, seek to prevent bullying behaviors, and support the development of a safe and supportive learning environment work hand in hand in helping students know that their teachers and school administrators both want and expect them to be successful.

When specific issues or student behaviors arise that fall outside of the universally taught expectations, or if the instruction provided to all students isn't sufficient to support all students in meeting those expectations, additional interventions and supports may be applied at a Tier 2 level. Tier 2 interventions and supports provide more targeted instruction and reinforcement of expected behaviors that may be tailored to a particular challenge; for example, if a school sees an increase in student discipline and behavior issues in the cafeteria during lunch time, it may be helpful to revisit and reteach expectations for how students should and should

not behave in that particular setting. Upticks in bullying behaviors that may be associated with a recent trend on social media may also trigger a renewed focus at a Tier 2 level in supporting more appropriate student behaviors for affected student groups. Investment on the part of school administrators and classroom teachers at Tier 1 and Tier 2 strategies to support positive student behavior has been shown, time and again, to decrease the number of individual, student level challenges and the need for Tier 3 interventions and supports. In other words, emphasizing Tier 1 and Tier 2 interventions within an MTSS approach to student discipline will decrease the number of student discipline infractions and the need for individual student disciplinary actions.

If a school has implemented Tier 1 and Tier 2 student behavior interventions with fidelity, when students do struggle with individual disciplinary infractions the school does not have to start over from scratch in trying to determine what the particular cause may be, or what possible responses or interventions should be considered, since that student would have already had the opportunity to receive the instruction and reinforcement of expected behaviors through the universal and targeted strategies and activities included in the school's MTSS framework for student discipline. This is especially important when Restorative Justice/Practices (RJ/P) are added to the requirements for responding to student discipline issues.

As was noted earlier, a number of bills requiring the use of restorative disciplinary practices have passed in recent Sessions of the Nevada Legislature. Per NRS 392.4644, each school district is required to submit to NDE, on an annual basis, a Restorative Discipline Plan; these plans were formerly known as Progressive Discipline Plans, prior to the passage of Senate Bill (SB) 89 during the 2019 Legislative Session. This school- and district-wide Restorative Discipline Plan must be developed in accordance with the statewide framework for restorative justice, as defined in regulations, and should therefore capture those strategies and interventions that the school or district will implement at both the universal, Tier 1 and targeted, Tier 2 levels, and not solely those for use at the Tier 3, individual student level. NDE is required to provide and update on an annual basis resources and guidance for implementing restorative discipline, which can be found on the Department's website for Discipline and Restorative Practices. 116

Other changes to NRS in recent years have added a requirement that each student must be provided an individual plan of action that is based on restorative justice prior to any disciplinary removal of the student, including suspension, expulsion, or a temporary alternative placement as allowed by NRS 392.4645. It is important to note that, per SB 354 (2021), any student who is removed from a classroom or any other premises of a school for more than 2 school days must be offered educational services, appropriate positive behavioral interventions and supports, trauma-informed supports, and a referral for services from the school social worker or school counselor. Per AB 194 (2021), the board of trustees of a school district and the governing body of a charter school must adopt a policy for appealing a a suspension or expulsion and provide information about that policy to the student and their parents when a decision to suspend or expel a student is made.

When taken together, it may be helpful to view the numerous changes to state laws and regulations regarding student discipline as a comprehensive, systematic approach, rather than a number of stand-alone measures. The successful implementation of each requirement depends on the ability of a school or district to have access to reliable and consistent data regarding student behavior. Our hope is that, by standardizing the definitions of disciplinary event types and any consequences or sanctions that are imposed as a result of discipline infractions, the student discipline data that is collected, reported, and analyzed in schools and districts throughout the state will become more meaningful and useful in meeting the statutory and regulatory requirements regarding student discipline.

The shift toward restorative approaches to student behavior also requires the ability to accurately examine any disproportionality that may be occurring; this requires state and local education agencies to ensure that all individuals who are responsible for recording student discipline data within the student information system both understand and mean the same thing when they cite a student for a prohibited behavior. In addition, these definitions will be useful in school improvement processes and planning, providing each school and district with vital data on both the strengths and needs of their school communities as they develop and review the annual plan to improve the achievement of students that is required by NRS 385A.650.

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How to Use this Document

Standardized Definitions for Student Discipline Offenses and Sanctions

This document provides a full accounting of all relevant information regarding standardized definitions for student behavior event types, including full citations for state or federal definitions where applicable. A companion *Quick Guide* has also been provided as a separate document, which includes all of the information from this full document but does not include the full citations for state or federal definitions.

General Structure of Definitions

Each definition of a student discipline event type has three columns of information:

1. The **first** column includes information that may be **useful to school and district administrators as they begin implementing the standardized definitions**. For example, any label or name for the event type that an LEA has used in recent years is listed in that first column, so that LEAs can easily identify where the events they have used previously fall within the new, aligned definitions. Notes on things that administrators should Rule Out as they are deciding which behavior offense most accurately captures a particular incident are included here as well, in addition to other information on recent legislative changes.

2. The **second** column provides the **state definition** of each type of discipline offense and sanction. Most often this information comes directly from cited state law or regulation; for those event types that are not defined formally, the AB 490 Workgroup developed working definitions based on a combination of similar events and descriptions from LEAs throughout the state.

3. The **third** column includes any **federal definition** for a particular event type; this is provided to assist LEAs in their Office of Civil Rights reporting requirements and demonstrate alignment with state definitions, when possible.

Integration with the Student Information System

To support standardized reporting and analysis, the behavior event types defined in this document will be incorporated into the student discipline tab of the student information system that is used by all public schools in the state. In those instances in which existing behavior event types are not aligned with these standardized definitions, school administrations and classroom teachers are encouraged to use the behavior event type that most closely aligns with the standardized definition, until the necessary changes to the student information system are completed.

Additional information regarding the integration of these standardized definitions with the student information system is provided below:

Disproportionality: One of the key concerns brought by members of the AB 490 Workgroup was the frequency with which student misbehavior and the consequences associated with that misbehavior are identified and applied in what may appear to be random, haphazard ways by school leaders and teachers. As such, the workgroup intentionally sought ways to decrease the level of subjectivity that may be applied when responding to student discipline issues as a result of implicit or explicit biases held by school leaders and teachers. It is hoped that the use of standardized definitions for discipline offenses and sanctions, in conjunction with definitions that support more intentional and equitable application of student discipline measures, will also support a decrease in disproportional disciplinary sanctions. This goal is further in alignment with the requirements of Assembly Bill (AB) 490 from the 2019 Legislative Session, which sought to address some of the factors that have historically contributed to disproportionate responses and outcomes for student discipline infractions across many student groups, including students with disabilities.

Information Required in Narrative Portions: In keeping with the workgroup's goal of decreasing subjective and disproportionate application of student discipline sanctions, there are a number of behavior event types defined in this document that include a note regarding information that must be included in the narrative portion of the student discipline tab in the student information system. These most often include a requirement to cite which rule or expectation for student behavior was violated, as well as what efforts were taken by the school or the classroom teacher to prevent the unwanted behavior, including through explicit instruction regarding expectations and actions to reteach and reinforce expectations for positive student behavior.

Major vs Minor Behaviors: Each student discipline event type defined in this document has also been noted as either a minor behavior event or a major behavior event. Schools that are implementing Positive Behavioral Interventions and Supports will recognize this terminology as a key component of an MTSS framework for student behavior, in that each school determines the number of infractions at a minor level that will trigger the same infraction being considered a major behavior event type. In general, the consequences or sanctions that may be considered as a result of a student discipline infraction are also tied to whether or not the event type is considered a minor or a major behavior; more significant (major) student behavior event types would be expected to be associated with more significant sanctions or consequences. Likewise, a minor behavior event type will not likely trigger the imposition of significant sanctions, such as suspension or expulsion. If, however, a school has determined through it's implementation of PBIS or MTSS that a minor behavior may be deemed as a

major behavior after a set number of infractions, that behavior may be coded as a major behavior rather than a minor behavior. If a school administrator has determined that the circumstances and context of the behavior would be more appropriately captured by labeling the event type as a major behavior rather than a minor behavior, or if doing so would lead to more individualized and targeted interventions and supports for the student, they may exercise discretion in how that behavior event is labeled in the student information system.

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LIST OF DISCIPLINE OFFENSES (BEHAVIOR TYPES)

1. ATTENDANCE RELATED BEHAVIORS
    a. EXCESSIVE TARDIES (minor)
    b. TRUANCY (minor)
    c. HABITUAL TRUANCY (major)
2. VIOLATIONS OF SCHOOL RULES
    a. DISREGARD FOR SCHOOL RULES (minor)
    b. INSUBORDINATION (major)
3. DISRUPTIONS OF CLASS/SCHOOL ACTIVITIES
    a. INTERFERENCE WITH INSTRUCTION (minor)
    b. DISRUPTION OF SCHOOL ACTIVITIES (major)
4. PROHIBITED BEHAVIORS – GENERAL
    a. ARSON (major, or minor)
    b. BUS/TRANSPORTATION (minor)
    c. CHEATING/PLAGIARISM (major, or minor)
    d. DAMAGE TO OR DESTRUCTION OF PROPERTY ON SCHOOL GROUNDS (major, or minor)
    e. DRESS CODE VIOLATION (minor)
    f. GANG RELATED BEHAVIOR/ACTIVITY (major)
    g. HABITUAL DISCIPLINARY PROBLEM (major)
    h. IMPAIRING HEALTH, SAFETY, OR WELFARE OF OTHERS (major, or minor)
    i. INAPPROPRIATE LANGUAGE (minor)
    j. SEXUAL ASSAULT (major)
    k. SEXUAL MISCONDUCT/HARASSMENT (major)
    l. TECHNOLOGY VIOLATION (minor)
    m. THEFT/POSSESSION OF STOLEN PROPERTY
    n. TRESPASSING (minor or major)
5. BULLYING BEHAVIORS
    a. BULLYING (minor or major)
    b. CYBERBULLYING (minor or major)
    c. DISCRIMINATION BASED ON RACE (minor or major)
6. SUBSTANCE USE BEHAVIORS
    a. ALCOHOL – POSSESSION/USE OF (minor)
    b. DRUG PARAPHERNALIA – POSSESSION OF (minor)
    c. POSSESSION/USE OF A CONTROLLED SUBSTANCE (major)
    d. TOBACCO VIOLATION (minor)
7. THREAT BEHAVIORS
    a. THREAT TO SCHOOL (major)
    b. THREAT TO STAFF (major)
    c. THREAT TO STUDENT (major)
8. VIOLENT BEHAVIORS
    a. VIOLENCE/HARM TO STAFF (major)
    b. VIOLENCE/HARM TO STUDENT (major)
9. WEAPONS INVOLVED BEHAVIORS
    a. POSSESSION/USE OF A WEAPON (major)

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ATTENDANCE RELATED BEHAVIORS

NOTE: Only attendance events that involve disciplinary sanctions should be coded in the Behavior tab of the student information system. Regular attendance events such as missed instruction, single absences, or tardies should not be entered in the Behavior tab; those should be recorded in the Attendance tab of the student information system instead.

EXCESSIVE TARDIES (minor)	**State Definition**	**Federal Definition (as applicable)**
Does not include: • Tardy/Missed Instruction (this is an attendance code, not a behavior code).	Violations of a policy regarding attendance adopted by a board of trustees pursuant to NRS 392.122, the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463, or the rules of the school as outlined in the Parent/Student handbook or disseminated by a school in regard to the number of tardies that will result in a student receiving disciplinary sanctions. Decisions on the number of tardies that will result in a student receiving disciplinary sanctions should be based on localized considerations such as the school level, age and/or development of students, and other local considerations (such as layout of the school campus or status as open or closed campus) and may be contextualized by school level or campus based on those considerations as long as there is an effort for standardization across the LEA by grade or school levels.	

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TRUANCY (minor)	State Definition	Federal Definition (as applicable)
	NRS 392.130 Conditions under which pupil deemed truant; approval required for absence; notice of unapproved absence to parent; applicability. 1. Within the meaning of this chapter, a pupil shall be deemed a truant who is absent from school without the written approval of the pupil's teacher or the principal of the school, unless the pupil is physically or mentally unable to attend school. The teacher or principal shall give his or her written approval for a pupil to be absent if an emergency exists or upon the request of a parent or legal guardian of the pupil. Before a pupil may attend or otherwise participate in school activities outside the classroom during regular classroom hours, the pupil must receive the approval of the teacher or principal. 2. An unapproved absence for at least one period, or the equivalent of one period for the school, of a school day may be deemed a truancy for the purposes of this section. 3. If a pupil is physically or mentally unable to attend school, the parent or legal guardian or other person having control or charge of the pupil shall notify the teacher or principal of the school orally or in writing, in accordance with the policy established by the board of trustees of the school district, within 3 days after the pupil returns to school. 4. An absence which has not been approved pursuant to subsection 1 or 3 shall be deemed an unapproved absence. In the event of an unapproved absence, the teacher, attendance officer or other school official shall deliver or cause to be delivered a written notice of truancy to the parent, legal guardian or other person having control or charge of the child. The written notice	

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TRUANCY (minor)	State Definition	Federal Definition (as applicable)
	must be delivered to the parent, legal guardian or other person who has control of the child. The written notice must inform the parents or legal guardian of such absences in a form specified by the Department. 5. The provisions of this section apply to all pupils who are required to attend school pursuant to NRS 392.040. 6. As used in this section, "physically or mentally unable to attend" does not include a physical or mental condition for which a pupil is excused pursuant to NRS 392.050. [372:32:1956] — (NRS A 1985, 2168; 1987, 158; 1997, 2835; 1999, 3456; 2007, 1082, 2181)	

HABITUAL TRUANCY (major)	State Definition	Federal Definition (as applicable)
	NRS 392.140 Conditions under which pupil declared habitual truant; applicability. 1. Any child who has been declared a truant three or more times within one school year must be declared a habitual truant. 2. Any child who has once been declared a habitual truant and who in an immediately succeeding year is absent from school without the written: (a) Approval of the child's teacher or the principal of the school pursuant to subsection 1 of NRS 392.130; or (b) Notice of his or her parent or legal guardian or other person who has control or charge over the pupil pursuant to subsection 3 of NRS 392.130, Ê may again be declared a habitual truant. 3. The provisions of this section apply to all pupils who are required to attend school pursuant to NRS 392.040.	

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HABITUAL TRUANCY (major)	State Definition	Federal Definition (as applicable)
	[373:32:1956] — (NRS A 1997, 2836; 1999, 3457; 2007, 1083, 2182)	

VIOLATIONS OF SCHOOL RULES

DISREGARD FOR SCHOOL RULES (minor)	State Definition	Federal Definition (as applicable)
Includes: • Horseplay/pushing • Unacceptable school behavior • Nuisance item • Inappropriate display of affection (public display of affection) • Throwing substance at vehicle (if NO damage occurred to the vehicle; if damage did occur to the vehicle, code to Damage of or Destruction of Property on School Grounds) Rule out: • Other minor or major prohibited behaviors that more accurately capture the actual behavior of the student. Consider (based on age/development of the student): • Inappropriate touching • Indecent exposure	Violations of the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463 and/or violations of the rules of the school as outlined in the Parent/Student handbook, or disseminated by the individual school, teacher, or coach. **NOTE:** Use of this behavior code **requires** a citation in the behavior description narrative within the student information system of: • the **specific rule** that was violated	

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INSUBORDINATION (major)	State Definition	Federal Definition (as applicable)
Includes: • No show – Detention	Offenses that involve repeatedly and willfully not following written,	

INSUBORDINATION (major)	**State Definition**	**Federal Definition (as applicable)**
• Resisting Officer Rule out: • Other minor or major prohibited behaviors that more accurately capture the actual behavior of the student. Does not include: • Behaviors related to attendance (see Attendance Related Behaviors)	disseminated, **known**, and/or verbal rules or expectations that have been taught, even after reteaching and prompting. **NOTE:** Use of this behavior code **requires** a citation in the behavior description narrative within the student information system of: • the specific rule or expectation that was repeatedly and willfully violated, and • a description of efforts that were employed to **teach, reteach, and/or prompt** the student regarding the specific rule or expectation	

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DISRUPTIONS OF CLASS/SCHOOL ACTIVITIES

INTERFERENCE WITH INSTRUCTION (minor)	**State Definition**	**Federal Definition (as applicable)**
Includes: • Class Disruption Rule out: • Does not result in a large scale disturbance. • Other minor or major prohibited behaviors that more accurately capture the actual behavior of the student.	Disruptive conduct in the **classroom** which has the effect of disrupting the instruction of other students and which are violations of the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463 and/or violations of the rules of the school as outlined in the Parent/Student handbook or disseminated by the school.	

DISRUPTION OF SCHOOL ACTIVITIES (major)	**State Definition**	**Federal Definition (as applicable)**
Includes: • Disturbing the peace • Riot/brawl • False fire alarm • False reporting of weapon Rule out: • This event type is for use with large scale disturbances only. • Other major prohibited behaviors that more accurately capture the actual behavior of the student.	Willfully interfering with or disturbing persons in the **general educational activities of the school** through violations of the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463 and/or violations of the rules of the school as outlined in the Parent/Student handbook or disseminated by the school.	

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PROHIBITED BEHAVIORS - GENERAL

ARSON (major, or minor)	State Definition	Federal Definition (as applicable)
Note: • This event type should be coded as a MAJOR behavior, unless the developmental stage of the student or a lower severity incident indicate that it would be more appropriately coded as a MINOR event type.	Intentionally setting fire, or attempting to set fire, or intentionally engaging in malicious conduct which may reasonably be foreseen to set fire to property of another, participating in, or encouraging another person to participate in such conduct. **NRS 205.005 "Set fire to" defined.** Any person shall be deemed to have "set fire to" a building, structure or any property mentioned in NRS 205.010 to 205.030, inclusive, whenever any part thereof or anything therein shall be scorched, charred or burned. [1911 C&P § 363; RL § 6628; NCL § 10313] — (Substituted in revision for NRS 205.040)	

BUS/TRANSPORTATION (minor)	State Definition	Federal Definition (as applicable)
Rule out: • Other major prohibited behavior that more appropriately captures the behavior of the student.	A violation of the **transportation policy** adopted by the board of trustees pursuant to NRS 392.4636. **NRS 392.4636 School transportation policy.** 1. The board of trustees of each school district shall adopt a policy for school transportation which includes, without limitation: (a) Rules regarding the conduct of pupils on school transportation; (b) Responsibilities for the driver of school transportation and any other staff member on school transportation;	

BUS/TRANSPORTATION (minor)	State Definition	Federal Definition (as applicable)
	(c) Responsibilities for the principal of a public school relating to school transportation; and (d) A process for progressive discipline on school transportation which establishes discipline on the basis of the category and number of offenses committed by a pupil. The process for progressive discipline must include, without limitation, provisions relating to notification of the parent or legal guardian of a pupil, a conference involving the pupil, driver and principal and the exclusion of a pupil from school transportation for severe or repeated offenses by the pupil. 2. The plan established pursuant to NRS 392.4644 must include the policy for school transportation adopted by the board of trustees of the school district in which the public school is located pursuant to subsection 1. 3. A pupil must not be removed or otherwise excluded from school transportation provided by a school district or public school during the same trip in which the pupil has engaged in behavior which violates the policy for school transportation adopted pursuant to subsection 1. (Added to NRS by 2017, 2004)	

CHEATING/PLAGIARISM (major, or minor)	State Definition	Federal Definition (as applicable)
Includes: • Altering records • Communicating false information (written or spoken) • Dishonesty • Forgery	A violation of the Code of Honor related to cheating established pursuant to NRS 392.461. In general, cheating is the improper taking of information from and/or giving of information to another student, individual or other source.	

CHEATING/PLAGIARISM (major, or minor)	**State Definition**	**Federal Definition (as applicable)**
Note: • This event type should be coded as a MAJOR behavior, unless the developmental stage of the student or a lower severity incident indicate that it would be more appropriately coded as a MINOR event type.	Plagiarism is representing another person's work or ideas as your own without credit to the proper source and submitting it for any purpose. **NRS 392.461 Code of honor relating to cheating; contents; distribution.** 1. The Department shall prescribe by regulation a written policy that establishes a code of honor for pupils relating to cheating on examinations and course work. The policy must be developed in consultation with the boards of trustees of school districts, the governing bodies of charter schools, educational personnel employed by school districts and charter schools, and local associations and organizations of parents whose children are enrolled in public schools throughout this State. 2. The policy must include, without limitation, a definition of cheating that clearly and concisely informs pupils which acts constitute cheating for purposes of the code of honor. 3. On or before July 1 of each year, the Department shall: (a) Provide a copy of the code of honor to the board of trustees of each school district and the governing body of each charter school. (b) Review and amend the code of honor as necessary. 4. Copies of the code of honor must be made available for inspection at each public school located within a school district, including, without limitation, each charter school, in an area on the grounds of the school that is open to the public.	

CHEATING/PLAGIARISM (major, or minor)	**State Definition**	**Federal Definition (as applicable)**
	5. Each classroom teacher shall: (a) Distribute the code of honor to each pupil enrolled in the teacher's class and to the parent or legal guardian of each pupil enrolled in his or her class at the beginning of each school year or upon a pupil's enrollment in the teacher's class, as applicable; (b) Provide the pupil and the parent or legal guardian of the pupil with a reasonable opportunity to sign the code of honor; and (c) If the code of honor is returned with the signatures, retain a copy of the signed code of honor in the pupil's file. (Added to NRS by 2005, 1661; A 2007, 2916)	

DAMAGE TO OR DESTRUCTION OF PROPERTY ON SCHOOL GROUNDS (major, or minor)	**State Definition**	**Federal Definition (as applicable)**
Includes: • Graffiti • Tampering with motor vehicles • Throwing substance at vehicle (if damage occurred to the vehicle; if damage did not occur to the vehicle then code to Disregard for School Rules, minor) • Vandalism Note: • This event type should be coded as a MAJOR behavior, unless the	Violations of the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463 relating to the willful or malicious destruction of or injury to real or personal property of another.	

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DAMAGE TO OR DESTRUCTION OF PROPERTY ON SCHOOL GROUNDS (major, or minor)	**State Definition**	**Federal Definition (as applicable)**
developmental stage of the student or a lower severity incident indicate that it would be more appropriately coded as a MINOR event type.		

DRESS CODE VIOLATION (minor)	**State Definition**	**Federal Definition (as applicable)**
Includes: • Non-dress Physical Education (PE) • Indecent exposure (rule out age/development level of the student and other major prohibited behavior that more appropriately captures the behavior of the student) Rule out: • repeated = insubordination • more appropriate significant behavior types/offenses	Violations of the dress code as outlined in the parent student handbook and/or individual school rules. This includes violations of a school uniform policy adopted pursuant to NRS 386.855.	

GANG RELATED BEHAVIOR/ACTIVITY (major)	**State Definition**	**Federal Definition (as applicable)**
	Violations of the policy established by the board of trustees for the prohibition of activities of criminal gangs on school property pursuant to NRS 392.4635.	

GANG RELATED BEHAVIOR/ACTIVITY (major)	State Definition	Federal Definition (as applicable)
	NRS 392.4635 Policy for prohibition of activities of criminal gangs on school property. 1. The board of trustees of each school district shall establish a policy that prohibits the activities of criminal gangs on school property. 2. The policy established pursuant to subsection 1 may include, without limitation: (a) The provision of training for the prevention of the activities of criminal gangs on school property. (b) If the policy includes training: (1) A designation of the grade levels of the pupils who must receive the training. (2) A designation of the personnel who must receive the training, including, without limitation, personnel who are employed in schools at the grade levels designated pursuant to subparagraph (1). Ê The board of trustees of each school district shall ensure that the training is provided to the pupils and personnel designated in the policy. (c) Provisions which prohibit: (1) A pupil from wearing any clothing or carrying any symbol on school property that denotes membership in or an affiliation with a criminal gang; and (2) Any activity that encourages participation in a criminal gang or facilitates illegal acts of a criminal gang. (d) Provisions which provide for the suspension or expulsion pursuant to NRS 392.466 and 392.467 of pupils who violate the policy.	

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GANG RELATED BEHAVIOR/ACTIVITY (major)	State Definition	Federal Definition (as applicable)
	3. The board of trustees of each school district may develop the policy required pursuant to subsection 1 in consultation with: (a) Local law enforcement agencies; (b) School police officers, if any; (c) Persons who have experience regarding the actions and activities of criminal gangs; (d) Organizations which are dedicated to alleviating criminal gangs or assisting members of criminal gangs who wish to disassociate from the gang; and (e) Any other person deemed necessary by the board of trustees. 4. As used in this section, "criminal gang" has the meaning ascribed to it in NRS 213.1263. (Added to NRS by 1995, 1426; A 2009, 1195; 2019, 3572)	

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HABITUAL DISCIPLINARY PROBLEM (major)	State Definition	Federal Definition (as applicable)
Includes: • Extortion or threat of extortion • Out-of-district removals (when students are enrolled while pending sanctions from another LEA) Note: • "One year" means one school year. • SB 354 (2021) imposed limitations on deeming a student who is	**NRS 392.4655 Conditions under which pupil deemed habitual disciplinary problem; plan of behavior to prevent pupil from being deemed habitual disciplinary problem; appeal by parent or guardian concerning content of plan or action taken pursuant to plan.** 1. Except as otherwise provided in this section, a principal of a school shall deem a pupil enrolled in the school a habitual disciplinary problem if the school has written evidence which documents that in **1 school year**: (a) The pupil has threatened or extorted, or attempted to threaten or extort, another pupil or a teacher or other personnel employed by the	

HABITUAL DISCIPLINARY PROBLEM (major)	State Definition	Federal Definition (as applicable)
homeless or unaccompanied as a habitual disciplinary problem • AB 67 (2021) amended NRS 392.4655 to define "signification suspension" for the purposes of deeming a student a habitual disciplinary problem as prohibiting the student from attending school for 3 or more consecutive days and the requirement of parent conference or other form of communication prior to the student being allowed to return to school (see section on definitions of Sanctions).	school two or more times or the pupil has a record of five ***significant*** suspensions from the school for any reason; ~~**[and]**~~ (b) The pupil has not entered into and participated in a plan of behavior pursuant to subsection ~~**[.]**~~ ***6; and*** ***(c) The behavior of the pupil was not caused by homelessness, as determined in consultation with the local educational agency liaison for homeless pupils designated in accordance with the McKinney-Vento Homeless Assistance Act of 1987, 42 U.S.C. §§ 11301 et seq., or a contact person at a school, including, without limitation, a school counselor or school social worker.*** ***2. A principal of a school shall presume that the behavior of the pupil was caused by homelessness unless the principal determines the behavior was not caused by homelessness pursuant to subsection 1.***	

IMPAIRING HEALTH, SAFETY, OR WELFARE OF OTHERS (major, or minor)	State Definition	Federal Definition (as applicable)
Note: • This event type should be coded as a MAJOR behavior, unless the developmental stage of the student or a lower severity incident indicate that it would be more appropriately coded as a MINOR event type.	Violations of any regulation adopted by the board of trustees for sanitation in the public schools and for the prevention of the spread of contagious and infectious diseases pursuant to NRS 392.430. **NRS 392.430 Sanitation and prevention of diseases: Authority of board of trustees of school districts and governing bodies of charter schools.** 1. Except as otherwise provided in subsection 2, the board of trustees of a school district may:	

IMPAIRING HEALTH, SAFETY, OR WELFARE OF OTHERS (major, or minor)	State Definition	Federal Definition (as applicable)
	(a) Adopt and enforce regulations that are necessary for sanitation in the public schools and for the prevention of the spread of contagious and infectious diseases therein. (b) Spend money available in the school district to enforce the regulations among indigent children. 2. The governing body of a charter school may: (a) Adopt and enforce rules that are necessary for sanitation in the charter school and for the prevention of contagious and infectious diseases; and (b) Spend money to enforce the rules among indigent children. [403:32:1956] — (NRS A 1997, 1875)	

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INAPPROPRIATE LANGUAGE (minor)	State Definition	Federal Definition (as applicable)
Includes: • Foul language • Disrespect/swearing • Inappropriate behavior/language • Profanity • Obscene language and gestures • Unacceptable language • Verbal abuse Rule out: • Other major prohibited behavior that more appropriately captures the behavior of the student.	Violations of the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463 relating to spoken language or other communications.	

SEXUAL ASSAULT (major)	State Definition	Federal Definition (as applicable)
Includes: • Sexual offense	**NRS 200.366 Sexual assault: Definition; penalties; exclusions.** 1. A person is guilty of sexual assault if he or she: (a) Subjects another person to sexual penetration, or forces another person to make a sexual penetration on himself or herself or another, or on a beast, against the will of the victim or under conditions in which the perpetrator knows or should know that the victim is mentally or physically incapable of resisting or understanding the nature of his or her conduct; or (b) Commits a sexual penetration upon a child under the age of 14 years or causes a child under the age of 14 years to make a sexual penetration on himself or herself or another, or on a beast. **NRS 62F.100 "Sexual offense" defined.** As used in NRS 62F.100 to 62F.150, inclusive, unless the context otherwise requires, "sexual offense" means: 1. Sexual assault pursuant to NRS 200.366; 2. Battery with intent to commit sexual assault pursuant to NRS 200.400; 3. An offense involving pornography and a minor pursuant to NRS 200.710 to 200.730, inclusive; 4. Open or gross lewdness pursuant to NRS 201.210, if punishable as a felony; 5. Indecent or obscene exposure pursuant to NRS 201.220, if punishable as a felony; 6. Lewdness with a child pursuant to NRS 201.230; 7. Sexual penetration of a dead human body pursuant to NRS 201.450; 8. Luring a child or person with mental illness pursuant to NRS 201.560, if punishable as a felony;	**Rape** Refers to forced sexual intercourse (vaginal, anal, or oral penetration). This includes sodomy and penetration with a foreign object. Both male and female students can be victims of rape. Rape is not defined as a physical attack or fight. **Sexual Assault** Is an incident that includes threatened rape, fondling, indecent liberties, or child molestation. Both male and female students can be victims of sexual assault. Classification of these incidents should take into consideration the age and developmentally appropriate behavior of the offender(s).

SEXUAL ASSAULT (major)	State Definition	Federal Definition (as applicable)
	or 9. An attempt to commit an offense listed in this section, if punishable as a felony. (Added to NRS by 2003, 1077; A 2003, 1380) **NRS 62A.320 "Sexually motivated act" defined.** "Sexually motivated act" means an unlawful act that is determined to be sexually motivated pursuant to NRS 62F.010. **NRS 62F.010 District attorney may request hearing after adjudication of delinquency in certain circumstances to determine whether unlawful act was sexually motivated; evidence; juvenile court to enter finding.** 1. If a child is adjudicated delinquent for an unlawful act that, if committed by an adult, would have constituted kidnapping in the first or second degree, false imprisonment, burglary or invasion of the home, the juvenile court shall, at the request of the district attorney, conduct a separate hearing to determine whether the act was sexually motivated. 2. At the hearing, only evidence concerning the question of whether the unlawful act was sexually motivated may be presented. 3. After hearing the evidence, the juvenile court shall determine whether the unlawful act was sexually motivated and shall enter its finding in the record. 4. For the purposes of this section, an unlawful act is "sexually motivated" if one of the purposes for which the child committed the unlawful act was the sexual gratification of the child. (Added to NRS by 2003, 1077)	

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SEXUAL MISCONDUCT/HARASSMENT (major)	**State Definition**	**Federal Definition (as applicable)**
May include: • Inappropriate touching • Indecent exposure Rule out: • Age/development level of the student; younger student behaviors may alternatively be captured in Disregard for School Rules, minor, as appropriate. • Other major prohibited behavior that more appropriately captures the behavior of the student.	Violations of the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463 relating to behavior or harassment that is sexual in nature. Examples may include but are not limited to: unwelcome sexual advances or propositions; using electronic devices or technology to record or transmit nudity or sexual acts; unwanted touching; threatening to harm someone sexually; consensual sexual activity between two (2) or more students; and inappropriate or suggestive sexual behavior involving one or more students. **NRS 200.571 Harassment: Definition; penalties.** 1. A person is guilty of harassment if: (a) Without lawful authority, the person knowingly threatens: (1) To cause bodily injury in the future to the person threatened or to any other person; (2) To cause physical damage to the property of another person; (3) To subject the person threatened or any other person to physical confinement or restraint; or (4) To do any act which is intended to substantially harm the person threatened or any other person with respect to his or her physical or mental health or safety; and	**Harassment Or Bullying On The Basis Of Sex** Includes sexual harassment or bullying and gender-based harassment or bullying. Sexual harassment or bullying is unwelcome conduct of a sexual nature, such as unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Gender-based harassment or bullying is nonsexual intimidation or abusive behavior toward a student based on the student's actual or perceived sex, including harassment based on gender identity, gender expression, and nonconformity with gender stereotypes. Harassing conduct may take many forms, including verbal acts and name-calling, as well as non-verbal behavior, such as graphic and written statements, or conduct that is physically threatening, harmful or humiliating. The conduct can be carried out by school employees, other students, and non-employee third parties. Both male and female students can be victims of harassment or bullying on the basis of sex, and the harasser or bully and the victim can be of the same sex. Bullying on the basis of sex constitutes sexual harassment. **Harassment Or Bullying On The Basis Of Sexual Orientation** Refers to intimidation or abusive behavior toward a student based on actual or perceived sexual orientation. Harassing conduct may take many forms, including verbal acts and name-calling, as well as non-verbal behavior, such as graphic and written statements, or conduct that is physically threatening, harmful or humiliating. The conduct can be carried out by school employees, other

SEXUAL MISCONDUCT/HARASSMENT (major)	State Definition	Federal Definition (as applicable)
	(b) The person by words or conduct places the person receiving the threat in reasonable fear that the threat will be carried out. 2. Except where the provisions of subsection 2, 3 or 4 of NRS 200.575 are applicable, a person who is guilty of harassment: (a) For the first offense, is guilty of a misdemeanor. (b) For the second or any subsequent offense, is guilty of a gross misdemeanor. 3. The penalties provided in this section do not preclude the victim from seeking any other legal remedy available. (Added to NRS by 1989, 897; A 1993, 510; 2001, 2785; 2019, 1818)	students, and non-employee third parties. Bullying on the basis of sexual orientation constitutes sexual orientation harassment.

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TECHNOLOGY VIOLATION (minor)	State Definition	Federal Definition (as applicable)
Includes: • Acceptable use policy • Cell phone use violations • electronic device violation • Inappropriate use of technology violation • Internet violation • Personal communication device	Violations of the policy concerning use and possession of electronic devices adopted by the board of trustees pursuant to NRS 392.4637. **NRS 392.4637 Policy concerning use and possession of pagers, cellular telephones and other electronic devices.** 1. The board of trustees of each school district shall adopt a policy concerning the use and possession by pupils of a pager, cellular telephone or any other similar electronic device used for communication while on the premises of a public school or while at an activity sponsored by a public school.	

TECHNOLOGY VIOLATION (minor)	State Definition	Federal Definition (as applicable)
	2. The policy adopted pursuant to subsection 1 must: (a) Prescribe appropriate measures for disciplining a pupil who violates the policy. (b) Be included within each copy of the rules of behavior for pupils that the school district provides to pupils pursuant to NRS 392.463. (Added to NRS by 2003, 493)	

THEFT/POSSESSION OF STOLEN PROPERTY (major)	State Definition	Federal Definition (as applicable)
Includes: • Burglary • Larceny • Robbery • Stealing • theft private property • theft personal property Rule out: • Age/development level of the student; younger student behaviors may alternatively be captured in Disregard for School Rules, minor, as appropriate. • Other major prohibited behavior that more appropriately captures the behavior of the student.	Stealing or taking the property of another individual, or being in the possession of property that has been stolen, based on statutory definitions for such actions, and which is a violation of the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463; a violation of the rules of the school as outlined in the Parent/Student handbook; or disseminated by the individual school, teacher, or coach. See also: • **NRS 205.0832** Actions which constitute theft. • **NRS 205.060** Residential burglary, burglary of a business, burglary of a motor vehicle and burglary of a structure: Definitions; penalties; venue. [Effective July 1, 2020.] • **NRS 200.380** Definition; penalty. (Robbery)	**Robbery** Is taking or attempting to take anything of value that is owned by another person or organization, under confrontational circumstances by force or threat of force or violence and/or by putting the victim in fear. A key difference between robbery and theft/larceny is that robbery involves threat or assault.

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THEFT/POSSESSION OF STOLEN PROPERTY (major)	**State Definition**	**Federal Definition (as applicable)**
	• **NRS 205.220** Grand larceny: Definition. [Effective July 1, 2020.]	

TRESPASSING (minor or major)	**State Definition**	**Federal Definition (as applicable)**
Includes: • Presence in unauthorized area Rule out: • Age/development level of the student; younger student behaviors may alternatively be captured in Disregard for School Rules, minor, as appropriate. • Other major prohibited behavior that more appropriately captures the behavior of the student.	Trespassing or presence in an unauthorized area by a student and which is a violation of the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463; a violation of the rules of the school as outlined in the Parent/Student handbook; or disseminated by the individual school, teacher, or coach; and which includes previous or repeated communication to the student that the area is off-limits to students. **S**ee also: • **NRS 207.200** Unlawful trespass upon land; warning against trespassing.	

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BULLYING BEHAVIORS

BULLYING (minor or major)	State Definition	Federal Definition (as applicable)
Includes: • Harassment • Hazing • Intimidation • Libel/Slander • Retaliation • Stalking Note: • Per subsection 7 of NRS 388.1351, if an investigation into a report of discrimination based on race, bullying, or cyberbullying determines that no violation occurred, then "information concerning the incident must not be included in the record of the reported aggressor." • However, because of federal reporting requirements regarding bullying and cyberbullying, NDE's Infinite Campus Governing Board has determined that information regarding the incident must stay in the record of the reported aggressor through the end of the school year in which the report of bullying or cyberbullying was first	**NRS 388.122 "Bullying" defined.** 1. "Bullying" means written, verbal or electronic expressions or physical acts or gestures, or any combination thereof, that are directed at a person or group of persons, or a single severe and willful act or expression that is directed at a person or group of persons, and: (a) Have the effect of: (1) Physically harming a person or damaging the property of a person; or (2) Placing a person in reasonable fear of physical harm to the person or damage to the property of the person; (b) Interfere with the rights of a person by: (1) Creating an intimidating or hostile educational environment for the person; or (2) Substantially interfering with the academic performance of a pupil or the ability of the person 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: (1) 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; or (2) Association of a person with another person having one or more of those actual or perceived characteristics. 2. The term includes, without limitation:	**Harassment Or Bullying On The Basis Of Disability** Refers to intimidation or abusive behavior toward a student based on actual or perceived disability. Harassing conduct may take many forms, including verbal acts and name-calling, as well as non-verbal behavior, such as graphic and written statements, or conduct that is physically threatening, harmful, or humiliating. The conduct can be carried out by school employees, other students, and non-employee third parties. Bullying on the basis of disability constitutes disability harassment. **Harassment Or Bullying On The Basis Of Race, Color, Or National Origin** Refers to intimidation or abusive behavior toward a student based on actual or perceived race, color, or national origin. Harassing conduct may take many forms, including verbal acts and name-calling, as well as non-verbal behavior, such as graphic and written statements, or conduct that is physically threatening, harmful or humiliating. The conduct can be carried out by school employees, other students, and non-employee third parties. Bullying on the basis of race, color, or national origin constitutes racial harassment. **Harassment Or Bullying On The Basis Of Religion** Refers to intimidation or abusive behavior toward a student based on actual or perceived religion. Harassing conduct may take many forms, including verbal acts and name-calling, as well as non-verbal behavior, such as graphic and written statements, or conduct that is physically threatening, harmful or humiliating. The conduct

BULLYING (minor or major)	State Definition	Federal Definition (as applicable)
made. Once the federal reporting requirements have been met, the information regarding the incident must be removed from the record of the reported aggressor.	(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 person, sex or any other distinguishing characteristic or background of a person; (b) Behavior that is intended to harm another person by damaging or manipulating his or her relationships with others by conduct that includes, without limitation, 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 person, to his or her possessions or to other persons, 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 person or his or her property. (Added to NRS by 2009, 687; A 2011, 2245; 2013, 1655, 2138; 2015, 411) **NRS 200.571 Harassment: Definition; penalties.** 1. A person is guilty of harassment if: (a) Without lawful authority, the person knowingly threatens: (1) To cause bodily injury in the future to the person threatened or to any other person;	can be carried out by school employees, other students, and non-employee third parties. Bullying on the basis of religion constitutes religious harassment.

BULLYING (minor or major)	State Definition	Federal Definition (as applicable)
	(2) To cause physical damage to the property of another person; (3) To subject the person threatened or any other person to physical confinement or restraint; or (4) To do any act which is intended to substantially harm the person threatened or any other person with respect to his or her physical or mental health or safety; and (b) The person by words or conduct places the person receiving the threat in reasonable fear that the threat will be carried out. **NRS 200.605 Penalties; definition.** 1. A person who engages in hazing is guilty of: (a) A misdemeanor, if no substantial bodily harm results. (b) A gross misdemeanor, if substantial bodily harm results. 2. Consent of a victim of hazing is not a valid defense to a prosecution conducted pursuant to this section. 3. For the purposes of this section, an activity shall be deemed to be "forced" if initiation into or affiliation with a student organization, academic association or athletic team is directly or indirectly conditioned upon participation in the activity. 4. As used in this section, **"hazing"** means an activity in which a person intentionally or recklessly endangers the physical health of another person for the purpose of initiation into or affiliation with a student organization, academic association or athletic team at a high school, college or university in this state. The term: (a) Includes, without limitation, any physical brutality or brutal treatment, including, without limitation, whipping, beating, branding, forced	

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BULLYING (minor or major)	State Definition	Federal Definition (as applicable)
	calisthenics, exposure to the elements or forced consumption of food, liquor, drugs or other substances. (b) Does not include any athletic, curricular, extracurricular or quasi-military practice, conditioning or competition that is sponsored or approved by the high school, college or university. (Added to NRS by 1999, 1065) **NRS 200.575 Stalking: Definitions; penalties; entry of finding in judgment of conviction or admonishment of rights.** 1. A person who, without lawful authority, willfully or maliciously engages in a course of conduct directed towards a victim that would cause a reasonable person under similar circumstances to feel terrorized, frightened, intimidated, harassed or fearful for his or her immediate safety or the immediate safety of a family or household member, and that actually causes the victim to feel terrorized, frightened, intimidated, harassed or fearful for his or her immediate safety or the immediate safety of a family or household member, commits the crime of stalking.	

CYBERBULLYING (minor or major)	State Definition	Federal Definition (as applicable)
Includes the following when the behavior is perpetrated **via electronic means**: • Harassment • Hazing • Intimidation • Libel/Slander • Retaliation	**NRS 388.123 "Cyber-bullying" defined.** "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 section, "sexual image" has the meaning ascribed to it in NRS 200.737. (Added to NRS by 2009, 687; A 2011, 1062)	

CYBERBULLYING (minor or major)	**State Definition**	**Federal Definition (as applicable)**
• Stalking Note: • See definition for "BULLYING" above regarding the removal of information in the record of the reported aggressor if an investigation determines that cyberbullying did not occur.	See also additional definitions, above (BULLYING): • NRS 200.571 Harassment: Definition; penalties. • NRS 200.605 Penalties; definition. (Hazing) • NRS 200.575 Stalking: Definitions; penalties; entry of finding in judgment of conviction or admonishment of rights.	

DISCRIMINATION BASED ON RACE (minor or major)	**State Definition**	**Federal Definition (as applicable)**
Note: • The passage of AB 371 (2021) added "discrimination based on race" throughout all relevant portions of NRS 388 that previously applied to bullying and cyberbullying. Note: • See definition for "BULLYING" above regarding the removal of information in the record of the reported aggressor if an investigation determines that discrimination based on race did not occur.	NRS 388.1235 **"Discrimination based on race" defined.** ***"Discrimination based on race" means any single or repeated or pervasive act or acts, whether targeted to a specific person or targeted in general to any demographic identified in subsection 1:*** ***1. 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*** ***2. That occurs in person, online or in any other setting including, without***	

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DISCRIMINATION BASED ON RACE (minor or major)	State Definition	Federal Definition (as applicable)
	limitation, in a course of distance education.	

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SUBSTANCE USE BEHAVIORS

ALCOHOL – POSSESSION/USE OF (minor)	State Definition	Federal Definition (as applicable)
May include: • NIAA Substance Abuse Violation (if the violation pertains to alcohol)	A violation of the plan to ensure that public schools are safe and free of controlled substances as adopted by the school district pursuant to NRS 392.463, through the possession or use of an alcoholic beverage. See also: **NRS 392.464 Adoption and enforcement by trustees of disciplinary measures for pupil in possession of alcoholic beverage or controlled substance on premises of school.** 1. The board of trustees of each school district shall adopt and enforce measures for disciplining any pupil who is found in possession of an alcoholic beverage or a controlled substance, while on the premises of any public school in its district. 2. As used in this section, "alcoholic beverage" has the meaning ascribed to it in NRS 202.015. (Added to NRS by 1985, 1649; A 1987, 482, 1550, 1576)	

DRUG PARAPHERNALIA – POSSESSION OF (minor)	State Definition	Federal Definition (as applicable)
This does NOT include: • Possession of a controlled substance	A violation of the plan to ensure that public schools are safe and free of controlled substances as adopted by the school district pursuant to NRS 392.463,	

DRUG PARAPHERNALIA – POSSESSION OF (minor)	**State Definition**	**Federal Definition (as applicable)**
Note: • If the student is in possession of controlled substances in addition to drug paraphernalia, code the behavior as "POSSESSION/USE OF A CONTROLLED SUBSTANCE (major)."	through the possession or use of drug paraphernalia.	

POSSESSION/USE OF A CONTROLLED SUBSTANCE (major)	**State Definition**	**Federal Definition (as applicable)**
Includes: • Over the counter medication misuse May include: • NIAA Substance Abuse Violation (if the violation pertains to a controlled substance) Rule out: • ALCOHOL – POSSESSION/USE OF • If the violation does not involve a controlled substance, consider coding as TOBACCO VIOLATION. Note: • Sale/distribution of a controlled substance is a law enforcement and not a student discipline event	A violation of the plan to ensure that public schools are safe and free of controlled substances as adopted by the school district pursuant to NRS 392.463, through the possession or use of a controlled substance. **NRS 392.463 Adoption of plan to ensure public schools are safe and free of controlled substances; written rules of behavior and punishments; distribution of plan and rules to pupils; availability for inspection.** 1. Each school district shall adopt a plan to ensure that the public schools within the school district are safe and free of controlled substances. The plan must comply with the Safe and Drug-Free Schools and Communities Act, 20 U.S.C. §§ 7101 et seq. 2. Each school district shall prescribe written rules of behavior required of and prohibited for pupils attending school within their district and shall prescribe appropriate punishments for	**Drug offenses** The use, possession, sale, or solicitation of drugs as identified in 21 U.S.C. Section 812(c). These offenses do not include the use, possession, sale, or solicitation of alcohol or tobacco.

POSSESSION/USE OF A CONTROLLED SUBSTANCE (major)	**State Definition**	**Federal Definition (as applicable)**
(see section on Behavior event types to be eliminate).	violations of the rules. If suspension or expulsion is used as a punishment for a violation of the rules, the school district shall follow the procedures in NRS 392.467. 3. A copy of the plan adopted pursuant to subsection 1 and the rules of behavior, prescribed punishments and procedures to be followed in imposing punishments prescribed pursuant to subsection 2 must be distributed to each pupil at the beginning of the school year and to each new pupil who enters school during the year. Copies must also be made available for inspection at each school located in that district in an area on the grounds of the school which is open to the public. (Added to NRS by 1985, 350; A 2003, 19th Special Session, 80) See also: **NRS 392.464 Adoption and enforcement by trustees of disciplinary measures for pupil in possession of alcoholic beverage or controlled substance on premises of school.** 1. The board of trustees of each school district shall adopt and enforce measures for disciplining any pupil who is found in possession of an alcoholic beverage or a controlled substance, while on the premises of any public school in its district. 2. As used in this section, "alcoholic beverage" has the meaning ascribed to it in NRS 202.015. (Added to NRS by 1985, 1649; A 1987, 482, 1550, 1576)	

TOBACCO VIOLATION (minor)	**State Definition**	**Federal Definition (as applicable)**
Includes: • Vaping (must rule out presence of a controlled substance) May include: • NIAA Substance Abuse Violation (if the violation pertains to a tobacco product)	A violation of the plan to ensure that public schools are safe and free of controlled substances as adopted by the school district pursuant to NRS 392.463, through the possession or use of tobacco or tobacco related products.	

THREAT BEHAVIORS

THREAT TO SCHOOL (major)	State Definition	Federal Definition (as applicable)
Includes: • Bomb threat • Threat of a school shooting Rule out: • Age/development level of the student; younger student behaviors may alternatively be captured in Disregard for School Rules, minor, as appropriate. • Other major prohibited behavior that more appropriately captures the behavior of the student. Note: • Consider requesting that a suicide/homicide assessment and/or a threat inquiry assessment be performed in association with this behavior event type.	A statement of an intention to inflict pain, injury, death, damage, or other hostile action against a specific school or the occupants of a specific school. **Bomb threat** means willfully conveying by mail, written notes, telephone, texting, internet, radio, or any other means of communication, any bomb threat, knowing it to be false.	

THREAT TO STAFF (major)	State Definition	Federal Definition (as applicable)
Rule out: • Age/development level of the student; younger student behaviors may alternatively be	NRS 392.915 **Threatening to cause bodily harm or death to pupil or school employee by means of oral, written or electronic communication; penalties.** 1. A person shall not, through the use of any means of oral, written or electronic	**Threat** Refers to an act where there was no physical contact between the offender and victim but the victim felt that physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes nonverbal threats

THREAT TO STAFF (major)	State Definition	Federal Definition (as applicable)
captured in Disregard for School Rules, minor, as appropriate. • Other major prohibited behavior that more appropriately captures the behavior of the student. Note: • Consider requesting that a suicide/homicide assessment and/or a threat inquiry assessment be performed in association with this behavior event type.	communication, including, without limitation, through the use of cyber-bullying, knowingly threaten to cause bodily harm or death to a pupil or employee of a school district or charter school with the intent to: (a) Intimidate, harass, frighten, alarm or distress a pupil or employee of a school district or charter school; (b) Cause panic or civil unrest; or (c) Interfere with the operation of a public school, including, without limitation, a charter school. 2. Unless a greater penalty is provided by specific statute, a person who violates the provisions of subsection 1 is guilty of: (a) A misdemeanor, unless the provisions of paragraph (b) apply to the circumstances. (b) A gross misdemeanor, if the threat causes: (1) Any pupil or employee of a school district or charter school who is the subject of the threat to be intimidated, harassed, frightened, alarmed or distressed; (2) Panic or civil unrest; or (3) Interference with the operation of a public school, including, without limitation, a charter school. 3. As used in this section: (a) "Cyber-bullying" has the meaning ascribed to it in NRS 388.123. (b) "Oral, written or electronic communication" includes, without limitation, any of the following: (1) A letter, note or any other type of written correspondence. (2) An item of mail or a package delivered by any person or postal or delivery service.	(e.g., brandishing a weapon), and verbal threats of physical harm which are made in person. Threats made over the telephone or threatening letters are excluded. **Threat Of Physical Attack With A Weapon** Includes displaying, brandishing, or discharging a weapon, but with no actual physical contact of any person. A threat is made in person. Threats made over the telephone or threatening letters are excluded. A threat of physical attack using words that refer to a weapon would not be considered a threat with a weapon. **Threat Of Physical Attack Without A Weapon** Refers to a threat without any display, brandishment, or discharge of a weapon, and with no actual physical contact of any person. A threat is made in person. Threats made over the telephone or threatening letters are excluded. A threat of physical attack using words that refer to a weapon would be considered a threat without a weapon.

THREAT TO STAFF (major)	State Definition	Federal Definition (as applicable)
	(3) A telegraph or wire service, or any other similar means of communication. (4) A telephone, cellular phone, satellite phone, page or facsimile machine, or any other similar means of communication. (5) A radio, television, cable, closed-circuit, wire, wireless, satellite or other audio or video broadcast or transmission, or any other similar means of communication. (6) An audio or video recording or reproduction, or any other similar means of communication. (7) An item of electronic mail, a modem or computer network, or the Internet, or any other similar means of communication. (Added to NRS by 2001 Special Session, 184; A 2009, 690)	

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THREAT TO STUDENT (major)	State Definition	Federal Definition (as applicable)
Rule out: • Age/development level of the student; younger student behaviors may alternatively be captured in Disregard for School Rules, minor, as appropriate. • Other major prohibited behavior that more appropriately captures the behavior of the student. Note: • Consider requesting that a suicide/homicide assessment and/or a threat inquiry assessment be performed in	**NRS 392.915 Threatening to cause bodily harm or death to pupil or school employee by means of oral, written or electronic communication; penalties.** 1. A person shall not, through the use of any means of oral, written or electronic communication, including, without limitation, through the use of cyber-bullying, knowingly threaten to cause bodily harm or death to a pupil or employee of a school district or charter school with the intent to: (a) Intimidate, harass, frighten, alarm or distress a pupil or employee of a school district or charter school; (b) Cause panic or civil unrest; or	**Threat** Refers to an act where there was no physical contact between the offender and victim but the victim felt that physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes nonverbal threats (e.g., brandishing a weapon), and verbal threats of physical harm which are made in person. Threats made over the telephone or threatening letters are excluded. **Threat Of Physical Attack With A Weapon** Includes displaying, brandishing, or discharging a weapon, but with no actual physical contact of any person. A threat is made in person. Threats made over the telephone or threatening letters are excluded. A threat of physical attack using

THREAT TO STUDENT (major)	State Definition	Federal Definition (as applicable)
association with this behavior event type.	(c) Interfere with the operation of a public school, including, without limitation, a charter school. 2. Unless a greater penalty is provided by specific statute, a person who violates the provisions of subsection 1 is guilty of: (a) A misdemeanor, unless the provisions of paragraph (b) apply to the circumstances. (b) A gross misdemeanor, if the threat causes: (1) Any pupil or employee of a school district or charter school who is the subject of the threat to be intimidated, harassed, frightened, alarmed or distressed; (2) Panic or civil unrest; or (3) Interference with the operation of a public school, including, without limitation, a charter school. 3. As used in this section: (a) "Cyber-bullying" has the meaning ascribed to it in NRS 388.123. (b) "Oral, written or electronic communication" includes, without limitation, any of the following: (1) A letter, note or any other type of written correspondence. (2) An item of mail or a package delivered by any person or postal or delivery service. (3) A telegraph or wire service, or any other similar means of communication. (4) A telephone, cellular phone, satellite phone, page or facsimile machine, or any other similar means of communication. (5) A radio, television, cable, closed-circuit, wire, wireless, satellite or other audio or video broadcast or transmission, or any other similar means of communication.	words that refer to a weapon would not be considered a threat with a weapon. **Threat Of Physical Attack Without A Weapon** Refers to a threat without any display, brandishment, or discharge of a weapon, and with no actual physical contact of any person. A threat is made in person. Threats made over the telephone or threatening letters are excluded. A threat of physical attack using words that refer to a weapon would be considered a threat without a weapon.

THREAT TO STUDENT (major)	State Definition	Federal Definition (as applicable)
	(6) An audio or video recording or reproduction, or any other similar means of communication. (7) An item of electronic mail, a modem or computer network, or the Internet, or any other similar means of communication. (Added to NRS by 2001 Special Session, 184; A 2009, 690)	

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VIOLENT BEHAVIORS

VIOLENCE/HARM TO STAFF (major)	State Definition	Federal Definition (as applicable)
Includes: • Assault to staff • Battery to staff Rule out: • Age/development level of the student; younger student behaviors may alternatively be captured in Disregard for School Rules, minor, as appropriate • Other major prohibited behavior that more appropriately captures the behavior of the student. Note: • Consider requesting that a suicide/homicide assessment and/or a threat inquiry assessment be performed in association with this behavior event type.	**NRS 200.481 Battery: Definitions; penalties.** 1. As used in this section: (a) "Battery" means any willful and unlawful use of force or violence upon the person of another. **NRS 392.910 Assaulting pupil or school employee; interference with persons peaceably assembled within school; penalties.** 1. It is unlawful for any person to assault any pupil or school employee: (a) Within the building or grounds of the school; (b) On a bus, van or any other motor vehicle owned, leased or chartered by a school district to transport pupils or school employees; or (c) At a location where the pupil or school employee is involved in an activity sponsored by a public school. Ê Except under circumstances described in paragraph (c) or (d) of subsection 2 of NRS 200.471 with respect to school employees or in NRS 200.571, any person who violates this subsection is guilty of a misdemeanor. 2. It is unlawful for any person maliciously in any manner to interfere with or disturb any persons peaceably assembled within a building of a public school for school district purposes. Any person who violates this subsection is guilty of a misdemeanor. 3. For the purposes of this section: (a) "Assault" has the meaning ascribed to it in NRS 200.471.	

VIOLENCE/HARM TO STAFF (major)	State Definition	Federal Definition (as applicable)
	(b) "Maliciously" has the meaning ascribed to it in NRS 193.0175. (c) "School employee" means any licensed or unlicensed person employed by a board of trustees of a school district pursuant to NRS 391.100 or 391.281. [408:32:1956] — (NRS A 1967, 566; 1979, 1617; 1993, 239; 2001 Special Session, 185; 2003, 2; 2015, 428) **NRS 200.471 Assault: Definitions; penalties. [Effective January 1, 2020.]** 1. As used in this section: (a) "Assault" means: (1) Unlawfully attempting to use physical force against another person; or (2) Intentionally placing another person in reasonable apprehension of immediate bodily harm.	

VIOLENCE/HARM TO STUDENTS (major)	State Definition	Federal Definition (as applicable)
Includes: • Fighting • Hitting • Instigation/promotion of fighting or violence • Assault to students • Battery to students Rule out: • Age/development level of the student; younger student behaviors may alternatively be	**NRS 200.481 Battery: Definitions; penalties.** 1. As used in this section: (a) "Battery" means any willful and unlawful use of force or violence upon the person of another. **NRS 392.910 Assaulting pupil or school employee; interference with persons peaceably assembled within school; penalties.** 1. It is unlawful for any person to assault any pupil or school employee: (a) Within the building or grounds of the school;	**Physical Attack Or Fight** Refers to an actual and intentional touching or striking of another person against his/her will, or the intentional causing of bodily harm to an individual. Physical attack or fight does not include rape.

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VIOLENCE/HARM TO STUDENTS (major)	State Definition	Federal Definition (as applicable)
captured in Disregard for School Rules, minor, as appropriate • Other major prohibited behavior that more appropriately captures the behavior of the student. Note: • Consider requesting that a suicide/homicide assessment and/or a threat inquiry assessment be performed in association with this behavior event type.	(b) On a bus, van or any other motor vehicle owned, leased or chartered by a school district to transport pupils or school employees; or (c) At a location where the pupil or school employee is involved in an activity sponsored by a public school. Ê Except under circumstances described in paragraph (c) or (d) of subsection 2 of NRS 200.471 with respect to school employees or in NRS 200.571, any person who violates this subsection is guilty of a misdemeanor. 2. It is unlawful for any person maliciously in any manner to interfere with or disturb any persons peaceably assembled within a building of a public school for school district purposes. Any person who violates this subsection is guilty of a misdemeanor. 3. For the purposes of this section: (a) "Assault" has the meaning ascribed to it in NRS 200.471. (b) "Maliciously" has the meaning ascribed to it in NRS 193.0175. (c) "School employee" means any licensed or unlicensed person employed by a board of trustees of a school district pursuant to NRS 391.100 or 391.281. [408:32:1956] — (NRS A 1967, 566; 1979, 1617; 1993, 239; 2001 Special Session, 185; 2003, 2; 2015, 428)	

WEAPONS INVOLVED BEHAVIORS

POSSESSION/USE OF A WEAPON (major)	State Definition	Federal Definition (as applicable)
Includes: • Air/pellet/paint gun • Combustibles • Explosive device • Firearm • Fireworks • Incendiary device/bomb • Knives See also: • NRS 392.4634 – Prohibition against disciplining certain pupils for simulating firearm or dangerous weapon or wearing clothing or accessories that depict firearm or dangerous weapon; exceptions; prohibition against adoption of conflicting policy, ordinance or regulation. Rule out: • Age/development level of the student; younger student behaviors may alternatively be captured in Disregard for School Rules, minor, as appropriate	A pupil who is found in possession of a firearm or a dangerous weapon while on the premises of any public school, at an activity sponsored by a public school or on any school bus, where dangerous weapon and firearm are defined as (see NRS 392.466): **(b) "Dangerous weapon"** includes, without limitation, a blackjack, slungshot, billy, sand-club, sandbag, metal knuckles, dirk or dagger, a nunchaku or trefoil, as defined in NRS 202.350, a butterfly knife or any other knife described in NRS 202.350, a switchblade knife as defined in NRS 202.265, or any other object which is used, or threatened to be used, in such a manner and under such circumstances as to pose a threat of, or cause, bodily injury to a person. (see NRS 392.466) **(c) "Firearm"** includes, without limitation, any pistol, revolver, shotgun, explosive substance or device, and any other item included within the definition of a "firearm" in 18 U.S.C. § 921, as that section existed on July 1, 1995. (see NRS 392.466)	**Firearm Or Explosive Device** Refers to any weapon that is designed to (or may readily be converted to) expel a projectile by the action of an explosive. This includes guns, bombs, grenades, mines, rockets, missiles, pipe bombs, or similar devices designed to explode and capable of causing bodily harm or property damage. **Threat Of Physical Attack With A Weapon** Includes displaying, brandishing, or discharging a weapon, but with no actual physical contact of any person. A threat is made in person. Threats made over the telephone or threatening letters are excluded. A threat of physical attack using words that refer to a weapon would not be considered a threat with a weapon. **Weapon** Is any instrument or object used with the intent to threaten, injure, or kill. This includes look-alikes if they are used to threaten others. **Dangerous weapon** A weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of causing death or serious bodily injury; such a term does not include a pocket knife with a blade of less than 2 ½ inches in length. (18 USC section 930(g)(2)) **Firearm** A firearm is defined in Title 18 USC §921, Definitions as follows: A. any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; B. the frame or receiver of any such weapon; C. any firearm muffler or firearm silencer; or

POSSESSION/USE OF A WEAPON (major)	State Definition	Federal Definition (as applicable)
• Other major prohibited behavior that more appropriately captures the behavior of the student. Note: • Consider requesting that a suicide/homicide assessment and/or a threat inquiry assessment be performed in association with this behavior event type.		D. any destructive device. Such term does not include an antique firearm. **Shotgun** For this file specification, shotgun is either a shotgun or a "short-barreled shotgun." A. The term "shotgun" means a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder and designed or redesigned and made or remade to use the energy of an explosive to fire through a smooth bore either a number of ball shot or a single projectile for each single pull of the trigger. B. The term "short-barreled shotgun" means a shotgun having one or more barrels less than eighteen inches in length and any weapon made from a shotgun (whether by alteration, modification or otherwise) if such a weapon as modified has an overall length of less than twenty-six inches. **Rifle** For this file specification, rifle is either a rifle or a "short-barreled rifle." A. The term "rifle" means a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder and designed or redesigned and made or remade to use the energy of an explosive to fire only a single projectile through a rifled bore for each single pull of the trigger. B. The term "short-barreled rifle" means a rifle having one or more barrels less than sixteen inches in length and any weapon made from a rifle (whether by alteration, modification, or otherwise) if such weapon, as modified, has an overall length of less than twenty-six inches. **Destructive device**

POSSESSION/USE OF A WEAPON (major)	State Definition	Federal Definition (as applicable)
		The term "destructive device" used in part (D) of the definition of "firearm" means A. any explosive, incendiary, or poison gas— i. bomb, ii. grenade, iii. rocket having a propellant charge of more than four ounces, iv. missile having an explosive or incendiary charge of more than one-quarter ounce, v. mine, or vi. device similar to any of the devices described in the preceding clauses; B. any type of weapon (other than a shotgun or a shotgun shell which the Attorney General finds is generally recognized as particularly suitable for sporting purposes) by whatever name known which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter; and C. any combination of parts either designed or intended for use in converting any device into any destructive device described in subparagraph (A) or (B) and from which a destructive device may be readily assembled. The term "destructive device" shall not include any device which is neither designed nor redesigned for use as a weapon; any device, although originally designed for use as a weapon, which is redesigned for use as a signaling, pyrotechnic, line throwing, safety, or similar device; surplus ordnance sold, loaned, or given by the Secretary of the Army pursuant to the provisions of section 4684 (2), 4685, or 4686 of title 10; or any other device which the Attorney General finds is not likely to be used as a weapon, is an antique, or is a rifle which the owner intends to use

POSSESSION/USE OF A WEAPON (major)	State Definition	Federal Definition (as applicable)
		solely for sporting, recreational or cultural purposes.

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BEHAVIOR EVENT TYPES TO BE ELIMINATED

The following event types have been eliminated from the available options for student discipline offenses and should no longer be used as stand-alone discipline offenses:

ELIMINATED OFFENSE	NOTES:
Absent	This information should be recorded in the Attendance tab of the student information system.
Aggressive behavior	This should be coded based on the actual behavior of the student, e.g. Violations of School Rules, Disruption of Class/School Activities, Inappropriate Language, Threat to Staff/Student, etc..
Assault	This has been added to Violence/Harm to Staff and Violence/Harm to Students.
Battery	This has been added to Violence/Harm to Staff and Violence/Harm to Students.
Defiance	This term is subjective and does not support accurate collection of data; coding of discipline offenses must be based on the actual behavior of the student and not the perception of the educator or administrator. See Disregard for School Rules, Insubordination, Disruption of Class/School Activities or other offense types that more accurately capture the specific behavior for which the student is receiving a disciplinary sanction.
Disrespect	This term is subjective and does not support accurate collection of data; coding of discipline offenses must be based on the actual behavior of the student and not the perception of the educator or administrator. See Disregard for School Rules, Insubordination, Disruption of Class/School Activities or other offense types that more accurately capture the specific behavior for which the student is receiving a disciplinary sanction.
English in the Classroom	This is not an appropriate event for student discipline sanctions.
Immoral Conduct	This is not an appropriate event for student discipline sanctions.
Information Only	This information should be recorded in the Notes section of the student information system.
Leftover student	This information should be recorded in the Notes section of the student information system.
Retaliation	This has been added to the Bullying/Cyberbullying offenses.
Sale/Distribution of a Controlled Substance	This is a law enforcement event and not a student discipline event.
Stalking	This has been added to the Bullying/Cyberbullying offenses.

ELIMINATED OFFENSE	**NOTES:**
Traffic Violation	This is a law enforcement event and not a student discipline event.
Verbal Confrontation	This should be coded based on the actual behavior of the student and the intent of the words which were spoken, e.g., Inappropriate Language, Threat to Staff/Student, etc.

SANCTIONS

SUSPENSION	State Definition	Federal Definition (as applicable)
AB 67 (2021) added new language to NRS 392 to define suspend or suspension. Note: • Upon approval of proposed draft regulation R020-22, suspension will be defined as "the disciplinary removal of a pupil from the school in which the pupil is currently enrolled for more than 2 school days and not more than one school semester."	**NRS 392.4607 "Suspend" or "suspension" defined.** ***"Suspend" or "suspension" means the disciplinary removal of a pupil from the school in which the pupil is currently enrolled for not more than one school semester.***	**Out-Of-School Suspension** For students with disabilities served under IDEA: Out-of-school suspension is an instance in which a child is temporarily removed from his/her regular school for at least half a day for disciplinary purposes to another setting (e.g., home, behavior center). Out-of-school suspensions include both removals in which no individualized family service plan (IFSP) or individualized education plan (IEP) services are provided because the removal is 10 days or less as well as removals in which the child continues to receive services according to his/her IFSP or IEP. For students without disabilities and students with disabilities served solely under Section 504 of the Rehabilitation Act: Out-of-school suspension is an instance in which a child is temporarily removed from his/her regular school for at least half a day (but less than the remainder of the school year) for disciplinary purposes to another setting (e.g., home, behavior center). Out-of-school suspensions include removals in which no educational services are provided, and removals in which educational services are provided (e.g., school-provided at home instruction or tutoring).

SIGNIFICANT SUSPENSION	State Definition	Federal Definition (as applicable)
AB 67 (2021) added new language to NRS 392.4655 for the purposes of deeming a student a habitual disciplinary problem (see definition of Habitual Disciplinary Problem, above).	Section 22 of AB 67 (2021) amended NRS 392.4655 to define significant suspension for the purposes of deeming a student as a habitual disciplinary problem as:	

SIGNIFICANT SUSPENSION	State Definition	Federal Definition (as applicable)
	10. As used in this section, "significant suspension" means the school in which the pupil is enrolled: ***(a) Prohibits the pupil from attending school for 3 or more consecutive days; and*** ***(b) Requires a conference or some other form of communication with the parent or legal guardian of the pupil before the pupil is allowed to return to school.***	

EXPULSION	State Definition	Federal Definition (as applicable)
AB 67 (2021) added new language to NRS 392 to define expel or expulsion.	**NRS 392.4603 "Expel" or "expulsion" defined.** ***"Expel" or "expulsion" means the disciplinary removal of a pupil from the school in which the pupil is currently enrolled for more than one school semester with the possibility of:*** ***1. Except as otherwise provided in subsection 2, returning to the school in which the pupil is currently enrolled or another public school within the school district after the expulsion; and*** ***2. Enrolling in a program or public school for alternative education for pupils who are expelled or permanently expelled during the period of expulsion.***	**Expulsion Under Zero Tolerance Policies** Refers to an action taken by the local educational agency of removing a child from his/her regular school for the remainder of the school year or longer because of zero-tolerance policies. A zero tolerance policy is a policy that results in mandatory expulsion of any student who commits one or more specified offenses (e.g., offenses involving guns, or other weapons, or violence, or similar factors, or combinations of these factors). A policy is considered "zero tolerance" even if there are some exceptions to the mandatory aspect of the expulsion, such as allowing the chief administering officer of a local educational agency to modify the expulsion on a case-by-case basis. **Expulsion With Educational Services** Refers to an action taken by the local educational agency of removing a child from his/her regular school for disciplinary purposes, and providing educational services to the child (e.g., school-provided at home instruction or tutoring; transfer

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EXPULSION	State Definition	Federal Definition (as applicable)
		to an alternative school) for the remainder of the school year (or longer) in accordance with local educational agency policy. Expulsion with educational services also includes removals resulting from violations of the Gun Free Schools Act that are modified to less than 365 days. **Transfer To An Alternative School For Disciplinary Reasons** Is a subset of expulsion with educational services. **Expulsion Without Educational Services** Refers to an action taken by the local educational agency of removing a child from his/her regular school for disciplinary purposes, and not providing educational services to the child for the remainder of the school year or longer in accordance with local educational agency policy. Expulsion without services also includes removals resulting from violations of the Gun Free Schools Act that are modified to less than 365 days.

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PERMANENTLY EXPELLED	State Definition	Federal Definition (as applicable)
AB 67 (2021) added new language to NRS 392.466 to define permanent expulsion. Note: • Students who are 10 years old or younger can only be permanently expelled for possession of a dangerous weapon (subsection 3 of NRS 392.466) and only if the board of trustees grants an exception to the prohibition on permanently expelling a student	NRS 392.466 (effective July 1, 2022): ***(f) "Permanently expelled" means the disciplinary removal of a pupil from the school in which the pupil is currently enrolled:*** ***(1) Except as otherwise provided in subparagraph (2), without the possibility of returning to the school in which the pupil is currently enrolled or another public school within the school district; and*** ***(2) With the possibility of enrolling in a program or public school for***	

PERMANENTLY EXPELLED	State Definition	Federal Definition (as applicable)
who is 10 years old or younger (see subsection 9 of NRS 392.466, effective July 1, 2022).	***alternative education for pupils who are expelled or permanently expelled after being permanently expelled.*** **NRS 392.467 Suspension or expulsion of pupil: Procedure; limitations.** 1. Except as otherwise provided in subsections 5 and 6 and NRS 392.466, the board of trustees of a school district ***or its designee*** may authorize the suspension or expulsion of any pupil who is at least 11 years of age from any public school within the school district. Except as otherwise provided in ***this subsection and subsection 3*** of NRS 392.466, a pupil who is ~~**[not more]**~~ ***less*** than ~~**[10]**~~ ***11*** years of age must not be permanently expelled from school. ***In extraordinary circumstances, a school may request an exception to the prohibition set forth in this subsection against permanently expelling a pupil who is less than 11 years of age from school from the board of trustees of the school district.***	

PLAN OF ACTION BASED ON RESTORATIVE JUSTICE	State Definition	Federal Definition (as applicable)
SB 354 (2021) added the requirement for plan of action based on restorative justice prior to ANY removal of a student from a	**NRS 392.472 Requirement to provide plan of action before expelling pupil;**	

PLAN OF ACTION BASED ON RESTORATIVE JUSTICE	State Definition	Federal Definition (as applicable)
classroom or other premises of a school, in addition to any suspension or expulsion.	**example plans of action; approval of plans of action; guidance document; regulations.** 1. Except as otherwise provided in NRS 392.466 and to the extent practicable, a public school shall provide a plan of action based on restorative justice before ***removing a pupil from a classroom or other premises of the public school or suspending or*** expelling a pupil from school. 2. The Department shall develop one or more examples of a plan of action which may include, without limitation: (a) Positive behavioral interventions and support; (b) A plan for behavioral intervention; (c) A referral to a team of student support; (d) A referral to an individualized education program team; (e) A referral to appropriate community-based services; and (f) A conference with the principal of the school or his or her designee and any other appropriate personnel.	

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GUIDANCE MEMORANDUM #23-04

TO: School District Superintendents Charter School Sponsors

FROM: Jhone M. Ebert, Superintendent of Public Instruction

DATE: August 2, 2023

SUBJECT: Implementing Discipline and Restorative Justice Updates Adopted During the 82nd Legislative Session (Assembly Bills 330 and 285, 2023)

Introduction

During the 2023 Legislative Session, two bills related to school discipline and restorative justice were passed. Assembly Bill (AB) 330 and Assembly Bill (AB) 285 amended existing laws related to the behavior and discipline of pupils. AB 330 and AB 285 make changes to the age requirements for suspensions, expulsions, permanent expulsion, Temporary Alternative Placement, and the appeal process. In addition, the new statutes address the collection and reporting of discipline data and the requirements for districts and schools to write and implement a Progressive Discipline Plan that incorporates restorative justice practices.

Combining progressive discipline with restorative approaches when addressing behavior is intended to prevent a recurrence of inappropriate behavior by helping students take responsibility for their actions, repair any harm, and collectively find solutions to restore relationships. This guidance memo includes the following sections to support districts and schools in implementing AB 330 and AB 285:

- Background and Purpose
- Statutory Requirements
- Student-Level Changes
- System-Level Changes
- Dates and Deadlines for Schools and Districts
- Timeline for Implementation
- Definitions

Background and Purpose

Restorative justice practices within the field of education are positive social interactions that create equitable and safe learning conditions. Engaging restoratively with students before, during, and following a disciplinary offense fosters student accountability, growth, and the opportunity to repair the harm.

Progressive discipline uses gradual consequences to address negative behavior and teach pro-social behavior. Combining progressive discipline with restorative approaches is intended to prevent a recurrence of negative behavior by helping students take responsibility for their actions, repair any harm, and collectively find solutions to restore relationships.

In addition, restorative justice practices (RJP) reduce exclusionary discipline practices which remove students from the learning environment and ostracize them from classmates. RJP can help eradicate racial and other disparities in the administration of discipline across student groups, which in turn can reduce disparities in academic outcomes across student groups. Districts are encouraged to review disparities in discipline across student groups by visiting the Safety tab of the Nevada Report Card.[1]

Statutory Requirements

The policy changes as prescribed by AB 330 and AB 285 can be understood as a set of *Student-level Changes* and *System-level Changes*, summarized as follows:

Student-level Changes:

1. Changes to discipline laws for all students, including guidance on age and behavior.
2. Changes to discipline laws for students receiving special education services under an Individualized Education Program (IEP).

System-level Changes:

3. Shift to include progressive discipline and restorative justice practices within state and district discipline plans.
4. Changes to data collection and reporting regarding student discipline.
5. Changes to the appeals process.

The following sections provide further detail on the impact of new legislation.

Student-level Changes

1) Changes to discipline laws for all students.

General Guidance on Age and Behavior

- Students who are less than 6 years old may only be suspended with the review and approval of the district superintendent or administrative head of a charter school or university school for profoundly gifted pupils or their designee (NRS 392.466).
- Students who are less than 8 years old may not be expelled or permanently expelled (NRS 392.466).
- In extraordinary circumstances, a school may request an exception to the prohibition against expelling or permanently expelling any student under 11 years of age from the board of trustees of the school district or the governing body of the charter school or university school (NRS 392.467).
- If any student is suspended for one semester or expelled, the school district—alone or through a partnership with another school district—must offer an in-person program of

[1] The Nevada Department of Education continues to collaborate with educators and experts in the field to establish common language to align Standardized Definitions for Student Discipline Offences and Sanctions, which inform public reporting. The ultimate goal is collecting, reporting, and understanding student discipline data to improve school safety and climate.

alternative education that allows each student to receive educational services in the least restrictive environment (NRS 392.466).

- If, in the judgment of the principal, there is a reasonable expectation that a student poses a threat to employees or other students, the principal may extend the period for which a student is removed from the classroom or school with the written authorization from the district superintendent or the administrative head of the charter school or university school for the profoundly gifted (NRS 392.4646).

Progressive Discipline Plan Based on Restorative Justice (Individualized Student Plan)

A progressive discipline plan based on restorative justice must include:

- Positive behavioral interventions and support;
- A plan for behavioral intervention;
- A referral to a team of student support;
- A referral to an individualized education program (IEP) team to determine:
    - Whether an IEP is needed for the pupil; or
    - If there is an existing IEP, whether it has been appropriately implemented and whether any adjustments should be made.
- A referral to appropriate community-based services;
- A conference with the principal of the school or their designee and any other appropriate personnel;
- A determination of the need for a referral to a school social worker; and
- For a pupil who was expelled, a plan for reinstatement and guidelines for the provision of notice to a pupil to initiate their reinstatement.

Progressive discipline plans based on restorative justice must be provided for students in the following scenarios:

- For any student who sells/distributes any controlled substance or commits battery against an employee of a school with or without intent to cause bodily injury to the employee, a school must provide the student and parent/legal guardian with a progressive discipline plan based on restorative justice (NRS 392.466).
- For any student who has received at least five cumulative days of suspension during a single school year OR is suspended for a period of at least three days, a school must provide a progressive discipline plan based on restorative justice within two days after removing the student (NRS 392.472).
- For any student being deemed a habitual disciplinary problem, a school should make a reasonable effort to complete a progressive discipline plan based on restorative justice to prevent the student from being deemed a habitual disciplinary problem (NRS 392.4655.5).

The following sections review the required and allowed responses to specific disciplinary offenses.

Distribution of a Controlled Substance (NRS 392.466)

- Any student who sells or distributes any controlled substance on school grounds, a school bus, or at a school-sponsored activity, ***may*** be suspended, expelled, or permanently expelled, with the following guidelines based on age:
    - If the student is less than 6 years old, the suspension ***must*** be reviewed and approved by the district superintendent or administrative head of a charter school

or university school for profoundly gifted pupils or his/her designee. The student ***may not*** be expelled or permanently expelled.
    - If the student is less than 11 years old, the student ***may*** be suspended. The student ***may not*** be expelled or permanently expelled.
    - If the student is aged 11 years or older, the student ***may*** be suspended, expelled, or permanently expelled.
- The student and their parents/legal guardian(s) ***must*** meet with the school.
- The school ***must*** provide a progressive discipline plan based on restorative justice to the parent or legal guardian of the student.
- The principal of a public school may reduce the period of suspension or convert an expulsion to a suspension for a student who distributes a controlled substance on school grounds, a school bus, or at a school-sponsored activity if:
    - The student is less than 11 years old;
    - The student has not engaged in such proscribed conduct before; and
    - After a thorough review of the facts and circumstances, the principal determines that the pupil did not know that the substance being distributed was a controlled substance.

Battery of a School Employee (NRS 392.466)

- Any student who commits battery against an employee of the school while on school grounds, a school bus, or at a school-sponsored activity, ***may*** be suspended, expelled, or permanently expelled, with the following guidelines based on age:
    - If the student is less than 6 years old, the suspension ***must*** be reviewed and approved by the district superintendent or administrative head of a charter school or university school for profoundly gifted pupils or his/her designee. The student ***may not*** be expelled or permanently expelled.
    - If the student is less than 8 years old, the student ***may*** be suspended. The student ***may not*** be expelled or permanently expelled.
    - If the student is aged 8 years or older, the student ***may*** be suspended, expelled, or permanently expelled.
- The student and their parents/legal guardian(s) ***must*** meet with the school.
- The school ***must*** provide a progressive discipline plan based on restorative justice to the parent or legal guardian of the student.
- "Battery" is defined in Appendix A.

Battery of a School Employee with Intent to Result in Bodily Injury (NRS 392.466)

- Any student who commits battery with the intent to cause bodily injury against an employee of the school while on school grounds, a school bus, or at a school-sponsored activity, ***must*** be suspended, expelled, or permanently expelled, with the following guidelines based on age:
    - If the student is less than 6 years old, the student ***may*** be suspended, and the suspension ***must*** be reviewed and approved by the superintendent or administrative head of a charter school or university school for profoundly gifted pupils or his/her designee. The student ***may not*** be expelled or permanently expelled.
    - If the student is less than 8 years old, the student ***must*** be suspended. The student ***may not*** be expelled or permanently expelled.
    - If the student is aged 8 years or older, the student ***must*** be suspended, expelled, or permanently expelled.

- The student and their parents/legal guardian(s) ***must*** meet with the school.
- The school ***must*** provide a progressive discipline plan based on restorative justice to the parent or legal guardian of the student.
- The principal of a public school may, at their discretion, reduce or eliminate the period of suspension, convert an expulsion to a suspension, or otherwise reduce, eliminate, or alter a disciplinary action imposed upon a student who commits a battery which results in the bodily injury of an employee of the school.
- "Bodily injury" is defined in Appendix A.

Continuing Danger to People or Property/Ongoing Threat of Disrupting Academic Process (NRS 392.466)

- Any student who poses a continuing danger to people or property or is an ongoing threat of disrupting the academic process ***may*** be suspended, expelled, or permanently expelled, with the following guidelines based on age:
    - If the student is less than 6 years old, the suspension ***must*** be reviewed and approved by the district superintendent or administrative head of a charter school or university school for profoundly gifted pupils or his/her designee. The student ***may not*** be expelled or permanently expelled.
    - If the student is less than 11 years old, the student ***may*** be suspended. The student ***may not*** be expelled or permanently expelled.
    - If the student is aged 11 years or older, the student ***may*** be suspended, expelled, or permanently expelled.
- The student ***may*** be immediately removed from school premises upon being provided an explanation of the reasons for removal and pending proceedings, which must be conducted as soon as practicable after the removal.

Possession of a Dangerous Weapon Other than a Firearm (NRS 392.466)

- Any student who is found in possession of a dangerous weapon other than a firearm while on school grounds, a school bus, or at a school-sponsored activity, ***may*** be suspended, expelled, or permanently expelled, with the following guidelines based on age:
    - If the student is less than 6 years old, the suspension ***must*** be reviewed and approved by the district superintendent or administrative head of a charter school or university school for profoundly gifted pupils or his/her designee. The student ***may not*** be expelled or permanently expelled.
    - If the student is less than 11 years old, the student ***may*** be suspended. The student ***may not*** be expelled or permanently expelled.
    - If the student is aged 11 years or older, the student ***may*** be suspended, expelled, or permanently expelled.
- The student ***may*** be immediately removed from school premises upon being provided an explanation of the reasons for removal and pending proceedings, which must be conducted as soon as practicable after the removal.
- "Dangerous weapon" is defined in Appendix A.

Possession of a Firearm (NRS 392.466)

- Any student who is found in possession of a firearm while on school grounds, a school bus, or at a school-sponsored activity ***must*** be suspended, expelled, or permanently expelled, with the following guidelines based on age:

    - If the student is less than 6 years old, the student ***may*** be suspended, and the suspension ***must*** be reviewed and approved by the district superintendent or administrative head of a charter school or university school for profoundly gifted pupils or his/her designee. The student ***may not*** be expelled or permanently expelled.
    - If the student is at least 6 years but less than 8 years old, the student ***may*** be suspended.
    - If the student is at least 8 years but less than 11 years old, the student ***must*** be suspended or expelled. The student ***may not*** be permanently expelled.
    - If the student is aged 11 years or older, the student ***must*** be suspended, expelled, or permanently expelled.
- The student ***must*** be immediately removed from school premises upon being provided an explanation of the reasons for removal and pending proceedings, which must be conducted as soon as practicable after the removal.
- Though removal from school is mandatory for students 8 years and older, the specific length of removal is no longer mandatory. The previous requirements to expel on the first occurrence and permanently expel on the second occurrence no longer exist.
- "Firearm" is defined in Appendix A.

The following sections review the required and allowed responses based on the circumstances of the student and the disciplinary action taken:

Pupils Designated as Homeless or in Foster Care (NRS 392.466)

- If a student is homeless or in foster care, the student may be suspended for up to five days if the principal reviews all available information and determines the conduct of the pupil poses an ongoing threat.
- A determination is required that a student being homeless or in foster care is not a factor in the behavior.
- If any student is suspended for one semester or expelled, the school district—alone or through a partnership with another school district—must offer an in-person program of alternative education that allows each student to receive educational services in the least restrictive environment.

Removal to Another School (NRS 392.466)

- If a school is unable to retain a student of any age due to safety concerns OR if it is not in the best interest of the student, the student may be suspended, expelled, or placed in another school for offenses outlined in NRS 392.466.
    - If placement in another school is made, the originating school of the student shall explain what services will be provided to the student at the receiving school that the originating school is unable to provide to address the specific needs and behaviors of that student.
    - The originating school of the student must coordinate with the receiving school to create a progressive discipline plan based on restorative justice and to ensure that the receiving school has the resources required to execute that plan.

Habitual Disciplinary Problem (NRS 392.4655)

- If a student is suspended, the school shall develop a plan of behavior for the student in consultation with the student and the parents/guardians of the student. The plan must be

designed to prevent the student from being deemed a habitual disciplinary problem (NRS 392.4655.5).
    - Parents/legal guardians may choose to have their student not participate in the behavior plan that must be developed.
    - If the parents/legal guardians opt their student out of participating in the behavior plan, the school must inform them of the consequences of not participating (e.g. that the student may be deemed a habitual disciplinary problem.
    - The superintendent or administrative head of a charter school or university school for profoundly gifted pupils has the authority to determine whether or not a student is considered a habitual disciplinary problem.
- Regardless of age, if a student is deemed to be a habitual disciplinary problem, the student may be suspended for a period of up to one semester OR may be expelled under extraordinary circumstances as determined by the principal, if an only if the school has made a reasonable effort to complete a progressive discipline plan based on restorative justice. (NRS 392.466)

2) Changes to discipline laws for students who receive special education services in accordance with an Individualized Education Program (IEP).

Suspension, Expulsion, and Permanent Expulsion (NRS 392.466)

- After an administrative review of the circumstances and a determination that the action complies with the Individuals with Disabilities Education Act (IDEA), a student with a disability may be suspended from school for not more than 10 days for each occurrence of conduct listed above.
- If a student with a disability of any age is removed from school premises, suspended, expelled, or permanently expelled for any behavior for more than 10 cumulative days, the school in which the student is enrolled must make available to the student a free appropriate public education in compliance with IDEA.[2] Schools must comply with this and other provisions of the IDEA with respect to notice, determining whether a removal constitutes a change of placement, conducting a manifestation determination, and other requirements in connection with any disciplinary removal of a pupil with a disability.

System - level Changes

3) Changes to State and District Plans (NRS 392.4644)

- The superintendent of each school district and administrative head of each charter school and university school for profoundly gifted pupils shall establish a plan to provide for the progressive discipline of pupils and on-site review of disciplinary actions. The plan must:
    a) Be developed with the input and participation of teachers, school administrators, school counselors, school social workers, school psychologists, behavior analysts and other educational personnel and support personnel, parents and guardians, and students.
    b) Be consistent with the written rules of behavior prescribed in accordance with NRS 392.463.

[2] Although this provision has existed in federal law for many years, it is now reaffirmed in Nevada statute.

c) Include provisions designed to address the specific disciplinary needs and concerns of the public schools or each school within the school district.
d) Prescribe methods of alternative conflict resolution and interventions based on social and emotional learning that are developed to avoid the need for the removal of a pupil.
e) Include provisions that authorize the temporary removal of a pupil from a classroom or other premises of a public school pursuant to NRS 392.4645.
f) Provide for the placement of a pupil in a more restrictive educational environment at that school or at a different public school or school within the school district, as applicable, in accordance with NRS 392.466.
g) Include the names of any members or a committee to review the temporary alternative placement of pupils required by NRS 392.4647.
h) Include consideration of the results of the data collected and reported pursuant to NRS 392.462 and include methods for addressing the occurrences of the suspension, expulsion, or removal of students from school that disproportionately affect students who belong to a group of pupils listed in NRS 385A.250.2.
i) Be provided to each school over which the superintendent or administrative head has authority and posted on the website maintained by the school.
j) Be in accordance with a plan to use disciplinary practices based on restorative justice developed by the school district, charter school, or university school for profoundly gifted pupils.

- The board of trustees of a school district shall, in addition to establishing a plan to provide for the progressive discipline of pupils, establish a plan to use disciplinary practices based on restorative justice. Such a plan must:
  - Authorize the use of disciplinary practices based on restorative justice which include, without limitation:
    - Holding a pupil accountable for their behavior;
    - Restoration or remedies related to the behavior of the pupil;
    - Relief for any victim of the pupil; and
    - Change the behavior of the pupil; and
  - Be in accordance with the statewide framework for restorative justice developed pursuant to NRS 388.1333 including, without limitation, by addressing the occurrences of the suspension, expulsion, or removal of pupils from schools that disproportionately affect pupils who belong to a group of pupils listed in NRS 385A.250.2.

4) Changes to Data Collection (NRS 392.462)

- Each public school must collect data on student discipline and progressive discipline plans on a ***quarterly*** basis. The data must include:
  - The number of student expulsions and suspensions;
  - The number of vacant staff positions;
  - The average class size for each grade in the school;
  - The implementation of each plan;
  - The training received by teachers and administrators regarding each plan;
  - The number of placements of pupils in another school; and
  - The ratio of pupils to school counselors, school psychologists, and school social workers.

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- Each school principal must review the data and take appropriate action. The principal must post the data on the school's website and submit the data by August 1st of each year to:
    - The board of trustees of the school district or the governing body of the public school;
    - The Joint Interim Standing Committee on Education;
    - The Superintendent of Public Instruction; and
    - The Department of Education.

5) Changes to Appeals Process

- If a student is suspended or expelled from a public school, the board of trustees of the school district or the governing body of the charter school or university school for the profoundly gifted in which the student is enrolled shall provide, on the same day that the student is suspended or expelled, a notice of the policy for appealing the suspension or expulsion pursuant to NRS 392.4671. A notice provided must:
    (a) Include information regarding the timelines for appealing the suspension or expulsion;
    (b) Be written clearly and in a manner that allows a student and parent or legal guardian to understand each provision of the policy; and
    (c) Be provided in as many languages as possible, to the extent practicable.
- The student and/or parent/guardian has five school days to file an appeal pursuant to the policy adopted by the board of trustees of the school district or the governing body of the charter school or university school for profoundly gifted pupils.
- Not later than five school days after receiving notification of the appeal of a suspension or expulsion, the board of trustees or the school district or the governing body of the charter school or university school for profoundly gifted pupils must schedule a hearing.
- The pupil who is suspended or expelled or is being considered for suspension or expulsion:
    (a) Must be provided education services to prevent the pupil from losing academic credit during the period of suspension or expulsion; and
    (b) May be considered for temporary alternative placement, if, in the judgment of the principal after consideration of the seriousness of the acts which were the basis for the discipline of the pupil:
        - The temporary alternative placement will serve as the least restrictive environment possible, pursuant to NRS 392.4673; and
        - The pupil does not pose a serious threat to the safety of the school.

Dates and Deadlines for Districts and Schools

Timeframe	Requirement
On or before **August 1** of each school year, beginning August 1st, 2023:	Principals must review and submit their school's quarterly data on student discipline and progressive discipline plans to: • The board of trustees of the school district or the governing body of the public school; • The State Board of Education; and • The Joint Interim Standing Committee on Education (NRS 392.462). The data for the quarterly report will begin to be collected during the 2023-24 school year, and the report will be due August 1, 2024.

On or before **August 1** of each school year, beginning August 1st, 2023:	Principals must develop or review and revise a plan to offer students removed from a classroom for more than two days education services and appropriate positive behavioral interventions or support. The plan must include: • An option to provide education and support services in an in-person setting; • The location where services will be provided to the student; and • A plan for the pupil to complete any assignments or course work missed during the student's removal (NRS 392.4645). Each school district must collect a representative sample of the plans and submit a copy of the samples to: • The Joint Interim Standing Committee on Education; • The Department of Education; and • The State Board of Education. The sample of plans that are collected must correspond with the proportion or students within the school district who are economically disadvantaged, from major racial and ethnic groups, students with disabilities, English learners, migratory children, of each gender, homeless, in foster care, and pupils whose parent(s) or legal guardian(s) are members of the Armed Forces of the United States (NRS 392.4645).
On or before **September 15** of each year:	Principals shall: • Review the district plan to provide for the progressive discipline of pupils and on-site review of disciplinary actions in consultation with teachers, school administrators, school counselors, school social workers, school psychologists, behavior analysts and other educational personnel and support personnel, parents and guardians, and students, and if applicable, the organization team; • Determine whether and to what extent the occurrences of the suspension, expulsion, or removal of students from school disproportionately affect students who belong to a group of pupils listed in NRS 385A.250.2; and • Based upon the review, recommend to the superintendent of the school district or the administrative head of the charter school or university school for profoundly gifted pupils, as applicable, revisions to the plan, as recommended by the teachers, school administrators, school counselors, school social workers, school psychologists, behavior analysts, and other educational personnel and support personnel, the parents and guardians of students, the students who are enrolled in the school and, if applicable, the organizational team established pursuant to NRS 388G.700, if necessary (NRS 392.4644).
On or before **September 30** of each year:	The board of trustees of each school district and the governing body of each charter school or university school for profoundly gifted pupils shall issue a revised plan that appropriately reflects stakeholder comments (NRS 392.4644).

On or before **November 15** of each year:	The board of trustees of each school district and the governing body of each charter school or university school for profoundly gifted pupils shall: • Submit a written report to the Superintendent of Public Instruction that reports the progress of each school within the district in complying with the requirements of NRS 392.4644, including, without limitation, addressing the occurrences of the suspension, expulsion or removal of pupils from school that disproportionately affect pupils who belong to a group of pupils listed in NRS 385A.250.2; and • Post a copy of the report to its website (NRS 392.4644). • If the Superintendent of Public Instruction determines that the data collected pursuant to NRS 392.462 indicates disproportionality in disciplinary actions or is insufficient to determine whether disproportionality exists, the Superintendent shall issue a written notice to the school district, charter school, or university school for profoundly gifted pupils listing the specific areas of concern and providing a specific corrective action plan. (NRS 392.4644)

Not more than **14 days** after the receipt of the revised plan:

- The principal of each school shall post a copy of the plan online and distribute the plan to each teacher, school administrator, school counselors, school social workers, school psychologists, behavior analysts, and all educational support personnel who are employed at or assigned to the school, and, if applicable, the organizational team a written or electronic copy of the plan (NRS 392.4644).

NDE plans to launch a training and implementation Notice of Funding Opportunity and supply sample plans and training opportunities in late August. For questions or support regarding this guidance please email Laronica Maurer at laronica.maurer@doe.nv.gov.

Appendix A: Glossary of Terms

- **Battery:** Any willful and unlawful use of force or violence upon the person of another. (NRS 392.466.11(a), NRS 200.481.1(a)).

- **Bodily injury:** Any actual damage or injury to a person that interferes with or is detrimental to the health of the person and is more than merely accidental, transient, or trifling in nature. (AB 285, Section 15(b))

- **Dangerous weapon:** Includes, without limitation, a blackjack, slungshot, billy, sand-club, sandbag, metal knuckles, dirk or dagger, a nunchaku or trefoil, as defined in NRS 202.350, a butterfly knife or any other knife described in NRS 202.350, a switchblade knife as defined in NRS 202.265, or any other object which is used, or threatened to be used, in such a manner and under such circumstances as to pose a threat of, or cause, bodily injury to a person.
(NRS 392.466.11(b))

- **Expel or expulsion:** The disciplinary removal of pupil from the school in which the pupil is currently enrolled for more than one school semester with the possibility of:
    1) Returning to the school in which the pupil is currently enrolled or another public school within the school district after the expulsion; and
    2) Enrolling in a program or public school for alternative education for pupils who are expelled or permanently expelled during the period of expulsion.

- **Firearm:** Includes, without limitation, any pistol, revolver, shotgun, explosive substance or device, and any other item included within the definition of a "firearm" in 18 U.S.C. § 921, as that section existed on July 1, 1995. (NRS 392.466.11(c))

- **Foster care:** Has the meaning ascribed to it in 45 C.F.R § 1355.20 means 24-hour substitute care for children placed away from their parent or guardians and for whom the title IV-E agency has placement and care responsibility. This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes. A child is in foster care in accordance with this definition regardless of whether the foster care facility is licensed and payments are by the State, Tribal or local agency for the care of the child, whether adoption subsidy payments are being made prior to the finalization of an adoption, or whether there is Federal matching of any payments that are made.

- **Habitual disciplinary problem:** A principal of a school shall deem a pupil a habitual disciplinary problem if the school has written evidence which documents in one school year that:
    - The pupil has threatened or extorted, or attempted to threaten or extort, another pupil or a teacher or other personnel employed by the school two or more times; OR
    - The pupil has a record of five suspensions from the school for any reason; AND
    - The pupil has not entered into and participated in a plan of behavior pursuant to subsection NRS 392.4655.5.

- **Homeless pupil**: Has the meaning ascribed to the term "homeless children and youths" in 42 U.S.C. § 11434a (2) means individuals who lack a fixed, regular, and adequate

nighttime residence (within the meaning of section 11302(a)(1) of this title); and includes

(i) Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement;

(ii) Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of section 11302(a)(2)(C) 1 of this title);

(iii) Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and

(iv) Migratory children (as such term is defined in section 6399 of title 20) who qualify as homeless for the purposes of this part because the children are living in circumstances described in clauses (i) through (iii).

- **Permanently expelled:** The disciplinary removal of a pupil from the school in which the pupil is currently enrolled:
    1) Except as otherwise provided in subparagraph (2), without the possibility of returning to the school in which the pupil is currently enrolled or another public school within the school district;
    2) Without the possibility of returning to the school in which the pupil is currently enrolled or another public school within the school district; and with the possibility of enrolling in a program or public school for alternative education for pupils who are expelled or permanently expelled after being permanently expelled.

- **Principal:** The lead administrator of a public school, including, without limitation, such an administrator who is referred to by another title.

- **Restorative justice [practices]:** nonpunitive intervention and support provided by the school to a pupil to improve the behavior of the pupil and remedy any harm caused by the pupil.

- **Suspend or suspension:** The disciplinary removal of a pupil from the school in which the pupil is currently enrolled for not more than one school semester.

- **Unaccompanied pupil:** Includes a youth not in physical custody of a parent or guardian.

LYON COUNTY SCHOOL DISTRICT:
RESTORATIVE DISCIPLINE PLAN

ELEMENTARY SCHOOLS:

COTTONWOOD, DAYTON, EAST VALLEY, FERNLEY ELEMENTARY, FERNLEY INTERMEDIATE, RIVERVIEW, SILVER STAGE, SMITH VALLEY, SUTRO, YERINGTON

INTERMEDIATE/ MIDDLE SCHOOLS:

DAYTON, SILVER STAGE, SILVERLAND, SMITH VALLEY, YERINGTON

HIGH SCHOOLS:

DAYTON, FERNLEY, SILVER STAGE, SMITH VALLEY, YERINGTON

Author's Note: This Restorative Discipline Plan was developed by the Lyon County School District (LCSD) Restorative Discipline Committee (Tim Logan, Tammie Moniz, Shawn Romero, Corinne Burns, Monie Byers, David Palmer, Jed Marciniak, Stephanie Coplan, and Tamara Roseberry) with feedback from the following focus groups as outlined in AB 285: Teachers, school administrators, school counselors, school social workers, school psychologists, behavior analysts, other educational personnel and support personnel, the parents and guardians of pupils, the pupils who are enrolled in the school and, if applicable, organizational teams established purusant to NRS. 388G.700. ~~student, family, community, educator, and administrator.~~ A list of names for those participating in focus groups is in Appendix A.

Categories of Behavior

1. Attendance Related Behaviors
    a. Excessive Tardies (minor)
    b. Truancy (minor)
    c. Habitual Truancy (major)
2. Violations of School Rules
    a. Disregard for School Rules (minor)
        i. Public Display of Affection
        ii. Horseplay
        iii. Physical Aggression
        iv. Unauthorized Area
    b. Insubordination (major)
3. Disruptions of Class/School Activities
    a. Interference with Instruction (minor)
    b. Disruption of School Activities (major)
        i. False Fire Alarm
        ii. Serious Disruption of School
        iii. Threat to School
4. Prohibited Behaviors- General
    a. Arson (major or minor)
    b. Bus/Transportation (minor)
    c. Cheating/Plagiarism (major or minor)
        i. Altering School Records
        ii. Cheating Plagiarism
        iii. Forgery

d. Damage to or Destruction of Property on School Grounds (major or minor)
e. Dress Code Violation (minor)
f. Gang Related Behavior/Activity (major)
g. Habitual Disciplinary Problem (major)
h. Impairing Health, Safety, or Welfare of Others (major or minor)
i. Inappropriate Language (minor)
    i. Directed at Peer
    ii. Directed at a LCSD Employee
j. Sexual Assault (major)
k. Sexual Misconduct/Harrassment (major)
l. Technology Violation (minor)
    i. Electronic Devices/Cell Phone
    ii. Pornography
m. Theft/Possession of Stolen Property
n. Trespassing (minor or major)

5. Bullying Behaviors
    a. Bullying (minor or major)
    b. Cyberbullying (minor or major)
    c. Discrimination Based on Race (minor or major)
6. Substance Use Behaviors
    a. Alcohol - Possession/Use of (minor)
    b. Drug Paraphernalia- Possession of (minor)
    c. Possession/Use of a Controlled Substance (minor)
    d. Tobacco Violation (minor)
    e. Sale Distribution of Controlled Substance (major)

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7. Threat Behaviors
    a. Threat to School (major)
    b. Threat to Staff (major)
    c. Threat to Student (major)
8. Violent Behaviors
    a. Violence/Harm to Staff (major)
    b. Violence/Harm to Student (major)
9. Weapons Involved Behaviors
    a. Possession/Use of a Weapon (major)
        i. Possession/Use of a Weapon
        ii. Fireworks
        iii. Weapon not Defined Under NRS
        iv. Brandishing a Weapon or Dangerous Weapon

LCSD DISCIPLINE POLICY STATEMENT

At Lyon County School District (LCSD), we are committed to providing our students with the best possible learning environment. Our mission is to provide relevant learning opportunities that develop adaptable, persistent, and self-directed learners capable of creativity, collaboration, communication, and critical thinking necessary to overcome complex challenges. We, at LCSD, have some fundamental beliefs which guide our thinking and shape our policies. All LCSD students have the right to:

- **A positive, safe and respectful learning environment.**
- **Highly qualified staff who offer their best every day.**
- **Our patience and nonjudgmental guidance as they learn to navigate this confusing world.**
- **Make mistakes, understand why it was a mistake and the opportunity to learn from those mistakes.**
- **Motivating adults who believe in their individual dreams and are committed to helping them fulfill those dreams.**
- **Caring adults who support and respect them for who they are individually.**
- **An equitable and diverse education with the appropriate resources to be successful.**
- **Engage as inclusive members of their school and community.**
- **Be heard and have a voice in all aspects of their education.**
- **Understand existing rules, the purposes of those rules and the opportunity to express concerns with perceived inequities.**
- **Be open, honest and express themselves in a respectful manner.**
- **Authentic, real world learning opportunities that will prepare them for their future.**

Our approach to discipline includes the value of teaching and re-teaching expectations to students. Discipline should only be applied with the additional support of restorative practices in conjunction with both behavior and academic support as needed. The MTSS team will monitor the student discipline referral data on a quarterly basis to identify any disproportionalities.

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CHRONIC MISBEHAVIORS[1]:
Questions to Consider

□ **Is the student consistently receiving Tier One (school-wide) behavior supports?**
□ **Does the student possess the skills necessary to:**
- ✔ **appropriately resolve conflicts with peers and/or adults?**
- ✔**successfully complete academic requirements?**
- ✔**resist peer recruitment (gangs, drugs, hazing, etc.)?**
- **If not, what targeted skill development is necessary?**

□ **What INTERVENTIONS, as opposed to punishments, have been implemented?**
□ **What ENVIRONMENTAL FACTORS (triggers) at school are contributing to the misbehavior?**
- **What is missing or present in the environment which supports the continued use of the misbehavior?**

□ **What FUNCTION does the misbehavior serve? What is gained or avoided by engaging in misbehavior?**
□ **Has the student been seen by the school counselor?**
□ **Has the student been provided targeted skill development? i.e., anger management, conflict resolution**
□ **Has the student been seen by a private agency?**
□ **Has the student been paired with an adult mentor to help build positive school relationships?**
□ **Has the student been referred to the Instructional Support Team (IST/ICAT)?**
□ **Has the student been diagnosed with a medical / psychiatric condition which requires medication?**

REMINDER: Punishments are one of the LEAST EFFECTIVE responses to students who demonstrate a pattern of inappropriate behavior. Students with chronic behavior concerns, will require interventions which are thoughtfully constructed and routinely evaluated for effectiveness.

[1] **Adapted from SBCUSD**

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Restorative Questions I[2]

To respond to challenging behavior

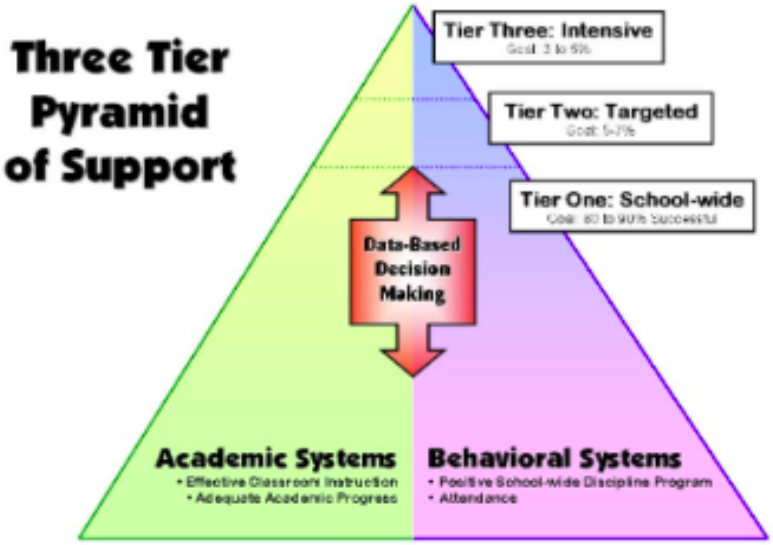
- ★ **What happened?**
- ★ **What were you thinking of at the time?**
- ★ **Who has been affected by what you have done?**
- ★ **In what way?**
- ★ **What do you think you need to do to make things right?**

Restorative Questions II[2]

To help those harmed by another's actions.

- ★ **What did you think when you realized what had happened?**
- ★ **What impact did this incident have on you and others?**
- ★ **What has been the hardest thing for you?**
- ★ **What do you think needs to happen to make things right?**

[2] **From** International Institute for Restorative Practices, www.iirp.org



Tier One Supports (School-wide):

Tier One Supports are proactive and preventative in nature. Since Tier One (school-wide) supports are built into the structure of the school, all students may benefit from these academic and behavioral supports.

School-wide behavior supports include:

- explicit teaching of expected behaviors
- consistent acknowledgement and correction of student behavior
- data-based decision making
- active supervision
- safe and welcoming culture

Tier Two Supports (Targeted):

Tier Two supports (academic / behavioral) are short-term, scientifically-based interventions which are highly efficient and provide rapid response for students who are not making adequate progress with Tier One supports alone.

Targeted behavior supports include:

- targeted skill development
- function-based interventions
- increased support and feedback
- increased progress monitoring

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Tier Three Supports (Individual):

Tier Three supports (academic / behavioral) are long-term, intensive interventions which focus on individual students.

Tier Three supports are appropriate for students identified, through the systematic review of data, as unable to make adequate progress with Tier One and Two supports alone. Tier Three supports may or may not include special education identification and placement.

Adapted from SBCUSD

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TIER ONE BEHAVIOR SUPPORTS	TIER TWO BEHAVIOR SUPPORTS	TIER THREE BEHAVIOR SUPPORTS
❑ Commitment to PBIS ❑ Universal Expectations & Rules ❑ Office Referral Procedures ❑ School-Wide Acknowledgement System ❑ School-Wide Social Skills Instruction ❑ Active Supervision ❑ Enforcement of Expectations ❑ Data-Based Decision Making ❑ Safe and Welcoming Climate	❑ Strategic Skill Development ● School Success ○ Attendance ○ Classroom Survival Skills ○ Interacting with Confidence ○ Organization ● Targeted Skill Development ○ Anti-Social ○ Conflict with Authority ○ Drug/Alcohol ○ Impulse Control ○ Problems with Peers ○ Withdrawal ❑ Function-Based Intervention ● Gain ○ Check In/Check Out ○ Mentoring ● Escape ○ Academic support ○ Accommodations ❑ School-Based Network of Support ● Planned staff collaboration ● Intentional staff/student interactions ● Increased monitoring & feedback	❑ Analysis of Behavior Function & Creation of Behavior Support Plan ● Environmental modifications ● Replacement Behaviors ● Curriculum modifications ● Reinforcement system ● Proactive strategies ● Reactive strategies ● Behavior goals ● Communication systems ❑ Wrap Around Support(s) ● School-based network of support ● Inter-agency collaboration ● Continuous monitoring & feedback ❑ District-Based Structured Alternative/Resource Setting ● School-wide Behavior Management System ○ Proactive supervision and monitoring ○ On-site community agency personnel (school resource officer, social worker, mental health)

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Adapted from SBCUSD

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Interventions and Best Practices:

- **Clearly define / post the behavioral expectations.**
- **Implement procedures for all class routines - entering the room, handing in assignments, sharpening the pencil, welcoming a guest, etc.**
- **TEACH and ROLE-PLAY the behavioral expectations, classroom procedures, use of materials, etc. Demonstrate what the expected behavior "looks like" (positive example) as well as what it "does not look like" (non-example).**
- **Pre-correct - Prior to directing students to perform a task, provide a description of what the expected behavior will look like. "Lunch will be in two minutes. At that time, everyone will put away all the materials, push in all the chairs and line up."**
- **Cue / Prompt / Remind - Provide a pre-arranged / previously taught cue to remind specific students to engage in the appropriate behavior.**
- **Acknowledge students who appropriately demonstrate the expected behavior.**
- **Specifically explain HOW the behavior did not meet the stated / taught expectation. "It is disrespectful to other students when you _____."**
- **Provide a warning - "Respect a school rule. All students are expected to talk respectfully to staff and students here at ABC School. This is your official warning."**
- **Check for student understanding of the behavioral expectations - "Please summarize what we discussed so I ensure there is no confusion."**
- **Evaluate the student's skill repertoire. Determining if the student is capable of demonstrating the behavioral expectation. Evaluate behavior & academic domains.**
- **Determine the FUNCTION of the misbehavior. All behaviors serve a purpose (function). Determine what the student is gaining or avoiding by misbehaving?**
- **Provide a structured choice - clearly offer a choice between two alternatives and state the consequence for each. "You can work quietly on your assignment now and leave with the class or work with me during lunch."**
- **Evaluate ENVIRONMENTAL factors within the classroom which may be contributing to the misbehavior: Space, Time, Materials, Interactions.**
- **Collaborate with colleagues to identify behavior patterns and trends (class to class, year to year, etc.).**
- **Use a variety of consequences: Positive Reinforcement, Negative Reinforcement, Penalties and Punishments. Remember, punishment is the least effective consequence for students with antisocial behaviors.**
- **Evaluate the effectiveness of consequences. Ineffective consequences must be analyzed and modified. Seek assistance for "out of the box" ideas.**
- **Involve a problem-solving team (See Student Intervention Flow Chart).**

Adapted from SBCUSD

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Lyon County School District

RESTORATIVE DISCIPLINE PLAN

ATTENDANCE RELATED BEHAVIORS

Excessive Tardies (minor): A student has been marked tardy five or more times in a school semester. All tardies marked during the day will count as one tardy.

State Definition: *Violations of a policy regarding attendance adopted by a board of trustees pursuant to NRS 392.122, the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463, or the rules of the school as outlined in the Parent/Student handbook or disseminated by a school in regard to the number of tardies that will result in a student receiving disciplinary sanctions. Decisions on the number of tardies that will result in a student receiving disciplinary sanctions should be based on localized considerations such as the school level, age and/or development of students, and other local considerations (such as layout of the school campus or status as open or closed campus) and may be contextualized by school level or campus based on those considerations as long as there is an effort for standardization across the LEA by grade or school levels.)*

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School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Elementary	Parent contact (5th tardy)	Parent contact; Improvement Plan (6th tardy)	Parent Contact; Required Improvement Plan Review (7+ tardies)	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for meeting expectations (PBIS) Tier 2: • Re-teaching Expectations • Meet with counselor • Meet with social worker • Referral to MTSS Team • Instructional Assessment • Conference with Admin/SRO • Time for time Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Student Escort between classes or to and from school.	**45: Multiple Tardies** ***Excessive Tardies**
Middle	Detention; Parent contact (5th tardy)	Detention; Parent contact (6th tardy)	Detention; Parent contact (7+ tardies)		
High	Detention; Parent contact (5th tardy)	Detention; Parent contact (6th tardy)	Detention; Parent contact (7+ tardies)		

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ATTENDANCE RELATED BEHAVIORS (continued)					
School Level	**1st Offense**	**2nd Offense**	**3rd Offense**	**Restorative Practice**	**IC Codes**
Truancy (minor): A student who has an absence for at least one period or the equivalent of, that is not excused or exempt, shall cause the administration of the school to investigate the cause of such absence. LCSD Board Policy JED **State:** NRS 392.120;					
Elementary	1-3 days Detention; tier 2 intervention	3-5 days Detention; required tier 2 intervention	5-10 days Detention; P/G conference; required tier 3 intervention	Tier 1: ● Classroom lessons ● School wide education assemblies ● Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: ● Re-teaching Expectations ● Make-up assignment ● Make-up lost time ● Meet with counselor ● Meet with social worker ● Educational Project ● Referral to MTSS Team ● Instructional Assessment ● Restorative Circle ● Restorative Mediation ● Conference with Administration or School Resource Officer ● Time for time ● Campus Beautification ● Restitution ● Check-in Check-Out ● After School Detention Tier 3: ● Student Study Team ● Functional Behavior Assessment ● Behavior Improvement Plan ○ Review of bell schedule ○ Plan of attendance ● Law Enforcement ● JPO	197 **TR: Truant** ***Truancy**
Middle	1 - 3 days Detention; tier 2 intervention	1 day APEP; required tier 2 intervention	3 days APEP; LCSO citation for habitual truancy; required tier 3 intervention		
High	1 - 3 days Detention; tier 2 intervention	1 day APEP; required tier 2 intervention	3 days APEP; LCSO citation for habitual truancy; possible suspension of driver's license by the DMV; required tier 3 intervention		

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ATTENDANCE RELATED BEHAVIORS (continued)

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Habitual Truancy (major): Any child who has been declared truant three (3) or more times within one school year must be declared a habitual truant. *NRS 392.140* *Conditions under which pupil declared habitual truant; applicability.* LCSD Board Policy JED					
Elementary	Habitual truancy packet completed and request for citation by the Lyon County Sheriff Office Additional day(s) of Detention/ISS, required tier 3 intervention			Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: • Meet with counselor • Meet with social worker • Educational Project • Attendance Improvement Plan Tier 3: • Student Study Team • Functional Behavior Assessment • Law Enforcement • JPO	198 **HT: Habitually Truant** ***Habitual Truancy**
Middle	Habitual truancy packet completed and request for citation by the Lyon County Sheriff Office Additional day(s) of APEP, required tier 3 intervention				
High	Habitual truancy packet completed and request for citation by the Lyon County Sheriff Office Additional day(s) of APEP, required tier 3 intervention				

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VIOLATIONS OF SCHOOL RULES

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Disregard For School Rules (minor): Violations of the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463 and/or violations of the rules of the school as outlined in the Parent/Student handbook, or disseminated by the individual school, teacher, or coach. **Example:** Horseplay/pushing, Unacceptable school behavior, Nuisance item, Inappropriate display of affection (public display of affection), Throwing substance at vehicle (if NO damage occurred to the vehicle; if damage did occur to the vehicle, code to Damage of or Destruction of Property on School Grounds **					
Public Display of Affection: See student handbook for full definition					
Elementary	Warning	Warning	See Insubordination 1st offense		
Middle	Warning	1-3 days Detention	See Insubordination 1st offense		
High	Warning	1-3 days Detention	See Insubordination 1st offense		
Horseplay: Students are engaged in mutual physical interaction without the intent of injury.					
Elementary	Warning	1-2 days Detention	3-5 days Detention		
Middle	Warning	1-3 days Detention	1-3 days APEP		
High	Warning	1-3 days Detention	1-3 days APEP		
Physical Aggression: Students are engaged in the action of pushing, shoving, and kicking that is an emotional act without premeditation or intent to harm.					
Elementary	1-2 days Detention	3-5 days Detention or 0.5-3 days ISS	0.5-3 days ISS or 1 day OSS		
Middle	1-5 days Detention	1-3 days APEP	3-5 days APEP		
High	See Violence/Harm to Student for consequences				

Tier 1:
- Classroom lessons
- School wide education assemblies
- Positive acknowledgement for demonstrating expectations (PBIS)

Tier 2:
- Pre-correction
- Re-teaching Expectations
- Meet with counselor
- Meet with social worker
- Educational Project
  - Legal ramification research
  - Review of transportation pamphlet
- Referral to MTSS Team
- Instructional Assessment
- Restorative Circle/Mediation
- Restorative Mediation
- Conference with Administration or School Resource Officer
- Time for time
- Complete online DMV exam (high school)
- Enrollment in evidenced based intervention program available at school site

Tier 3:
- Functional Behavior Assessment
- Behavior Improvement Plan
- Law Enforcement
- JPO
- Alternative Transportation

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2: Disorderly Conduct

31: Public Display of Affection

***Disregard For School Rules**

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VIOLATIONS OF SCHOOL RULES

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Unauthorized Area: Students are not where they have been assigned.					
Elementary	Conference; Warning	Conference; Warning or 1-3 days Detention	1-3 days Detention/ISS		
Middle	Warning; possible truancy	1-3 days Detention; possible truancy	3-5 days Detention; possible truancy		
High	Warning; possible truancy	1-3 days Detention; possible truancy	3-5 days Detention; possible truancy		
INSUBORDINATION (major): Offenses that involve repeatedly and willfully not following written, disseminated, known, and/or verbal rules or expectations that have been taught, even after reteaching and prompting.**				Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Complete online DMV exam (high school) • Enrollment in evidenced based intervention program available at school site Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement/JPO	**20: Insubordination / Disobedience** 200 ***Disregard For School Rules**
Elementary	Warning, 1-3 days Detention	1-3 days Detention or 1-2 days ISS, Restorative conference	3~~-5 days Detention or~~ 1-3 days ISS/OSS; Restorative Conference		
Middle	1-5 days Detention:	1-3 days APEP	3-5 days APEP		
High	1-5 days Detention	1-3 days APEP	3-5 days APEP		

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DISRUPTIONS OF CLASS/SCHOOL ACTIVITIES

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Interference With Instruction (minor): Disruptive conduct in the classroom which has the effect of disrupting the instruction of other students and which are violations of the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463 and/or violations of the rules of the school as outlined in the Parent/Student handbook or disseminated by the school. **Example:** Class Disruption which has the effect of disrupting the instruction of other students , does not result in a large scale disturbance or disruptive behavior					
Elementary	1-2 days Detention	3-5 days Detention	0.5-3 days ISS; P/G conference	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for meeting expectations (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project • Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	201 **14: Classroom Disruption** ***Interference With Instruction**
Middle	1-5 days Detention;	1-3 days APEP	3-5 days APEP		
High	1-5 days Detention	1-3 days APEP	3-5 days APEP		

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DISRUPTIONS OF CLASS/SCHOOL ACTIVITIES (continued)

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Disruption Of School Activities (Major): Willfully interfering with or disturbing persons in the general educational activities of the school through violations of the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463 and/or violations of the rules of the school as outlined in the Parent/Student handbook or disseminated by the school. This event type is for use with large scale disturbances only. ***Example:*** *Disturbing the peace, Riot/brawl, False fire alarm, False reporting of weapon*					
False Fire Alarm: Student pulled the school fire alarm without a fire emergency					
Elementary	1-3 days Detention/ISS; notify LCSO/LCFD	1-5 days ISS; notify LCSO/LCFD	5-10 days ISS or 1-5 OSS; notify LCSO/LCFD	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	202 **33: School Disruption** ***Disruption Of School Activities**
Middle	5-10 days APEP; LCSO/LCFD notified	10 days APEP; notify LCSO/LCFD, with possible long-term suspension	10 days APEP/OSS pending long-term suspension; Notify LCSO/LCFD		
High	5-10 days short-term suspension; notify LCSO/LCFD	10 days APEP; Notify LCSO/LCFD, with possible long-term suspension	10 days APEP/OSS pending long-term suspension; Notify LCSO/LCFD		
Serious Disruption of School: A student(s) action that interferes with the purpose and function of a school. **Example:** Disturbing the peace, Riot/brawl, False reporting of weapon					
Elementary	1-5 days Detention or 0.5-3 ISS	3-5 days Detention or .5-3 days ISS; possible notification of law enforcement	1-5 days ISS or 1-3 OSS; P/G conference; LCSO notification		
Middle	Notify LCSO for citation of "Disturbance of School"; 1-10 days APEP	Notify LCSO for citation of "Disturbance of School"; 1-10 days APEP; possible long-term suspension	Notify LCSO; 1-10 days APEP/OSS; possible permanent long-term suspension/expulsion for contract violations		
High	Notify LCSO for citation of "Disturbance of School"; 1-10 days APEP	Notify LCSO for citation of "Disturbance of School"; 1-10 days APEP; possible long-term suspension	Notify LCSO; 1-10 days APEP/OSS; possible permanent long-term suspension/expulsion for contract violations.		

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DISRUPTIONS OF CLASS/SCHOOL ACTIVITIES (continued)					
School Level	**1st Offense**	**2nd Offense**	**3rd Offense**	**Restorative Practice**	**IC Codes**
Threat to School: Threats and targeted attacks against schools					
Elementary	See policy JG,LCSO notification				
Middle	10 days APEP pending long-term suspension; LCSO notification				
High	10 days APEP pending long-term suspension; LCSO notification				
PROHIBITED BEHAVIORS - GENERAL					
School Level	**1st Offense**	**2nd Offense**	**3rd Offense**	**Restorative Practice**	**IC Codes**
Arson (major, or minor): Intentionally setting fire, or attempting to set fire, or intentionally engaging in malicious conduct which may reasonably be foreseen to set fire to property of another, participating in, or encouraging another person to participate in such conduct. See also: NRS 205.005 "Set fire to" defined 203					
Elementary	1-10 days ISS/OSS; See policy JG, LCSO notification			Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement(PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Educational Project • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Conference with Admin/SRO Tier 3: • Meet with counselor • Meet with social worker • Student Study Team • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement/ JPO	**15: Conduct prohibited by city/state/federal** ***Arson**
Middle	10 days APEP/OSS pending long-term suspension; LCSO notification				
High	10 days APEP/OSS pending long-term suspension; LCSO notification				

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PROHIBITED BEHAVIORS - GENERAL (continued)					
School Level	**1st Offense**	**2nd Offense**	**3rd Offense**	**Restorative Practice**	**IC Codes**
Bus/Transportation (minor): A violation of the transportation policy adopted by the board of trustees pursuant to NRS 392.4636.					
Elementary **Middle** **High**	**Minor**: Following 3 minor violations transportation will submit referral to admin; 1-3 days Detentions **Major**: Follow restorative discipline plan for specific behavior category infractions; 1-5 days transportation suspension *Pursuant to NRS 392.140 suspension from transportation privileges does not excuse a student from school attendance	**Minor**: 1-3 days transportation suspension **Major**: Follow restorative discipline plan: 6-10 days transportation suspension *Pursuant to NRS 392.140 suspension from transportation privileges does not excuse a student from school attendance	**Minor**: 3-10 days transportation suspension **Major**: Up to 45 days transportation suspension *Pursuant to NRS 392.140 suspension from transportation privileges does not excuse a student from school attendance	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement(PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Student Study Team • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	204 **38 Transportation Violation** ***Bus/Transportation**

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PROHIBITED BEHAVIORS - GENERAL (continued)

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Cheating/Plagiarism (major or minor): A violation of the Code of Honor related to cheating established pursuant to NRS 392.461. In general, cheating is the improper taking of information from and/or giving of information to another student, individual or other source. Plagiarism is representing another person's work or ideas as your own without credit to the proper source and submitting it for any purpose. ***Example:*** Altering records, Communicating false information (written or spoken), Dishonesty, Forgery.					
Altering School Records: Student makes unauthorized changes to school records (grades, attendance, etc)					
Elementary	Warning; 1-3 days Detention	3-5 days Detention	.5-3 days ISS; P/G conference	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	**10: Altering School Records** **13: Cheating** 205 **30: Plagiarism** **24: Forging Documents** ***Cheating/Plagiarism**
Middle	1-3 days APEP	3-5 days APEP	5-10 days of APEP		
High	1-3 days APEP	3-5 days APEP	5-10 days of APEP		

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PROHIBITED BEHAVIORS - GENERAL (continued)

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Cheating/Plagiarism: Student copies or takes credit for another individuals work				Tier 1: ● Classroom lessons ● School wide education assemblies ● Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: ● Pre-correction ● Re-teaching Expectations ● Meet with counselor ● Meet with social worker ● Educational Project ○ Legal ramification research ● Referral to MTSS Team ● Instructional Assessment ● Restorative Circle/Mediation ● Restorative Mediation ● Conference with Administration or School Resource Officer ● Time for time ● Enrollment in evidenced based intervention program available at school site Tier 3: ● Functional Behavior Assessment ● Behavior Improvement Plan ● Law Enforcement ● JPO	**30: Plagiarism** 206 **24: Forging Documents** ***Cheating/Plagiarism**
Elementary	Redo the assignment during non-instructional time	1-3 days Detention; completion of assignment at alternate time/location	1-3 days ISS		
Middle	Redo the assignment during non-instructional time	1-3 days Detention; completion of assignment at alternate time/location	5-10 days of Detention; Parent Conference		
High	Redo the assignment during non-instructional time	1-3 days Detention; completion of assignment at alternate time/location	5-10 days of Detention; Parent Conference		
Forgery: when a person makes or alters a note or writing so that it is false with the intent to deceive.					
Elementary	1-3 days Detention	3-5 days Detention; P/G conference	5-10 days Detention or 0.5-3 days ISS; P/G conference		
Middle	3-5 days Detention or 1 day APEP	2-3 days APEP	3-5 days APEP		
High	3-5 days Detention or 1 day APEP	2-3 days APEP	3-5 days APEP		

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PROHIBITED BEHAVIORS - GENERAL (continued)					
School Level	**1st Offense**	**2nd Offense**	**3rd Offense**	**Restorative Practice**	**IC Codes**
Damage to or Destruction of Property on School Grounds (major or minor): Violations of the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463 relating to the willful or malicious destruction of or injury to real or personal property of another. ***Example:*** Graffiti, Tampering with motor vehicles, Throwing substance at vehicle (if damage occurred to the vehicle; if damage did not occur to the vehicle then code to Disregard for School Rules, minor), Vandalism.					
Elementary	Restitution; 1-3 days Detention; Over $250 LCSO notified.	Restitution; 3-5 days Detention or 0.5-~~1~~ 3 Day ISS; Over $250 LCSO notified.	Restitution; possible 1-3 Day ISS/OSS ; P/G Required Conference; Over $250 LCSO notified.	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based • Intervention program available at school site Tier 3: • Student Study Team • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	207 **21: Damage to School Property/Vandalism** ***Damage to or Destruction of Property on School Grounds**
Middle	Restitution; 3-5 days APEP, Over $250 LCSO notified	Restitution; 5-7 days APEP; Over$250 LCSO notified	Restitution; 7-10 days APEP; Over $250 LCSO notified		
High	Restitution; 3-5 days APEP, Over $250 LCSO notified	Restitution; 5-7 days APEP; Over$250 LCSO notified	Restitution; 7-10 days APEP; Over $250 LCSO notified		

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PROHIBITED BEHAVIORS - GENERAL (continued)

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Dress Code Violation (minor): Violations of the dress code as outlined in the parent student handbook and/or individual school rules. This includes violations of a school uniform policy adopted pursuant to NRS 386.855. ***Example*:** Non-dress Physical Education (PE), Indecent exposure (rule out age/development level of the student and other major prohibited behavior that more appropriately captures the behavior of the student). See LCSD Board Policy JFJ					
Elementary	Warning; corrected	Warning; corrected	See Insubordination- first offense	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	208 **29: Inappropriate Dress** ***Dress Code Violation**
Middle	Warning; corrected	Warning; corrected	See Insubordination- first offense		
High	Warning; corrected	Warning; corrected	See Insubordination- first offense		

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PROHIBITED BEHAVIORS - GENERAL (continued)					
School Level	**1st Offense**	**2nd Offense**	**3rd Offense**	**Restorative Practice**	**IC Codes**
Gang Related Behavior/Activity (major): Violations of the policy established by the board of trustees for the prohibition of activities of criminal gangs on school property pursuant to NRS 392.4635. See LCSD Board Policy JFC					
Elementary	1-3 days Detention/ISS; Gang/ Behavior Contract; notify LCSO	3-5- days Detention/ISS; notify LCSO/Work with SRO	1-3 days ISS/OSS; notify LCSO/work with SRO	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker7 • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Student Study Team • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	209 **25 Gang Activity** ***Gang Related Behavior/Activity**
Middle	1-3 days APEP; notification of LCSO	3-5 days APEP; notification of LCSO	5-10 days APEP/OSS with long-term suspension; notification of LCSO		
High	3-5 days APEP; Gang/Behavior Contract; Notify LCSO	5-10 days APEP; Notify LCSO; Possible long-term suspension	10 days APEP/OSS; notify LCSO; long-term suspension/expulsion		

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PROHIBITED BEHAVIORS - GENERAL (continued)					
School Level	**1st Offense**	**2nd Offense**	**3rd Offense**	**Restorative Practice**	**IC Codes**
Habitual Disciplinary Problem (major): NRS 392.4655 Conditions under which pupil deemed habitual disciplinary problem; plan of behavior to prevent pupil from being deemed habitual disciplinary problem; appeal by parent or guardian concerning content of plan or action taken pursuant to plan. **Example:** See LCSD Policy JG for specific guidelines.					
Elementary	See Policy JG			Tier 1: ● Classroom lessons ● School wide education assemblies ● Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: ● Pre-correction ● Re-teaching Expectations ● Meet with counselor ● Meet with social worker ● Educational Project ○ Legal ramification research ● Referral to MTSS Team ● Instructional Assessment ● Restorative Circle/Mediation ● Restorative Mediation ● Conference with Administration or School Resource Officer ● Time for time ● Enrollment in evidenced based intervention program available at school site Tier 3: ● Student Study Team ● Functional Behavior Assessment ● Behavior Improvement Plan ● Law Enforcement ● JPO	210 **15 Conduct prohibited by city/state/federal** ***Habitual Disciplinary Problem**
Middle	10 days APEP/OSS pending long-term suspension; Instructional interventions must be in place here and all progressive discipline tiers				
High	10 days APEP/OSS pending long-term suspension; Instructional interventions must be in place here and all progressive discipline tiers				

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PROHIBITED BEHAVIORS - GENERAL (continued)					
School Level	**1st Offense**	**2nd Offense**	**3rd Offense**	**Restorative Practice**	**IC Codes**
Impairing Health, Safety, or Welfare of Others (major or minor): Violations of any regulation adopted by the board of trustees for sanitation in the public schools and for the prevention of the spread of contagious and infectious diseases pursuant to NRS 392.430. **Example:** Throwing urine on another student, spitting on another student, knowingly give someone something to ingest (putting eye drops in teacher water), poking a student with a syringe					
Elementary	See Policy JG			Tier 1: ● Classroom lessons ● School wide education assemblies ● Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: ● Pre-correction ● Re-teaching Expectations ● Meet with counselor ● Meet with social worker ● Educational Project ○ Legal ramification research ● Referral to MTSS Team ● Instructional Assessment ● Restorative Circle/Mediation ● Restorative Mediation ● Conference with Administration or School Resource Officer ● Time for time ● Enrollment in evidenced based intervention program available at school site Tier 3: ● Functional Behavior Assessment ● Behavior Improvement Plan ● Law Enforcement ● JPO	211 ***Impairing Health, Safety, or Welfare of Others**
Middle	10 days APEP/OSS pending long-term suspension; Instructional interventions must be in place here and all progressive discipline tiers				
High	10 days APEP/OSS pending long-term suspension; Instructional interventions must be in place here and all progressive discipline tiers				

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PROHIBITED BEHAVIORS - GENERAL (continued)

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Inappropriate Language (minor): Violations of the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463 relating to spoken language or other communications. **Example:** Foul language, Disrespect/swearing, Inappropriate behavior/language, Profanity, Obscene language and gestures, Unacceptable language, Verbal abuse					
Inappropriate Language (minor): Directed at a Peer					
Elementary	Warning	1-3 days Detention	3-5 days Detention	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	**41: Vulgar Language / Obscenities / Profanity** ***Inappropriate Language** 212
Middle	Warning	1-3 days Detention	3-5 days Detention		
High	Warning	1-3 days Detention	3-5 days Detention		

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PROHIBITED BEHAVIORS - GENERAL (continued)

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Inappropriate Language (minor): Directed at a LCSD Employee				Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for meeting expectations (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Educational Project • Referral to MTSS Team • Instructional Assessment • Restorative Mediation • Conference with Admin/SRO Tier 3: • Meet with counselor • Meet with social worker • Functional Behavior Assessment • Behavior Improvement • PlanRestorative Circle/Mediation • Law Enforcement / JPO	**15 Conduct Prohibited by city/state/federal** ***Sexual Assault** 213
Elementary	1-3 days Detention;	3-5 days Detention~~,~~ or 1 day ISS	0.5-~~2~~ 3 days ISS or see insubordination		
Middle	1-3 days APEP	3-5 days APEP	5-10 days APEP		
High	1-3 days APEP	3-5 days APEP	5-10 days APEP		
Sexual Assault (major): NRS 200.366 Sexual assault: Definition; penalties; exclusions. NRS 62F.100 "Sexual offense" defined. NRS 62A.320 "Sexually motivated act" defined. NRS 62F.010 District attorney may request hearing after adjudication of delinquency in certain circumstances to determine whether unlawful act was sexually motivated; evidence; juvenile court to enter finding.					
Elementary	Contact LCSO;				
Middle	Contact LCSO;				
High	Contact LCSO;				

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PROHIBITED BEHAVIORS - GENERAL (continued)

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Sexual Misconduct/Harassment (major): Violations of the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463 relating to behavior or harassment that is sexual in nature. **Examples** may include but are not limited to: unwelcome sexual advances or propositions; using electronic devices or technology to record or transmit nudity or sexual acts; unwanted touching; threatening to harm someone sexually; consensual sexual activity between two (2) or more students; and inappropriate or suggestive sexual behavior involving one or more students. See also: NRS 200.571 Harassment: Definition; penalties.					
Sexual Harassment					
Elementary	1-5 Days Detention/1-3 Days ISS depending on nature and severity of incident.* Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or sexual harassment	1-3 Days ~~ISS/~~OSS (in-school or out-of-school), depending on nature/severity of incident.* Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or sexual harassment	4-10 Days ~~ISS/~~OSS depending on severity of incident.* . Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or sexual harassment	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	214 **11: Bullying Confirmed** **18: Cyber Bullying Confirmed** ***Sexual Misconduct/Harassment**
Middle	3-5 days Detention or 1-3 days APEP Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or sexual harassment	3-5 days of APEP Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or sexual harassment	5-10 days of APEP with possible long-term suspension. Notify LCSO Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or sexual harassment		
High	1-3 days APEP/ OSS depending on Severity Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or sexual harassment	Notify LCSO for possible citation, 3-5 days APEP Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or sexual harassment	Notify LCSO; 5-10 days OSS, Possible long-term suspension Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or sexual harassment		

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PROHIBITED BEHAVIORS - GENERAL (continued)

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Technology Violation (minor): Violations of the policy concerning use and possession of electronic devices adopted by the board of trustees pursuant to NRS 392.4637. **Example:** Acceptable use policy, Cell phone use violations, electronic device violation, Inappropriate use of technology violation, Internet violation, Personal communication device.					
Electronic Devices/Cell phones - LCSD Policy EDBB & Individual school handbook					
Elementary	Warning	Teacher confiscates device and returns at end of class/day	Teacher confiscates device and turns into office; returned at end of day at discretion of admin, possible 1-3 days Detention	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	**35: Technology Violation** ***Technology Violation** 215
Middle	Warning	Taken to the office; student may access device at lunch, during passing.	Taken to the office; student may access device at lunch, during passing.		
High	Warning	Taken to the office; student may access device at lunch, during passing.	Taken to the office; student may access device at lunch, during passing.		

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PROHIBITED BEHAVIORS - GENERAL (continued)

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Pornography: Student accesses online or physical content deemed to be pornography					**35: Technology Violation** ***Technology Violation**
Elementary	1-3 days Detention	3-5 days Detention and computer privileges suspended for a time TBD by administration	1-3 days of ISS and computer privileges suspended for a time TBD by administration		
Middle	1-5 days APEP	5-10 days APEP; and computer privileges suspended for a time TBD by administration	10 days APEP and computer privileges suspended for a time TBD by administration		
High	1-5 days APEP	5-10 days APEP; and computer privileges suspended for a time TBD by administration	10 days APEP and computer privileges suspended for a time TBD by administration		
Theft/Possession of Stolen Property (major): Stealing or taking the property of another individual, or being in the possession of property that has been stolen, based on statutory definitions for such actions, and which is a violation of the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463; a violation of the rules of the school as outlined in the Parent/Student handbook; or disseminated by the individual school, teacher, or coach. See also: NRS 205.0832 Actions which constitute theft. NRS 205.060 Residential burglary, burglary of a business, burglary of a motor vehicle and burglary of a structure: Definitions; penalties; venue. [Effective July 1, 2020.] NRS 200.380 Definition; penalty. (Robbery) NRS 205.220 Grand larceny Definition. [Effective July 1, 2020.]. **Example:** Burglary, Larceny, Robbery, Stealing, theft private property, theft personal property					
Elementary	1-3 days Detention; notification of LCSO if over $250, restitution~~, P/G notification~~	1-5 days ~~Detention/~~ISS; notify LCSO if over $250, restitution, P/G conference	3-5 days ISS or 0.5-3 days OSS; notify LCSO if over $250, restitution, P/G conference	Tier 1: • Classroom and school wide lessons on expectations • Positive acknowledgement (PBIS) Tier 2: • Pre-correction/Re-teaching • Counselor/social worker meeting • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Conference with Admin/SRO • Restitution • Available Tier 2 interventions Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement/JPO	**32 Receiving/Possession of Stolen Property** ***Theft/Possession of Stolen Property**
Middle	3-5 days APEP; notification of LCSO for any item stolen over $250	5-10 days APEP; notification of LCSO for any item stolen over $250	Administrator Discretion; notification of LCSO for any item stolen over $250		
High	3-5 days APEP; notification of LCSO for any item stolen over $250	5-10 days APEP; notification of LCSO for any item stolen over $250	Administrator Discretion; notification of LCSO for any item stolen over $250		

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PROHIBITED BEHAVIORS - GENERAL (continued)

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Trespassing (minor or major): Trespassing or presence in an unauthorized area by a student and which is a violation of the Written Rules of Behavior adopted by the school district pursuant to NRS 392.463; a violation of the rules of the school as outlined in the Parent/Student handbook; or disseminated by the individual school, teacher, or coach; and which includes previous or repeated communication to the student that the area is off-limits to students. See also: NRS 207.200 Unlawful trespass upon land; warning against trespassing. **Example:** Being on another campus unauthorized (middle school on high school campus), when in APEP and showing up to an event)					
Elementary	Administration decides on consequence	3-5 days Detention or 0.5-3 ISS	0.5-3 days ISS/OSS	Tier 1: ● Classroom lessons ● School wide education assemblies ● Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: ● Pre-correction ● Re-teaching Expectations ● Meet with counselor ● Meet with social worker ● Educational Project ○ Legal ramification research ● Referral to MTSS Team ● Instructional Assessment ● Restorative Circle/Mediation ● Restorative Mediation ● Conference with Administration or School Resource Officer ● Time for time ● Enrollment in evidenced based intervention program available at school site Tier 3: ● Functional Behavior Assessment ● Behavior Improvement Plan ● Law Enforcement ● JPO	217 **39: Unauthorized area** ***Trespassing**
Middle	1-5 days Detention	1-3 days APEP	3-5 days APEP		
High	1-3 days Detention	1 day APEP	2 days APEP; student success plan.		

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BULLYING BEHAVIORS					
School Level	**1st Offense**	**2nd Offense**	**3rd Offense**	**Restorative Practice**	**IC Codes**
Bullying ~~(minor or major)~~: See NRS 388.122 "Bullying" defined and LCSD Board Policy JFCC. Example: Harassment, Hazing, Intimidation, Libel/Slander, Retaliation, Stalking					
Elementary	1-5 Days Detention/1-3 Days ISS depending on nature and severity of incident.* Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	1-3 Days ISS/OSS, depending on nature/severity of incident.* Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	4-10 Days ISS/OSS depending on severity of incident.* . Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	**11: Bullying Confirmed** 218 **42: Violence to other student one sided** ***Bullying**
Middle	3-5 days Detention or 1-3 days APEP Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	3-5 days of APEP Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	5-10 days of APEP with possible long-term suspension. Notify LCSO Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race		
High	1-3 days APEP/ OSS depending on Severity Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	Notify LCSO for possible citation, 3-5 days APEP Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	Notify LCSO; 5-10 days OSS, Possible long-term suspension Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race		

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BULLYING BEHAVIORS (continued)

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Cyberbullying ~~(minor or major)~~: NRS 388.123 "Cyber-bullying" defined. "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 section, "sexual image" has the meaning ascribed to it in NRS 200.737. (Added to NRS by 2009, 687; A 2011, 1062) See also: NRS 200.571 Harassment: Definition; penalties. NRS 200.605 Penalties; definition. (Hazing), NRS 200.575 Stalking: Definitions; penalties; entry of finding in judgment of conviction or admonishment of rights. **Example:** Includes the following when the behavior is perpetrated via electronic means: Harassment, Hazing, Intimidation, Libel/Slander, Retaliation, Stalking.					
Elementary	1-5 Days Detention/1-3 Days ISS depending on nature and severity of incident.* Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	1-3 Days ISS/OSS, depending on nature/severity of incident.* Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	4-10 Days ISS/OSS, depending on severity of incident.* Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	219 **18: Cyberbullying Confirmed** ***Cyberbullying**
Middle	3-5 days Detention or 1-3 days APEP Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	3-5 days of APEP Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	5-10 days of APEP with possible long-term suspension. Notify LCSO Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race		
High	1-3 days APEP/ OSS depending on Severity Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	Notify LCSO for possible citation, 3-5 days APEP Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	Notify LCSO; 5-10 days OSS, Possible long-term suspension Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race		

BULLYING BEHAVIORS (continued)

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Discrimination Based on Race (minor or major): NRS 388.1235 "Discrimination based on race" defined. "Discrimination based on race" means any single or repeated or pervasive act or acts, whether targeted to a specific person or targeted in general to any demographic identified in subsection 1: 1. 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 2. That occurs in person, online or in any other setting including, without limitation, in a course of distance education.					
Elementary	1-5 Days Detention/1-3 Days ISS depending on nature and severity of incident.* Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	1-3 Days ISS/OSS (in-school or out-of-school), depending on nature/severity of incident.* Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	4-10 Days ISS/OSS depending on severity of incident.* . Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	220 **46: Discrimination based on race confirmed** ***Discrimination Based on Race**
Middle	3-5 days Detention or 1-3 days APEP Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	3-5 days of APEP Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	5-10 days of APEP with possible long-term suspension. Notify LCSO Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race		
High	1-3 days APEP/ OSS depending on Severity Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	Notify LCSO for possible citation, 3-5 days APEP Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race	Notify LCSO; 5-10 days OSS, Possible long-term suspension Investigated per LCSD Board Policy JFCC and deemed bullying, cyber bullying, and/or discrimination based on race		

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SUBSTANCE USE BEHAVIORS					
School Level	**1st Offense**	**2nd Offense**	**3rd Offense**	**Restorative Practice**	**IC Codes**
Alcohol: Possession/Use of (minor): A violation of the plan to ensure that public schools are safe and free of controlled substances as adopted by the school district pursuant to NRS 392.463, through the possession or use of an alcoholic beverage. See also: NRS 392.464 Adoption and enforcement by trustees of disciplinary measures for pupil in possession of alcoholic beverage or controlled substance on premises of school.					
Elementary	1-3 days Detention/1 day ISS; notify LCSO	1-~~3~~ 5 days ISS; notify LCSO	3-5 days ISS or 1-3 days OSS; notify LCSO	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	221 **1: Alcohol** ***Alcohol - Possession/Use of**
Middle	5 days APEP; mandatory referral for intervention and law enforcement contacted	10 days APEP; mandatory referral for intervention and law enforcement contacted	10 days APEP; notify Law Enforcement		
High	5-7 days APEP; may be reduced with completion of project success; notify law enforcement for citation	7-10 days APEP; notify law enforcement	10 days APEP; notify law enforcement		

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SUBSTANCE USE BEHAVIORS (continued)					
School Level	**1st Offense**	**2nd Offense**	**3rd Offense**	**Restorative Practice**	**IC Codes**
Drug Paraphernalia: Possession of (minor): A violation of the plan to ensure that public schools are safe and free of controlled substances as adopted by the school district pursuant to NRS 392.463, through the possession or use of drug paraphernalia.					
Elementary	1-3 days Detention/1 day ISS; notify LCSO	1-3 days ISS; notify LCSO,	3-5 days ISS; notify LCSO	Tier 1: ● Classroom lessons ● School wide education assemblies ● Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: ● Pre-correction ● Re-teaching Expectations ● Meet with counselor ● Meet with social worker ● Educational Project ○ Legal ramification research ● Referral to MTSS Team ● Instructional Assessment ● Restorative Circle/Mediation ● Restorative Mediation ● Conference with Administration or School Resource Officer ● Time for time ● Enrollment in evidenced based intervention program available at school site Tier 3: ● Functional Behavior Assessment ● Behavior Improvement Plan ● Law Enforcement ● JPO	**17: Controlled Substance Possession/Use** ***Drug Paraphernalia - Possession of**
Middle	5 days APEP; mandatory referral for intervention; law enforcement contacted	10 days APEP; mandatory referral for intervention; law enforcement contacted	10 days APEP; notify law enforcement; possible long-term suspension		
High	7 days short-term suspension; may be reduced with completion of project success; notify law enforcement for citation	10 days APEP; notify law enforcement	10 days APEP; notify law enforcement; possible long-term suspension		

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SUBSTANCE USE BEHAVIORS (continued)					
School Level	**1st Offense**	**2nd Offense**	**3rd Offense**	**Restorative Practice**	**IC Codes**
Possession/Use of a Controlled Substance (major): A violation of the plan to ensure that public schools are safe and free of controlled substances as adopted by the school district pursuant to NRS 392.463, through the possession or use of a controlled substance. See also: NRS 392.464 Adoption and enforcement by trustees of disciplinary measures for pupil in possession of alcoholic beverage or controlled substance on premises of school. This can include over the counter medication misuse. Note: Sale/distribution of a controlled substance is a law enforcement and not a student discipline event (see section on Behavior event types to be eliminate).					
Elementary	1-3 days Detention/1 day ISS; notify LCSO	1-3 days ISS/OSS; notify LCSO	3-5 days ISS/OSS; notify LCSO	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	223 **17: Controlled Substance Possession/Use** ***Possession/Use of a Controlled Substance**
Middle	5-7 days APEP; mandatory referral for intervention; law enforcement contacted	7-10 days APEP; mandatory referral for intervention; law enforcement contacted	10 days APEP; notify law enforcement; possible long-term suspension		
High	5-7 days APEP; may be reduced with completion of project success; notify law enforcement for citation	7-10 days APEP; notify law enforcement	10 days APEP; notify law enforcement; possible long-term suspension		

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SUBSTANCE USE BEHAVIORS (continued)

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Tobacco Violation (minor): A violation of the plan to ensure that public schools are safe and free of controlled substances as adopted by the school district pursuant to NRS 392.463, through the possession or use of tobacco or tobacco related products. Includes vaping (must rule out presence of a controlled substance).					
Elementary	P/G notification; confiscate device/product	1-3 Days Detention; parent meeting	3-5 Days Detention/ISS; parent meeting	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	224 **37: Tobacco** ***Tobacco Violation**
Middle	1-3 days APEP; confiscate device/product	3-5 days APEP	7-10 days APEP		
High	1-3 days APEP	3-5 days APEP	7-10 days APEP		

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SUBSTANCE USE BEHAVIORS (continued)					
School Level	**1st Offense**	**2nd Offense**	**3rd Offense**	**Restorative Practice**	**IC Codes**
Sale/Distribution of a Controlled Substance: (major): Distribution of an illegal or controlled substance NRS 392.466(1)					
Elementary	1-3 days Detention/ISS; notify LCSO	3-5 days ~~Detention/~~ISS/OSS; notify LCSO; possible expulsion or permanent expulsion (11 & older)	5-10 days ~~Detention/~~ISS/OSS; notify LCSO; possible expulsion or permanent expulsion (11 & older)	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	**16: Controlled Substance Distribution** ***Sale Distribution of a Controlled Substance**
Middle	10 days APEP/OSS pending long-term suspension; expulsion, or permanent expulsion; mandatory intervention counseling; law enforcement contacted				
High	Notify LCSO; 10 days APEP/OSS; Send home with P/G; pending long-term suspension, expulsion, or permanent expulsion				

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THREAT BEHAVIORS					
School Level	**1st Offense**	**2nd Offense**	**3rd Offense**	**Restorative Practice**	**IC Codes**
Threat to Staff (major): NRS 392.915 Threatening to cause bodily harm or death to pupil or school employee by means of oral, written or electronic communication; penalties. **Note**: Consider requesting that a suicide/homicide assessment and/or a a threat inquiry assessment be performed in association with this behavior event type. Note: Consider requesting that a suicide/homicide assessment and/or a a threat inquiry assessment be performed in association with this behavior event type.					
Elementary	1-3 Detention	4-5 ~~Detention~~ days ISS/0.5-3 days OSS	~~1-3 day of ISS~~ 0.5-5 days OSS	Tier 1: ● Classroom lessons ● School wide education assemblies ● Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: ● Pre-correction ● Re-teaching Expectations ● Meet with counselor ● Meet with social worker ● Educational Project ○ Legal ramification research ● Referral to MTSS Team ● Instructional Assessment ● Restorative Circle/Mediation ● Restorative Mediation ● Conference with Administration or School Resource Officer ● Time for time ● Enrollment in evidenced based intervention program available at school site Tier 3: ● Student Study Team ● Functional Behavior Assessment ● Behavior Improvement Plan ● Law Enforcement ● JPO	226 **36: Threat/Intimidation/Extortion** ***Threat to Staff**
Middle	3-10 days APEP; Habitual Discipline Behavior Contract; Instructional intervention to be discussed	7-10 days OSS; possible expulsion, deemed "habitual discipline problem" per contract	10 days OSS with possible permanent expulsion; violation of contract		
High	3-10 days APEP, Habitual Discipline Behavior Contract; Instructional intervention to be discussed	7-10 days APEP/OSS; possible expulsion, deemed “habitual discipline problem” per contract	10 days OSS with possible permanent expulsion; violation of contract		

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THREAT BEHAVIORS (continued)

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Threat to Student (major): NRS 392.915 Threatening to cause bodily harm or death to pupil or school employee by means of oral, written or electronic communication; penalties. **Note:** Consider requesting that a suicide/homicide assessment and/or a a threat inquiry assessment be performed in association with this behavior event type.					
Elementary	1-3 Detention or ISS	4-5 Detention or ISS	1-3 day of ISS/OSS	Tier 1: ● Classroom lessons ● School wide education assemblies ● Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: ● Pre-correction ● Re-teaching Expectations ● Meet with counselor ● Meet with social worker ● Educational Project ○ Legal ramification research ● Referral to MTSS Team ● Instructional Assessment ● Restorative Circle/Mediation ● Restorative Mediation ● Conference with Administration or School Resource Officer ● Time for time ● Enrollment in evidenced based intervention program available at school site Tier 3: ● Functional Behavior Assessment ● Behavior Improvement Plan ● Law Enforcement ● JPO	227 **36: Threat/Intimidation/ Extortion** ***Threat to Student**
Middle	1-5 days APEP	5-10 days APEP	10 days APEP; possible notification of LCSO		
High	3-10 days APEP, Habitual Discipline Behavior Contract; Instructional intervention to be discussed	7-10 days APEP	10 days APEP; possible notification of LCSO		

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VIOLENT BEHAVIORS					
School Level	**1st Offense**	**2nd Offense**	**3rd Offense**	**Restorative Practice**	**IC Codes**
Violence/Harm to Staff (major): NRS 200.481 Battery: Definitions; penalties. NRS 392.910 Assaulting pupil or school employee; interference with persons peaceably assembled within school; penalties. NRS 200.471 Assault: Definitions; penalties. [Effective January 1, 2020.]. Includes Assault to staff, Battery to staff. Note: Consider requesting that a suicide/homicide assessment and/or a a threat inquiry assessment be performed in association with this behavior event type.					
Elementary	Notify LCSO, DO, P/G; 1-3 days Detention/ISS; possible schedule change; possible long term suspension, expulsion, or permanent expulsion (8 years and older). Battery with intent to result in bodily injury: <8 must be suspended; 8+ must be suspended, expelled, or permanently expelled	Notify LCSO, DO, P/G 3-5 days ~~Detention/~~ISS or 1-3 OSS; possible schedule change; possible long term suspension, expulsion, or permanent expulsion (8 years and older). Battery with intent to result in bodily injury: <8 must be suspended; 8+ must be suspended, expelled, or permanently expelled		Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	228 **44: Violence to staff member(s)** ***Violence/Harm to Staff**
Middle	10 days APEP pending possible long term suspension, expulsion, or permanent expulsion;; LCSO contacted depending on severity; Instructional interventions must be in place here and for all progressive discipline tiers. Battery with intent to result in bodily injury: Must be suspended, expelled, or permanently expelled	10 days APEP pending possible expulsion or permanent expulsion; law enforcement contacted depending on severity. Battery with intent to result in bodily injury: Must be suspended, expelled, or permanently expelled			
High	10 days ~~APEP~~ pending possible long term suspension, expulsion, or permanent expulsion; LCSO contacted depending on severity; Instructional interventions must be in place here and for all progressive discipline tiers. Battery with intent to result in bodily injury: Must be suspended, expelled, or permanently expelled	10 days APEP pending possible permanent expulsion; law enforcement contacted depending on severity. Battery with intent to result in bodily injury: Must be suspended, expelled, or permanently expelled			

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VIOLENT BEHAVIORS (continued)

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
"Violence/Harm to Student (major): NRS 200.481 Battery: Definitions; penalties. NRS 392.910 Assaulting pupil or school employee; interference with persons peaceably assembled within school; penalties. NRS 200.471 Assault: Definitions; penalties. [Effective January 1, 2020.] Note: Consider requesting that a suicide/homicide assessment and/or a a threat inquiry assessment be performed in association with this behavior event type. **Examples:** Fighting, Hitting, Inciting/promotion/premeditation of fighting or violence, Assault to students, Battery to students, Videotaping and/or distribution.					
Elementary	1-3 days Detention or .5-3 days ISS	3-5 days ~~Detention/~~ISS or .5-3 days ~~ISS/~~OSS; conference with P/G and admin/counselor	5-10 days ~~Detention/~~ISS or 1-5 OSS; notify LCSO; behavior contract	Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement for demonstrating expectations (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project ○ Legal ramification research • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	229 **43: Violence to student-fighting** **22: Inciting** ***Violence/Harm to Student**
Middle	1 to 5 days APEP; fight contract implemented; possible notification of LCSO	5 to 10 days APEP with possible long-term suspension; 2nd fight contract; possible notification of LCSO	10 days APEP with possible long-term suspension; notification of LCSO		
High	3-10 days APEP, Habitual Discipline Behavior Contract; Instructional intervention to be discussed.	7-10 days OSS, possible long term suspension, deemed "habitual discipline problem" per contract\.	10 days OSS with possible long term suspension/expulsion, violation of contract.		

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WEAPONS INVOLVED BEHAVIORS

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes

Possession/Use of Weapon (major): A pupil who is found in possession of a firearm or a dangerous weapon while on the premises of any public school, at an activity sponsored by a public school or on any school bus, where dangerous weapon and firearm are defined as (see NRS 392.466):

- (b) "Dangerous weapon" includes, without limitation, a blackjack, slingshot, billy, sand-club, sandbag, metal knuckles, dirk or dagger, a nunchaku or trefoil, as defined in NRS 202.350, a butterfly knife or any other knife described in NRS 202.350, a switchblade knife as defined in NRS 202.265, or any other object which is used, or threatened to be used, in such a manner and under such circumstances as to pose a threat of, or cause, bodily injury to a person. (see NRS 392.466) (c) "Firearm" includes, without limitation, any pistol, revolver, shotgun, explosive substance or device, and any other item included within the definition of a "firearm" in 18 U.S.C. § 921, as that section existed on July 1, 1995. (see NRS 392.466)
- Note: NRS 392.4634 – Prohibition against disciplining certain pupils for simulating firearm or dangerous weapon or wearing clothing or accessories that depict firearm or dangerous weapon; exceptions; prohibition against adoption of conflicting policy, ordinance or regulation. Consider requesting that a suicide/homicide assessment and/or a a threat inquiry assessment be performed in association with this behavior event type.

Examples: Air/pellet/paint gun, Combustibles, Explosive device, Firearm, Fireworks, Incendiary device/bomb, Knives.

Possession/Use of a Weapon

Elementary	~~Expulsion for a period of not less than one year; notify LCSO~~ Possible long-term suspension; notify law enforcement; possible expulsion/permanent expulsion (ages 11+).	~~Permanent Expulsion~~ Possible long-term suspension; notify law enforcement; possible expulsion/permanent expulsion (ages 11+).		Tier 1: • Classroom lessons • School wide education assemblies • Positive acknowledgement (PBIS) Tier 2: • Pre-correction • Re-teaching Expectations • Meet with counselor • Meet with social worker • Educational Project • Referral to MTSS Team • Instructional Assessment • Restorative Circle/Mediation • Restorative Mediation • Conference with Administration or School Resource Officer • Time for time • Enrollment in evidenced based intervention program available at school site.	230 **23: Firearm/Dangerous weapon** **3: Incendiary Device** ***Possession/Use of Weapon**
Middle	~~5-10 days APEP; Possible~~ Long-term suspension; notify law enforcement; possible expulsion or permanent expulsion.	~~10 days OSS;~~ Notify law enforcement; ~~possible~~ expulsion or permanent expulsion.			

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High	~~5-10 days APEP; Possible~~ Long-term suspension; notify law enforcement; possible expulsion, or permanent expulsion.	~~10 days OSS;~~Notify law enforcement; ~~possible~~ expulsion or permanent expulsion	~~10 days OSS; permanent expulsion; notify law enforcement; possible expulsion~~		

WEAPONS INVOLVED BEHAVIORS

School Level	1st Offense	2nd Offense	3rd Offense	Restorative Practice	IC Codes
Fireworks: Student is in possession of a firework on school grounds				Tier 3: • Functional Behavior Assessment • Behavior Improvement Plan • Law Enforcement • JPO	231
Elementary	Possible 1-10 days Detention/ISS, depending on severity & usage; notify LCSO	Possible 5-10 days Detention/ISS (dependent on severity); notify LCSO	~~Possible ISS/expulsion~~ 5-10 days OSS		
Middle	1-5 days Detention or 1-3 days APEP depending on severity; possible notification of LCSO	3-5 days APEP; possible notification of LCSO; behavior contract implemented	10 days APEP; possible notification of LCSO; behavior contract reviewed/revised		
High	5 days APEP, depending on severity & usage; notify LCSO; possible long-term suspension/expulsion	5-10 days APEP; possible long-term suspension/expulsion; notify LCSO	10 days APEP pending long-term suspension/expulsion; notify LCSO		
Weapon not Defined Under NRS NRS 392.466 **Example:** Pocket knife, taser , Pepper Spray					
Elementary	Confiscated; 1-3 days Detention/ISS; possible notification of law enforcement;	Confiscated; Possible 3-5 days Detention/ISS; possible expulsion; P/G conference; possibly notify law enforcement	Confiscated; 5-10 days ISS; P/G conference; possible permanent expulsion; possible notify law enforcement		
Middle	Confiscated; Parents must retrieve	Confiscated; parents must retrieve; 1 day APEP	Confiscated; parents must retrieve; 2 days APEP		
High	Confiscated; parents must retrieve	Confiscated; parents must retrieve; 1 day APEP	Confiscated; parents must retrieve; 2 days APEP		
Brandishing a weapon or dangerous weapon: Student make the presence of a weapon known to another person, in order to intimidate that person, regardless of whether the weapon is directly visible to that person					

Elementary	~~1-5 days ISS; possible law enforcement contact~~ Confiscated. May be iImmediately removed and may be suspended. Possible long-term suspension; notify law enforcement; possible expulsion or permanent expulsion (ages 11+).	~~5-7 days ISS; possible law enforcement contact~~ Confiscated. May be immediately removed and suspended. Possible long-term suspension; notify law enforcement; possible expulsion or permanent expulsion (ages 11+).	~~10 days ISS; possible law enforcement contact~~		
Middle	~~1-5 days ISS; possible law enforcement contact~~ Confiscated. May be immediately removed and suspended. Possible long-term suspension; notify law enforcement; possible expulsion or permanent expulsion.	~~5-7 days ISS; possible law enforcement contact~~ Confiscated. May be immediately removed and suspended. Possible long-term suspension; notify law enforcement; possible expulsion or permanent expulsion.	~~10 days APEP; possible law enforcement contact~~		
High	~~1-5 days ISS; possible law enforcement contact~~ Confiscated. May be immediately removed and suspended. Possible long-term suspension; notify law enforcement; possible expulsion or permanent expulsion.	~~5-7 days ISS; possible law enforcement contact~~ Confiscated. May be immediately removed and suspended. Possible long-term suspension; notify law enforcement; possible expulsion or permanent expulsion.	~~10 days APEP; possible law enforcement contact~~		232

Please note the following disclosures in regards to the LCSD Restorative Discipline Plan:

- **The severity of some discipline infractions may dictate more serious consequences**
- **Per JG Discipline Policy: 1-10 days is defined as short term suspension, 11-179 days is defined as long term suspension, Expulsion is defined as up to 1 year/180 days**
- **All consequences are administered at the discretion of the LCSD designated administrator**
- **Criminal offenses will be reported to the Lyon County Sheriff's Office (LCSO)**
- **The School and/or District is not responsible for lost or stolen items**
- **Bus/transportation -student may not be removed from bus on the same trip of infraction**
- **The School and District implement several proactive measures to support student success including Positive Behavior Intervention Supports (PBIS), Social Emotional Learning (SEL), and a Multi-Tiered System of Supports (MTSS)**
- **The School and District promote a learning approach regarding disciplinary infractions & exercise restorative justice opportunities, when applicable.**
- **School's progressive discipline plan addresses all incidents as outlined in Section VII of the LCSD Discipline Policy JG**
- **Please note that this is a supplementary document to LCSD Board Policy JG**
- **For specific information about discipline infractions and applicable NRS, including that for alternative placement and transportation, refer to LCSD Policy JG**
- **All infractions and consequences require parent/guardian notification**
- **All consequences are administered at the discretion of the school administrator(s) and in accordance with LCSD Board Policy**
- **Should a student reach the end of the classroom discipline ladder and in the judgment of the teacher engaged in behavior that seriously interferes with teaching and learning, the student shall be sent to the Principal with a written referral indicating that the student has been removed from class pursuant to NRS 392.4645. Once this point is reached, all steps outlined in NRS 392.4645 dealing with temporary removal from the classroom will be specifically followed. Restorative practices AND instructional interventions must be used here and for all progressive discipline tiers (Temporary Alternative Placement)**
- **As outlined in NRS 392.4647, selected certified staff will review an alternative placement and plan with administration should a teacher request temporary removal of a student**
- **Once a suspension is assigned, the student is not allowed back on campus until the suspension is fulfilled. This includes all school related activities: dances, athletic events, etc.**
- **This plan utilizes the nine behavior categories recognized by the state**

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- **ISS = In School Suspension / OSS = Out of School Suspension /APEP = Alternative Placement Education Program**
- **Alternative Placement (AP) = ISS/APEP/OSS (administrator discretion)**
- **Early out may be revoked in addition to other consequences**
- *** New IC Code**
- **** NOTE: Use of this behavior code requires a citation in the behavior description narrative within the student information system of:**
    - **The specific rule or expectation that was repeatedly and willfully violated,**
    - **And a description of efforts that were employed to teach, reteach, and/or prompt the student regarding the specific rule or expectation**
- **Students who are suspended for 3 consecutive days or have 5 or more cumulative days in a year will have an Individual Student Plan (ISP) to address prevention of inappropriate behaviors and will be referred to the school MTSS (Multi-Tiered System of Supports) team for determination of appropriate interventions**
- **Students placed in an alternative educational setting off campus such as Lyon Online due to severe discipline reasons, will be given the opportunity to meet with an educator in person at least weekly**
- **Schools will review discipline data quarterly to look for disproportionalities and trends**

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Addressing/Protecting those who are recipients of infractions and to whom harm has been done

- **Recipients will be treated with compassion and respect for their dignity**
- **Steps will be taken to minimize retraumatization**
- **They are entitled to redress for the harm that they may have suffered**
- **They will have access to school counselors and other professionals as needed and available**
- **They will be given the opportunity to participate in restorative conferences**

Appendix A

Names of Lyon County School District Discipline Plan Focus Group Participants

Allura Venagas-Addington (Teacher)
Ally Sceirine (Administrator)
Amanda Windsor (Classified)
Ashley Hogan (Teacher)
Audrey Fitzsimmons (Teacher)
Blake Cooper (Administrator)
Breanne Smith (Classified)
Brittany Harrell (Classified)
Chase Woodford (Administrator)
Christina Woods (Classified)
Christine Koch (Teacher)
Cindy Owings (Counselor)
Corinne Burns (Administrator)
Dana Fenili-Doll (Parent)
Dave Varnadoe (Teacher)
David Nomicos (School Psychologist)
DeAnn Kelsey (Teacher)
Duane Mattice (Administrator)
Dusti Houk (Administrator)
Elise Johnson (School Counselor)
Elizabeth Barrati (Teacher)
Elizabeth Stanton (Teacher)
Eric Ozolins (School Counselor)
Erin Korf (Administrator)
Farrah Alexander (Administrator)
Gina Armstrong (School Counselor)
Hannah Swindlehurst (Teacher)
Heather Knudson (Teacher)
Hollie Acciari (Teacher)
Jamie Henderson (Administrator)
Jed Marciniak (Administrator)
Jenni O'Bryant (Classified)
Jennifer Bluhm (Administrator)
Jeremy Rogers (Teacher)
Jeremy Satalick (Administrator)
Jessica Billings (School Counselor)
Jessica Davis (Parent)
Jessie Little (Teacher)
John De Young (Parent)
Kamille Carlson (Teacher)
Kassie Parker (Parent)
Katie Gillespie (Teacher)
Kelly Simmons (Teacher)
Kevin Kranjcec (Administrator)
Korina Santos (Parent),
Kristin Inman (Parent)
Kristen Kellogg (Classified)
Laura Olave (Teacher)
Le-An Roberts (Classified)
Lindsay Parsons (Teacher)
Linsey Sousa (Teacher)
Lynn Jeka (Teacher)
Many Jo Fless (Parent)
Marie Bingham (Teacher)
Marie Dufresne (School Counselor)
Matthew Gallagher (Teacher)
Malinda Pope (School Counselor)
Melissa Marshek (Classified)
Melissa Wood (Teacher)
Michelle Trousdale (Teacher)
Monica Copple (Teacher)
Monie Byers (Administrator)
Nancy LaDawn Malone (Teacher)
Neysia Smith (Teacher)
Nicole LaFleur (Teacher)
Renee Ewing (Teacher)
Renae Oliver (Counselor)
Rosa Keithly (Classified)
Ryan Shea (Counselor)
Scott Fellows (Teacher)
Shaun Mc Mackin (Dean)
Shawn Romero (Administrator)
Stacy Spurlock (Classified)
Steve Henderson (Administrator)
Tara Crespo (Parent)
Tony Wilson (Administrator)
Tricia Strasdin (Teacher)
Trezlyn Wieser (Parent)
Vickie Church (Administrator)
Vince Angle (Teacher)
Lyon County School District Students
4th Grade Students at East Valley Elementary
Audrey Sumsion (student at Sutro Elementary)
Aven Nauvoks (student at Dayton Elementary)
Bronwynn Garret (student at Silverland Middle)
Caydalein Woods (student at Riverview Elementary)
Landon Harris (student at Dayton Elementary)
Leighton Soukup (student at Dayton Elementary)
Lilly Trunk (student at Yerington High)
Luke Santos (student at Yerington High)
Mason Alarcon (student at Yerington High)
Riley Aldridge (student at Yerington High)
Ruby DeChambeau (student at Smith Valley)
Sonny Romero (student at Sutro Elementary)
Taylor Mitchell (student at Yerington High)
Valencia Evans (student at Dayton Elementary)
Vinny Menesini (student at Yerington High)
Wyatt Knudson (student at Riverview Elementary)

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MEMORANDUM OF UNDERSTANDING

Child Assault Prevention (CAP) Project and Lyon County School District Regarding Elementary Child Self-Protection Workshops

Period of Agreement: August 1, 2023 through June 30, 2024

Parties Involved: Child Assault Prevention (CAP) Project
Lyon County School District

Common Objective: This partnership between the Child Assault Prevention (CAP) Project and the Lyon County School District is being formed for the purpose of providing child self-protection workshops to students enrolled in first through fourth grades in the Lyon County School District. CAP will strive to accommodate the needs of each individual school.

Partnership Background: The Child Assault Prevention (CAP) Project has been providing an elementary child self-protection to the students in Washoe County since 1984 and expanded its program to include the elementary schools and students in Lyon County. This partnership was established in 2013.

Distribution of Functions:
Child Assault Prevention (CAP) Project: Will provide staffing, transportation, workshop materials, follow-up activities, testing and questionnaires to the elementary schools in Lyon County. CAP will schedule the one-hour workshop presentations at the grade level(s) specified by the Lyon County School District. CAP will schedule presentations with the school counselors and teachers and will provide confirmations to all parties as well as school principals. CAP will facilitate the one-hour workshop presentation in each individual classroom or provide a video presentation to the classroom via an online portal. CAP is responsible for collecting all demographics and data on each workshop presentation.

Lyon County School District: Will allow CAP the one-hour workshop presentation time in individual classrooms at the grade level(s) requested by the Lyon County School District. Lyon County School District will allow CAP to schedule the workshop presentations with the school counselors and teachers. Lyon County School District will allow CAP to collect demographic information, evaluations, retention data and teacher and counselor questionnaires that ask for information regarding disclosure activity in the aftermath of our presentations. Lyon County School District will provide CAP with procedures and protocol to follow regarding visitors to their schools.

Fiscal Agent Functions: The Child Assault Prevention (CAP) Project will act as the fiscal agent and is responsible for funding all aspects of the elementary workshop presentations in the Lyon County elementary schools. As long as CAP can secure the necessary funding, the workshop presentations will come to the students in Lyon County at no cost to the district, schools or families. CAP will be responsible for all data collection and reporting to those entities funding the workshops.

Communication: The Child Assault Prevention (CAP) Project and the Lyon County School District agree to be in communication regarding all workshop presentations and any questions or concerns coming from school personnel, students, parents or community residents. The workshop presentations are open for all to see. Lyon County School Counselors will assist CAP in sending out permission slips to parents. Lyon County will let CAP know if active or passive permission slips are required. CAP will take the responsibility of discussing the workshop presentations and will answer any questions and will handle any concerns that come forth with all details being shared with the Lyon County School District. Lyon County School District agrees to share evaluations and criticisms with CAP in order to build the best program for the students in Lyon County.

Data Reporting/Record Keeping: CAP will be responsible for providing all workshop materials. CAP will be responsible for all data collection, demographics, testing, questionnaires and follow-up reporting. All data, testing results and follow-up reporting will be shared with the Lyon County School District. CAP compiles demographic information on each classroom including: number and ethnicity of students, special needs students, English Language Learners, SIP, CLS and students that are not mainstreamed. CAP sends questionnaires and retention tests to teachers, counselors and students 60 days after the workshop presentations. CAP then compiles the data into numerous reports. The reports will be shared with Lyon County School District, funders who have sponsored the workshops and human service/state agencies working on providing more services to children in Nevada.

Confidentiality: While CAP collects a lot of data, we do not collect confidential or financial information on any of the families or students. CAP does not collect personal information on any of the students. Disclosures of abuse are handled within the guidelines and protocol of the Lyon County School District. CAP does not photograph any of the children or any of the workshops without consent of parents and the Lyon County School District. Any information on disclosures of abuse is left with the school counselors to be handled with the protocol of the Lyon County School District. Any document, file, report or questionnaire containing information that is considered

confidential is kept secured in locked files in the CAP office. CAP does not share confidential information.

Disputes: Should disagreements arise between the Child Assault Prevention (CAP) Project and the Lyon County School District each party will document the concerns in writing and every step will be taken to assure a quick and satisfactory resolution for both parties.

Amendment: If either party sees the need to make an amendment to this Memorandum of Understanding, it will be documented in writing citing the change to be made and the reasoning for making the change. Upon agreement of both parties to make the change, a new Memorandum of Understanding will be issued for signatures.

IN WITNESS HEREOF, the parties hereto have executed this agreement this day and year herein set forth:

Representing Child Assault Prevention (CAP) Project

By: _____ Date: 8/21/2023
Rebecca LeBeau, Executive Director

Representing Lyon County School District

By: _____ Date: 8/22/2023

Lyon County School District - Nita M. Lowey 21st Century Community Learning Centers / Boys & Girls Club of Truckee Meadows Memorandum of Agreement

This agreement is entered into by and between the following community partners in Lyon County, Nevada.

- **Lyon County School District**, hereinafter referred to as **LCSD**,
- **Boys & Girls Club – Truckee Meadows**, hereinafter referred to as **BGCTM**.

Lyon County School District Committee Members:

- The Lyon County School District, hereinafter referred to as the LCSD, which provides the support needed to ensure the educational progression of students living in poverty, at-risk, and with disabilities to enable them to participate in, and be productive members of this plan. In addition to the signers of this agreement, and whose designated staff is the lead department from the school district in this 21st Century Community Learning Centers (hereinafter referred to as 21st CCLC) agreement, who participated in creating the Nita M. Lowey 21st Century Community Learning Centers Program and developed the 2020 application for funding.

RECITALS

Wherein, NRS 277.090 et. Seq. provides that units of local government may enter into agreements for the performance of any or all functions and activities that a party to the agreement, its officers, or agents have the authority to perform;

- Wherein, all students have the right to learn in a safe, respectful, and drug free environment;
- Wherein, students must both feel safe and be safe to effectively learn;
- Wherein, school-community partnerships are key to enhancing student competency in mathematics and literacy;
- Wherein, LCSD & BGCTM have common interests in enhancing student achievement;
- Wherein, the parties to this agreement are in mutual respect of each other and in the planning, administration, delivery, monitoring, and evaluation of their respective services.
- Wherein the parties have worked collectively to develop the 21st CCLC program for 2020-2021, hereinafter called the Plan, and

Now, therefore, in consideration of the mutual commitments and covenants herein contained, and to demonstrate our support and commitment to implement and sustain the 21st CCLC Program, the parties agree as follows:

- The parties above will collaboratively participate in the administration, implementation, and evaluation of the Plan.
- The following senior representatives from the required partners will constitute a core management team for this project: Jeremy Lattin Grants Manager, Kayleen Larkins 21st CCLC Grant Coordinator; Mike Wurm President/CEO or designee, Michelle Henriquez 21st CCLC Director, and Wayne Workman, Superintendent of Lyon County School District or designee.

- The purpose of this 21st CCLC program is to: Implement a coordinated, integrated comprehensive learning program to promote student achievement through a safe environment.

BOYS & GIRLS CLUB OF TRUCKEE MEADOWS - PARTNERSHIP OUTLINE

Project Learn: The Educational Enhancement Program

The Boys & Girls Clubs of Truckee Meadows is committed to the Lyon County School District and, in particular, the potential successful collaboration between our two organizations. The positive relationships that the Boys & Girls Clubs have with the School District have benefitted so many young people and families all throughout our County. Partnering to deliver a well thought out program, such as Project Learn, Core programming, and Power Hour, to help meet the goals and objectives of the 21st CCLC grant will not only benefit our youth but will also raise the bar in our Clubs and our schools.

The program features five major components:

- Homework help and tutoring
- 5 Core Program Area's (Sport Fitness & Rec., Arts, Character and Leadership, Health & Life Skills and STEM
- Parent and adult involvement
- Collaboration with schools
- Incentives

Through these five components, Clubs mobilize their resources to help children succeed in school.

HOMEWORK HELP AND TUTORING

BGCTM offer homework help and tutoring for 5 hours weekly. This enables Club members to develop the daily habit of completing homework and preparing for class in a safe, quiet, allocated space with staff and volunteer encouragement and assistance. BGCTM uses POWER HOUR, a homework help and tutoring program developed by Boys & Girls Clubs of America, to help our members complete their daily school assignments. Club professionals, volunteers, or even older Club members assist younger members.

BGC incentive program, PowerPoints, gives Club members an extra opportunity to practice and reinforce the skills and concepts they learn in school. Club members receive points for completing fun-filled worksheets, using educational software, flashcards, etc. This is one area where specific learning objectives can be delivered through collaborations with school faculty to meet the goals of the 21st CCLC grant.

Tutoring is another component of POWER HOUR. Tutoring helps Club members gain proficiency, or excel, in specific areas such as math, grammar, science, or social studies.

BGC offers group tutoring sessions to help our members become self-directed learners.

BGC offer POWER HOUR Monday-Friday for one hour each day. Additionally, BGC schedules special events or activities related to education, such as field trips, tournaments, guest speakers, etc. on Fridays.

To meet the needs of the 21st CCLC program, BGCTM would specifically recruit and assign staff to specifically coordinate efforts with local school faculty in order to target those youth who need assistance. This would also allow for us to understand and help meet the targeted levels of success needed for the youth and their respective level of mathematics and literacy needed to reach expected goals and objectives.

Power Hour enables the Club to provide extra attention and focused assistance to at-risk members and those in need of motivation and direction. With the proper guidance and support, every Club member has the chance to develop self-directed learning skills and to be successful in school.

5 CORE PROGRAM AREAS

Making learning fun is key for promoting positive attitudes toward learning.

Knowing that Club youth have just spent an entire day at school, when they come to the Club they don't want to feel like they are back in the classroom. Engaging youth in the 5 core areas is an easy way to incorporate learning activities while masking the fact that they are, in effect, still learning critical life and potential career skills.

The 5 core areas of programming help young people to see the practical application of lessons taught in the classroom. They also help them to plan self-directed learning enrichment. BGCTM encourages BGC members to make positive and productive choices about how they spend their leisure time at the Club. Examples of core programming activities taking place in BGCTM are:

- During the enrichment sessions, staff help encourage outside the box thinking by performing projects that challenge student's creative thinking skills, increase peer interactions, build math and literacy skills, and encourage physical activity. Each enrichment lesson plan is designed with age-appropriate topics and activities to build skills in these five core program areas, with a fun, interactive environment. Enrichment activities also help to reinforce the core competencies students are studying in school.
- Provide academic opportunities, including tutoring, that are targeted to student academic needs, aligned with the school day instruction and strengthen skills in order to meet state academic standards.
- Offer students a broad array of enrichment activities during afterschool hours and summer break. These activities will be designed to reinforce and complement the regular academic program of participating students and encompass areas such as civic engagement, STEM education, drug and alcohol prevention, physical fitness and social emotional learning.
- Offer families of participating students the opportunity to actively engage in their children's education, as well as provide related opportunities for literacy development and other educational related services for the families.
- Helping others (two to three hours per week). Service activities could include cleaning up local neighborhoods, visiting nursing homes, assisting with a Club service project, etc.
- Games that sharpen cognitive skills (four to five hours per week). Skill-building games might include Scrabble®, Monopoly®, Jenga®, chess, pool, foosball, ping pong, etc.
- Character & Leadership Development empower youth to support and influence their Club and community, sustain meaningful relationships with others, develop a positive self-image, participate in the democratic process and respect their own and others' cultural identities.

- Health & Life Skills develop young people's capacity to engage in positive behaviors that nurture their own well-being, set persona l goals and live successfully as self-sufficient adults.
- Sports, Fitness & Recreation develop fitness, positive use of leisure time, skills for stress management, appreciation for the environment and social skills.
- Education & Career Development enable youth to become proficient in basic educational disciplines, apply learning to everyday situations and embrace technology to achieve success in a career.
- The Arts enable youth to develop their creativity and cultural awareness through knowledge and appreciation of the visual arts, crafts, performing arts and creative writing.

Clubs vary their schedules to engage the largest number of members in the greatest variety of enhancement opportunities. The result is that the total Club becomes a learning center. Members use math skills in the gymnasium for score keeping, in the kitchen for cooking, in the art room for measuring, etc. They practice literacy skills by reading rules to a new game, writing an article in the Club newsletter, or writing poetry for the bulletin board. Learning becomes synonymous with Club activities and Club members cannot wait to be a part of the fun.

The stimulating math and literary environment provided through art, drama, sports, service and leadership opportunities, career exploration and life skills training communicate that mathematics and literacy are truly life skills.

PARENTAL INVOLVEMENT

Unfortunately, not every parent has had positive experiences with schools. Thus, the Club needs to encourage a positive environment for parents. BGC encourages parents to support their children in school and Club. BGC also encourages them to create a positive home environment that supports education.

In order to encourage parental participation at the Club, BGC provides activities for the entire family. Club activities include family fun nights for parents, Bingo Nights, Movie Nights with a scavenger hunt element, Talent shows, guest speakers, etc.

Parental and family involvement through the program would consist of the above-mentioned activities with a literacy twist. For example: Bingo Night would consist of untraditional BINGO cards with various literacy terms that would bring it back to the classroom. The same would be done with scavenger hunts, spelling bees, etc. specifically for all family members.

Critical to the success of any Club are relationships with parents, local schools, and other community partners. Parent and family involvement is important because it contributes to a young person’s school achievement and healthy development. In addition, Club staff often serves as liaisons for families whose work schedule hampers their ability to advocate for their children with school personnel. Building a base of support through collaboration with parents, schools and community agencies gets the word out about the Club and its programs, both the Club and the community benefit from this type of partnership.

COLLABORATION WITH SCHOOLS

In working with schools, BGCTM understand that their role is to support the hard work that occurs during the school day and reinforce and promote like thinking, strategies, and skills. BGC realize that the greatest impact will occur when BGC work within the existing system and existing standards rather

than trying to recreate their own. Again, because of the flexibility of BGC programming, BGC can easily align strategies and goals with the district.

The Club also has the distinct opportunity of reaching children during out-of-school time, before and after school, and during the summer. During the school year, BGC take a child from the end of one school day to the beginning of the next. Through Power Hour, 5 core program areas and other educational programs, BGC seek to engage children so that they are not only prepared for the next school day, but they are excited for it. During the summer, BGC have an excellent opportunity to maximize retention while children are away from the classroom for an extended period of time. BGC can ensure these programs are developing the right skills to put children ahead of the game when they return to school in the fall.

INCENTIVES, RECOGNITION AND GOAL-SETTING

Power Points have proven to be an excellent incentive for K-6 students. Points are earned by completing homework assignments, reading, helping their peers, and finishing supplemental Power Sheets. As mentioned earlier, Power Sheets are completely customizable and thus, students would be earning points for completing extra assignments directly related to classroom studies.

Once a month, Power Points can be redeemed at the Power Points Store for toys, school supplies, and special privileges. Members can also earn snacks, field trips and other rewards for good grades, improving their GPA, and good behavior and citizenship.

Goal setting is an important component of Project Learn as well. Many of our members will be the first in their families to graduate from high school, which often means they have not been instilled with the value of planning for the future. Whether it's setting goals for college and careers or simply to pass next week's science quiz, goal setting is a vital component of Project Learn.

Benefits to Learners:

- Individualized, structured learning experience
- Improved attitude toward learning in the school and Club
- Self-paced and self-directed learning
- Practical application of skills taught in the classroom
- Remedial support as needed
- Improved self-esteem
- Improved grades in school
- Improved behavior

STAFFING

There will be multiple positions to ensure all guidelines for program and grant reporting are met, including the 21st CCLC Fernley Assistant and 21st CCLC Site Coordinators, who will receive support from BGCTM's 21st CCLC Director, Fernley Area Coordinator, and Grants Director.

The 21st CCLC Fernley Assistant will oversee the daily operation, coordination, and delivery services for the 21st CCLC sites. This position will work under the guidance and supervision of LCSD to actively plan, develop, and oversee the implementation of the academic and enrichment programs to meet 21st CCLC program deliveries. This position will assist LCSD in the hiring of independent contractors, teachers and paraprofessionals for the academic component. This position will be directly responsible for ensuring that there are sufficient tutors available to handle the capacity of members in the 21st CCLC program. This position will have access to Infinite Campus and will input academic related data into Cayen. They will assist the Site Coordinators on the program planning and data entry on the Cayen system and will serve as a support staff at sites on a daily basis. This position reports to LCSD in all tutoring aspects and entering Cayen data. As such, the assistant will have limited view access to Infinite Campus (IC) for data collection.

The Site Coordinators will be responsible for the day-to-day operations of the enrichment component of the 21st CCLC program. They will develop the program schedules to reflect academic times that concur with enrichment times. The Site Coordinators will use their time to track activities, progress, grades, and staff. Their responsibilities also include purchasing equipment and supplies (in coordination with the school district), establishing parent support and activities to encourage involvement, and monitoring member progress and performance.

The BGCTM 21st CCLC Director will provide professional development training and support to Site Coordinators in relation to Cayen. The Fernley Area Coordinator will offer direct support for 21st CCLC coordinators on all aspects including programming, partnerships, payroll, and staff management, etc. BGCTM's Grants Department will be responsible for submitting timely and accurate financial reports to LCSD's Grants personnel.

In addition, BGCTM will hire part-time staff members along with enlisting and training volunteers to serve Club members in the Project Learn programs. BGC will also recruit older Club members to serve as homework helpers. LCSD will hire tutors for the tutoring/academic aspect of the program.

DATA SHARING

BGCTM and LCSD agree to share data required to evaluate the program's progress in meeting its goals and objectives.

The 21st CCLC Fernley Assistant, who works under the guidance and supervision of Lyon County School District will provide and collect appropriate FERPA forms for new students enrolling in 21st CCLC. This position will also be responsible for entry of any FERPA related information to be input into Cayen or shared. This includes:

LCSD Data Sharing Responsibilities

- Communicate and collaborate with families to obtain consent for all data sharing needs that are in compliance with the Family Education Rights and Privacy Act (FERPA) and Protection of Pupil Rights Amendment (PPRA).
- Responsible for providing, distributing, collecting, and entering FERPA-related information.
- Provide access to assessments and other available data for the purpose of program evaluation (infinite campus or other grade and test collection software), including individual student data

(First Name; Middle Name; Last Name; Date of Birth; Gender; Student Identification Number).

- Collect aggregate student data (grade, race, sex, free/reduced lunch. special education, and English language learner) required for federal reporting.
- Collect state assessment data each summer.
- Collect report card grades. school day attendance and discipline reports at the end of each semester.
- Own, store and share data in compliance with the Family Education Rights and Privacy Act (FERPA) and Protection of Pupil Rights Amendment (PPRA).
- Create or decide upon data collection instruments
- Input required data in federal and state reports.

BGCTM Data Sharing Responsibilities:

- Track individual student community learning center enrollment and attendance.
- Store data in compliance with the Family Education Rights and Privacy Act (FERPA) and Protection of Pupil Rights Amendment (PPRA).
- Responsible for storing FERPA forms in member casefiles.

INFORMATION SHARING

Grants personnel for the Lyon County School District will be responsible for coordinating the communication and information sharing among the participating partners. Methods for sharing information will include:

- **Mandatory Quarterly Advisory Meetings** with LCSD grants staff and BGC site staff, school representatives and volunteer staff. BGCTM will focus on enrichment components of the meeting and LCSD will focus on bringing school staff and the academic components to the meeting.
- The purpose of the quarterly advisory meetings will be to discuss day- to-day operation logistics, club needs, and address any new issues.
- Data analysis, information exchange about program, collaboration, goals, objectives and evaluation measurements.
- Google Drive to help keep student information private

ROLES AND RESPONSIBILITIES OF EACH PARTNER

A. Lyon County School District:

- Be the fiscal agent and recipient of the 21st Century Community Learning Centers grant and will be responsible for grant management and coordination with local, state, and federal agencies;
- Negotiate and administer contracts and agreements for services;

- Employ and support the Project Manager (grants employee) who will report directly to the LCSD Director of Business Services;
- Provide technical assistance and support to BGCTM to implement grant activities;
- Provide fiscal management services for grant administration;
- Participate in, and contribute to, the quarterly meetings of the 21st CCLC Advisory Board;
- Hire independent contractors, teachers, and paraprofessionals for academic components OR provide alternative staffing and activities to help support academic/tutoring components of the program on a daily basis;
- Coordinate and participate in the collection and reporting of data and other information for local and state level evaluations to meet NDE's deadlines;
- Provide space in schools or district facilities for the Boys & Girls Club participants as needed and available;
- Provide a daily nutritious snack or meal for participating students;
- Maintain direct and constant communication with school administration (participating in discussions of academic staffing, teacher to student ratios, etc.);
- Provide for staff participation in all trainings associated with this grant proposal;
- Collect and report data and other information for the local and state level evaluations, along with certifying Cayen reporting monthly.
- Upload academic and evaluation related reporting data into Cayen as requested per Nevada Department of Education;
- Perform on-site visits (by the program coordinator) to spot check the site and program operations periodically throughout the fiscal year.

B. Boys & Girls Club – Truckee Meadows will:

- Follow above-listed plan (item 4 "Partnership Outline").
- Participate in, and contribute to, the quarterly 21st CCLC Advisory Board meetings;
- Participate in local planning efforts when requested;
- Upload program-related reporting data into Cayen as requested per Nevada Department of Education;
- Provide invoices by the 15th of each month for reimbursement of expenditures (refer to attached budget spreadsheet for specific authorized expenditures);
- Conduct school and site analyses and assist with implementing recommendations

BUDGET

The attached budget is primarily comprised of staffing and supplies cost, but also includes a set-aside for transportation needs. **Total Request for 4 schools CES, EVES, FES & FIS = $284,141.97**

Object Description	Staff Name	Budget
340 – professional services	BGC – Truckee Meadows Site Coordinators x 3 for 4 school sites	$87,901.50
340 – professional services	BGC – Truckee Meadows 17 staff members for 4 school sites, including summer school	$133,267.25
340 – professional services	BGC – Truckee Meadows program assistant for Fernley sites, responsible for daily operation of academic components in conjunction with teachers & principals, data collection and input.	$49,709.12
340 – professional services	BGC – Truckee Meadows program manager, monitors Fernley sites and coordinators in conjunction with the grant coordinator.	$7,667.22
580 – staff travel	BGC – Truckee Meadows staff travel expenses	$796.88
610- supplies	BGC- Truckee Meadows general supplies for school year and summer program	$4,800.00
	Total Budget	$284,141.97

TRANSPORTATION

Transportation is set to be available for club members in need. There are funds designated for this particular use. The BGCTM will provide the transportation necessary with their Club vans and may hire either a district employee for extended hours, or an outside employee of their discretion.

INDEMNITY

Each of the parties hereto agree to indemnify and hold the other harmless from any claim, liability, or damage resulting from any error, omission, or act of negligence on the part of the indemnifying party, its officers, agents, or employees in the performance of its responsibilities under this agreement.

TERM

This agreement shall be effective upon executive and shall continue until September 30, 2024 (or at end of approved funding cycle) at which point it is renewable with the agreement of each party.

AMENDMENTS

No amendment to this agreement shall be effective unless made in writing and signed by all parties.

SIGNATURES OF DESIGNEES

_____ _____

Wayne Workman, Superintendent Date
Lyon County School District

_____ _____

Jeremy Lattin, Grants Manager for Date
Lyon County School District

_____ _____

Mike Wurm, President/CEO Date
Boys & Girls Club of Truckee Meadows

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: All travel MUST have prior approval of the Superintendent or Board of Trustees. All requests must be submitted to the district office a minimum of FOUR (4) WEEKS PRIOR to a Board Meeting. A written report is due to the district office within two weeks of return. See LCSD Board Policy DG: Travel Policy for all requirements.

NAME(S) Of Attendees: Lindsay Etter and Arvella Jergesen

DATE of request: 9/12/23

SCHOOL: Dayton Intermediate School

NAME OF CONFERENCE: (Do Not Use Acronyms)
(ATTACH conference program information and provide website address)
Association of Middle Level Educators

CITY/STATE OF CONFERENCE: National Harbor, Maryland

DATE OF DEPARTURE: 10/31/23 DATE OF RETURN: 11/4/23

Training/Travel/Conference is (check all that apply): Mandated by the state Mandated by the district Needed for certification/licensing Related to the District Performance Plan ✔ Related to our School Performance Plan Related to a specific program/course Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

The Association for Middle Level Educators (AMLE) is the only international organization of its kind for middle school educators. AMLE is committed to helping middle school educators reach every student, grow professionally, and create great schools. The Annual Conference is the world' s largest conference dedicated to this age group. AMLE supports the dedicated middle level educators and celebrates the unique nature of young adolescents who are growing socially and academically every day.

Middle level teachers are often forgotten as many conferences target elementary or the high school level. Middle level teachers are often left attending conference sessions that do not apply to them. By attending this conference, we plan to bring back positive ideas and strategies for our DIS climate, culture, and increase student achievement. With over 300 sessions targeted at young adolescents, we will be able to attend multiple sessions that explore essential middle grades concepts and best practices. Sessions are offered for all subject areas and target effective strategies and emerging trends in supporting today' s tweens. Evidence-based middle grades practices and the latest research in middle level education can help DIS improve our climate, culture, and increase student achievement.

TRAVEL APPROVED: Yes ☑ No ☐
9-13-23 Date

TRAVEL APPROVED: Yes ☑ No ☐
9-14-23 Date

Site administrator or supervisor signature

Superintendent or designee signature

District Office Use Only

Received by District Office: Date: 9-13-23

Board Approved: Yes ( ) No ( ) Date:_____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: Title 1A

										District Office	Grant	School Site	Other
BUDGET#	280.633.0000.100.2213.330.10208.31.000								**Total**				
Registration Fees:	**Attendees** 2		X 650	**Reg. fee**				$	1300		✓		
BUDGET#	280.633.0000.100.2213.580.10208.31.000												
Travel By:	Air							$	632		✓		
(Air, district car, private car for personal convenience, etc.)													
BUDGET#	280.633.0000.100.2213.580.10208.31.000												
Lodging:	**Room rate**	$ 305.62	X 4	**nights**				$	1222.48		✓		
(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) *lodging receipts must be obtained and sent to District Office upon return.*													
Meals:	**Breakfast**	$ 18x2	X 5	**days**				$	180		✔		
	Lunch	$ 20x2	X 5	**days**				$	200		✔		
	Dinner	$ 36x2	X 5	**days**				$	360		✔		
	Incidental	$ 5x2	X 5	**days**				$	50		✔		
Substitutes:	**# of Days**	4	X $ 100	**/day**					400		✔		
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.)								$					
Other Miscellaneous expenses: (attach explanation)								$					
									4344.48				
								TOTAL EXPENSES	$				

****FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.**

Conference Dates & Times:	November 1, 2023 - November 4, 2023
Name of where conference/training is being held (i.e. Hotel, School, College, Convention Center):	Gaylord National Resort and Convention Center

Do you need airline reservations? ☑ **Yes** ☐ **No**

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (*i.e. Southwest, Delta, United, etc.*)

Date & Time you wish to **DEPART:**	10/31/23 7:00 am
Date & Time you wish to **RETURN:**	11/4/23 12:55 am
List any special notes here:	

Are you renting a car? ☐ **Yes** ☑ **No** How many Days? _____ **Note: Car insurance should be declined as the district insurance provides adequate coverage.**

Do you need lodging reservations? ☑ **Yes** ☐ **No**	Single ☐	Double ☑	Triple ☐
(Circle Preferences) **Note: Lodging must be made by Attendee or Site for purchase order payments only. "No" district office credit card charges.**	Smoking ☐		Non-Smoking ☑
Lodging GSA (Per Diem Rate) : _____	All travelers agree to share lodging as appropriate? ☑ **Yes** ☐ **No**		
Register under what name(s)?	Lindsay Etter and Arvella Jergesen		
Name, Address, Phone number of lodging establishment:	201 Waterfront StreetNational Harbor, MD 20745, UNITED STATES 1 301-965-4000		

If this activity is sponsored by a large group, does the group have a block of rooms/code reservation name or number reserved in a particular hotel? ☐ Yes ☐ No

DEADLINE DATE : _____ **Code Information:** _____

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. ***Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval. Keep copies at your site, as this paperwork will not be returned to you.***

Y 2023 Per Diem Rates for national harbor, Maryland

eals & Incidentals (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
)istrict of Columbia	Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)	$79	$18	$20	$36	$5	$59.25

Depart: RNO → DCA

Government taxes & fees included
All fares are rounded up to the nearest dollar.

$ Points

Reno/Tahoe, NV - RNO to Washington (Reagan National), DC - DCA

SUN	MON	TUE	WED	THU
Oct 29	Oct 30	Oct 31	Nov 01	Nov 02

Low Fare Calendar

First 2 bags fly free®
Weight, size & excess limits apply

Sort by Departure time

Departing flights

Departing flights	Number of stops	Duration	Business Select	Anytime	Wanna Get Away *plus*	Wanna Get Away
Fastest # 1910 / 498 5:15AM → 4:25PM	2 stops Change planes DEN	8h 10m	$725	$675	~~$210~~ $174	~~$190~~ $158
# 1957 / 178 7:00AM → 6:40PM	2 stops Change planes BNA	8h 40m	~~$320~~ $262	~~$270~~ $222	~~$210~~ $174	~~$190~~ $158
# 1957 / 4698 7:00AM → 9:35PM	2 stops Change planes BNA	11h 35m	~~$320~~ $262	~~$270~~ $222	~~$210~~ $174	~~$190~~ $158

Return: DCA → RNO

254

Government taxes & fees included
All fares are rounded up to the nearest dollar.

$ Points

Washington (Reagan National), DC - DCA to Reno/Tahoe, NV - RNO

Feedback

THU Nov 02 | FRI Nov 03 | SAT Nov 04 | SUN Nov 05 | MON Nov 06

Low Fare Calendar

First 2 bags fly free®
Weight, size & excess limits apply

Sort by: Departure time | Filter by: All day

Returning flights

	Number of stops	Duration	Business Select	Anytime	Wanna Get Away *plus*	Wanna Get Away
# 547 / 1625 **6:15**AM → **3:45**PM	2 stops Change planes BNA	12h 30m	$333	$283 *5 left*	$223 *5 left*	$203 *5 left*
# 1671 / 3027 **11:10**AM → **8:50**PM	2 stops Change planes TPA	12h 40m	$725	$675	$178 *5 left*	$158 *5 left*
# 2130 / 3651 **12:40**PM → **8:10**PM	2 stops Change planes SAN	10h 30m	$483	$433 *2 left*	$373 *2 left*	$353 *2 left*
Low fare # 3867 / 2998 **12:55**PM → **6:40**PM	1 stop Change planes MDW	8h 45m	~~$341~~ $277	$233	$173	$153
# 3867 / 4111 **12:55**PM → **8:35**PM	2 stops Change planes DEN	10h 40m	~~$345~~ $282	$238	$178	$158
# 1928 / 4111 **1:55**PM → **8:35**PM	2 stops Change planes DEN	9h 40m	~~$345~~ $282	$238 *3 left*	$178 *3 left*	$158 *3 left*
Fastest # 1879 / 4111 **3:00**PM → **8:35**PM	2 stops Change planes DEN	8h 35m	$483	$433 *2 left*	$373 *2 left*	$353 *2 left*

Feedback

Conference Registration

You are cordially invited to AMLE's 50th anniversary and one big celebration of middle level education. Look forward to an unforgettable conference experience that will renew your passion and leave you inspiration and strategies you can use the next day.

INDIVIDUALS	PRESENTERS	STUDENTS
Member	***Member***	***Member***
$549.99	***$449.99***	***$149.99***
Non-Member	***Non-Member***	***Non-Member***
$649.99	***$549.99***	***$199.99***
REGISTER TODAY	REGISTER TODAY	REGISTER TODAY

Download Individual Registration PDF

Download Group Registration PDF

Individuals

Member $549.99
Non-Member $649.99

- Access to all general, featured, concurrent, spark & tell, and speed learning sessions
- Access to Job-Alike Happy Hour, daily coffee breaks, Celebrating 50 Years of AMLE Attendee Reception, and Friday afternoon happy hour
- The opportunity to earn AMLE digital badges for completing mini-conference tracks

Groups

Member (5-19 Attendees) $499.99
Non-Member (5-19 Attendees) $599.99

Member (20-49 Attendees) $449.99
Non-Member (20-49 Attendees) $549.99

Member (50+ Attendees) $399.99
Non-Member (50+ Attendees) $449.99

- All of the benefits of individual registration at a discounted rate

Presenters

Member $449.99

Non-Member $549.99

- All of the benefits of individual registration at a discounted rate
- Special presenter training and tips and tricks sessions offered virtually prior to the conference

Students

Member $149.99

Non-Member $199.99

- All of the benefits of individual registration at discounted rate
- Access to the Collegiate Middle Level Association Summit, held Saturday, November 4
- Need help funding your conference experience? Registration scholarships are available for student members who apply to present at AMLE50. Also explore the Student Ambassador Program which includes registration and housing for enthusiastic future middle level educators willing to volunteer during the conference. Registration for the Ambassador Program will open in May

Schools of Distinction

Member $449.99

- Applicable to all staff from AMLE Schools of Distinction designees
- All of the benefits of individual registration at a discounted rate
- Access to AMLE Schools of Distinction Cocktail Reception (complimentary for all) and Recognition Dinner (complimentary for current year designees, discounted for all others)

Substitution and Cancellation Policies

- Substitutions must be made by mail, fax or email by October 25th.
- After October 25th, substitutions may be made on site at the Attendee Registration desk. The substitute must bring the confirmation email that was sent to the original registrant.
- Any payment, tickets, memberships, will be transferred to the substitute. Otherwise, the change will be considered a cancellation for the original registrant (subject to the $100 processing fee) and a new registration will be required for the substitute.
- Cancellations must be made in writing via mail, fax, or email by October 25th.
- Refunds cannot be issued for individuals registering with a team or group. (Substitutions are encouraged. See substitution procedures.)

cancellations received by October 25th will be refunded in full, less a $150 non-refundable processing fee. After October 25th, no refunds will be granted.

- Ticketed options will be refunded only if the entire registration is cancelled.
- Memberships purchased at the time of registration will be cancelled only if specifically requested. Refunds may be pro-rated based on the portion of member benefits you have received.
- Refunds will be issued in the same form as the payment that was received.
- Refunds will be processed no later than eight weeks after the conference.

ABOUT AMLE

AMLE is the only international organization of its kind for middle school educators. With a community more than 35,000 members strong, AMLE is committed to helping middle school educators reach every student, grow professionally, and create great schools.

Quick Links

Exhibitor and Sponsorship Opportunities

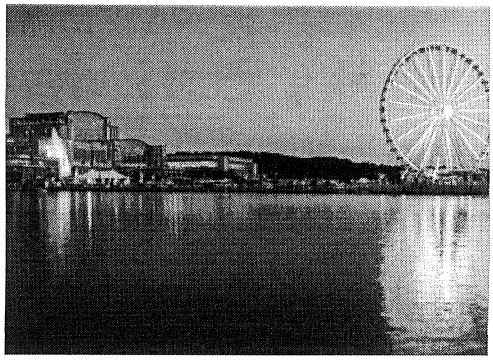
Present at AMLE50

Register to Attend

Volunteer Opportunities

Conference Housing

Make your plans today to join us November 1-4 at the Gaylord National Resort & Convention Center in National Harbor, Maryland for AMLE50.



AMLE has secured highly favorable rates for the conference at the host hotel, the Gaylord National Hotel and Convention Center. We highly recommend attendees needing

accommodations book with the most hotel to maximize their conference experience. The hotel is sold out beyond our reserved block of rooms, so be sure to make your reservations before the deadline!

As a bonus, you could be a lucky winner! By reserving your room through the official housing site, you will be entered into our prize drawing for:

- A three-night stay at the Gaylord National Resort & Convention Center
- One of three complimentary registrations to AMLE50

Use either method below to make your reservation to make your reservation by August 25, 2023, and you are automatically entered into the drawing. Cancelled reservations will be ineligible. The winners will be announced and contacted via email by September 8.

Make your reservations through the AMLE Block and save up to $200/night!

Hurry the AMLE hotel block closes October 6!

AMLE anticipates the block will sell out and there are limited options in this price range in the surrounding area. We highly encourage attendees to make their reservations early.

- **Online** – https://book.passkey.com/go/AMLEinDC2023
- **Phone** – (877) 491-0468

If you'd like to request a particular room type (double beds, etc.) you can do so using the request box on the final page of your check out.

Guests will need to guarantee their reservations with a deposit of one night's room plus tax at the time of making the reservation. Deposits are refundable for cancellations 3 day/72 hours prior to their arrival date.

GAYLORD NATIONAL RESORT & CONVENTION CENTER

From $259/Night Including Resort Fee

Hotel Block Closes October 6

BOOK NOW

Travel

National Harbor, Maryland, is conveniently located close to all three of Washington, DC's major airports:

- Ronald Reagan Washington National Airport (DCA) – 15 minutes
- Washington Dulles International Airport (IAD) – 40 minutes
- Baltimore/Washington International Thurgood Marshall Airport (BWI) – 45 minutes

Driving into #AMLE50? The Gaylord National Resort and Convention Center offers two on-site parking options. Standard self-parking is available for $36/day or $16/hour, and valet parking is available for $59/day. AMLE is pleased to be able to offer attendees a 25% discount off the standard self-parking rates.

Local attendees may prefer to utilize public transit options to make it to #AMLE50 from both Maryland and Virginia. Access is available from:

- WMATA NH1 Line
- WMATA NH2 Line

Local Attractions

Dining and Drinks

Whether you're looking for something classic that comforts your palate or something new to feed your adventurous side, National Harbor's roster of over 40 restaurants is ready for you.

LEARN MORE

Shopping

With 160 retail stores including specialty boutiques and Tanger Outlets with 85 designer brands, National Harbor is the perfect place to let your inner shopaholic run free.

LEARN MORE

Tourism and Sightseeing

There's excitement for everyone at the waterfront wonderland that is National Harbor, Maryland. Explore the outdoors with waterside trails and tours, hop on a water taxi to Washington, DC, or take to the skies and soar over the Potomac River in the famous Capital Wheel to witness a one-of-a-kind sunset.

Entertainment

A little more adventurous? Stop into Bobby McKey's Dueling Piano Bar, check out Topgolf, or try your hand at slots, blackjack, poker and more the MGM Casino, one of the country's largest gaming floors outside of Las Vegas.

LEARN MORE

Show Your #AMLE50 Badge and Save

Take in all the waterfront has to offer with the Show Your Badge Pass.

Enjoy discounts and promotions from local restaurants, boutiques, and attractions with the free mobile pass. Simply sign up at www.nationalharbor.com/nhshowyourbadge and redeem your deals by presenting the digital coupon when you make your purchase.

ABOUT AMLE

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Quick Links

Exhibitor and Sponsorship Opportunities

Present at AMLE50

Register to Attend

Volunteer Opportunities

Schedule at a Glance

Wednesday, November 1

4:00 PM - 6:00 PM Registration

4:30 PM - 6:30 PM Attendee Welcome Reception and Job-Alike Happy Hour

6:30 PM - 7:30 PM AMLE Business Meeting

Thursday, November 2

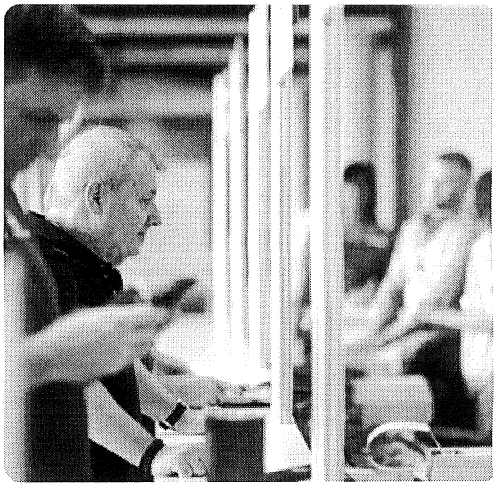
7:00 AM - Registration

Wednesday, November 1

4:30 PM	
8:00 AM - 9:30 AM	Opening General Session and Keynote Address from Jason Reynolds
9:30 AM - 10:15 AM	Coffee Break in the Exhibit Hall
9:30 AM - 6:30 PM	Exhibit Hall and Bookstore
10:15 AM - 11:15 AM	Breakout Sessions #1
11:30 AM - 12:30 PM	Breakout Sessions #2
12:30 PM - 2:15 PM	Lunch on Own
2:15 PM - 3:15 PM	Breakout Sessions #3
3:30 PM - 4:15 PM	Day 1 Closing General Session with Keynote Panel
4:30 PM - 6:30 PM	AMLE turns 50! All attendees are invited to a special reception celebrating AMLE's anniversary

Friday, November 3

7:00 AM - 4:30 PM	Registration
8:00 AM - 9:30 AM	Opening General Session and Keynote Address from Phyllis Fagell
9:30 AM - 10:00 AM	Coffee Break in the Exhibit Hall
9:30 AM - 5:00 PM	Exhibit Hall and Bookstore
10:00 AM - 11:00 AM	Breakout Sessions #4
11:15 AM - 12:15 PM	Breakout Sessions #5



Wednesday, November 1

12:30 PM - 1:30 PM	Lunch on Own
1:30 PM - 2:30 PM	Breakout Sessions #6
2:45 PM - 3:45 PM	Breakout Sessions #7
3:45 PM - 5:00 PM	Afternoon Happy Hour in the Exhibit Hall
5:00 PM - 8:00 PM	AMLE Schools of Distinction Cocktail Reception and Recognition Dinner (Invitation Only)

Saturday, November 4

8:00 AM - 12:00 PM	Registration
8:00 AM - 8:30 AM	Morning Coffee
8:30 AM - 9:30 AM	Breakout Sessions #8
8:30 AM - 10:00 PM	Constituent Committee Meetings (Invitation Only)
8:30 AM - 12:00 PM	CMLA Summit
9:45 AM - 10:45 AM	Breakout Sessions #9
11:00 AM - 12:00 PM	Breakout Sessions #10

Schedule subject to change. A full list of conference sessions will be available in September.

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: All travel MUST have prior approval of the Superintendent or Board of Trustees. All requests must be submitted to the district office a minimum of FOUR (4) WEEKS PRIOR to a Board Meeting. A written report is due to the district office within two weeks of return. See LCSD Board Policy DG: Travel Policy for all requirements.

NAME(S) Of Attendees: Michael Walker

DATE of request: 9/12/23

SCHOOL: Sutro Elementary

NAME OF CONFERENCE: (Do Not Use Acronyms)
(ATTACH conference program information and provide website address)
National Elementary and Secondary Education Act Conference

CITY/STATE OF CONFERENCE: Portland, OR

DATE OF DEPARTURE: 2/6/24 DATE OF RETURN: 2/10/24

Training/Travel/Conference is (check all that apply): Mandated by the state Mandated by the district Needed for certification/licensing Related to the District Performance Plan Related to our School Performance Plan ✓ Related to a specific program/course Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

The National ESEA Conference is an annual project of the National Association of ESEA State Program Administrators (NAESPA) and the only conference focused entirely on federal education programs for disadvantaged students. The Conference emphasizes the critical nature of doing what's right and what's needed today - to help every child succeed and achieve at high levels.

TRAVEL APPROVED: Yes [X] No [ ]
9-13-23 Date

TRAVEL APPROVED: Yes [X] No [ ]
9-14-23 Date

Site administrator or supervisor signature

Superintendent or designee signature

District Office Use Only

Received by District Office: Date: 9-13-23

Board Approved: Yes ( ) No ( ) Date:_____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: Title 1

					Total	District Office	Grant	School Site	Other
BUDGET#	280.633.0000.100.2213.330.10210.10.000								
Registration Fees:	Attendees 1	x 629	Reg. fee	$	629.00		✓		
BUDGET#	280.633.000.100.2213.580.10210.10.000								
Travel By:	Air - Southwest Airlines			$	540.00		✓		
(Air, district car, private car for personal convenience, etc.)									
BUDGET#	280.633.0000.100.2213.580.10210.10.000								
Lodging:	Room rate $ 250	x 4	nights	$	1000.00		✓		
(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) *lodging receipts must be obtained and sent to District Office upon return.*									
Meals:	Breakfast $ 17	x 5	days	$	85.00		✓		
	Lunch $ 18	x 5	days	$	90.00		✓		
	Dinner $ 34	x 5	days	$	170.00		✓		
	Incidental $ 5	x 5	days	$	25.00		✓		
Substitutes:	# of Days	X $_____/day							
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.)				$	140.00		✓		
Other Miscellaneous expenses: (attach explanation)				$					
TOTAL EXPENSES				$	2679.00				

**FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.

Conference Dates & Times:	2/7/24 - 2/10/24
Name of where conference/training is being held (i.e. Hotel, School, College, Convention Center):	Oregon Convention Center

Do you need airline reservations? ☑ **Yes** ☐ **No**

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (*i.e. Southwest, Delta, United, etc.*)

Date & Time you wish to **DEPART:**	2/6/24 @ 6:00pm
Date & Time you wish to **RETURN:**	2/10/24 @ 10:00am
List any special notes here:	

270

Are you renting a car? ☐ **Yes** ☑ **No** How many Days? _____ **Note: Car insurance should be declined as the district insurance provides adequate coverage.**

Do you need lodging reservations? ☑ **Yes** ☐ **No**	Single ☑	Double ☐	Triple ☐
(Circle Preferences) **Note: Lodging must be made by Attendee or Site for purchase order payments only. "No" district office credit card charges.**	Smoking ☐		Non-Smoking ☑
Lodging GSA (Per Diem Rate) : 152.00	All travelers agree to share lodging as appropriate?	☑ **Yes** ☐ **No**	
Register under what name(s)?	Michael Walker		
Name, Address, Phone number of lodging establishment:	435 NE Wasco St. Portland, OR 97232		

If this activity is sponsored by a large group, does the group have a block of rooms/code reservation name or number reserved in a particular hotel? ☐ Yes ☑ No

DEADLINE DATE : _____ **Code Information:** _____

NOTE: *Please furnish a copy of any information you have on the conference, workshop, training, etc.* ***Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval. Keep copies at your site, as this paperwork will not be returned to you.***

NATIONAL ESEA CONFERENCE

February 7-10, 2024
Portland, OR & Online

Registration and Hotel Reservations Open Now!

ATTEND

ATTENDEE POLICIES

HOTELS & TRAVEL

Join Us in Portland, Oregon or Online

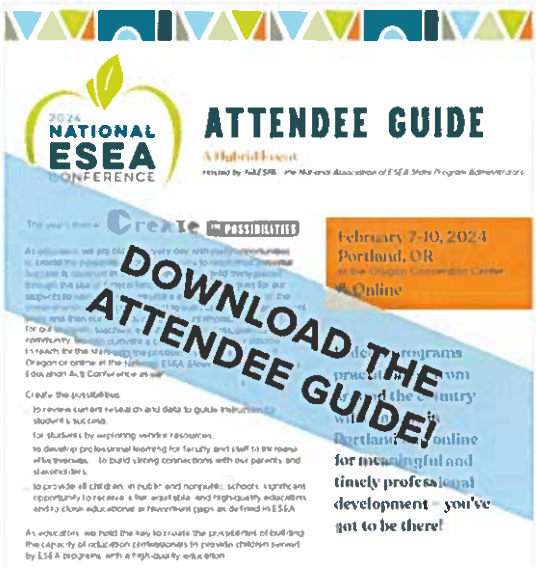
The annual National ESEA Conference is coming to Portland February 7-10, 2024. In addition to hearing from renowned educational experts on stage, you will have multiple engagement opportunities with presenters, colleagues, and exhibitors, as well as learn about the latest developments in education - from the local school, district, state, and federal level. The National ESEA Conference is a hybrid event, allowing you to engage with peers in-person or virtually.

Over 100 Sessions

Over one hundred sessions and four outstanding keynote presentations are scheduled for the event, along with ample time for networking. View some of the outstanding keynote speakers from previous conferences.

Continuing Education

Attendees have the opportunity to earn up to two graduate-level extension credits (GLECs) for attending a majority of Conference sessions. Once registered for the Conference, enroll here through the University of San Diego. (Extra $79 fee per credit applies, enrollment open now through March 31, 2024.)



The Attendee Guide has all the information you'll need to attend the 2024 National ESEA Conference.
DOWNLOAD IT NOW!

Registration Types & Prices

INDIVIDUAL REGISTRATION
In-Person & Virtual

$629 – EARLY BIRD PRICE

Available June 1 - December 31, 2023

$699 – STANDARD PRICE

Starting January 1, 2024

Download the Attendee Guide for More Information

NOTE: If paying by check, the check must be received no later than February 2, 2024.

GROUP REGISTRATION
10 or more people

$589/each

June 1 - November 30

No Group Packages available after November 30, 2023

Group Registration FAQs

REGISTER NOW

Exhibit Hall Schedule

Courtyard Marriott - Convention Center

Make a Reservation

Pricing:
$250 (including all taxes and fees)

Conference rate of $215 plus taxes and fees of $35
$260 - triple occupancy
$270 - quad occupancy

This modern downtown hotel is a 7-minute walk from shopping at the Lloyd Center Mall and an 8-minute walk from the Oregon Convention Center. Contemporary rooms offer free WiFi and flat-screen TVs with premium cable channels, plus desks, minifridges, and coffeemakers. Social spaces include a living room-style lobby and an outdoor courtyard with a fire pit, as well as an all-day American restaurant.

Address:

435 NE Wasco St
Portland, OR 97232

0.5 mile walk to the Oregon Convention Center

Amenities:

- Free WiFi
- Plush bedding
- Bar & Restaurant
- Market grab-and-go items
- Free in-room coffee & tea
- Fitness center
- Business services

Parking:

On-Site/Valet: $36 per day

View hotel policies on the Hotels & Travel Page

U.S. General Services Administration

FY 2024 Per Diem Rates for Portland, Oregon

Meals & Incidentals (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Portland	Multnomah	$74	$17	$18	$34	$5	$55.50

GSA U.S. General Services Administration

FY 2024 Per Diem Rates for Portland, Oregon

Daily lodging rates (excluding taxes) | October 2023 - September 2024

Primary Destination	County	2023 Oct	Nov	Dec	2024 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Portland	Multnomah	$182	$152	$152	$152	$152	$152	$152	$152	$182	$182	$182	$182

Depart: RNO → PDX

Reno/Tahoe, NV - RNO to Portland, OR - PDX

Government taxes & fees included
All fares are rounded up to the nearest dollar.

$ Points

SUN Feb 04 | MON Feb 05 | TUE Feb 06 | WED Feb 07 | THU Feb 08

Low Fare Calendar

First 2 bags fly free®
Weight, size & excess limits apply

Sort by: Departure time | Filter by: All day

Departing flights	Number of stops	Duration	Business Select	Anytime	Wanna Get Away plus	Wanna Get Away
Low fare # 194 / 3244 5:45AM → 11:35AM	1 stop Change planes LAS	5h 50m	~~$276~~ $188	~~$226~~ $155	~~$166~~ $116	$99
Low fare # 1222 / 826 6:50AM → 12:00PM	1 stop Change planes OAK	5h 10m	~~$276~~ $188	~~$226~~ $155	~~$166~~ $116	$99
# 2489 / 2052 10:25AM → 6:25PM	1 stop Change planes DEN	8h 0m	~~$276~~ $188	~~$226~~ $155	~~$166~~ $116	~~$146~~ $103
Low fare # 1440 / 1592 12:40PM → 7:45PM	1 stop Change planes LAS	7h 5m	~~$276~~ $188	~~$226~~ $155	~~$166~~ $116	$99
# 965 / 3365 1:50PM → 9:25PM	1 stop Change planes DEN	7h 35m	$263	$213	$153	$133
Low fare # 2543 / 1592 2:40PM → 7:45PM	1 stop Change planes LAS	5h 5m	~~$276~~ $188	~~$226~~ $155	~~$166~~ $116	$99
Low fare # 2543 / 1821 2:40PM → 10:15PM	1 stop Change planes LAS	7h 35m	~~$276~~ $188	~~$226~~ $155	~~$166~~ $116	$99
# 1971 / 1745 3:15PM → 9:45PM	1 stop Change planes PHX	6h 30m	~~$276~~ $188	~~$226~~ $155	~~$166~~ $116	~~$146~~ $103
Low fare # 274 / 1821 3:50PM → 10:15PM	1 stop Change planes LAS	6h 25m	~~$276~~ $188	~~$226~~ $155	~~$166~~ $116	$99
Low fare Fastest # 1119 / 2103 6:00PM → 9:55PM	1 stop Change planes OAK	3h 55m	~~$276~~ $188	~~$226~~ $155 *	~~$166~~ $116	$99

276

Feedback

Return: PDX → RNO

Portland, OR - PDX to Reno/Tahoe, NV - RNO

Government taxes & fees included
All fares are rounded up to the nearest dollar.

$ | Points

THU Feb 08 | FRI Feb 09 | SAT Feb 10 | SUN Feb 11 | MON Feb 12 | Low Fare Calendar

First 2 bags fly free®
Weight, size & excess limits apply

Sort by: Departure time | Filter by: All day

Returning flights	Number of stops	Duration	Business Select	Anytime	Wanna Get Away *plus*	Wanna Get Away
# 3123 / 3874 5:10AM → 12:20PM	2 stops Change planes LAS	7h 10m	$436	$386	$371	$351
Fastest # 2639 / 2194 5:40AM → 10:15AM	1 stop Change planes LAS	4h 35m	$431	$381	$366	$346
# 2639 / 3874 5:40AM → 12:20PM	1 stop Change planes LAS	6h 40m	$431	$381	$366	$346
# 2544 / 1393 6:45AM → 12:15PM	1 stop Change planes DEN	5h 30m	~~$291~~ $198	~~$241~~ $165	~~$181~~ $126	$109
Low fare # 2047 / 126 7:40AM → 2:15PM	1 stop Change planes SJC	6h 35m	~~$291~~ $198	~~$241~~ $165	$119	$99
Low fare # 1294 / 274 9:20AM → 3:40PM	1 stop Change planes DEN	6h 20m	~~$291~~ $198	~~$241~~ $165	$119	$99
Fastest # 1162 / 1354 10:25AM → 3:00PM	1 stop Change planes LAS	4h 35m	$431	$381	$366	$346
Low fare # 1436 / 2716 12:05PM → 5:45PM	1 stop Change planes PHX	5h 40m	~~$291~~ $198	~~$241~~ $165	$119	$99
# 1417 / 1989 1:25PM → 7:10PM	1 stop Change planes LAS	5h 45m	$431	$381	$366	$346
Low fare # 1808 / 2542 1:50PM → 8:10PM	1 stop Change planes OAK	6h 20m	~~$291~~ $198	~~$241~~ $165	$119	$99

277

Feedback

Great Deal Southwest Vacations
Save up to $375 with Flight + Hotel

See packages

Continue

Important fare and schedule information

- All fares and fare ranges are subject to change until purchased and are per person for each way of travel.
- Flight ontime performance statistics can be viewed by clicking on the individual flight numbers.

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: All travel MUST have prior approval of the Superintendent or Board of Trustees. All requests must be submitted to the district office a minimum of FOUR (4) WEEKS PRIOR to a Board Meeting. A written report is due to the district office within two weeks of return. See LCSD Board Policy DG: Travel Policy for all requirements.

NAME(S) Of Attendees: Dena DeGolyer

DATE of request: 08/15/2023

SCHOOL: Lyon County School District

NAME OF CONFERENCE: (Do Not Use Acronyms)
(ATTACH conference program information and provide website address)
Future Education Technology Conference

CITY/STATE OF CONFERENCE: Orlando, FL

DATE OF DEPARTURE: 01/23/2024 DATE OF RETURN: 01/26/2024

Training/Travel/Conference is (check all that apply): Mandated by the state Mandated by the district Needed for certification/licensing Related to the District Performance Plan ✔ Related to our School Performance Plan Related to a specific program/course Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

FETC® is the leading independent event on K-12 education technology, with a program tailored to the needs of an increasingly technology-driven education community. The past two years have shown just how important technology in education truly is. With that, being up to date on technology strategy and tools is crucial to my ability to effectively perform my duties as a Content Area Specialist for Technology Integration.

With hundreds of learning opportunities on the agenda, I will receive expert guidance on the latest education technology and practical strategies I can bring back and implement right away to help LCSD vision as we all adapt to today's education environment throughout the school year and moving forward. Plus, the Expo Hall is known for providing additional content opportunities on top of the many vendors I can visit to research the latest ed tech solutions available.

TRAVEL APPROVED: Yes ☑ No ☐
Date 8/23/23

TRAVEL APPROVED: Yes ☑ No ☐
Date 8/31/23

Site administrator or supervisor signature

Superintendent or designee signature

District Office Use Only

Received by District Office: Date: 8/31/23

Board Approved: Yes ( ) No ( ) Date:_____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: Title IIA

										District Office	Grant	School Site	Other
BUDGET#	280.709.0000.100.2213.330.10000.00.000								Total				
Registration Fees:	Attendees 1	x	375.00	Reg. fee				$	375.00		✔		
BUDGET#	280.709.0000.100.2213.580.10000.00.000												
Travel By:	Airline fees reflect round trip *1* 433.96							$	433.96		✔		
(Air, district car, private car for personal convenience, etc.)													
BUDGET#	280.709.0000.100.2213.580.10000.00.000												
Lodging:	Room rate	$	206.00	x	*1*3	nights		$	617.63		✔		
(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) *lodging receipts must be obtained and sent to District Office upon return.*													
Meals:	Breakfast	$	16	x	4	days		$	64.00		✔		
	Lunch	$	17	x	4	days		$	68.00		✔		
	Dinner	$	31	x	4	days		$	124.00		✔		
	Incidental	$	5	x	4	days		$	20.00		✔		
Substitutes:	# of Days			x	$_____/day								
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.)								$	100.00 for transportation		✔		
Other Miscellaneous expenses: (attach explanation)								$					
TOTAL EXPENSES								$	1802.59				

**FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.

Conference Dates & Times:	Jan 24-27 8 am-5pm
Name of where conference/training is being held (i.e. Hotel, School, College, Convention Center):	Orange County Convention Center

Do you need airline reservations? ☑ Yes ☐ No

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule *(i.e. Southwest, Delta, United, etc.)*

Date & Time you wish to **DEPART:**	7:10 am 01/23
Date & Time you wish to **RETURN:**	9:30 pm 01/27
List any special notes here:	

Are you renting a car? ☐ Yes ☑ No How many Days? _____ **Note: Car insurance should be declined as the district insurance provides adequate coverage.**

Do you need lodging reservations? ☑ Yes ☐ No	Single ☑	Double ☐	Triple ☐
(Circle Preferences) **Note: Lodging must be made by Attendee or Site for purchase order payments only. "No" district office credit card charges.**	Smoking ☐		Non-Smoking ☑
Lodging GSA (Per Diem Rate) : 170.00	All travelers agree to share lodging as appropriate?		☐ Yes ☑ No
Register under what name(s)?	Dena DeGolyer		
Name, Address, Phone number of lodging establishment:	Fairfield Inn and Suites Orlando at Seaworld 10815 Internation Drive, Orlando, FL, 32821 USA		

If this activity is sponsored by a large group, does the group have a block of rooms/code reservation name or number reserved in a particular hotel? ☐ Yes ☑ No

DEADLINE DATE : _____ **Code Information:** _____

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. ***Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval. Keep copies at your site, as this paperwork will not be returned to you.***

$375 ~~$546~~

SAVE $171.00

Sale ends 9/28/23

- Keynotes
- 4 Dedicated Content Theaters
- Mega Sessions
- Leadership Round Tables
- Summits
- Off-Site Field Trips
- Concurrent Sessions
- Pitchfest
- Lunch on Thursday
- All *Sponsored* Content
- Networking Coffee Break
- Mobile Mega Share
- Robust Welcome Reception
- Computer Science Firehose
- Special Events
- Unlimited Entry to Expo Hall

Expo Only Pass

REGISTER NOW

$49

- Access to All *Sponsored* Content
- Pitchfest
- 4 Dedicated Content Theaters
- Expo Hall events and activities
- Leadership Round Tables
- Unlimited Entry to Expo Hall

Want to attend for FREE? Email us today for your special Promo Code!

Save up to 30% MORE when you register as a team!

REGISTER YOUR TEAM NOW

SKIP AHEAD

REGISTER NOW

FETC® 2024 Schedule at a Glance

Tuesday, January 23

Registration	7 a.m. - 6 p.m.
Workshops	8:30 - 10:30 a.m.
Coach Summit/ Cybersecurity Training Library Media Specialist Summit / Cybersecurity Training	8:30 a.m. - 12:30 p.m.
Off-Site Field Trips	8:30 a.m. - 2 p.m.
Workshops	11 a.m. - 1 p.m.
Workshops	1:30 - 3:30 p.m.
Mobile Mega Share Computer Science Firehose	1:30 - 4:30 p.m.
Workshops	4 - 6 p.m.

Wednesday, January 24

Registration	7 a.m. - 5:30 p.m.
Workshops	8 - 10 a.m.
Track Orientations	8 - 8:45 a.m.
Concurrent Sessions	9 - 9:45 a.m.
Technology Solution Seminars	10 - 10:45 a.m.
Workshops	11 a.m. - 1 p.m.
Concurrent Sessions	11 - 11:45 a.m.
Concurrent Sessions	12 - 12:45 p.m.
GENERAL SESSION KEYNOTE FUTURE OF LEARNING	1 - 2:30 p.m.
EXPO HALL OPEN - Dedicated Expo Time	**2:30 - 5:30 p.m.**
Keynote Book Signing in the Meet the Authors Booth	2:30 - 3:30 p.m.
Theater Presentations: • Information Technology Theater • Emerging Technology Theater • Esports Theater • STEM Theater • Pitchfest Theater	2:45 - 5:30 p.m.
Leadership Round Tables	3 - 4 p.m.
Opening Night Reception	4 - 5:30 p.m.

Thursday, January 25

Registration	7 a.m. - 5 p.m.
Daniel Fitzpatrick GENERAL SESSION KEYNOTE FUTURE OF TECHNOLOGY	8:30 - 9:30 a.m.
EXPO HALL OPEN	**9:30 a.m. - 5:30 p.m.**
Dedicated Expo Time	9:30 - 10 a.m.
Coffee Break	9:30 - 10 a.m.
Theater Presentations: • Information Technology Theater • Emerging Technology Theater • Esports Theater • STEM Theater • Pitchfest Theater	9:45 a.m. - 5:30 p.m.
Leadership Round Tables	10 a.m. - 5 p.m.
Workshop	10 a.m. - 12 p.m.
Concurrent Sessions	10 - 10:45 a.m.
Concurrent Sessions	11 - 11:45 a.m.
Lunch in the Expo Hall	11:45 a.m. - 1:30 p.m.
Dedicated Expo Time	
Workshops	12:30 - 2:30 p.m.
Concurrent Sessions	1:30 - 2:15 p.m.
Concurrent Sessions	2:30 - 3:15 p.m.
Workshops	3 - 5 p.m.
Concurrent Sessions	3:30 - 4:15 p.m.
Dedicated Expo Time	4:15 - 5:30 p.m.

Friday, January 26

Registration	7 a.m. - 1 p.m.
Workshops	8 - 10 a.m.
EXPO HALL OPEN	**8 a.m. - 1 p.m.**
Dedicated Expo Time & Coffee Break	8 - 9 a.m.
Theater Presentations: • Information Technology Theater • Emerging Technology Theater • Esports Theater • STEM Theater • Pitchfest Theater	8:15 a.m. - 12:30 p.m.
Leadership Round Tables	9 a.m. - 12 p.m.
Concurrent Sessions	9 - 9:45 a.m.
Concurrent Sessions	10 - 10:45 a.m.
Workshops	10:30 a.m. - 12:30 p.m.
Concurrent Sessions	11 - 11:45 a.m.
Dedicated Expo Time	12 - 1 p.m.
Closing Festivities and Prize Giveaway	12:30 - 1 p.m.
GENERAL SESSION KEYNOTE FUTURE OF TEACHING: TechShare LIVE	1 - 2:30 p.m.

Claim your spot at the education technology event that will help you navigate this school year and beyond!

SIGN UP NOW

JAN 23 - 26
RNO → MCO

Trip & Price Details

Price Payment Confirmation

Flight Modify

Tue 1/23	# 690 / 3124	RNO 7:10 AM →	MCO 5:30 PM	7 hr 20 min	1 stop	Wanna Get Away
Fri 1/26	# 888 / 1989	MCO 3:20 PM →	RNO 9:30 PM	9 hr 10 min	1 stop	Wanna Get Away

Price per Passenger	$358.66
Taxes and fees per Passenger	$75.30
Total per Passenger	$433.96
Passenger(s)	x1
Flight total	**$433.96**

or from $43/mo*
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Feedback

284

Helpful Information:

- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Please read the fare rules associated with this purchase.
- When booking with Rapid Rewards points, your points balance may not immediately update in your account.

NATIONAL FETC FUTURE of EDUCATION TECHNOLOGY CONFERENCE

Start Over Contact Information

44th National FETC 2024

January 21, 2024 - January 26, 2024

1 Guest Information 2 Payment Information

Guest Information

Standard Room

Number of adults in this room: 1

Primary Guest

Arrival Date: 1/23/24

Departure Date: 1/26/24

Prefix

*First Name

Middle Initial

*Last Name

Suffix

*Company Name

Position/Title

*Email

*Confirm Email

*Phone Number

Reservation Summary

Check-in	Tue, Jan 23, 2024
Checkout	Fri, Jan 26, 2024
Rooms	1
Guests per room	1

FAIRFIELD INN & SUITES ORLANDO AT SEAWORLD®

Change hotel

285

ROOM 1

Standard Room 1 adult, 3 nights	USD 549.00

Change rooms

Subtotal	USD 549.00
TAXES & FEES	
Tax (12.5% per night)	USD 68.63
Grand Total	USD 617.63

Edit reservation Next

GSA U.S. General Services Administration

FY 2024 Per Diem Rates for Orlando, Florida

Meals & Incidentals (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Orlando	Orange	$69	$16	$17	$31	$5	$51.75

U.S. General Services Administration

FY 2024 Per Diem Rates for Orlando, Florida

Daily lodging rates (excluding taxes) | October 2023 - September 2024

Primary Destination	County	2023 Oct	Nov	Dec	2024 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Orlando	Orange	$140	$140	$140	$170	$170	$170	$140	$140	$140	$140	$140	$140

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: All travel MUST have prior approval of the Superintendent or Board of Trustees. All requests must be submitted to the district office a minimum of FOUR (4) WEEKS PRIOR to a Board Meeting. A written report is due to the district office within two weeks of return. See LCSD Board Policy DG: Travel Policy for all requirements.

NAME(S) Of Attendees: Shannon Hirman

DATE of request: 9/15/2023

SCHOOL: Districtwide

NAME OF CONFERENCE: (Do Not Use Acronyms)
(ATTACH conference program information and provide website address)
Closing the Gap 2023

CITY/STATE OF CONFERENCE: Minneapolis, Minnesota

DATE OF DEPARTURE: October 9, 2023 DATE OF RETURN: October 13, 2023

Training/Travel/Conference is (check all that apply): Mandated by the state Mandated by the district Needed for certification/licensing Related to the District Performance Plan Related to our School Performance Plan Related to a specific program/course ✓ Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

The Closing The Gap Conference is an opportunity to deepen your assistive technology (AT) knowledge and strengthen your implementation strategies. The conference week is designed to dig deeper into critical areas that have the power, when implemented strategically, to transform your classroom, your school, your district, your practice. When you start thinking differently about how to reach ALL students, how to infuse technology into learning, how to leverage AT strategies in all areas – then we begin to transform these areas and ultimately increase achievement and independence.

THE NEVADA SPECIAL EDUCATION TECHNOLOGY ASSISTANCE PROGRAM (NSETAP) IS REIMBURSING THE DISTRICT UP TO $1,500. 00

TRAVEL APPROVED: Yes ☑ No ☐
9/15/23 Date

Rachel Stewart
Site administrator or supervisor signature

TRAVEL APPROVED: Yes ☑ No ☐
9/18/23 Date

Tim Sogo
Superintendent or designee signature

District Office Use Only

Received by District Office: Date: 9-18-23

Board Approved: Yes ( ) No ( ) Date:_____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: Special Education Part B

					District Office	Grant	School Site	Other
BUDGET#	280.639.0000.200.2213.331.10000.00.000			Total				
Registration Fees:	Attendees 1	x 800	Reg. fee	$ 800.00		✓		
BUDGET#	280.639.0000.200.2213.580.10000.00.000							
Travel By:	Southwest Air			$ 623.00		✓		
(Air, district car, private car for personal convenience, etc.)								
BUDGET#	280.639.0000.200.2213.580.10000.00.000							
Lodging:	Room rate $ 205	x 4	nights	$ 820.00		✓		
(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) *lodging receipts must be obtained and sent to District Office upon return.*								
Meals:	Breakfast $ 18	x 3	days	$ 54.00		✓		
	Lunch $ 20	x 4	days	$ 80.00		✓		
	Dinner $ 36	x 5	days	$ 180.00		✓		
	Incidental $ 5	x 5	days	$ 25.00			✓	
Substitutes:	# of Days	x $_____/day						
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.)				$ 100.00		✓		
Other Miscellaneous expenses: (attach explanation)				$				
TOTAL EXPENSES				$ 2,682.00				

**FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.

Conference Dates & Times:	October 10 8:00 to 5:00; October 11& 12 7:00 to 4:00; October 13 8:00 to 1:30
Name of where conference/training is being held (i.e. Hotel, School, College, Convention Center):	Hilton Minneapolis Hotel

Do you need airline reservations? ☑ **Yes** ☐ **No**

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (*i.e. Southwest, Delta, United, etc.*)

Date & Time you wish to **DEPART:**	October 9 Flight 1651/3376 11:50 AM
Date & Time you wish to **RETURN:**	October 13 Flight 6153/2308 3:55 PM
List any special notes here:	

Are you renting a car? ☐ **Yes** ☑ **No** How many Days? _____ **Note: Car insurance should be declined as the district insurance provides adequate coverage.**

Do you need lodging reservations? ☑ **Yes** ☐ **No**	Single ☑	Double ☐	Triple ☐
(Circle Preferences) **Note: Lodging must be made by Attendee or Site for purchase order payments only. "No" district office credit card charges.**	Smoking ☐		Non-Smoking ☑
Lodging GSA (Per Diem Rate) : 148	All travelers agree to share lodging as appropriate? ☑ **Yes** ☐ **No**		
Register under what name(s)?	Shannon Hirman		
Name, Address, Phone number of lodging establishment:	Hilton Minneapolis Hotel, 1001 Marquette Ave S., Minneapolis, MN 612-376-1000		

If this activity is sponsored by a large group, does the group have a block of rooms/code reservation name or number reserved in a particular hotel? ☑ Yes ☐ No

DEADLINE DATE : 9/30/2023 **Code Information:** through Closing the Gap Website

NOTE: *Please furnish a copy of any information you have on the conference, workshop, training, etc.* ***Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval. Keep copies at your site, as this paperwork will not be returned to you.***

JOIN NOW | FREE 7-DAY TRIAL

MY ACCOUNT | SIGN IN

Closing The Gap

WHAT IS ASSISTIVE TECHNOLOGY? NEWS MEMBERSHIP & TRAINING

CONFERENCE

2023 Conference Schedule

Conference Information Exhibits Pre Conference Workshops

Presentations AT Maker Event Hotel & Travel Registration

We're thrilled to present our lineup of world-class speakers and engaging assistive technology events. From engaging and interactive presentations to in-depth workshops, there's something for everyone at this year's assistive technology conference.

Whether you're a seasoned industry professional or just starting out, the Closing the Gap 2023 Conference is the perfect place to connect with peers, learn new skills, and gain insights into the world of assistive technology.

Don't miss out on this exciting opportunity – **register today** and join us at Closing the Gap's 2023 Conference!

Subject to change.

DATE & TIME	EVENT	LOCATION
Monday, October 9		
4:00 pm – 8:00 pm	Registration Desk Open	Level 3
Tuesday, October 10		
7:00 am – 8:00 pm	Registration Desk Open	Level 3
8:00 am – 5:00 pm	Pre Conference Workshops	Levels 2 & 3
5:00 pm – 8:00 pm	Exhibit Grand Opening & Reception	Level 3
Wednesday, October 11		
7:00 am – 5:30 pm	Registration Desk Open	Level 3
7:00 am – 8:00 am	Complimentary Continental Breakfast	Level 3
7:15 am – 7:45 am	Parent Meeting	Level 3
8:00 am – 12:00 pm | 1:30 pm – 4:00 pm	Presentations	Levels 2 & 3
10:30 am – 1:30 pm | 2:30 pm – 5:30 pm	Commercial Exhibits	Minneapolis Grand Ballroom, Level 3
Thursday, October 12		

7:00 am – 5:30 pm	Registration Desk Open	Level 3
7:00 am – 8:00 am	Complimentary Continental Breakfast	Level 3
8:00 am – 12:00 pm | 1:30 pm – 4:00 pm	Presentations	Levels 2 & 3
9:00 am – 1:30 pm	AT Makers Event	Minneapolis Grand Ballroom, Level 3
9:00 am – 1:30 pm | 2:30 pm – 5:00 pm	Commercial Exhibits	Minneapolis Grand Ballroom, Level 3
7:30 pm – 9:30 pm	41st Anniversary Celebration, Dance – DJ	Gallery, Level 1
Friday, October 13		
7:30 am – 1:30 pm	Registration Desk Open	Level 3
8:00 am – 1:30 pm	Presentations	Levels 2 & 3

Conference Participant Testimonials

RETHA BURNS,

LOU ANN

CHERYL WESLE,

JOIN NOW | FREE 7-DAY TRIAL

MY ACCOUNT | SIGN IN

Closing The Gap

WHAT IS ASSISTIVE TECHNOLOGY? NEWS MEMBERSHIP & TRAINING

CONFERENCE

2023 Registration

Conference Information Exhibits Pre Conference Workshops

Presentations AT Maker Event Hotel & Travel Registration

3-DAY CONFERENCE REGISTRATION, OCTOBER 11-13, 2023

Register Early And Save!
Purchase orders accepted.

With multiple registration options available, numerous and diverse discounts, group savings and exclusive member savings, we invite you to participate and encourage you to bring your team!

Conference registration includes Exhibit Grand Opening Tuesday evening.
Registration also includes complimentary continental breakfast Wednesday and Thursday.

Questions? Contact us.

Note, pre conference workshops sold separately.

Closing The Gap Solutions Member Rate

$450

Sept. 30

After Oct. 1, $500

Must be a Closing The Gap Solutions member. Membership

Presenter / Exhibitor Rate

$500

Sept. 30

After Oct. 1, $550

REGISTER

Standard Rate

$595

Sept. 30

After Oct. 1, $665

Groups 5+ Deduct $30 per person
Groups 8+ Deduct $50 per person
Groups 20+ Deduct $70 per person

Combo Rate Join / Renew Today and Save!

$849

Sept. 30

After Oct. 1, $899

Combo Includes:

verified upon receipt.

REGISTER

Individuals with Disabilities / Parent and Full-time Students receive $100 off standard registration rate.*

Single Day Registration Options:

Thursday, October 12, 2023 – $340

Friday, October 13, 2023 – $145

REGISTER

1 Yr. Solutions Membership – $399 *(Regularly $449)*

3-Day Conference Registration at the Exclusive Member Rate – $450 *(Regularly $515-$665)*

REGISTER

**To receive the Individuals with Disabilities / Parent Rate or Student Rate, a letter describing your child's disability or, proof of your full-time student status is required at the time of your online registration.*

ADMINISTRAT(PARTICIPATE

FREE

When an additional staff member registers for the 3-day conference.

APPLY NOW

EXHIBIT HALL PASS

FREE

REGISTER

CONFERENCE SCHOLARSHIP

FREE

APPLY NOW

Closing The Gap

P.O. Box 68
Henderson, Minnesota 56044

Telephone: 507-248-3294
Fax: 507-248-3810

Regular Office Hours:
Monday – Friday
8:00 am – 4:00 pm (Central)

Quick Links

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› Alliance Partners
› Advertising and Marketing Opportunities
› Contact Us
› Join Our Email List
› Terms of Use & Privacy

Closing The Gap

TUESDAY, OCTOBER 10, 2023

Workshop participation includes Exhibit Hall Grand Opening, Tuesday evening!

Closing The Gap pre-conference workshops (full-day workshops 8:00 am – 5:00 pm; half-day workshops 8:00 am – 12:00 pm and 1:00 pm – 5:00 pm), provide the in-depth professional skills necessary to successfully implement assistive technology in the lives persons with disabilities. Each workshop is conducted by a nationally recognized leader in the field.

Closing The Gap

- Full-day: $330

- Half-day: $185

Some workshops carry an additional fee for materials.

Bundle and Save!

- Half-Day Bundle – Save $40 when you order two half-day workshops!

PRE CONFERENCE WORKSHOPS

View Pre Conference Presenters

Tuesday, October 10
8:00 am - 12:00 pm

Meeting the Needs of Students with Complex Bodies: AT Access, AAC, Powered Mobility, Activity Participation and Task Engagement (Half-Day)

Fee Amount: $185

Tuesday, October 10
8:00 am - 12:00 pm

Work Smarter Not Harder! Strategies and Tools to Build Capacity While Improving Student Outcomes (Half-Day)

Fee Amount: $185

Tuesday, October 10
8:00 am - 12:00 pm

"Tinker This and Switch Adapt That" It's a Maker's AT Workshop (Half-Day, Make & Take)

Fee Amount: $205

Closing The Gap

Communication! Literacy! Motor Skills! Mobility! A Synergetic Approach to Implementing AT (Half-Day)

Fee Amount: $185

Autism Bell to Bell (Half-Day)

Fee Amount: $185

"Making" Pathways for ParticipATion in Play and Learning with Easily Found Materials (Half-Day, Make & Take)

Fee Amount: $200

Tuesday, October 10
8:00 am - 5:00 pm

All Access for Preschool Communication: Building Capacity to Increase Communication, Access and Participation Within the Preschool Classroom (Make & Take)

Fee Amount: $345

Tuesday, October 10
8:00 am - 5:00 pm

Alternative Access and UDL: Making the Magic Happen!

Fee Amount: $330

Tuesday, October 10
8:00 am - 5:00 pm

Start a System Wide Revolution: Implementing Emergent Literacy Instruction with Robust AAC Across Classrooms

Fee Amount: $330

Closing The Gap

Enhancing Academic Performance with Artificial Intelligence Tools – AI as AT

Fee Amount: $330

Severe Physical Challenges, CVI and CCN: Developing Access to Communication and Learning Through Partner-Assisted Scanning and Two Switch Step Scanning

Fee Amount: $330

"You Got This!": Creating a Sustainable, Defensible, Practical AT Assessment Model in Schools

Fee Amount: $330

Tuesday, October 10
8:00 am - 5:00 pm

Visual Scenes and Visual Modeling: Promoting a Trifecta of Literacy, AAC and Behavior

Fee Amount: $330

Hilton
MINNEAPOLIS

41st Annual Closing the Gap Conference

October 8, 2023 - October 14, 2023

Your reservation is complete!

Thank you for booking!

Hilton
MINNEAPOLIS

Hilton Minneapolis

1001 Marquette Avenue South
Minneapolis , MN 55403 , UNITED STATES
Phone: 612-376-1000
Fax: 612-397-4875
https://www.hilton.com/en/hotels/mspmhhh-hilton-minneapolis/

HOTEL REWARDS PROGRAM

Hilton HONORS Click here to Join Hilton Honors

2 Double Beds

Edit Cancel Add to calendar

Acknowledgment number: EAMTD5IT

CHECK-IN	CHECKOUT
Mon, Oct 9, 2023	Fri, Oct 13, 2023

Guests

Shannon Hirman

TEN01 Market

Show details

Hilton CleanStay with Lysol protection

Hilton CleanStay

Pioneering a new standard of hotel clean.

Show details

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Return: MSP → RNO

Minneapolis/St. Paul (Terminal 2), MN - MSP to Reno/Tahoe, NV - RNO

Government taxes & fees included
All fares are rounded up to the nearest dollar.

$ Points

WED Oct 11 | THU Oct 12 | FRI Oct 13 | SAT Oct 14 | SUN Oct 15 | Low Fare Calendar

First 2 bags fly free®
Weight, size & excess limits apply

Sort by: Departure time | Filter by: All day

Returning flights	Number of stops	Duration	Business Select	Anytime	Wanna Get Away plus	Wanna Get Away
Low fare # 250 / 3300 5:25AM → 10:00AM	1 stop Change planes DEN	6h 35m	$375	$325	$265	$245
# 513 / 142 6:10AM → 11:00AM	1 stop Change planes PHX	6h 50m	$456	$406 3 left	$346 3 left	$326 3 left
# 1403 / 346 11:15AM → 5:15PM	1 stop Change planes DEN	8h 0m	$508	$458 1 left	$398 1 left	$378 1 left
# 660 / 1679 11:40AM → 3:35PM	1 stop Change planes LAS	5h 55m	$508	$458	$398	$378
# 660 / 1305 11:40AM → 5:00PM	1 stop Change planes LAS	7h 20m	$508	$458 5 left	$398 5 left	$378 5 left
# 1917 / 346 12:35PM → 5:15PM	1 stop Change planes DEN	6h 40m	$546	$496 3 left	$436 3 left	$416 3 left
Low fare # 6153 / 2308 3:55PM → 8:20PM	1 stop Change planes LAS	6h 25m	$375	$325	$265	$245
Low fare # 6153 / 807 3:55PM → 10:00PM	1 stop Change planes LAS	8h 5m	$375	$325	$265	$245
Low fare # 3127 / 4111 6:30PM → 11:45PM	1 stop Change planes DEN	7h 15m	$375	$325	$265	$245
Low fare Fastest # 2068 / 4111 8:00PM → 11:45PM	1 stop Change planes DEN	5h 45m	$375	$325	$265	$245

Feedback

Great Deal Southwest Vacations
Save up to $375 with Flight + Hotel See packages

Continue

Important fare and schedule information

- All fares and fare ranges are subject to change until purchased and are per person for each way of travel.
- Flight ontime performance statistics can be viewed by clicking on the individual flight numbers.

Log in Español

OCT 9 - 13 RNO → MSP Modify

Depart: RNO → MSP

Government taxes & fees included
All fares are rounded up to the nearest dollar.

$ Points

Reno/Tahoe, NV - RNO to Minneapolis/St. Paul (Terminal 2), MN - MSP

SAT Oct 07 | SUN Oct 08 | MON Oct 09 | TUE Oct 10 | WED Oct 11 | Low Fare Calendar

First 2 bags fly free®
Weight, size & excess limits apply

Sort by: Departure time | Filter by: All day

Departing flights	Number of stops	Duration	Business Select	Anytime	Wanna Get Away plus	Wanna Get Away
# 1910 / 2514 5:20AM → 2:00PM	1 stop Change planes DEN	6h 40m	$729	$679	$318 1 left	$298 1 left
Low fare # 376 / 6147 5:45AM → 3:05PM	1 stop Change planes LAS	7h 20m	$337	$287	$227	$207
# 189 / 6341 6:05AM → 2:30PM	1 stop Change planes PHX	6h 25m	$389	$339 2 left	$279 2 left	$259 2 left
Low fare # 1957 / 6147 7:05AM → 3:05PM	1 stop Change planes LAS	6h 0m	$337	$287 4 left	$227 4 left	$207 4 left
Fastest # 2775 / 2391 10:35AM → 5:45PM	1 stop Change planes DEN	5h 10m	$546	$496 3 left	$436 3 left	$416 3 left
# 2775 / 2773 10:35AM → 7:15PM	1 stop Change planes DEN	6h 40m	$546	$496 4 left	$436 4 left	$416 4 left
# 1651 / 3376 11:50AM → 7:20PM	1 stop Change planes LAS	5h 30m	$508	$458 5 left	$398 5 left	$378 5 left
# 1604 / 3440 1:55PM → 10:55PM	1 stop Change planes DEN	7h 0m	$508	$458	$398	$378
# 3416 / 3440 2:05PM → 10:55PM	2 stops Change planes LAS	6h 50m	$394	$344 3 left	$284 3 left	$264 3 left
Low fare # 1576 / 2168 4:15PM → 12:10AM Next Day	1 stop Change planes PHX	5h 55m	$337	$287	$227	$207

Feedback

GSA U.S. General Services Administration

FY 2023 Per Diem Rates for minneapolis, Minnesota

Daily lodging rates (excluding taxes) | October 2022 - September 2023

Primary Destination	County	2022 Oct	Nov	Dec	2023 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Minneapolis / St. Paul	Hennepin / Ramsey	$148	$148	$148	$148	$148	$148	$148	$148	$148	$148	$148	$148

GSA U.S. General Services Administration

FY 2023 Per Diem Rates for minneapolis, Minnesota

Meals & Incidentals (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Minneapolis / St. Paul	Hennepin / Ramsey	$79	$18	$20	$36	$5	$59.25

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: Steve Henderson

School: Silverland Middle School

Assignment: Principal

Conference Attended: Northwest Evaluation Assosiation-Fusion Conference

Location of Conference: Atlanta,Ga

Dates Attended: June 25-29

General Overview: Do not use acronyms

This conference was great. It focused on all aspects of Measure of Academeic Progress (MAP) which are assessments that we use in our schools in LCSD. It allowed us to gather insight on how other schools and states use these assessments and the reports to help better instruction. This conference allowed for collaborative and planning time to focus on how we can better use the assessments and the data that comes with it to improve teacher instruction. This conference provided many examples on different reports to access student scores and strand data to identify student learning gaps and how we can close those gaps.

How will this impact student learning in a positive way?

We currently use MAP's 3 times a year and utilize the data to target student learning and remediation. This conference allowed us to dive deeper into the NWEA and MAP's and how we can better analyze and understand the different reports and data. By having these tools and this knowledge we have a better understanding to help our teachers analyze and use the data to better instruction and to improve students scores. By gaining more knowledge on NWEA/MAP we will train our teachers to utilize these tools to better tier 1 instruction in the classroom.

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

We will use this information to present in our site professional development throughout the year to focus on MAP's and the tools available to our teachers. This will allow me to coach teachers and better our content PLC's to have more data driven discussions.

Other Comments:

This was a great conference. Thank you for the opportunity to attend.

Site Principal/Supervisor Approval

Deputy Superintendent Approval

8/23/23
Date

8/23/23
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 & <u>TYPE</u> the following information.

Staff Member: SMS Tammie Moniz

School: SMS

Assignment: Assistant Principal

Name of Conference : (Do not use acronyms) North West Evaluation Association Education Conference

Location of Conference: Atlanta, GA

Dates Attended: 6/25 to 6/29

General Overview: Do not use acronyms

The general overview of the Measures of Academic Progress (MAP) conference was to provide detailed information on how to use the MAP platform more effectively to support student learning. MAP data can be used in a variety of ways and this conference provided many examples of individual reports to allow one to dig deeper and interpret student data to help ensure students are getting the instruction they need and to allow for teachers to see where learning gaps exist.

How will this impact student learning in a positive way?

When teachers understand how to interpret data effectively they can use that data to provide effective instruction to their students. Teachers can provide small group instruction based on student need and gaps within their learning. By providing differentiated instruction to students, teachers can ensure learning gaps decrease and students are getting what they need to succeed. This tool allows teachers to do a "temperature check" with their students and aids in lesson planning. Using common formative assessments can assist with guiding short and long term instruction. MAP data provides a constant cycle of feedback for students and teachers; they understand where they are and what they need to do to get where they need to be. By providing this data to students it also allows for them to take ownership in their learning. This common form of assessment and data collection provides equitable opportunity for advancement and eliminates barriers to access. The data collected can be used to assist with the writing of 504s and IEPs as well.

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

I will provide teachers various ways to pull data and examples of how to use the data to ensure student success. Teachers often struggle with knowing how to access the data they wish to use or analyze and they often struggle with how to use the data once they have it.

Other Comments:

Site Principal/Supervisor Approval

Deputy Superintendent Approval

9/11/23
Date

9/11/23
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: Jeremy Satalick

School: Dayton Intermediate

Assignment: Assistant Principal

Name of Conference : (Do not use acronyms) Northwest Evaluation Association Fusion Conference

Location of Conference: Atlanta Georgia

Dates Attended: 6/25/23--6/29/23

General Overview: Do not use acronyms

The Northwest Evaluation Association hosts this annual Fusion event that brings together educators and education leaders and invites them to immerse themselves in hands-on workshops, training, and best practice presentations.

This was my first year to attend as an administrator and I was able to attend workshops, collaborate with other administrators, and learn about best practices for using the data from our students Measures of Academic Progress (MAP) scores to help guide instruction and create targeted interventions when needed.

How will this impact student learning in a positive way?

I attended sessions on Balanced Assessment System for Leaders, Essential Measures of Academic Progress (MAP) Growth Reports for Administrators, Introduction to Measures of Academic Succes Growth and Rausch unIT (RIT) Scores, Developing and Implementing Practices for Family and Community Engagement, School-wide actions that support students and adults, Using Map Accelerator Data to support instruction, solution stations for viewing and accessing reports as well as attending keynote sessions by inspiring teachers and administrators.

These workshops provided opportunities to learn about maximizing student growth and achievement, along with instructional resources to involve students in their own engagement of learning as stated in our Portrait of a Learner.

These sessions also allowed me to be able to interpret the data from MAP reports to help apply the information effectively to increase the students overall success to increase positive outcomes.

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

By attending this conference with other administrators from Lyon County School District, we were able to begin planning on utilizing resources for future targeted intervention actions for our students. These discussions also have contributed towards planning future professional development sessions for our teachers at our various sites. I will also be able to share this information with our new teachers who may also not be familiar with what the Measures of Academic Progress tests are and how they can use the data to help learn about their students academic performance.

Other Comments:

In the future as I lead and help to plan at my school site, I will use our Measure of Academic Progress scores and data to make data based driven decisions.

Site Principal/Supervisor Approval

9/14/23
Date

Deputy Superintendent Approval

9/14/23
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: Tamara Roseberry

School: District Office

Assignment: TOSA- Behavior and Instruction Intervention Coordinator

Name of Conference : (Do not use acronyms) Handle With Care recertification

Location of Conference: Denver, CO

Dates Attended: 9/13/23

General Overview: Do not use acronyms

Handle With Care is an Instructor Recertification Program to ensure that trainers are correctly versed in the training methods. It is both a verbal and physical program and the recertification establishes that trainers are able to teach the methods as intended by the program and goes over any changes the program has made. I attended this recertification training as part of a core group of Lyon County School District trainers. The methods of instruction include a well-defined lead and co-trainer teaching protocol that maintains an orderly and safe training environment, "verbal counts" and guided movement methods that keep the typically frustrating task of correcting a student's physical technique simple, and a " spotting system" that enables me to teach the physical restraint components safely so that staff can use it safely with students. As trainers, the program is engineered to teach definitive, comfortable, and secure holds to keep both our staff and students safe. The objective is to have staff that is confident and well trained in both verbal de-escalation and physical holding. Proper use of these methods should reduce injuries.

How will this impact student learning in a positive way?

As staff are more confident with their ability to de-escalate volatile situations and handle physical intervention, if necessary, students will feel more secure. Well-trained staff will use physical restraints only when necessary and we should see a reduction in injuries as these techniques are used consistently. As staff becomes more advanced in their ability to verbally de-escalate a situation before physical restraint is necessary, students will be able to participate in instruction and we will be able to increase instructional time. As students are more engaged in instructional time, more learning will take place and academic achievement will improve.

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

We are set to train teachers and paras in the special services department and certain drivers and paras in the transportation department in the Handle With Care program. I will work alongside the other trainers to provide Handle With Care training to these specific staff members. We are also hoping to develop a training for all district staff on verbal de-escalation techniques that will support all students in all classes. I am excited at the opportunity to support Lyon County School District staff in creating and maintaining safe and effective learning environments.

Other Comments:

I thank the Lyon County School District school board and the district office for allowing me to participate in this valuable learning experience to increase both my skillset and the skillset of others.

Rachel Stewart
Site Principal/Supervisor Approval

Tim Soyer
Deputy Superintendent Approval

9/20/2023
Date

9/20/23
Date

Rev. 7/2023

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: Shannon Hirman

School: DO - Sutro Elementary

Assignment: Program & Assistive Technology Specialist

Name of Conference : (Do not use acronyms) Handle With Care

Location of Conference: Denver, CO

Dates Attended: 09/12/23 - 09/14/23

General Overview: Do not use acronyms

The Handle With Care training was an Instructor Certification Program, a "train the trainer" program in the truest sense. A core group of staff attend and learn methods of instruction that provoke thoughtful participation including (a) A well defined lead and co-trainer teaching protocol that maintains an orderly and safe training environment, (b) "Verbal counts" and guided movement methods that keep the typically frustrating task of correcting a student's physical technique simple, and (c) a "spotting system" that enables your certified instructors to teach the physical restraint components to your direct care staff safely so that your staff can use it safely with students.

Handle With Care's holding methods are engineered to be definitive, comfortable, and secure. When the staff is confident and well trained in HWC's verbal de-escalation and physical holding methods, the district should experience a significant reduction in the overall number of restraints, a reduction in physical holding times and a reduction in injuries to all concerned. Handle With Care's holding methods for children and adults communicate calmness, and produce a more rapid return to a calm state of mind and equilibrium.

How will this impact student learning in a positive way?

By being a certified trainer, I can teach others in the district Handle With Care's holding methods and verbal de-escalation techniques. With a well trained staff, restraints will be used only when necessary and there will be little to no injuries if these techniques are used consistently. Students and staff will benefit from these methods as they are designed to keep everyone from serious injury. As staff develops better verbal de-escalation techniques there will be less loss of instructional time for both students and staff.

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

I will train staff in the special services department in HWC techniques. I will work with fellow staff members to provide training on verbal de-escalation techniques along with safe holding methods and techniques. I will also advocate for combining HWC methods with our current discipline practices to create more effective learning environments for our students.

Other Comments:

I would like to thank the LCSD school board and the district office for allowing me the opportunity to learn and hone my skills at this very instructional and valuable training.

Rachel Stewart — 9.19.2023

Site Principal / Supervisor Approval — Date

Tim Soyer — 9/20/23

Director / Deputy Superintendent Approval — Date

Rev. 7/2023

Information Technology
Service Ticket Report
08/01/23 - 08/31/23

Created 08/01/23 - 08/31/23

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		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		16	1	0	1	0	15	6	12	6	0	16	9	16	20	6	3	10	16	5	4	2	8	2	4	178
Normal		9	1	0	4	0	14	25	39	21	0	14	12	34	15	23	18	19	12	14	18	10	42	25	32	401
Project		1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Total		26	2	0	5	0	29	31	51	27	0	30	21	50	35	29	21	29	28	19	22	12	50	27	36	580

Closed 08/01/23 - 08/31/23

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	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
	Canceled	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
	Canceled	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	18	0	0	0	0	18	5	12	5	0	14	9	21	20	5	5	9	13	6	8	1	8	2	8	187
	Canceled	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
	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	19	0	0	0	0	18	5	12	5	0	14	9	21	20	5	5	9	13	6	8	1	8	2	8	188
Normal	Closed	7	1	0	6	0	7	17	14	11	0	6	13	23	10	11	9	17	4	9	11	2	23	15	12	228
	Canceled	0	0	0	0	0	0	0	2	1	0	0	0	1	2	0	1	0	0	2	0	0	2	0	0	11
	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	7	1	0	6	0	7	17	16	12	0	6	13	24	12	11	10	17	4	11	11	2	25	15	12	239
Project	Closed	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
	Canceled	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	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Total	Closed	26	1	0	6	0	25	22	26	16	0	20	22	44	30	16	14	26	17	15	19	3	31	17	20	416
	Canceled	1	1	0	0	0	0	0	2	1	0	0	0	1	2	0	1	0	0	2	0	0	2	0	0	13
	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	27	1	0	6	0	25	22	28	17	0	20	22	45	32	16	15	26	17	17	19	3	33	17	20	428

Closed by Site/District Tech

Technician 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
Site Tech		0	0	0	0	0	0	4	1	0	0	0	0	1	1	1	0	1	0	1	1	0	2	6	2	21
I. T. Tech		27	1	0	6	0	24	18	20	13	0	18	15	33	29	15	14	14	15	16	18	3	30	11	16	356
Oasis Support		0	0	0	0	0	1	0	3	1	0	0	1	1	1	0	1	0	2	0	0	0	0	0	1	12

Information Technology
Service Ticket Report
08/01/23 - 08/31/23

Open as of 08/31/23

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	1	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	1	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total	1	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	1	0	0	0	0	0	5
Normal	Open	15	1	0	0	0	0	19	5	72	1	3	1	4	0	23	27	2	16	37	17	17	24	27	44	355
	Pending	1	0	0	0	0	0	0	0	0	0	0	0	1	1	1	0	0	0	0	0	0	1	2	1	8
	On Hold	2	0	0	0	0	11	2	10	22	0	3	5	32	44	4	8	77	6	13	16	3	1	5	9	273
	Total	18	1	0	0	0	11	21	15	94	1	6	6	37	45	28	35	79	22	50	33	20	26	34	54	636
Project	Open	2	0	0	0	0	0	0	0	0	0	0	0	1	3	0	0	0	0	0	0	0	0	2	1	9
	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	1	0	0	0	1	0	4
	Total	3	0	0	0	0	0	1	0	0	0	0	0	1	3	0	0	0	0	1	0	0	0	3	1	13
Total	Open	18	2	0	0	0	0	19	5	72	1	3	1	5	3	24	27	2	17	38	17	17	24	29	45	369
	Pending	1	0	0	0	0	0	0	0	0	0	0	0	1	1	1	0	0	0	0	0	0	1	2	1	8
	On Hold	3	0	0	0	0	11	3	10	22	0	3	5	32	44	4	8	77	6	14	16	3	1	6	9	277
	Total	22	2	0	0	0	11	22	15	94	1	6	6	38	48	29	35	79	23	52	33	20	26	37	55	654

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
2023	170	41	16	14	0	163	173	228	218	2	103	121	516	239	186	120	1028	107	180	179	62	161	157	169	4353
2022	343	11	21	18	0	304	216	332	357	5	259	236	782	340	309	294	1269	226	281	302	128	214	241	291	5729
2021	369	31	30	2	3	260	249	366	258	16	218	225	700	351	323	297	498	247	168	179	154	211	297	277	5735
2020	511	116	0	9	1	261	199	299	271	29	231	212	645	313	263	261	321	230	218	233	226	299	358	229	4838
Total	1393	199	67	43	4	988	837	1225	1104	52	811	794	2643	1243	1081	972	3116	810	847	893	570	885	1053	966	20655

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1015 Voucher Date: 08/03/2023 Prepared By:

Printed: 09/19/2023 01:02:33 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $1,389,039.53 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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

Fund		Amount
100	General Fund	$1,178,906.26
208	PCFP At-Risk	$208,786.00
230	Adult Education	$821.82
280	Federal Funds	$390.00
290	Food Service Funds	$135.45
		$1,389,039.53

Voucher Supplement Account Summary

Voucher Batch Number: 1015 08/03/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
A T & T LONG DISTANCE	18214			
		100.108.0000.000.2620.532.10000.00.00 Check #: 210851	Voice/Voicemail	$0.05
		100.121.0000.000.2410.533.10201.10.00 Check #: 210851	Telephone - Land Line phone services	$0.66
		100.122.0000.000.2410.533.10202.10.00 Check #: 210851	Telephone - Land Line phone services	$6.35
		100.123.0000.000.2410.533.10203.10.00 Check #: 210851	Telephone - Land Line phone services	$0.49
		100.125.0000.000.2410.533.10205.10.00 Check #: 210851	Telephone - Land Line phone services	$0.66
		100.126.0000.000.2410.533.10206.10.00 Check #: 210851	Telephone - Land Line phone services	$0.50
		100.127.0000.000.2410.533.10210.10.00 Check #: 210851	Telephone - Land Line phone services	$0.84
		100.128.0000.000.2410.533.10211.10.00 Check #: 210851	Telephone - Land Line phone services	$0.58
		100.129.0000.000.2410.533.10209.10.00 Check #: 210851	Telephone - Land Line phone services	$0.41
		100.132.0000.000.2410.533.10302.20.00 Check #: 210851	Telephone - Land Line phone services	$6.38
		100.133.0000.000.2410.533.10303.10.00 Check #: 210851	Telephone - Land Line phone services	$0.72
		100.134.0000.000.2410.533.10304.20.00 Check #: 210851	Telephone - Land Line phone services	$0.45
		100.135.0000.000.2410.533.10305.31.00 Check #: 210851	Telephone - Land Line phone services	$0.78
		100.136.0000.000.2410.533.10208.31.00 Check #: 210851	Telephone - Land Line phone services	$0.71
		100.161.0000.000.2410.533.10601.32.00 Check #: 210851	Telephone - Land Line phone services	$1.03
		100.162.0000.000.2410.533.10602.50.00 Check #: 210851	Telephone - Land Line phone services	$2.87

Voucher Supplement Account Summary

Voucher Batch Number: 1015 08/03/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.163.0000.000.2410.533.10603.32.00 0 Check #: 210851	Telephone - Land Line phone services	$10.68
		100.164.0000.000.2410.533.10604.32.00 0 Check #: 210851	Telephone - Land Line phone services	$1.30
		100.165.0000.000.2410.533.10605.32.00 0 Check #: 210851	Telephone - Land Line phone services	$1.10
		100.170.0000.000.2710.533.10000.00.00 0 Check #: 210851	Telephone - Land Line phone services	$0.18
		230.231.0000.610.2410.533.10907.41.00 0 Check #: 210851	Telephone - Land Line phone services	$0.13
		230.231.0000.610.2410.533.10909.41.00 0 Check #: 210851	Telephone - Land Line phone services	$0.76
		290.182.0000.000.3100.533.10000.00.00 0 Check #: 210851	Telephone - Land Line phone services	$7.05
		290.183.0000.000.3100.533.10000.00.00 0 Check #: 210851	Telephone - Land Line phone services	$0.99
			Vendor Total:	$45.67
A T & T MONTHLY STATEMENT	99712			
		100.135.0000.000.2410.533.10305.31.00 0 Check #: 210852	Telephone - Land Line phone services	$61.64
			Vendor Total:	$61.64
A T & T MONTHLY STATEMENT	99712			
		100.170.0000.000.2710.534.10000.00.00 0 Check #: 210853	Telephone - Cell phone services	$116.24
			Vendor Total:	$116.24
A T & T MONTHLY STATEMENT	99712			
		100.170.0000.000.2710.533.10000.00.00 0 Check #: 210854	Telephone - Land Line phone services	$228.27
			Vendor Total:	$228.27
A-1 RADIATOR REPAIR, INC	165			
		100.170.0000.000.2710.340.10000.00.00 0 Check #: 210855	Other Professional Services	$215.00

Voucher Supplement Account Summary

Voucher Batch Number: 1015 08/03/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$215.00
ACTE MEMBERSHIP					
		100.103.0000.300.1000.810.10000.00.00 Check #: 210856	Dues and Fees		$620.00
				Vendor Total:	$620.00
ALBERT W VACEK	7050				
		100.170.0000.000.2710.430.10000.00.00 Check #: 210857	Repairs and Maintenance Services		$650.00
				Vendor Total:	$650.00
ALHAMBRA WATER	97540				
		100.101.0000.000.2500.610.10000.00.00 Check #: 210858	General Supplies		$26.98
		100.104.0000.000.2213.615.10000.00.00 Check #: 210858	Snacks, Food & Beverages		$112.88
		290.180.0000.000.3100.615.10000.00.00 Check #: 210858	Snacks, Food & Beverages		$127.41
				Vendor Total:	$267.27
ALL PHASE ELECTRIC LLC					
		100.135.0000.000.2620.430.10305.31.00 Check #: 210859	Repairs and Maintenance Services		$2,237.32
				Vendor Total:	$2,237.32
C & L COATINGS, INC	2652				
		100.108.0000.000.2620.430.10302.20.00 Check #: 210860	Repairs and Maintenance Services		$1,485.00
				Vendor Total:	$1,485.00
CARSON DODGE CHRYSLER	3125				
		100.170.0000.000.2730.614.10000.00.00 Check #: 210861	Parts		$493.50
				Vendor Total:	$493.50
CHARACTER STRONG, LLC					
		208.212.0000.100.1000.320.10000.00.00 Check #: 210862	Professional Educational Services		$5,250.00

Voucher Supplement Account Summary

Voucher Batch Number: 1015 08/03/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		208.212.0000.100.1000.653.10000.00.00 Check #: 210862	Web-based and similar programs		$203,536.00
				Vendor Total:	$208,786.00
COGNIA INC					
		100.101.0000.000.2320.340.10000.00.00 Check #: 210863	Other Professional Services		$7,200.00
				Vendor Total:	$7,200.00
COMMITTEE FOR CHILDREN					
		100.104.0000.000.2210.651.10000.00.00 Check #: 210864	Supplies - Technology - Software		$4,658.00
				Vendor Total:	$4,658.00
DAYTON VALLEY TIRE					
		100.170.0000.000.2710.340.10000.00.00 Check #: 210865	Other Professional Services		$20.00
				Vendor Total:	$20.00
EDPUZZLE, INC					
		100.161.0000.100.1000.610.10601.32.00 Check #: 210866	General Supplies		$2,180.00
				Vendor Total:	$2,180.00
ELLIS, JUDITH					
		280.639.0000.200.2213.580.10000.00.00 Check #: 210867	Staff Travel		$195.00
				Vendor Total:	$195.00
ESENTIA SYSTEMS, INC	98182				
		100.165.0000.000.2660.650.10605.32.00 Check #: 210868	Supplies-Information Technology-related		$2,362.49
				Vendor Total:	$2,362.49
FRONTIER	21702				
		100.162.0000.000.2410.533.10602.50.00 Check #: 210869	Telephone - Land Line phone services		$341.59
				Vendor Total:	$341.59

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Voucher Supplement Account Summary

Voucher Batch Number: 1015 08/03/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
GREATAMERICA FINANCIAL SERVICES					
		100.165.0000.000.2410.442.10605.32.00 0 Check #: 210870	Rental of Equipment and Vehicles		$186.71
				Vendor Total:	$186.71
HILL, MARIAH D					
		280.639.0000.200.2213.580.10000.00.00 0 Check #: 210871	Staff Travel		$195.00
				Vendor Total:	$195.00
IML SECURITY SUPPLY					
		100.135.0000.000.2620.610.10305.31.00 0 Check #: 210872	General Supplies		$1,898.20
				Vendor Total:	$1,898.20
LOBBYGUARD SOLUTIONS, LLC					
		100.161.0000.000.2410.653.10601.32.00 0 Check #: 210873	Web-based and similar programs		$500.00
				Vendor Total:	$500.00
LYON COUNTY TREASURER	12044				
		100.108.0000.000.2620.810.10000.00.00 0 Check #: 210874	Dues and Fees		$71.78
				Vendor Total:	$71.78
MCGRAW HILL SCHOOL EDUCATION HOLDINGS	101620				
		100.104.0000.100.1000.641.10000.00.00 0 Check #: 210875	Textbooks		$2,715.93
				Vendor Total:	$2,715.93
MIDWEST BUS PARTS					
		100.170.0000.000.2730.614.10000.00.00 0 Check #: 210876	Parts		$827.91
				Vendor Total:	$827.91
NASSP/NHS	101272				
		100.135.0000.000.2410.810.10305.31.00 0 Check #: 210877	Dues and Fees		$385.00

Voucher Supplement Account Summary

Voucher Batch Number: 1015 08/03/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$385.00
NEVADA ASSOC OF SCHOOL BOARDS	14340				
		100.101.0000.000.2310.810.10000.00.00 Check #: 210878	Dues and Fees		$13,564.29
				Vendor Total:	$13,564.29
PACIFIC STATES COMMUNICATIONS OF NV, INC					
		100.107.0000.000.2580.350.10000.00.00 Check #: 210879	Technical Services		$1,744.43
				Vendor Total:	$1,744.43
PASCO SCIENTIFIC	15985				
		100.103.0000.000.2210.610.10000.00.00 Check #: 210880	General Supplies		$903.00
				Vendor Total:	$903.00
PITNEY BOWES INC	98355				
		100.135.0000.000.2410.610.10305.31.00 Check #: 210881	General Supplies		$66.39
				Vendor Total:	$66.39
PURCELL TIRE COMPANY	4916				
		100.170.0000.000.2710.340.10000.00.00 Check #: 210882	Other Professional Services		$272.05
				Vendor Total:	$272.05
PURCHASE POWER	16968				
		100.165.0000.000.2410.531.10605.32.00 Check #: 210883	Postage		$350.00
				Vendor Total:	$350.00
RICOH AMERICAS CORP	102825				
		100.127.0000.100.1000.430.10210.10.00 Check #: 210884	Repairs and Maintenance Services		$8.63
				Vendor Total:	$8.63
SAFETY-KLEEN SYSTEMS, INC	18119				

Voucher Supplement Account Summary

Voucher Batch Number: 1015 08/03/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.164.0000.000.2620.421.10604.32.00 Check #: 210885	Garbage / Disposal		$315.95
				Vendor Total:	$315.95
SHRED-IT USA					
		100.106.0000.000.2515.421.10000.00.00 Check #: 210886	Garbage / Disposal		$84.00
		100.127.0000.000.2410.421.10210.10.00 Check #: 210886	Garbage / Disposal		$36.00
				Vendor Total:	$120.00
SILVER SPRINGS G.I.D	19181				
		100.108.0000.000.2620.411.10205.10.00 Check #: 210887	Water / Sewer		$817.00
		100.108.0000.000.2620.411.10304.20.00 Check #: 210887	Water / Sewer		$537.50 326
		100.108.0000.000.2620.411.10605.32.00 Check #: 210887	Water / Sewer		$709.50
				Vendor Total:	$2,064.00
SINNETT CONSULTING SERV LLC	98194				
		100.102.0000.000.2570.340.10000.00.00 Check #: 210888	Other Professional Services		$125.00
				Vendor Total:	$125.00
THUNDER-ELECTRIC, LLC					
		100.108.0000.000.2620.430.10303.10.00 Check #: 210889	Repairs and Maintenance Services		$5,957.44
				Vendor Total:	$5,957.44
TRAINING ROOM INC	98057				
		100.161.0000.920.1000.610.10601.32.00 Check #: 210890	General Supplies		$3,285.42
				Vendor Total:	$3,285.42
U S POSTAL SERVICE_3478	3478				
		100.101.0000.000.2320.531.10000.00.00 Check #: 210891	Postage		$2,000.00

Voucher Supplement Account Summary

Voucher Batch Number: 1015 08/03/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	$2,000.00
WARREN REED INSURANCE	22150			
		100.101.0000.000.2320.520.10000.00.00 Check #: 210892	Insurance (Other Than Employee Benefits)	$176,932.88
		100.101.0000.000.2620.520.10000.00.00 Check #: 210892	Insurance (Other Than Employee Benefits)	$777,920.45
		100.170.0000.000.2710.520.10000.00.00 Check #: 210892	Insurance (Other Than Employee Benefits)	$160,480.00
			Vendor Total:	$1,115,333.33
WELLS FARGO VENDOR FINANCIAL SERVICES				
		100.127.0000.100.1000.430.10210.10.00 Check #: 210893	Repairs and Maintenance Services	$39.76
		100.129.0000.100.1000.430.10209.10.00 Check #: 210893	Repairs and Maintenance Services	$1,445.47
		100.135.0000.000.2410.442.10305.31.00 Check #: 210893	Rental of Equipment and Vehicles	$301.47
		100.135.0000.100.1000.430.10305.31.00 Check #: 210893	Repairs and Maintenance Services	$14.92
		100.164.0000.000.2410.442.10604.32.00 Check #: 210893	Rental of Equipment and Vehicles	$133.66
		100.164.0000.100.1000.430.10604.32.00 Check #: 210893	Repairs and Maintenance Services	$28.67
			Vendor Total:	$1,963.95
WILD WEST MOTORS, INC	8442			
		100.170.0000.000.2710.340.10000.00.00 Check #: 210894	Other Professional Services	$104.99
			Vendor Total:	$104.99
WILSON TREE WORKS				
		100.136.0000.000.2620.610.10208.31.00 Check #: 210895	General Supplies	$290.00
			Vendor Total:	$290.00
XCAST LABS, INC.				

Voucher Supplement Account Summary

Voucher Batch Number: 1015 08/03/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.107.0000.000.2580.533.10000.00.00 Check #: 210896	Telephone - Land Line phone services	$40.32
		100.121.0000.000.2410.533.10201.10.00 Check #: 210896	Telephone - Land Line phone services	$40.31
		100.122.0000.000.2410.533.10202.10.00 Check #: 210896	Telephone - Land Line phone services	$40.31
		100.123.0000.000.2410.533.10203.10.00 Check #: 210896	Telephone - Land Line phone services	$40.31
		100.125.0000.000.2410.533.10205.10.00 Check #: 210896	Telephone - Land Line phone services	$40.31
		100.126.0000.000.2410.533.10206.10.00 Check #: 210896	Telephone - Land Line phone services	$40.31
		100.127.0000.000.2410.533.10210.10.00 Check #: 210896	Telephone - Land Line phone services	$40.31
		100.128.0000.000.2410.533.10211.10.00 Check #: 210896	Telephone - Land Line phone services	$40.31
		100.129.0000.000.2410.533.10209.10.00 Check #: 210896	Telephone - Land Line phone services	$40.31
		100.132.0000.000.2410.533.10302.20.00 Check #: 210896	Telephone - Land Line phone services	$40.31
		100.133.0000.000.2410.533.10303.10.00 Check #: 210896	Telephone - Land Line phone services	$40.31
		100.134.0000.000.2410.533.10304.20.00 Check #: 210896	Telephone - Land Line phone services	$40.31
		100.135.0000.000.2410.533.10305.31.00 Check #: 210896	Telephone - Land Line phone services	$40.31
		100.136.0000.000.2410.533.10208.31.00 Check #: 210896	Telephone - Land Line phone services	$40.31
		100.161.0000.000.2410.533.10601.32.00 Check #: 210896	Telephone - Land Line phone services	$40.31
		100.162.0000.000.2410.533.10602.50.00 Check #: 210896	Telephone - Land Line phone services	$40.31
		100.163.0000.000.2410.533.10603.32.00 Check #: 210896	Telephone - Land Line phone services	$40.31

Voucher Supplement Account Summary

Voucher Batch Number: 1015 08/03/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.164.0000.000.2410.533.10604.32.00 0 Check #: 210896	Telephone - Land Line phone services	$40.31
		100.165.0000.000.2410.533.10605.32.00 0 Check #: 210896	Telephone - Land Line phone services	$40.31
		100.170.0000.000.2710.533.10000.00.00 0 Check #: 210896	Telephone - Land Line phone services	$40.31
		230.231.0000.610.1000.533.10601.41.00 0 Check #: 210896	Telephone - Land Line phone services	$40.31
		230.231.0000.610.1000.533.10907.41.00 0 Check #: 210896	Telephone - Land Line phone services	$40.31
		230.231.0000.610.1000.533.10909.41.00 0 Check #: 210896	Telephone - Land Line phone services	$40.31
			Vendor Total:	$927.14
YERINGTON THEATRE FOR THE ARTS	100157			329
		230.231.0000.610.1000.441.10909.41.00 0 Check #: 210897	Renting Land and Buildings	$700.00
			Vendor Total:	$700.00
			Grand Total:	$1,389,039.53

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1016 Voucher Date: 08/03/2023 Prepared By:

Printed: 09/19/2023 12:59:28 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $346,756.21 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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

Fund		Amount
100	General Fund	$53,294.14
290	Food Service Funds	$252.16
310	Residential Construction Tax	$281,568.29
340	Governmental Services Tax (GST)	$11,641.62
		$346,756.21

Voucher Supplement Account Summary

Voucher Batch Number: 1016 08/03/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
ALL OUT GUTTERS	102049			
		310.031.0000.000.4600.450.10602.50.000	Construction Services	$722.40
		310.032.0000.000.4600.450.10302.20.000	Construction Services	$375.20
		310.032.0000.000.4600.450.10603.32.000	Construction Services	$50.00
		310.033.0000.000.4600.450.10205.10.000	Construction Services	$6,066.60
		310.034.0000.000.4600.450.10203.10.000	Construction Services	$15,090.50
		310.034.0000.000.4600.450.10209.10.000	Construction Services	$1,593.20
		310.034.0000.000.4600.450.10303.10.000	Construction Services	$1,946.00
		310.034.0000.000.4600.450.10601.32.000	Construction Services	$733.10
		310.035.0000.000.4600.450.10201.10.000	Construction Services	$2,849.00
		310.035.0000.000.4600.450.10208.31.000	Construction Services	$397.60
		310.035.0000.000.4600.450.10210.10.000	Construction Services	$98.00
		310.035.0000.000.4600.450.10211.10.000	Construction Services	$462.00
		310.035.0000.000.4600.450.10604.32.000	Construction Services	$602.00
			Vendor Total:	$30,986.10
AMAZON BUSINESS				
		100.123.0000.000.2410.610.10203.10.000	General Supplies	$98.98
		100.123.0000.100.1000.610.10203.10.000	General Supplies	$449.71
		100.134.0000.100.1000.610.10304.20.000	General Supplies	$555.51
		100.165.0000.000.2410.610.10605.32.000	General Supplies	$284.36

Voucher Supplement Account Summary

Voucher Batch Number: 1016 08/03/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.165.0000.000.2410.640.10605.32.000	Books and Periodicals		$140.18
		100.165.0000.371.1000.610.10605.32.000	General Supplies		$611.73
		100.170.0000.000.2700.610.10000.00.000	General Supplies		$102.20
		100.170.0000.000.2730.614.10000.00.000	Parts		$150.87
		290.180.0000.000.3100.610.10000.00.000	General Supplies		$252.16
				Vendor Total:	$2,645.70
BIG R FERNLEY					
		100.129.0000.000.2620.610.10209.10.000	General Supplies		$100.93
				Vendor Total:	$100.93
CLARK PEST CONTROL					
		100.108.0000.000.2630.340.10601.32.000	Other Professional Services		$124.00
				Vendor Total:	$124.00
FLOORING SOLUTIONS OF NEVADA, INC.					
		310.034.0000.000.4700.450.10303.10.000	Construction Services		$142,890.55
				Vendor Total:	$142,890.55
GENE WATSON	22210				
		100.108.0000.000.2620.422.10000.00.000	Janitorial / Custodial Services		$2,668.64
				Vendor Total:	$2,668.64
INLAND SUPPLY CO., INC.	10000				
		100.135.0000.000.2620.610.10305.31.000	General Supplies		$91.50
				Vendor Total:	$91.50
OASIS ONLINE					
		100.107.0000.000.2580.352.10000.00.000	Other Technical Services		$16,500.00

Voucher Supplement Account Summary

Voucher Batch Number: 1016 08/03/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$16,500.00
OFFICE DEPOT	15366				
		100.164.0000.100.1000.610.10604.32.000	General Supplies		$81.40
				Vendor Total:	$81.40
PAPE MACHINERY INC					
		100.108.0000.000.2630.610.10000.00.000	General Supplies		$10.72
				Vendor Total:	$10.72
ROYAL CARPET ONE FLOOR & HOME					
		310.035.0000.000.4700.430.10208.31.000	Repairs and Maintenance Services		$31,801.00
		310.035.0000.000.4700.610.10201.10.000	General Supplies		$19,161.56
		310.035.0000.000.4700.610.10208.31.000	General Supplies		$37,567.52
		310.035.0000.000.4700.610.10210.10.000	General Supplies		$19,161.56
		340.101.0000.000.4700.430.10000.00.000	Repairs and Maintenance Services		$11,641.62
				Vendor Total:	$119,333.26
SCHOOLMINT INC	102651				
		100.161.0000.100.1000.610.10601.32.000	General Supplies		$3,241.88
				Vendor Total:	$3,241.88
SPINITAR PRESENTATION	101820				
		100.129.0000.100.1000.430.10209.10.000	Repairs and Maintenance Services		$859.86
				Vendor Total:	$859.86
STAPLES ADVANTAGE	99736				
		100.104.0000.000.2213.610.10000.00.000	General Supplies		$144.14
		100.123.0000.100.1000.610.10203.10.000	General Supplies		$2,065.03

Voucher Supplement Account Summary

Voucher Batch Number: 1016 08/03/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$2,209.17
STATE OF NEVADA_98141	98141				
		100.102.0000.000.2329.210.10000.00.000	Group Insurance		$24,947.33
				Vendor Total:	$24,947.33
WESTERN NEVADA SUPPLY	22580				
		100.165.0000.000.2620.610.10605.32.000	General Supplies		$65.17
				Vendor Total:	$65.17
				Grand Total:	$346,756.21

End of Report

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LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1023 Voucher Date: 08/10/2023 Prepared By:

Printed: 09/19/2023 01:04:13 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $57,778.62 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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

Fund		Amount
100	General Fund	$40,001.24
230	Adult Education	$13,043.72
280	Federal Funds	$4,733.66
		$57,778.62

Voucher Supplement Account Summary

Voucher Batch Number: 1023 08/10/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
ACE HARDWARE	200				
		100.108.0000.000.2620.610.10000.00.000	General Supplies		$58.70
		100.108.0000.000.2630.610.10000.00.000	General Supplies		$38.69
		100.170.0000.000.2700.610.10000.00.000	General Supplies		$204.79
				Vendor Total:	$302.18
AMAZON BUSINESS					
		100.106.0000.000.2515.610.10000.00.000	General Supplies		$421.06
		100.125.0000.100.1000.610.10205.10.000	General Supplies		$11.99
		100.126.0000.100.1000.610.10206.10.000	General Supplies		$190.70
		100.134.0000.000.2220.610.10304.20.000	General Supplies		$134.87
		100.134.0000.000.2410.610.10304.20.000	General Supplies		$164.64
		100.134.0000.100.1000.610.10304.20.000	General Supplies		$145.99
		100.135.0000.000.2410.610.10305.31.000	General Supplies		$370.52
		100.135.0000.100.1000.610.10305.31.000	General Supplies		$515.22
		100.135.0000.100.1000.640.10305.31.000	Books and Periodicals		$120.49
		100.161.0000.000.2410.610.10601.32.000	General Supplies		$38.95
		100.161.0000.000.2620.610.10601.32.000	General Supplies		$463.84
		100.161.0000.100.1000.610.10601.32.000	General Supplies		$626.30
		100.161.0000.192.1000.610.10601.32.000	General Supplies		$379.99
		100.162.0000.000.2100.610.10602.50.000	General Supplies		$92.42

Voucher Supplement Account Summary

Voucher Batch Number: 1023 08/10/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.162.0000.000.2130.610.10602.50.000	General Supplies	$71.63
		100.162.0000.103.1000.610.10602.50.000	General Supplies	$1,033.85
		100.162.0000.103.1000.640.10602.50.000	Books and Periodicals	$21.20
		100.162.0000.170.1000.610.10602.50.000	General Supplies	$453.93
		100.164.0000.000.2620.610.10604.32.000	General Supplies	$65.15
		100.164.0000.100.1000.610.10604.32.000	General Supplies	$81.88
		100.164.0000.920.1000.610.10604.32.000	General Supplies	$20.47
		100.165.0000.920.1000.610.10605.32.000	General Supplies	$285.05
		100.170.0000.000.2700.610.10000.00.000	General Supplies	337 $232.23
		100.170.0000.000.2730.614.10000.00.000	Parts	$144.79
		280.633.0000.100.2100.610.10304.20.000	General Supplies	$331.75
		280.633.0000.100.2100.610.10605.00.000	General Supplies	$1,373.53
		280.633.0000.100.2100.610.10605.32.000	General Supplies	$677.94
		280.650.0000.100.1000.610.10902.32.000	General Supplies	$1,151.98
		280.650.0000.100.2100.610.10902.32.000	General Supplies	$11.99
			Vendor Total:	$9,634.35
BIG R FERNLEY				
		100.108.0000.000.2620.610.10000.00.000	General Supplies	$11.78
		100.108.0000.000.2620.610.10208.31.000	General Supplies	$52.55

Voucher Supplement Account Summary

Voucher Batch Number: 1023 08/10/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.108.0000.000.2630.610.10000.00.000	General Supplies	$84.90
		100.170.0000.000.2730.614.10000.00.000	Parts	$34.99
			Vendor Total:	$184.22
DELL, INC USA				
		100.107.0000.000.2580.650.10000.00.000	Supplies-Information Technology-related	$15,568.56
		230.231.0000.600.1000.654.10000.00.000	Supplies - IT Related <$999 > 1 year useful life	$13,043.72
		280.639.0000.200.1000.652.10000.00.000	Inventoried Supplies/Equipment - IT Related <$5000	$1,186.47
			Vendor Total:	$29,798.75
DIVISION OF INDUSTRIAL RELATIONS	98670			338
		100.102.0000.000.2329.210.10000.00.000	Group Insurance	$2,077.26
			Vendor Total:	$2,077.26
FLYERS ENERGY, LLC	102216			
		100.170.0000.000.2730.626.10000.00.000	Gasoline	$3,314.95
			Vendor Total:	$3,314.95
INLAND SUPPLY CO., INC.	10000			
		100.135.0000.000.2620.610.10305.31.000	General Supplies	$3,663.28
			Vendor Total:	$3,663.28
NAPA AUTO & TRUCK PARTS_99614	99614			
		100.108.0000.000.2620.610.10000.00.000	General Supplies	$693.32
			Vendor Total:	$693.32
OFFICE DEPOT	15366			
		100.127.0000.000.2410.610.10210.10.000	General Supplies	$32.14

Voucher Supplement Account Summary

Voucher Batch Number: 1023 08/10/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.127.0000.100.1000.610.10210.10.000	General Supplies		$2,789.66
		100.161.0000.000.2410.610.10601.32.000	General Supplies		$990.39
				Vendor Total:	$3,812.19
STATE OF NEVADA DEPT OF	103209				
		100.102.0000.000.2510.810.10000.00.000	Dues and Fees		$2,760.00
				Vendor Total:	$2,760.00
WESTERN NEVADA SUPPLY	22580				
		100.108.0000.000.2620.610.10000.00.000	General Supplies		$151.20
		100.108.0000.000.2620.610.10208.31.000	General Supplies		$88.08
				Vendor Total:	$239.28
WILLIAM V. MACGILL & CO.	22793				
		100.128.0000.100.1000.610.10211.10.000	General Supplies		$222.64
		100.135.0000.000.2130.610.10305.31.000	General Supplies		$1,076.20
				Vendor Total:	$1,298.84
				Grand Total:	$57,778.62

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1024 Voucher Date: 08/10/2023 Prepared By:

Printed: 09/19/2023 01:03:26 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $106,624.80 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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

Fund		Amount
100	General Fund	$104,980.31
230	Adult Education	$700.00
250	Special Education	$469.35
280	Federal Funds	$475.14
		$106,624.80

Voucher Supplement Account Summary

Voucher Batch Number: 1024 08/10/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
ALHAMBRA WATER	97540				
		100.170.0000.000.2730.411.10000.00.00 Check #: 210953	Water / Sewer		$493.07
				Vendor Total:	$493.07
AMERICAN CHILLER SERVICE, INC					
		100.108.0000.000.2620.430.10203.10.00 Check #: 210954	Repairs and Maintenance Services		$1,686.00
				Vendor Total:	$1,686.00
APPERSON, INC	101056				
		100.164.0000.100.1000.610.10604.32.00 Check #: 210955	General Supplies		$211.06
				Vendor Total:	$211.06
ATTAINMENT COMPANY	1340				
		250.165.0000.200.1000.640.10605.32.00 Check #: 210956	Books and Periodicals		$469.35
				Vendor Total:	$469.35
BRYSON SALES & SERVICE	2380				
		100.170.0000.000.2730.614.10000.00.00 Check #: 210957	Parts		$2,456.01
				Vendor Total:	$2,456.01
BUS PARTS WAREHOUSE	2534				
		100.170.0000.000.2700.610.10000.00.00 Check #: 210958	General Supplies		$215.62
		100.170.0000.000.2730.614.10000.00.00 Check #: 210958	Parts		$397.00
				Vendor Total:	$612.62
CITY OF YERINGTON	23080				
		100.101.0000.000.2322.340.10000.00.00 Check #: 210959	Other Professional Services		$30,000.00
				Vendor Total:	$30,000.00
DENSON SURVEYING, INC.					

Voucher Supplement Account Summary

Voucher Batch Number: 1024 08/10/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.108.0000.000.2620.340.10000.00.00 Check #: 210960	Other Professional Services	$1,510.00
			Vendor Total:	$1,510.00
ESENTIA SYSTEMS, INC	98182			
		100.165.0000.000.2660.650.10605.32.00 Check #: 210961	Supplies-Information Technology-related	$2,433.93
			Vendor Total:	$2,433.93
FRONTIER	21702			
		100.163.0000.000.2410.533.10603.32.00 Check #: 210962	Telephone - Land Line phone services	$522.97
			Vendor Total:	$522.97
GIANOTTI, JIM				
		100.104.0000.000.2213.580.10000.00.00 Check #: 210963	Staff Travel	$113.00 342
			Vendor Total:	$113.00
GLOBAL EQUIPMENT COMPANY_97390	97390			
		100.135.0000.100.1000.733.10305.31.00 Check #: 210964	Furniture and Fixtures	$1,496.75
			Vendor Total:	$1,496.75
GREATAMERICA FINANCIAL SERVICES				
		100.165.0000.000.2410.442.10605.32.00 Check #: 210965	Rental of Equipment and Vehicles	$186.71
			Vendor Total:	$186.71
HILL, MARIAH D				
		100.170.0000.000.2710.810.10000.00.00 Check #: 210966	Dues and Fees	$111.25
			Vendor Total:	$111.25
HOWES, HEATHER				
		280.667.0000.000.2213.580.10000.00.00 Check #: 210967	Staff Travel	$475.14
			Vendor Total:	$475.14

Voucher Supplement Account Summary

Voucher Batch Number: 1024 08/10/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
INTERSTATE OIL COMPANY	10210				
		100.170.0000.000.2730.626.10000.00.00 Check #: 210968	Gasoline		$1,618.42
				Vendor Total:	$1,618.42
JOHNSTONE SUPPLY	10580				
		100.108.0000.000.2620.610.10000.00.00 Check #: 210969	General Supplies		$18,520.62
				Vendor Total:	$18,520.62
KIMBALL MIDWEST	96824				
		100.170.0000.000.2730.614.10000.00.00 Check #: 210970	Parts		$445.17
				Vendor Total:	$445.17
LATTIN, JEREMY					
		100.104.0000.000.2213.580.10000.00.00 Check #: 210971	Staff Travel		$158.00
				Vendor Total:	$158.00
MASON VALLEY EQUIPMENT	12600				
		100.170.0000.000.2730.614.10000.00.00 Check #: 210972	Parts		$61.50
				Vendor Total:	$61.50
PITNEY BOWES GLOBAL FINANCIAL	101970				
		100.161.0000.000.2410.442.10601.32.00 Check #: 210973	Rental of Equipment and Vehicles		$573.81
				Vendor Total:	$573.81
PROFESSIONAL BINDING PROD	16773				
		100.164.0000.100.1000.610.10604.32.00 Check #: 210974	General Supplies		$901.40
				Vendor Total:	$901.40
PURCHASE POWER	16968				
		100.161.0000.000.2410.531.10601.32.00 Check #: 210975	Postage		$1,619.86

Voucher Supplement Account Summary

Voucher Batch Number: 1024 08/10/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$1,619.86
REFRIGERATION SUPPLIES DISTRIBUTOR	96586				
		100.108.0000.000.2620.610.10000.00.00 Check #: 210976	General Supplies		$268.15
		100.108.0000.000.2620.610.10208.31.00 Check #: 210976	General Supplies		$10,194.83
				Vendor Total:	$10,462.98
RENO HYDRAULIC & REBUILD, INC	101150				
		100.170.0000.000.2730.614.10000.00.00 Check #: 210977	Parts		$231.80
				Vendor Total:	$231.80
SILVER SPRINGS G.I.D	19181				
		100.108.0000.000.2620.411.10000.00.00 Check #: 210978	Water / Sewer		$2,270.40
				Vendor Total:	$2,270.40
SILVER SPRINGS MUTUAL WATER CO	19183				
		100.108.0000.000.2620.411.10000.00.00 Check #: 210979	Water / Sewer		$25,236.16
		100.170.0000.000.2730.411.10000.00.00 Check #: 210979	Water / Sewer		$78.00
				Vendor Total:	$25,314.16
TAYLOR, NICOLE					
		100.104.0000.000.2213.580.10000.00.00 Check #: 210980	Staff Travel		$233.13
				Vendor Total:	$233.13
TRUE VALUE HARDWARE_21030	21030				
		100.108.0000.000.2620.610.10202.10.00 Check #: 210981	General Supplies		$21.98
				Vendor Total:	$21.98
WELLS FARGO VENDOR FINANCIAL SERVICES					

Voucher Supplement Account Summary

Voucher Batch Number: 1024 08/10/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.163.0000.000.2410.442.10603.32.00 Check #: 210982	Rental of Equipment and Vehicles		$477.00
		100.163.0000.100.1000.430.10603.32.00 Check #: 210982	Repairs and Maintenance Services		$89.84
				Vendor Total:	$566.84
XEROX FINANCIAL SERVICES					
		100.104.0000.000.2210.442.10000.00.00 Check #: 210983	Rental of Equipment and Vehicles		$13.73
		100.170.0000.000.2710.442.10000.00.00 Check #: 210983	Rental of Equipment and Vehicles		$133.14
				Vendor Total:	$146.87
YERINGTON THEATRE FOR THE ARTS	100157				
		230.231.0000.610.1000.441.10909.41.00 Check #: 210984	Renting Land and Buildings		$700.00
					345
				Vendor Total:	$700.00
				Grand Total:	$106,624.80

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1026 Voucher Date: 08/17/2023 Prepared By:

Printed: 09/19/2023 01:06:17 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $1,454,715.05 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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

Fund		Amount
100	General Fund	$147,882.11
240	State Grants	$7,286.36
250	Special Education	$1,649.99
280	Federal Funds	$110.29
290	Food Service Funds	$17,520.58
340	Governmental Services Tax (GST)	$3,562.56
360	Bond Issues	$1,276,703.16
		$1,454,715.05

Voucher Supplement Account Summary

Voucher Batch Number: 1026 08/17/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
AMAZON BUSINESS				
		100.128.0000.000.2620.610.10211.10.000	General Supplies	$279.99
		100.128.0000.100.1000.610.10211.10.000	General Supplies	$444.79
		100.133.0000.100.1000.610.10303.10.000	General Supplies	$250.36
		100.161.0000.100.1000.610.10601.32.000	General Supplies	$190.78
		100.161.0000.196.1000.610.10601.32.000	General Supplies	$515.43
		100.161.0000.920.1000.610.10601.32.000	General Supplies	$22.99
		100.163.0000.000.2120.610.10603.32.000	General Supplies	$227.35
		100.163.0000.000.2410.610.10603.32.000	General Supplies	$269.47
		100.163.0000.000.2620.610.10603.32.000	General Supplies	$740.33
		240.300.0000.310.1000.610.10601.32.000	General Supplies	$101.52
		240.300.0000.370.1000.610.10601.32.000	General Supplies	$917.04
		240.300.0000.370.1000.650.10601.32.000	Supplies-Information Technology-related	$4,243.14
		240.300.0000.381.1000.610.10601.32.000	General Supplies	$2,024.66
		250.161.0000.200.1000.610.10601.32.000	General Supplies	$1,649.99
		280.624.0000.000.2100.610.10000.00.000	General Supplies	$110.29
			Vendor Total:	$11,988.54
BIG R FERNLEY				
		100.108.0000.000.2620.610.10000.00.000	General Supplies	$99.17
		100.108.0000.000.2630.610.10000.00.000	General Supplies	$41.98

Voucher Supplement Account Summary

Voucher Batch Number: 1026 08/17/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.133.0000.000.2620.430.10303.10.000	Repairs and Maintenance Services		$127.93
		100.133.0000.000.2620.610.10303.10.000	General Supplies		$79.46
				Vendor Total:	$348.54
CCMSI					
		100.102.0000.000.2570.340.10000.00.000	Other Professional Services		$9,940.00
				Vendor Total:	$9,940.00
CDW-G	100170				
		100.107.0000.000.2580.651.10000.00.000	Supplies - Technology - Software		$71,537.55
				Vendor Total:	$71,537.55
CMC TIRE					
		100.108.0000.000.2620.430.10000.00.000	Repairs and Maintenance Services		$31.00
				Vendor Total:	$31.00
CORE CONSTRUCTION	102843				
		360.022.0000.000.4500.450.10601.32.000	Construction Services		$1,115,495.16
				Vendor Total:	$1,115,495.16
EMS LINQ					
		290.180.0000.000.3100.352.10000.00.000	Other Technical Services		$17,312.58
				Vendor Total:	$17,312.58
FRONTLINE TECHNOLOGIES, LLC	102627				
		100.102.0000.000.2570.653.10000.00.000	Web-based and similar programs		$32,050.63
				Vendor Total:	$32,050.63
INLAND SUPPLY CO., INC.	10000				
		100.123.0000.000.2620.610.10203.10.000	General Supplies		$68.72
		100.127.0000.000.2620.610.10210.10.000	General Supplies		$483.88

Voucher Supplement Account Summary

Voucher Batch Number: 1026 08/17/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.161.0000.000.2620.610.10601.32.000	General Supplies		$108.31
				Vendor Total:	$660.91
NAPA AUTO & TRUCK PARTS_99614	99614				
		100.170.0000.000.2730.614.10000.00.000	Parts		$1,507.76
				Vendor Total:	$1,507.76
OFFICE DEPOT	15366				
		100.127.0000.100.1000.610.10210.10.000	General Supplies		$58.45
		100.128.0000.100.1000.610.10211.10.000	General Supplies		$119.92
				Vendor Total:	$178.37
PAUL CAVIN ARCHITECT LLC					
		360.021.0000.000.4300.340.10601.32.000	Other Professional Services		$17,495.00
				Vendor Total:	$17,495.00
PETERBILT TRUCK PARTS & EQUIPMENT LLC	21060				
		100.170.0000.000.2730.614.10000.00.000	Parts		$5,674.91
				Vendor Total:	$5,674.91
ROYAL CARPET ONE FLOOR & HOME					
		340.101.0000.000.4700.430.10000.00.000	Repairs and Maintenance Services		$3,562.56
				Vendor Total:	$3,562.56
TRANE U.S. INC					
		360.022.0000.000.4700.450.10209.10.000	Construction Services		$143,713.00
				Vendor Total:	$143,713.00
US MODULAR GROUP, INC					
		100.108.0000.000.4500.340.10000.00.000	Other Professional Services		$20,860.00
				Vendor Total:	$20,860.00

Voucher Supplement Account Summary

Voucher Batch Number: 1026 08/17/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
WALKER LAKE DISPOSAL INC.	102157				
		100.108.0000.000.2620.421.10000.00.000	Garbage / Disposal		$572.00
		290.180.0000.000.3100.421.10000.00.000	Garbage / Disposal		$208.00
				Vendor Total:	$780.00
WESTERN NEVADA SUPPLY	22580				
		100.108.0000.000.2630.610.10000.00.000	General Supplies		$945.00
				Vendor Total:	$945.00
WILLIAM V. MACGILL & CO.	22793				
		100.126.0000.000.2130.610.10206.10.000	General Supplies		$633.54
				Vendor Total:	$633.54
				Grand Total:	$1,454,715.05

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1027 Voucher Date: 08/17/2023 Prepared By:

Printed: 09/19/2023 01:05:33 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $820,898.53 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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

Fund		Amount
100	General Fund	$111,050.26
230	Adult Education	$137.08
280	Federal Funds	$97,303.12
290	Food Service Funds	$755.32
340	Governmental Services Tax (GST)	$78,819.78
360	Bond Issues	$488,329.97
703	Workers Compensation	$44,503.00
		$820,898.53

Voucher Supplement Account Summary

Voucher Batch Number: 1027 08/17/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
A T & T MONTHLY STATEMENT	99712			
		100.135.0000.000.2410.533.10305.31.00 0 Check #: 210985	Telephone - Land Line phone services	$63.42
		100.170.0000.000.2710.533.10000.00.00 0 Check #: 210985	Telephone - Land Line phone services	$117.17
		100.170.0000.000.2710.534.10000.00.00 0 Check #: 210985	Telephone - Cell phone services	$229.44
			Vendor Total:	$410.03
A T & T MONTHLY STATEMENT	99712			
		100.128.0000.000.2410.533.10211.10.00 0 Check #: 210986	Telephone - Land Line phone services	$743.90
			Vendor Total:	$743.90
A T & T MONTHLY STATEMENT	99712			
		100.165.0000.000.2410.533.10605.32.00 0 Check #: 210987	Telephone - Land Line phone services	$319.18
			Vendor Total:	$319.18
A T & T MONTHLY STATEMENT	99712			
		100.125.0000.000.2410.533.10205.10.00 0 Check #: 210988	Telephone - Land Line phone services	$140.34
			Vendor Total:	$140.34
ADVANCED INTEGRATED PEST MANAGEMENT				
		100.121.0000.000.2620.430.10201.10.00 0 Check #: 210989	Repairs and Maintenance Services	($30.75)
		100.122.0000.000.2620.430.10202.10.00 0 Check #: 210989	Repairs and Maintenance Services	$150.00
		100.125.0000.000.2620.610.10205.10.00 0 Check #: 210989	General Supplies	$131.00
		100.163.0000.000.2620.430.10603.32.00 0 Check #: 210989	Repairs and Maintenance Services	$150.00
			Vendor Total:	$400.25
ALHAMBRA WATER	97540			

Voucher Supplement Account Summary

Voucher Batch Number: 1027 08/17/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.104.0000.000.2213.615.10000.00.00 Check #: 210990	Snacks, Food & Beverages		$226.29
		100.106.0000.000.2515.610.10000.00.00 Check #: 210990	General Supplies		$170.83
		100.107.0000.000.2580.610.10000.00.00 Check #: 210990	General Supplies		$9.99
				Vendor Total:	$407.11
ARAMARK UNIFORM SERVICES					
		100.136.0000.000.2620.422.10208.31.00 Check #: 210991	Janitorial / Custodial Services		$76.47
		100.170.0000.000.2730.619.10000.00.00 Check #: 210991	Uniforms		$1,718.28
				Vendor Total:	$1,794.75
AUDIO ENHANCEMENT, INC	99350				353
		360.023.0000.000.4700.734.10201.10.00 Check #: 210992	Technology-Related Hardware		$150,745.69
		360.023.0000.000.4700.734.10305.31.00 Check #: 210992	Technology-Related Hardware		$123,665.94
		360.023.0000.000.4700.734.10605.32.00 Check #: 210992	Technology-Related Hardware		$130,443.34
				Vendor Total:	$404,854.97
BATTERIES PLUS	98052				
		100.161.0000.000.2620.610.10601.32.00 Check #: 210993	General Supplies		$501.60
				Vendor Total:	$501.60
BLICK ART MATERIALS	5590				
		280.633.0000.100.2100.610.10605.32.00 Check #: 210994	General Supplies		$100.62
				Vendor Total:	$100.62
BUSWEST					
		100.170.0000.000.2730.614.10000.00.00 Check #: 210995	Parts		$4,744.38

Voucher Supplement Account Summary

Voucher Batch Number: 1027 08/17/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$4,744.38
CODEHS, INC.					
		100.104.0000.100.1000.653.10000.00.00 Check #: 210996	Web-based and similar programs		$41,500.00
				Vendor Total:	$41,500.00
CONCENTRA					
		100.170.0000.000.2710.340.10000.00.00 Check #: 210997	Other Professional Services		$279.00
				Vendor Total:	$279.00
D & S WASTE REMOVAL, INC	4960				
		100.107.0000.000.2580.421.10000.00.00 Check #: 210998	Garbage / Disposal		$258.99
		100.108.0000.000.2620.421.10000.00.00 Check #: 210998	Garbage / Disposal		$3,088.03
		100.122.0000.000.2410.421.10202.10.00 Check #: 210998	Garbage / Disposal		$369.47
		100.170.0000.000.2730.421.10000.00.00 Check #: 210998	Garbage / Disposal		$428.99
		290.182.0000.000.3100.421.10000.00.00 Check #: 210998	Garbage / Disposal		$658.72
				Vendor Total:	$4,804.20
DECKER, INC.	5403				
		100.126.0000.000.2620.610.10206.10.00 Check #: 210999	General Supplies		$99.89
		100.162.0000.000.2620.610.10602.50.00 Check #: 210999	General Supplies		$61.43
				Vendor Total:	$161.32
DEMCO LIBRARY SERVICES	5499				
		100.133.0000.100.1000.610.10303.10.00 Check #: 211000	General Supplies		$596.26
				Vendor Total:	$596.26
DEPARTMENT OF PUBLIC SAFETY	14394				

Voucher Supplement Account Summary

Voucher Batch Number: 1027 08/17/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.102.0000.000.2570.340.10000.00.00 Check #: 211001	Other Professional Services	$792.75
			Vendor Total:	$792.75
FP MAILING SOLUTIONS				
		100.125.0000.000.2410.531.10205.10.00 Check #: 211002	Postage	$86.85
			Vendor Total:	$86.85
FRONTIER	21702			
		100.122.0000.000.2410.533.10202.10.00 Check #: 211003	Telephone - Land Line phone services	$150.30
		100.162.0000.000.2410.533.10602.50.00 Check #: 211003	Telephone - Land Line phone services	$169.08
		100.163.0000.000.2410.533.10603.32.00 Check #: 211003	Telephone - Land Line phone services	$519.17
				355
			Vendor Total:	$838.55
GARDNER, MARK				
		280.633.0000.000.2100.610.10211.10.00 Check #: 211004	General Supplies	$3,930.00
			Vendor Total:	$3,930.00
GOALBOOK				
		280.639.0000.200.2200.653.10000.00.00 Check #: 211005	Web-based and similar programs	$50,575.00
			Vendor Total:	$50,575.00
GRAINGER	99826			
		100.108.0000.000.2620.610.10000.00.00 Check #: 211006	General Supplies	$409.09
			Vendor Total:	$409.09
HEGGERTY				
		100.162.0000.103.1000.650.10602.50.00 Check #: 211007	Supplies-Information Technology-related	$456.20
			Vendor Total:	$456.20
HIGH SIERRA LOCKSMITH				

Voucher Supplement Account Summary

Voucher Batch Number: 1027 08/17/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.129.0000.000.2620.610.10209.10.00 Check #: 211008	General Supplies		$90.00
				Vendor Total:	$90.00
INDUSTRIAL PLUMBING SUPPLY	96453				
		100.161.0000.000.2620.610.10601.32.00 Check #: 211009	General Supplies		$107.78
				Vendor Total:	$107.78
LYON COUNTY SCHOOL DIST._99346	99346				
		100.101.0000.000.2510.610.10000.00.00 Check #: 211010	General Supplies		$347.00
				Vendor Total:	$347.00
M.F. BARCELLOS, INC	1560				
		100.170.0000.000.2730.613.10000.00.00 Check #: 211011	Oil & Lubricants		$2,475.00 356
				Vendor Total:	$2,475.00
MONTROSE GLASS					
		340.101.0000.000.4700.430.10203.10.00 Check #: 211012	Repairs and Maintenance Services		$15,940.43
		340.101.0000.000.4700.430.10302.20.00 Check #: 211012	Repairs and Maintenance Services		$39,890.12
		340.101.0000.000.4700.430.10601.32.00 Check #: 211012	Repairs and Maintenance Services		$22,989.23
				Vendor Total:	$78,819.78
NASSP/NHS	101272				
		100.163.0000.100.1000.810.10603.32.00 Check #: 211013	Dues and Fees		$480.00
				Vendor Total:	$480.00
O'REILLY AUTO PARTS	102278				
		100.170.0000.000.2730.614.10000.00.00 Check #: 211014	Parts		$415.45
				Vendor Total:	$415.45

Voucher Supplement Account Summary

Voucher Batch Number: 1027 08/17/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
PACIFIC STATES COMMUNICATIONS OF NV, INC				
		100.107.0000.000.2580.350.10000.00.00 Check #: 211015	Technical Services	$1,744.43
		100.135.0000.000.2410.533.10305.31.00 Check #: 211015	Telephone - Land Line phone services	$515.40
			Vendor Total:	$2,259.83
PITNEY BOWES GLOBAL FINANCIAL	101970			
		100.161.0000.000.2410.430.10601.32.00 Check #: 211016	Repairs and Maintenance Services	$573.81
			Vendor Total:	$573.81
RALEY'S				
		290.180.0000.000.3100.610.10000.00.00 Check #: 211017	General Supplies	$56.87
			Vendor Total:	$56.87
RED ROCK SPRING WATER				
		100.129.0000.100.1000.610.10209.10.00 Check #: 211018	General Supplies	$280.00
			Vendor Total:	$280.00
REFRIGERATION SUPPLIES DISTRIBUTOR	96586			
		100.108.0000.000.2620.610.10000.00.00 Check #: 211019	General Supplies	$319.42
		100.108.0000.000.2620.610.10303.10.00 Check #: 211019	General Supplies	$2,929.72
		100.108.0000.000.2620.610.10603.32.00 Check #: 211019	General Supplies	$352.64
		100.128.0000.000.2620.610.10211.10.00 Check #: 211019	General Supplies	$320.35
			Vendor Total:	$3,922.13
RICK'S AEC REPROGRAPHICS, INC.				
		100.165.0000.100.1000.430.10605.32.00 Check #: 211020	Repairs and Maintenance Services	$42.48

Voucher Supplement Account Summary

Voucher Batch Number: 1027 08/17/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$42.48
RICOH AMERICAS CORP	102825				
		100.127.0000.100.1000.430.10210.10.00 Check #: 211021	Repairs and Maintenance Services		$10.17
		100.128.0000.000.2410.430.10211.10.00 Check #: 211021	Repairs and Maintenance Services		$1,996.29
		100.163.0000.100.1000.430.10603.32.00 Check #: 211021	Repairs and Maintenance Services		$25.73
				Vendor Total:	$2,032.19
ROCHESTER 100 INC.					
		280.633.0000.100.3300.610.10203.10.00 Check #: 211022	General Supplies		$697.50
				Vendor Total:	$697.50
SAFETY-KLEEN SYSTEMS, INC	18119				358
		100.170.0000.000.2710.430.10000.00.00 Check #: 211023	Repairs and Maintenance Services		$2,254.60
				Vendor Total:	$2,254.60
SAVAGE AND SON					
		100.108.0000.000.2620.430.10202.10.00 Check #: 211024	Repairs and Maintenance Services		$11,290.00
				Vendor Total:	$11,290.00
SCHOLASTIC CLASSROOM MAGAZINES	102740				
		100.127.0000.100.1000.610.10210.10.00 Check #: 211025	General Supplies		$3,020.23
				Vendor Total:	$3,020.23
SCHOOL DATEBOOKS	103098				
		100.162.0000.170.1000.610.10602.50.00 Check #: 211026	General Supplies		$777.29
				Vendor Total:	$777.29
SHRED-IT USA					
		100.127.0000.000.2410.421.10210.10.00 Check #: 211027	Garbage / Disposal		$36.00

Voucher Supplement Account Summary

Voucher Batch Number: 1027 08/17/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.133.0000.000.2410.421.10303.10.00 0 Check #: 211027	Garbage / Disposal		$16.00
		230.231.0000.610.1000.421.10000.00.00 0 Check #: 211027	Garbage / Disposal		$16.00
				Vendor Total:	$68.00
SIERRA COAST ROOFING, INC					
		360.023.0000.000.4700.450.10205.10.00 0 Check #: 211028	Construction Services		$41,737.50
		360.023.0000.000.4700.450.10304.10.00 0 Check #: 211028	Construction Services		$41,737.50
				Vendor Total:	$83,475.00
STATE OF NEVADA-DIV. OF WATER RESOURCES					
		100.162.0000.000.2620.430.10602.50.00 0 Check #: 211029	Repairs and Maintenance Services		$270.00
				Vendor Total:	$270.00
SUMMIT FIRE & SECURITY					
		100.161.0000.000.2620.430.10601.32.00 0 Check #: 211030	Repairs and Maintenance Services		$465.00
		100.161.0000.000.2620.610.10601.32.00 0 Check #: 211030	General Supplies		$353.00
				Vendor Total:	$818.00
TEACHER'S DISCOVERY	20506				
		100.165.0000.100.1000.610.10605.32.00 0 Check #: 211031	General Supplies		$53.98
				Vendor Total:	$53.98
THE DBQ PROJECT					
		280.742.0000.100.1000.653.10000.00.00 0 Check #: 211032	Web-based and similar programs		$42,000.00
				Vendor Total:	$42,000.00
THE PARTS HOUSE	23100				

Voucher Supplement Account Summary

Voucher Batch Number: 1027 08/17/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.108.0000.000.2620.610.10302.20.00 Check #: 211033	General Supplies		$11.06
		100.170.0000.000.2700.610.10000.00.00 Check #: 211033	General Supplies		$19.99
		100.170.0000.000.2730.614.10000.00.00 Check #: 211033	Parts		$456.83
		100.170.0000.000.2730.617.10000.00.00 Check #: 211033	Batt & Antifreeze		$126.01
				Vendor Total:	$613.89
TRUCKEE-CARSON IRRIGATION	21020				
		100.108.0000.000.2620.810.10000.00.00 Check #: 211034	Dues and Fees		$2,752.99
				Vendor Total:	$2,752.99
UNITY SCHOOL BUS PARTS	21378				360
		100.170.0000.000.2700.610.10000.00.00 Check #: 211035	General Supplies		$247.51
				Vendor Total:	$247.51
UNIVERSAL AWARDS					
		100.161.0000.920.1000.610.10601.32.00 Check #: 211036	General Supplies		$554.00
				Vendor Total:	$554.00
WARREN REED INSURANCE	22150				
		703.102.0000.000.2310.520.10000.00.00 Check #: 211037	Insurance (Other Than Employee Benefits)		$44,503.00
				Vendor Total:	$44,503.00
WEDCO INC.	22320				
		100.108.0000.000.2620.610.10000.00.00 Check #: 211038	General Supplies		$131.31
		100.108.0000.000.2620.610.10302.20.00 Check #: 211038	General Supplies		$340.45
				Vendor Total:	$471.76

Voucher Supplement Account Summary

Voucher Batch Number: 1027 08/17/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
WELLS FARGO VENDOR FINANCIAL SERVICES				
		100.104.0000.000.2210.430.10000.00.00 Check #: 211039	Repairs and Maintenance Services	$39.73
		100.128.0000.000.2410.430.10211.10.00 Check #: 211039	Repairs and Maintenance Services	$300.62
		100.162.0000.000.2410.442.10602.50.00 Check #: 211039	Rental of Equipment and Vehicles	$294.76
		100.162.0000.103.1000.650.10602.50.00 Check #: 211039	Supplies-Information Technology-related	$106.75
		100.162.0000.170.1000.430.10602.50.00 Check #: 211039	Repairs and Maintenance Services	$23.12
		100.163.0000.000.2410.442.10603.32.00 Check #: 211039	Rental of Equipment and Vehicles	$477.00
		100.163.0000.100.1000.430.10603.32.00 Check #: 211039	Repairs and Maintenance Services	$438.71
		290.180.0000.000.3100.430.10000.00.00 Check #: 211039	Repairs and Maintenance Services	$39.73
			Vendor Total:	$1,720.45
XCAST LABS, INC.				
		100.107.0000.000.2580.533.10000.00.00 Check #: 211040	Telephone - Land Line phone services	$40.45
		100.121.0000.000.2410.533.10201.10.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		100.122.0000.000.2410.533.10202.10.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		100.123.0000.000.2410.533.10203.10.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		100.125.0000.000.2410.533.10205.10.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		100.126.0000.000.2410.533.10206.10.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		100.127.0000.000.2410.533.10210.10.00 Check #: 211040	Telephone - Land Line phone services	$40.36

Voucher Supplement Account Summary

Voucher Batch Number: 1027 08/17/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.128.0000.000.2410.533.10211.10.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		100.129.0000.000.2410.533.10209.10.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		100.132.0000.000.2410.533.10302.20.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		100.133.0000.000.2410.533.10303.10.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		100.134.0000.000.2410.533.10304.20.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		100.135.0000.000.2410.533.10305.31.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		100.136.0000.000.2410.533.10208.31.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		100.161.0000.000.2410.533.10601.32.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		100.162.0000.000.2410.533.10602.50.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		100.163.0000.000.2410.533.10603.32.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		100.164.0000.000.2410.533.10604.32.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		100.165.0000.000.2410.533.10605.32.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		100.170.0000.000.2710.533.10000.00.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		230.231.0000.610.1000.533.10601.41.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		230.231.0000.610.1000.533.10907.41.00 Check #: 211040	Telephone - Land Line phone services	$40.36
		230.231.0000.610.1000.533.10909.41.00 Check #: 211040	Telephone - Land Line phone services	$40.36
			Vendor Total:	$928.37

XEROX CORPORATION

Voucher Supplement Account Summary

Voucher Batch Number: 1027 08/17/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.107.0000.000.2580.430.10000.00.00 Check #: 211041	Repairs and Maintenance Services	$0.07
		100.107.0000.000.2580.442.10000.00.00 Check #: 211041	Rental of Equipment and Vehicles	$22.19
		100.122.0000.000.2410.430.10202.10.00 Check #: 211041	Repairs and Maintenance Services	$11.25
		100.122.0000.000.2410.442.10202.10.00 Check #: 211041	Rental of Equipment and Vehicles	$112.68
		100.122.0000.100.1000.430.10202.10.00 Check #: 211041	Repairs and Maintenance Services	$258.64
		100.127.0000.000.2410.442.10210.10.00 Check #: 211041	Rental of Equipment and Vehicles	$731.56
		100.127.0000.100.1000.430.10210.10.00 Check #: 211041	Repairs and Maintenance Services	$367.78
		100.162.0000.000.2410.442.10602.50.00 Check #: 211041	Rental of Equipment and Vehicles	$213.50
		100.162.0000.103.1000.430.10602.50.00 Check #: 211041	Repairs and Maintenance Services	$7.65
		100.162.0000.170.1000.430.10602.50.00 Check #: 211041	Repairs and Maintenance Services	$12.97
			Vendor Total:	$1,738.29
ZEPTIVE, INC.				
		100.165.0000.000.2410.650.10605.32.00 Check #: 211042	Supplies-Information Technology-related	$598.30
		100.165.0000.000.2410.651.10605.32.00 Check #: 211042	Supplies - Technology - Software	$395.49
		100.165.0000.000.2660.652.10605.32.00 Check #: 211042	Inventoried Supplies/Equipment - IT Related <$5000	$10,901.21
			Vendor Total:	$11,895.00
			Grand Total:	$820,898.53

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1030 Voucher Date: 08/24/2023 Prepared By:

Printed: 09/19/2023 01:08:51 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $291,987.03 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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

Fund		Amount
100	General Fund	$31,921.92
240	State Grants	$6,192.84
250	Special Education	$242.40
280	Federal Funds	$30,374.39
290	Food Service Funds	$74,620.72
340	Governmental Services Tax (GST)	$4,921.76
360	Bond Issues	$143,713.00
		$291,987.03

Voucher Supplement Account Summary

Voucher Batch Number: 1030 08/24/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
ACE HARDWARE	200			
		100.108.0000.000.2620.610.10000.00.000	General Supplies	$24.98
			Vendor Total:	$24.98
AMAZON BUSINESS				
		100.101.0000.000.2510.610.10000.00.000	General Supplies	$180.36
		100.104.0000.000.2213.610.10000.00.000	General Supplies	$78.40
		100.126.0000.000.2410.610.10206.10.000	General Supplies	$294.95
		100.126.0000.100.1000.610.10206.10.000	General Supplies	$183.84
		100.128.0000.100.1000.610.10211.10.000	General Supplies	$141.05
		100.133.0000.100.1000.610.10303.10.000	General Supplies	$624.95
		100.134.0000.100.1000.610.10304.20.000	General Supplies	$95.15
		100.164.0000.920.1000.610.10604.32.000	General Supplies	$199.94
		100.170.0000.000.2700.610.10000.00.000	General Supplies	$497.59
		240.300.0000.330.1000.610.10602.50.000	General Supplies	$940.58
		240.300.0000.370.1000.610.10601.32.000	General Supplies	$534.87
		240.300.0000.370.1000.650.10601.32.000	Supplies-Information Technology-related	$4,702.99
		240.300.0000.381.1000.610.10601.32.000	General Supplies	$14.40
		280.633.0000.100.2100.610.10206.10.000	General Supplies	$692.78
		280.650.0000.100.1000.610.10902.32.000	General Supplies	$14.77
		290.180.0000.000.3100.610.10000.00.000	General Supplies	$359.48

Voucher Supplement Account Summary

Voucher Batch Number: 1030 08/24/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$9,556.10
CHARTWELLS					
		290.180.0000.000.3100.442.10000.00.000	Rental of Equipment and Vehicles		$3,458.91
		290.180.0000.000.3100.570.10000.00.000	Food Service Management		$8,538.90
		290.180.0000.000.3100.610.10000.00.000	General Supplies		$304.26
		290.180.0000.000.3100.612.10000.00.000	Inventoried Supplies/Equipment <$5000		$52,908.62
		290.180.0000.000.3100.630.10000.00.000	Food		$9,050.55
				Vendor Total:	$74,261.24
CLARK & ASSOCIATES OF NEVADA, INC.					
		100.102.0000.000.2570.340.10000.00.000	Other Professional Services		$3,166.66
				Vendor Total:	$3,166.66
FLYERS ENERGY, LLC	102216				
		100.170.0000.000.2730.626.10000.00.000	Gasoline		$179.46
				Vendor Total:	$179.46
IMAGINE LEARNING, LLC					
		100.104.0000.100.1000.653.10000.00.000	Web-based and similar programs		$3,365.00
				Vendor Total:	$3,365.00
NAPA AUTO & TRUCK PARTS_99614	99614				
		100.108.0000.000.2620.610.10203.10.000	General Supplies		$125.22
		100.135.0000.000.2620.610.10305.31.000	General Supplies		$54.85
				Vendor Total:	$180.07
NAVIGATE 360, LLC					
		280.633.0000.100.2100.610.10208.31.000	General Supplies		$1,590.00

Voucher Supplement Account Summary

Voucher Batch Number: 1030 08/24/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		280.633.0000.100.2200.653.10203.10.000	Web-based and similar programs		$2,110.00
				Vendor Total:	$3,700.00
OFFICE DEPOT	15366				
		100.123.0000.100.1000.610.10203.10.000	General Supplies		($122.40)
		100.126.0000.100.1000.610.10206.10.000	General Supplies		$4,415.30
		100.161.0000.000.2410.610.10601.32.000	General Supplies		$519.99
		100.164.0000.100.1000.610.10604.32.000	General Supplies		$1,251.35
		280.633.0000.100.2100.610.10205.10.000	General Supplies		$2,764.53
		280.633.0000.100.2100.610.10206.10.000	General Supplies		$1,575.31
				Vendor Total:	$10,404.08
PEARSON ASSESSMENT					
		280.639.0000.200.1000.653.10000.00.000	Web-based and similar programs		$21,627.00
				Vendor Total:	$21,627.00
ROYAL CARPET ONE FLOOR & HOME					
		340.101.0000.000.4700.430.10000.00.000	Repairs and Maintenance Services		$4,921.76
				Vendor Total:	$4,921.76
STAPLES ADVANTAGE	99736				
		100.126.0000.100.1000.610.10206.10.000	General Supplies		$474.84
		100.134.0000.000.2100.610.10304.20.000	General Supplies		$52.20
		100.134.0000.000.2620.610.10304.20.000	General Supplies		$1,140.00
		100.134.0000.100.1000.610.10304.20.000	General Supplies		$4,837.71
		100.135.0000.000.2410.610.10305.31.000	General Supplies		$380.16

Voucher Supplement Account Summary

Voucher Batch Number: 1030 08/24/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.135.0000.000.2620.610.10305.31.000	General Supplies		$87.36
		100.135.0000.100.1000.610.10305.31.000	General Supplies		$6,726.63
		100.161.0000.000.2410.610.10601.32.000	General Supplies		$2,946.38
		250.165.0000.200.1000.610.10605.32.000	General Supplies		$242.40
				Vendor Total:	$16,887.68
TRANE U.S. INC					
		360.022.0000.000.4700.450.10209.10.000	Construction Services		$143,713.00
				Vendor Total:	$143,713.00
				Grand Total:	$291,987.03

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1031 Voucher Date: 08/24/2023 Prepared By:

Printed: 09/19/2023 01:08:08 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $106,970.04 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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

Fund		Amount
100	General Fund	$85,415.51
230	Adult Education	$172.02
280	Federal Funds	$21,347.52
290	Food Service Funds	$34.99
		$106,970.04

Voucher Supplement Account Summary

Voucher Batch Number: 1031 08/24/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
3P LEARNING				
		280.633.0000.100.2200.653.10206.10.00 0 Check #: 211043	Web-based and similar programs	$2,664.00
			Vendor Total:	$2,664.00
A T & T MONTHLY STATEMENT	99712			
		100.165.0000.000.2410.533.10605.32.00 0 Check #: 211044	Telephone - Land Line phone services	$561.13
			Vendor Total:	$561.13
A-1 RADIATOR REPAIR, INC	165			
		100.170.0000.000.2710.340.10000.00.00 0 Check #: 211045	Other Professional Services	$60.00
			Vendor Total:	$60.00
ACTIVE INTERNET TECHNOLOGIES LLC				
		100.101.0000.000.2320.653.10000.00.00 0 Check #: 211046	Web-based and similar programs	$36,000.00
			Vendor Total:	$36,000.00
ADVANCED CHILD BEHAVIOR SOLUTIONS,LLC	102918			
		280.639.0000.200.2240.340.10000.00.00 0 Check #: 211047	Other Professional Services	$330.00
			Vendor Total:	$330.00
ADVANCED INTEGRATED PEST MANAGEMENT				
		100.121.0000.000.2620.430.10201.10.00 0 Check #: 211048	Repairs and Maintenance Services	$50.00
		100.132.0000.000.2620.422.10302.20.00 0 Check #: 211048	Janitorial / Custodial Services	$150.00
		100.136.0000.000.2620.610.10208.31.00 0 Check #: 211048	General Supplies	$205.00
		100.163.0000.000.2620.430.10603.32.00 0 Check #: 211048	Repairs and Maintenance Services	$150.00
			Vendor Total:	$555.00
ALHAMBRA WATER	97540			

Voucher Supplement Account Summary

Voucher Batch Number: 1031 08/24/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		290.180.0000.000.3100.615.10000.00.00 Check #: 211049	Snacks, Food & Beverages		$34.99
				Vendor Total:	$34.99
ALL IN GRAPHIX					
		100.134.0000.100.1000.610.10304.20.00 Check #: 211050	General Supplies		$120.00
				Vendor Total:	$120.00
BIO CORPORATION					
		100.165.0000.100.1000.610.10605.32.00 Check #: 211051	General Supplies		$256.73
				Vendor Total:	$256.73
BSN SPORTS					
		100.165.0000.920.1000.610.10605.32.00 Check #: 211052	General Supplies		$2,683.22
				Vendor Total:	$2,683.22
BURNEY'S COMMERICAL SERV.	2495				
		100.163.0000.000.2620.430.10603.32.00 Check #: 211053	Repairs and Maintenance Services		$815.00
		100.163.0000.000.2620.610.10603.32.00 Check #: 211053	General Supplies		$412.00
				Vendor Total:	$1,227.00
BURNS, IVY					
		280.667.0000.000.2213.580.10000.00.00 Check #: 211054	Staff Travel		$973.89
				Vendor Total:	$973.89
COOMBS, SHANNON					
		100.132.0000.000.2620.610.10302.20.00 Check #: 211055	General Supplies		$106.62
				Vendor Total:	$106.62
D & S WASTE REMOVAL, INC	4960				
		100.163.0000.000.2620.421.10603.32.00 Check #: 211056	Garbage / Disposal		$132.00

Voucher Supplement Account Summary

Voucher Batch Number: 1031 08/24/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.163.0000.000.2620.430.10603.32.00 Check #: 211056	Repairs and Maintenance Services	$90.00
			Vendor Total:	$222.00
DECKER, INC.	5403			
		100.134.0000.000.2620.610.10304.20.00 Check #: 211057	General Supplies	$961.85
			Vendor Total:	$961.85
EDMENTUM, INC	102116			
		100.126.0000.100.1000.653.10206.10.00 Check #: 211058	Web-based and similar programs	$2,068.00
		280.639.0000.200.2200.653.10000.00.00 Check #: 211058	Web-based and similar programs	$264.00
			Vendor Total:	$2,332.00
ESGI, LLC	103143			372
		100.123.0000.103.1000.610.10203.10.00 Check #: 211059	General Supplies	$246.00
			Vendor Total:	$246.00
EXPLORELEARNING REFLEX				
		280.633.0000.100.2200.653.10210.10.00 Check #: 211060	Web-based and similar programs	$3,995.00
			Vendor Total:	$3,995.00
FRONTIER	21702			
		100.132.0000.000.2410.533.10302.20.00 Check #: 211061	Telephone - Land Line phone services	$235.95
			Vendor Total:	$235.95
HOME DEPOT	9654			
		100.128.0000.000.2620.610.10211.10.00 Check #: 211062	General Supplies	$814.42
			Vendor Total:	$814.42
HUDL				
		100.164.0000.920.1000.810.10604.32.00 Check #: 211063	Dues and Fees	$9,400.00

Voucher Supplement Account Summary

Voucher Batch Number: 1031 08/24/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$9,400.00
INFINISOURCE, INC.	99766				
		100.102.0000.000.2570.340.10000.00.00 Check #: 211064	Other Professional Services		$2,351.35
				Vendor Total:	$2,351.35
JAMF SOFTWARE, LLC					
		280.639.0000.200.2200.653.10000.00.00 Check #: 211065	Web-based and similar programs		$1,925.00
				Vendor Total:	$1,925.00
KARG, CHRISTINE					
		280.732.0000.000.2200.330.10000.00.00 Check #: 211066	Professional Employee Training & Development Serv		$125.00
				Vendor Total:	$125.00
LOUIE'S HOME CENTER					
		100.165.0000.000.2620.610.10605.32.00 Check #: 211067	General Supplies		$187.30
				Vendor Total:	$187.30
LOWE'S BUSINESS ACCOUNT	11835				
		100.108.0000.000.2620.610.10000.00.00 Check #: 211068	General Supplies		$269.72
				Vendor Total:	$269.72
LYON COUNTY SCHOOL DIST._12000	12000				
		100.128.0000.100.1000.515.10211.10.00 Check #: 211069	Field Trips - Sites		$485.04
				Vendor Total:	$485.04
MMS WEST	100580				
		100.133.0000.000.2410.610.10303.10.00 Check #: 211070	General Supplies		$174.14
				Vendor Total:	$174.14
MOUND HOUSE HARDWARE & STORAGE	96223				

Voucher Supplement Account Summary

Voucher Batch Number: 1031 08/24/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.127.0000.000.2620.610.10210.10.00 Check #: 211071	General Supplies		$28.02
		100.128.0000.000.2620.610.10211.10.00 Check #: 211071	General Supplies		$549.46
				Vendor Total:	$577.48
MYSTERY SCIENCE INC.					
		280.633.0000.100.2200.653.10206.10.00 Check #: 211072	Web-based and similar programs		$1,695.00
		280.633.0000.100.2200.653.10210.10.00 Check #: 211072	Web-based and similar programs		$1,395.00
				Vendor Total:	$3,090.00
PBIS REWARDS					
		280.633.0000.100.2100.610.10601.32.00 Check #: 211073	General Supplies		$3,500.00
					374
				Vendor Total:	$3,500.00
PITNEY BOWES GLOBAL FINANCIAL	101970				
		100.127.0000.000.2410.442.10210.10.00 Check #: 211074	Rental of Equipment and Vehicles		$63.72
		100.132.0000.000.2410.442.10302.20.00 Check #: 211074	Rental of Equipment and Vehicles		$276.09
				Vendor Total:	$339.81
RICOH AMERICAS CORP	102825				
		100.133.0000.000.2410.610.10303.10.00 Check #: 211075	General Supplies		$28.49
		100.135.0000.100.1000.430.10305.31.00 Check #: 211075	Repairs and Maintenance Services		$14.02
				Vendor Total:	$42.51
RICOH USA, INC					
		100.126.0000.000.2410.442.10206.10.00 Check #: 211076	Rental of Equipment and Vehicles		$404.98
				Vendor Total:	$404.98
RNK'S SERVICES					

Voucher Supplement Account Summary

Voucher Batch Number: 1031 08/24/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.161.0000.000.2620.430.10601.32.00 Check #: 211077	Repairs and Maintenance Services		$175.00
		100.161.0000.000.2620.610.10601.32.00 Check #: 211077	General Supplies		$100.00
				Vendor Total:	$275.00
SCHOLASTIC CLASSROOM MAGAZINES	102740				
		100.126.0000.100.1000.640.10206.10.00 Check #: 211078	Books and Periodicals		$1,779.06
		280.633.0000.100.2100.610.10202.10.00 Check #: 211078	General Supplies		$4,480.63
				Vendor Total:	$6,259.69
SCHOOL DATEBOOKS	103098				
		100.136.0000.100.1000.610.10208.31.00 Check #: 211079	General Supplies		$1,974.37 375
				Vendor Total:	$1,974.37
SHRED-IT USA					
		100.133.0000.000.2410.421.10303.10.00 Check #: 211080	Garbage / Disposal		$32.00
				Vendor Total:	$32.00
SIERRA FIRE PROTECTION					
		100.108.0000.000.2620.430.10000.00.00 Check #: 211081	Repairs and Maintenance Services		$5,883.00
				Vendor Total:	$5,883.00
SWANK MOVIE LICENSING USA					
		100.136.0000.000.2410.653.10208.31.00 Check #: 211082	Web-based and similar programs		$616.00
				Vendor Total:	$616.00
TRUE VALUE HARDWARE_21030	21030				
		100.163.0000.000.2620.610.10603.32.00 Check #: 211083	General Supplies		$17.28
				Vendor Total:	$17.28
UNITED RENTALS--ALL LOCATIONS	21374				

Voucher Supplement Account Summary

Voucher Batch Number: 1031 08/24/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.161.0000.000.2620.730.10601.32.00 0 Check #: 211084	Equipment		$7,721.00
				Vendor Total:	$7,721.00
VALUTAINER					
		100.108.0000.000.2620.612.10000.00.00 0 Check #: 211085	Inventoried Supplies/Equipment <$5000		$4,349.00
				Vendor Total:	$4,349.00
VISTA LEARNING, NFP					
		100.102.0000.000.2570.653.10000.00.00 0 Check #: 211086	Web-based and similar programs		$19.95
				Vendor Total:	$19.95
VITAL RECORDS CONTROL					
		100.135.0000.000.2410.421.10305.31.00 0 Check #: 211087	Garbage / Disposal		$131.11
				Vendor Total:	$131.11
WAYSIDE PUBLISHING					
		100.165.0000.100.1000.640.10605.32.00 0 Check #: 211088	Books and Periodicals		$658.13
				Vendor Total:	$658.13
WELLS FARGO VENDOR FINANCIAL SERVICES					
		100.126.0000.100.1000.430.10206.10.00 0 Check #: 211089	Repairs and Maintenance Services		$115.08
		100.128.0000.000.2410.430.10211.10.00 0 Check #: 211089	Repairs and Maintenance Services		$300.62
		230.231.0000.610.1000.443.10000.00.00 0 Check #: 211089	Copier Leases		$172.02
				Vendor Total:	$587.72
XEROX CORPORATION					
		100.129.0000.000.2410.442.10209.10.00 0 Check #: 211090	Rental of Equipment and Vehicles		$514.95

Voucher Supplement Account Summary

Voucher Batch Number: 1031 08/24/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.129.0000.100.1000.430.10209.10.00 0 Check #: 211090	Repairs and Maintenance Services	$188.64
		100.132.0000.000.2410.442.10302.20.00 0 Check #: 211090	Rental of Equipment and Vehicles	$236.86
		100.132.0000.100.1000.430.10302.20.00 0 Check #: 211090	Repairs and Maintenance Services	$14.24
		100.135.0000.100.1000.430.10305.31.00 0 Check #: 211090	Repairs and Maintenance Services	$111.65
		100.136.0000.000.2410.430.10208.31.00 0 Check #: 211090	Repairs and Maintenance Services	$6.16
		100.136.0000.000.2410.442.10208.31.00 0 Check #: 211090	Rental of Equipment and Vehicles	$121.16
			Vendor Total:	$1,193.66
			Grand Total:	$106,979.24

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1050 Voucher Date: 08/23/2023 Prepared By:

Printed: 09/19/2023 01:07:21 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $610,916.32 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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

Fund		Amount
100	General Fund	$606,551.06
360	Bond Issues	$490.52
400	Debt Service Funds	$3,874.74
		$610,916.32

Voucher Supplement Account Summary

Voucher Batch Number: 1050 08/23/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
BRYSON SALES & SERVICE	2380				
		100.170.0000.000.2730.732.10000.00.000	Vehicles		$570,126.00
				Vendor Total:	$570,126.00
BUCKHEAD CAPITAL MANAGEMENT, LLC					
		360.011.1520.000.0000.000.10000.00.000	Dividends on Investments		$490.52
		400.000.1520.000.0000.000.10000.00.000	Investment Income Fiduciary		$3,874.74
				Vendor Total:	$4,365.26
HENRIKSEN BUTLER NEVADA, LLC					
		100.101.0000.000.2320.733.10000.00.000	Furniture and Fixtures		$17,483.57
				Vendor Total:	$17,483.57
PCR CONSULTING, INC					
		100.101.0000.000.2510.340.10000.00.000	Other Professional Services		$10,941.49
				Vendor Total:	$10,941.49
SILVA, SCEIRINI & ASSOCIATES, LLC					
		100.101.0000.000.2510.340.10000.00.000	Other Professional Services		$8,000.00
				Vendor Total:	$8,000.00
				Grand Total:	$610,916.32

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1054 Voucher Date: 08/31/2023 Prepared By:

Printed: 09/19/2023 01:10:32 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $448,272.79 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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

Fund		Amount
100	General Fund	$94,425.91
230	Adult Education	$32.84
250	Special Education	$564.00
280	Federal Funds	$194,422.37
290	Food Service Funds	$105,771.55
340	Governmental Services Tax (GST)	$22,760.75
360	Bond Issues	$30,295.37
		$448,272.79

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1054 08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
3D CONCRETE, INC.	103064			
		100.108.0000.000.2620.610.10000.00.00 Check #: 211101	General Supplies	$744.33
			Vendor Total:	$744.33
A T & T MONTHLY STATEMENT	99712			
		100.127.0000.000.2410.533.10210.10.00 Check #: 211102	Telephone - Land Line phone services	$168.86
			Vendor Total:	$168.86
ADVANCE INSTALLATIONS INC	97837			
		100.108.0000.000.2620.430.10201.10.00 Check #: 211103	Repairs and Maintenance Services	$13,693.32
			Vendor Total:	$13,693.32
ADVANCED INTEGRATED PEST MANAGEMENT				381
		100.121.0000.000.2620.430.10201.10.00 Check #: 211104	Repairs and Maintenance Services	$129.00
			Vendor Total:	$129.00
ARAMARK UNIFORM SERVICES				
		100.121.0000.000.2620.422.10201.10.00 Check #: 211105	Janitorial / Custodial Services	$67.12
			Vendor Total:	$67.12
DAYTON HIGH SCHOOL.				
		100.164.0000.000.2410.580.10604.32.00 Check #: 211106	Staff Travel	$50.00
			Vendor Total:	$50.00
DCDT				
		280.667.0000.000.2213.331.10000.00.00 Check #: 211107	Training & Development-Instruct Licensed Personnel	$17,908.00
			Vendor Total:	$17,908.00
DECKER, INC.	5403			
		100.108.0000.000.2620.610.10602.50.00 Check #: 211108	General Supplies	$2,211.76

Voucher Supplement Account Summary

Voucher Batch Number: 1054 08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$2,211.76
DYKMAN ELECTRICAL INC.					
		100.108.0000.000.2620.610.10604.32.00 Check #: 211109	General Supplies		$572.65
				Vendor Total:	$572.65
EDUCURIOUS PARTNERS					
		280.742.0000.100.1000.653.10000.00.00 Check #: 211110	Web-based and similar programs		$88,180.00
				Vendor Total:	$88,180.00
FITCH, STEPHANIE	102437				
		100.164.0000.100.1000.610.10604.32.00 Check #: 211111	General Supplies		$74.87
				Vendor Total:	$74.87
FOLLETT LIBRARY RESOURCES	7820				
		100.104.0000.000.2210.651.10000.00.00 Check #: 211112	Supplies - Technology - Software		$638.27
		100.104.0000.000.2210.651.10201.10.00 Check #: 211112	Supplies - Technology - Software		$1,587.32
		100.104.0000.000.2210.651.10202.10.00 Check #: 211112	Supplies - Technology - Software		$2,536.37
		100.104.0000.000.2210.651.10203.10.00 Check #: 211112	Supplies - Technology - Software		$1,587.32
		100.104.0000.000.2210.651.10205.10.00 Check #: 211112	Supplies - Technology - Software		$1,587.32
		100.104.0000.000.2210.651.10206.10.00 Check #: 211112	Supplies - Technology - Software		$1,587.32
		100.104.0000.000.2210.651.10208.31.00 Check #: 211112	Supplies - Technology - Software		$1,587.32
		100.104.0000.000.2210.651.10209.10.00 Check #: 211112	Supplies - Technology - Software		$1,587.32
		100.104.0000.000.2210.651.10210.10.00 Check #: 211112	Supplies - Technology - Software		$1,587.32

Voucher Supplement Account Summary

Voucher Batch Number: 1054 08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.104.0000.000.2210.651.10211.10.00 Check #: 211112	Supplies - Technology - Software		$1,587.32
		100.104.0000.000.2210.651.10302.20.00 Check #: 211112	Supplies - Technology - Software		$1,587.32
		100.104.0000.000.2210.651.10303.10.00 Check #: 211112	Supplies - Technology - Software		$1,587.32
		100.104.0000.000.2210.651.10304.20.00 Check #: 211112	Supplies - Technology - Software		$1,587.32
		100.104.0000.000.2210.651.10305.31.00 Check #: 211112	Supplies - Technology - Software		$1,587.32
		100.104.0000.000.2210.651.10601.32.00 Check #: 211112	Supplies - Technology - Software		$1,587.32
		100.104.0000.000.2210.651.10602.50.00 Check #: 211112	Supplies - Technology - Software		$638.27
		100.104.0000.000.2210.651.10603.32.00 Check #: 211112	Supplies - Technology - Software		$1,587.32
		100.104.0000.000.2210.651.10604.32.00 Check #: 211112	Supplies - Technology - Software		$1,587.32
		100.104.0000.000.2210.651.10605.32.00 Check #: 211112	Supplies - Technology - Software		$1,587.32
				Vendor Total:	$29,210.03
GREAT BASIN DECORATION COMPANY, LLC					
		100.164.0000.920.1000.610.10604.32.00 Check #: 211113	General Supplies		$2,174.11
				Vendor Total:	$2,174.11
HART, SAUNDRA					
		290.184.1611.000.0000.000.10000.00.00 Check #: 211114	Daily Sales-School Lunch Program		$26.55
				Vendor Total:	$26.55
HEALTHY COMMUNITIES COALITION					
		280.748.0000.000.2100.340.10000.00.00 Check #: 211115	Other Professional Services		$36,306.42

Voucher Supplement Account Summary

Voucher Batch Number: 1054 08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$36,306.42
HOME DEPOT	9654				
		100.121.0000.000.2620.610.10201.10.00 Check #: 211116	General Supplies		$189.16
		100.127.0000.000.2620.610.10210.10.00 Check #: 211116	General Supplies		$363.52
		100.128.0000.000.2620.610.10211.10.00 Check #: 211116	General Supplies		$767.80
		100.164.0000.000.2620.610.10604.32.00 Check #: 211116	General Supplies		$505.67
		100.164.0000.920.1000.610.10604.32.00 Check #: 211116	General Supplies		$407.82
				Vendor Total:	$2,233.97
LOUIE'S HOME CENTER					384
		100.164.0000.000.2620.610.10604.32.00 Check #: 211117	General Supplies		$34.16
		100.165.0000.000.2620.610.10605.32.00 Check #: 211117	General Supplies		$277.39
				Vendor Total:	$311.55
LYON COUNTY SHERIFF	P101				
		280.742.0000.000.2100.340.10000.00.00 Check #: 211118	Other Professional Services		$22,572.09
				Vendor Total:	$22,572.09
MONTROSE GLASS					
		340.101.0000.000.4700.430.10201.10.00 Check #: 211119	Repairs and Maintenance Services		$22,760.75
				Vendor Total:	$22,760.75
MOTION PICTURE LICENSING CORPORATION					
		100.164.0000.000.2410.810.10604.32.00 Check #: 211120	Dues and Fees		$306.04
				Vendor Total:	$306.04

Voucher Supplement Account Summary

Voucher Batch Number: 1054 08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
MOUND HOUSE HARDWARE & STORAGE	96223				
		100.108.0000.000.2620.610.10000.00.00 Check #: 211121	General Supplies		$71.08
		100.108.0000.000.2620.610.10208.31.00 Check #: 211121	General Supplies		$180.90
		100.108.0000.000.2630.610.10605.32.00 Check #: 211121	General Supplies		$25.75
		100.127.0000.000.2620.610.10210.10.00 Check #: 211121	General Supplies		$74.51
				Vendor Total:	$352.24
NEVADA ASSOC OF SCHOOL BOARDS	14340				
		100.101.0000.000.2310.330.10000.00.00 Check #: 211122	Professional Employee Training & Development Serv		$130.00
		100.101.0000.000.2310.810.10000.00.00 Check #: 211122	Dues and Fees		$3,750.00
				Vendor Total:	$3,880.00
NEVADA STATE SURPLUS PROGRAM					
		100.170.0000.000.2700.610.10000.00.00 Check #: 211123	General Supplies		$1,300.00
				Vendor Total:	$1,300.00
NV ENERGY_19040	19040				
		360.023.0000.000.4700.810.10209.10.00 Check #: 211124	Dues and Fees		$6,000.00
				Vendor Total:	$6,000.00
ORBIS TECH SERVICES LLC					
		100.128.0000.000.2620.610.10211.10.00 Check #: 211125	General Supplies		$2,499.58
				Vendor Total:	$2,499.58
ORKIN PEST CONTROL					
		100.106.0000.000.2515.610.10000.00.00 Check #: 211126	General Supplies		$87.99
				Vendor Total:	$87.99

Voucher Supplement Account Summary

Voucher Batch Number: 1054 08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
OZOLINS, ERIC					
		100.104.0000.000.2213.580.10000.00.00 Check #: 211127	Staff Travel		$24.26
				Vendor Total:	$24.26
PACIFIC SHREDDING/PACIFIC STORAGE CO.					
		100.164.0000.000.2410.421.10604.32.00 Check #: 211128	Garbage / Disposal		$56.71
				Vendor Total:	$56.71
PAINT NV					
		290.180.0000.000.3100.430.10000.00.00 Check #: 211129	Repairs and Maintenance Services		$105,745.00
				Vendor Total:	$105,745.00
REFRIGERATION SUPPLIES DISTRIBUTOR	96586				386
		100.108.0000.000.2620.610.10208.31.00 Check #: 211130	General Supplies		$1,798.55
				Vendor Total:	$1,798.55
RICOH AMERICAS CORP	102825				
		100.129.0000.100.1000.430.10209.10.00 Check #: 211131	Repairs and Maintenance Services		$141.95
		100.164.0000.100.1000.430.10604.32.00 Check #: 211131	Repairs and Maintenance Services		$408.88
		230.231.0000.610.2500.400.10000.00.00 Check #: 211131	Purchased Property Services		$32.84
				Vendor Total:	$583.67
rSCHOOLTODAY					
		100.164.0000.000.2410.810.10604.32.00 Check #: 211132	Dues and Fees		$595.00
				Vendor Total:	$595.00
SCHOOL DATEBOOKS	103098				
		100.132.0000.100.1000.640.10302.20.00 Check #: 211133	Books and Periodicals		$3,703.00

Voucher Supplement Account Summary

Voucher Batch Number: 1054 08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$3,703.00
SPECIAL EDUCATION LAW ASSOCIATES, LLC					
		280.667.0000.000.2200.340.10000.00.00 Check #: 211134	Other Professional Services		$4,900.00
		280.667.0000.000.2200.580.10000.00.00 Check #: 211134	FY20 Special Projects Budget Load		$2,220.86
				Vendor Total:	$7,120.86
SUBSCRIPTION SERVICES OF AMERICA	99199				
		100.164.0000.000.2220.640.10604.32.00 Check #: 211135	Books and Periodicals		$694.59
				Vendor Total:	$694.59
SUMMIT COMPANIES					
		100.108.0000.000.2620.430.10201.10.00 Check #: 211136	Repairs and Maintenance Services		$750.00
		100.108.0000.000.2620.430.10202.10.00 Check #: 211136	Repairs and Maintenance Services		$775.00
		100.108.0000.000.2620.430.10203.10.00 Check #: 211136	Repairs and Maintenance Services		$750.00
		100.108.0000.000.2620.430.10205.10.00 Check #: 211136	Repairs and Maintenance Services		$750.00
		100.108.0000.000.2620.430.10206.10.00 Check #: 211136	Repairs and Maintenance Services		$750.00
		100.108.0000.000.2620.430.10208.31.00 Check #: 211136	Repairs and Maintenance Services		$750.00
		100.108.0000.000.2620.430.10209.10.00 Check #: 211136	Repairs and Maintenance Services		$750.00
		100.108.0000.000.2620.430.10210.10.00 Check #: 211136	Repairs and Maintenance Services		$750.00
		100.108.0000.000.2620.430.10211.10.00 Check #: 211136	Repairs and Maintenance Services		$750.00
		100.108.0000.000.2620.430.10302.20.00 Check #: 211136	Repairs and Maintenance Services		$625.00

Voucher Supplement Account Summary

Voucher Batch Number: 1054 08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.108.0000.000.2620.430.10303.10.00 0 Check #: 211136	Repairs and Maintenance Services		$750.00
		100.108.0000.000.2620.430.10304.20.00 0 Check #: 211136	Repairs and Maintenance Services		$625.00
		100.108.0000.000.2620.430.10305.31.00 0 Check #: 211136	Repairs and Maintenance Services		$1,125.00
		100.108.0000.000.2620.430.10601.32.00 0 Check #: 211136	Repairs and Maintenance Services		$1,125.00
		100.108.0000.000.2620.430.10602.50.00 0 Check #: 211136	Repairs and Maintenance Services		$1,250.00
		100.108.0000.000.2620.430.10603.32.00 0 Check #: 211136	Repairs and Maintenance Services		$1,250.00
		100.108.0000.000.2620.430.10604.32.00 0 Check #: 211136	Repairs and Maintenance Services		$1,125.00
		100.108.0000.000.2620.430.10605.32.00 0 Check #: 211136	Repairs and Maintenance Services		388 $1,150.00
				Vendor Total:	$15,800.00
THE BRUMAN GROUP, PLLC					
		280.633.0000.100.2500.330.10000.00.00 0 Check #: 211137	Professional Employee Training & Development Serv		$4,335.00
				Vendor Total:	$4,335.00
THE DBQ PROJECT					
		280.742.0000.100.1000.653.10000.00.00 0 Check #: 211138	Web-based and similar programs		$18,000.00
				Vendor Total:	$18,000.00
THE PARTS HOUSE	23100				
		100.108.0000.000.2620.610.10000.00.00 0 Check #: 211139	General Supplies		$31.78
				Vendor Total:	$31.78
TRUE VALUE HARDWARE_21030	21030				
		100.108.0000.000.2620.610.10302.20.00 0 Check #: 211140	General Supplies		$33.97

Voucher Supplement Account Summary

Voucher Batch Number: 1054 08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.163.0000.000.2620.610.10603.32.00 Check #: 211140	General Supplies		$94.95
				Vendor Total:	$128.92
UNITED LANGUAGE GROUP, LLC					
		250.105.0000.200.2130.340.10000.00.00 Check #: 211141	Other Professional Services		$564.00
				Vendor Total:	$564.00
UNITED RENTALS--ALL LOCATIONS	21374				
		100.108.0000.000.2620.442.10302.20.00 Check #: 211142	Rental of Equipment and Vehicles		$1,586.43
				Vendor Total:	$1,586.43
WASTE MANAGEMENT	22180				
		100.121.0000.000.2620.422.10201.10.00 Check #: 211143	Janitorial / Custodial Services		$718.25
				Vendor Total:	$718.25
WEDCO INC.	22320				
		100.108.0000.000.2620.610.10208.31.00 Check #: 211144	General Supplies		$222.38
		100.108.0000.000.2620.610.10302.20.00 Check #: 211144	General Supplies		$416.30
		360.021.0000.000.4600.740.10000.00.00 Check #: 211144	Infrastructure		$24,295.37
				Vendor Total:	$24,934.05
WELLS FARGO VENDOR FINANCIAL SERVICES					
		100.164.0000.000.2410.442.10604.32.00 Check #: 211145	Rental of Equipment and Vehicles		$133.66
		100.164.0000.100.1000.430.10604.32.00 Check #: 211145	Repairs and Maintenance Services		$3.54
				Vendor Total:	$137.20
WESTERN GOVERNORS UNIVERSITY					

Voucher Supplement Account Summary

Voucher Batch Number: 1054 08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.101.0000.000.2213.810.10000.00.00 Check #: 211146	Dues and Fees		$3,925.00
				Vendor Total:	$3,925.00
WESTERN GOVERNORS UNIVERSITY					
		100.101.0000.000.2213.810.10000.00.00 Check #: 211147	Dues and Fees		$1,244.00
				Vendor Total:	$1,244.00
WISE CONSULTING & TRAINING INC	22920				
		100.108.0000.000.2620.340.10201.10.00 Check #: 211148	Other Professional Services		$2,482.00
				Vendor Total:	$2,482.00
XEROX CORPORATION					
		100.101.0000.000.2320.430.10000.00.00 Check #: 211149	Repairs and Maintenance Services		$65.14 390
		100.101.0000.000.2320.442.10000.00.00 Check #: 211149	Rental of Equipment and Vehicles		$128.02
		100.127.0000.000.2410.442.10210.10.00 Check #: 211149	Rental of Equipment and Vehicles		$30.60
		100.127.0000.100.1000.430.10210.10.00 Check #: 211149	Repairs and Maintenance Services		$19.53
				Vendor Total:	$243.29
				Grand Total:	$448,272.79

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1056 Voucher Date: 08/31/2023 Prepared By:

Printed: 09/19/2023 01:09:52 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $915,548.60 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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

Fund		Amount
100	General Fund	$221,451.19
230	Adult Education	$23,190.82
240	State Grants	$776.95
250	Special Education	$2,414.64
280	Federal Funds	$11,798.65
290	Food Service Funds	$485.95
310	Residential Construction Tax	$103,034.75
340	Governmental Services Tax (GST)	$11,919.80
360	Bond Issues	$540,475.85
		$915,548.60

Voucher Supplement Account Summary

Voucher Batch Number: 1056 08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
ACE HARDWARE	200			
		100.108.0000.000.2620.610.10000.00.000	General Supplies	$151.88
		100.122.0000.100.1000.610.10202.10.000	General Supplies	$78.48
		100.132.0000.000.2620.610.10302.20.000	General Supplies	$78.61
		100.162.0000.000.2620.610.10602.50.000	General Supplies	$134.10
			Vendor Total:	$443.07
ALL OUT GUTTERS	102049			
		310.034.0000.000.4600.450.10203.10.000	Construction Services	$38,454.53
		310.034.0000.000.4600.450.10209.10.000	Construction Services	$6,372.80
		310.034.0000.000.4600.450.10303.10.000	Construction Services	$7,784.00
		310.034.0000.000.4600.450.10601.32.000	Construction Services	$2,934.40
			Vendor Total:	$55,545.73
AMAZON BUSINESS				
		100.121.0000.000.2220.610.10201.10.000	General Supplies	$227.77
		100.121.0000.000.2410.610.10201.10.000	General Supplies	$791.72
		100.121.0000.000.2620.610.10201.10.000	General Supplies	$228.88
		100.121.0000.100.1000.610.10201.10.000	General Supplies	$2,246.42
		100.122.0000.000.2620.430.10202.10.000	Repairs and Maintenance Services	$81.96
		100.122.0000.100.1000.610.10202.10.000	General Supplies	$587.26
		100.122.0000.100.1000.650.10202.10.000	Supplies-Information Technology-related	$1,527.90
		100.123.0000.000.2130.610.10203.10.000	General Supplies	$150.43

Voucher Supplement Account Summary

Voucher Batch Number: 1056 08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.123.0000.100.1000.610.10203.10.000	General Supplies	$47.96
		100.123.0000.103.1000.610.10203.10.000	General Supplies	$609.59
		100.123.0000.110.1000.610.10203.10.000	General Supplies	$118.85
		100.123.0000.120.1000.610.10203.10.000	General Supplies	$759.21
		100.126.0000.000.2410.610.10206.10.000	General Supplies	$131.66
		100.126.0000.000.2620.610.10206.10.000	General Supplies	$883.97
		100.126.0000.100.1000.610.10206.10.000	General Supplies	$204.11
		100.128.0000.000.2620.610.10211.10.000	General Supplies	$197.96
		100.128.0000.100.1000.610.10211.10.000	General Supplies	$1,513.54
		100.129.0000.000.2620.610.10209.10.000	General Supplies	$129.99
		100.129.0000.100.1000.610.10209.10.000	General Supplies	$450.04
		100.132.0000.100.1000.610.10302.20.000	General Supplies	$2,929.36
		100.133.0000.000.2410.333.10303.10.000	Training & Development - Admin Licensed Personnel	$60.00
		100.133.0000.000.2410.610.10303.10.000	General Supplies	$747.68
		100.133.0000.100.1000.610.10303.10.000	General Supplies	$4,794.15
		100.134.0000.000.2620.610.10304.20.000	General Supplies	$83.57
		100.134.0000.100.1000.610.10304.20.000	General Supplies	$85.93
		100.135.0000.000.2410.610.10305.31.000	General Supplies	$12.98

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Voucher Supplement Account Summary

Voucher Batch Number: 1056 08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.135.0000.000.2620.610.10305.31.000	General Supplies	$180.57
		100.135.0000.100.1000.610.10305.31.000	General Supplies	$371.90
		100.135.0000.100.1000.651.10305.31.000	Supplies - Technology - Software	$119.95
		100.136.0000.100.1000.610.10208.31.000	General Supplies	$3,459.43
		100.161.0000.100.1000.610.10601.32.000	General Supplies	$1,798.49
		100.161.0000.383.1000.610.10601.32.000	General Supplies	$69.84
		100.161.0000.384.1000.610.10601.32.000	General Supplies	$142.92
		100.161.0000.920.1000.610.10601.32.000	General Supplies	$843.21
		100.162.0000.000.2410.650.10602.50.000	Supplies-Information Technology-related	$799.00
		100.162.0000.103.1000.610.10602.50.000	General Supplies	$400.32
		100.162.0000.170.1000.610.10602.50.000	General Supplies	$159.00
		100.162.0000.170.1000.640.10602.50.000	Books and Periodicals	$30.80
		100.163.0000.000.2620.610.10603.32.000	General Supplies	$1,318.80
		100.164.0000.100.1000.610.10604.32.000	General Supplies	$542.66
		100.165.0000.000.2620.610.10605.32.000	General Supplies	$57.42
		100.165.0000.100.1000.610.10605.32.000	General Supplies	$2,335.46
		240.300.0000.330.1000.610.10601.32.000	General Supplies	$776.95
		250.123.0000.200.1000.610.10203.10.000	General Supplies	$329.26
		250.161.0000.200.1000.610.10601.32.000	General Supplies	$789.92

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Voucher Supplement Account Summary

Voucher Batch Number: 1056 08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		250.165.0000.200.1000.610.10605.32.000	General Supplies		$1,295.46
		280.633.0000.100.2100.610.10202.10.000	General Supplies		$749.20
		280.633.0000.100.2100.610.10205.10.000	General Supplies		$2,548.13
		280.633.0000.100.2100.610.10206.10.000	General Supplies		$1,964.15
		280.633.0000.100.2100.610.10304.20.000	General Supplies		$409.25
		280.633.0000.100.2100.610.10605.32.000	General Supplies		$1,102.92
		290.180.0000.000.3100.610.10000.00.000	General Supplies		$485.95
				Vendor Total:	$42,683.85
BIG R FERNLEY					395
		100.108.0000.000.2620.610.10000.00.000	General Supplies		$23.96
		100.126.0000.000.2620.610.10206.10.000	General Supplies		$48.81
		100.129.0000.000.2620.610.10209.10.000	General Supplies		$207.70
		100.135.0000.000.2620.610.10305.31.000	General Supplies		$5.56
				Vendor Total:	$286.03
BRADY INDUSTRIES					
		100.123.0000.000.2620.610.10203.10.000	General Supplies		$1,283.41
				Vendor Total:	$1,283.41
CLARK PEST CONTROL					
		100.108.0000.000.2630.340.10601.32.000	Other Professional Services		$124.00
		100.108.0000.000.2630.340.10605.32.000	Other Professional Services		$124.00
				Vendor Total:	$248.00
CR ENGINEERING	102406				

Voucher Supplement Account Summary

Voucher Batch Number: 1056 08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
		360.023.0000.000.4700.340.10209.10.000	Other Professional Services		$39,753.00
		360.023.0000.000.4700.340.10210.10.000	Other Professional Services		$39,753.00
				Vendor Total:	$79,506.00
INLAND SUPPLY CO., INC.	10000				
		100.133.0000.000.2620.430.10303.10.000	Repairs and Maintenance Services		$1,175.09
		100.135.0000.000.2620.610.10305.31.000	General Supplies		$923.64
		100.135.0000.000.2620.612.10305.31.000	Inventoried Supplies/Equipment	<$5000	$2,871.11
				Vendor Total:	$4,969.84
LUMOS AND ASSOCIATES, INC	11860				
		100.108.0000.000.2620.340.10000.00.000	Other Professional Services		$1,142.40
		360.021.0000.000.4300.340.10000.00.000	Other Professional Services		$364.00
		360.022.0000.000.4300.340.10601.32.000	Other Professional Services		$1,580.10
				Vendor Total:	$3,086.50
NAVIGATE 360, LLC					
		280.633.0000.100.2200.653.10206.10.000	Web-based and similar programs		$5,025.00
				Vendor Total:	$5,025.00
OASIS ONLINE					
		100.107.0000.000.2580.352.10000.00.000	Other Technical Services		$16,500.00
				Vendor Total:	$16,500.00
OFFICE DEPOT	15366				
		100.121.0000.100.1000.610.10201.10.000	General Supplies		$854.39
		100.127.0000.100.1000.610.10210.10.000	General Supplies		$2,069.99
				Vendor Total:	$2,924.38

Voucher Supplement Account Summary

Voucher Batch Number: 1056 08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description		Amount
ROYAL CARPET ONE FLOOR & HOME					
		310.035.0000.000.4700.430.10201.10.000	Repairs and Maintenance Services		$21,699.02
		310.035.0000.000.4700.430.10210.10.000	Repairs and Maintenance Services		$25,790.00
		340.101.0000.000.4700.430.10000.00.000	Repairs and Maintenance Services		$11,919.80
				Vendor Total:	$59,408.82
SKY FIBER INTERNET					
		100.107.0000.000.2580.535.10000.00.000	Data Communications, Internet, Video, T-lines, etc		$58,121.00
				Vendor Total:	$58,121.00
TAHOE SUPPLY CO.	11238				
		100.165.0000.000.2620.610.10605.32.000	General Supplies		$3,160.22
				Vendor Total:	$3,160.22
TRANE U.S. INC					
		360.023.0000.000.4700.450.10201.10.000	Construction Services		$107,974.15
		360.023.0000.000.4700.450.10601.32.000	Construction Services		$166,962.50
		360.023.0000.000.4700.450.10604.32.000	Construction Services		$184,089.10
				Vendor Total:	$459,025.75
US MODULAR GROUP, INC					
		100.108.0000.000.4500.340.10000.00.000	Other Professional Services		$99,568.18
		230.231.0000.610.1000.700.10907.41.000	Property		$23,190.82
				Vendor Total:	$122,759.00
WALKER LAKE DISPOSAL INC.	102157				
		100.108.0000.000.2620.421.10000.00.000	Garbage / Disposal		$572.00
				Vendor Total:	$572.00

Voucher Supplement Account Summary

Voucher Batch Number: 1056 08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
			Grand Total:	$915,548.60

End of Report

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LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1809 Voucher Date: 06/30/2023 Prepared By:

Printed: 09/19/2023 01:42:43 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $113,704.46 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2022 to June 30, 2023 (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
Darin Farr	Member
Tom Hendrix	Member
Neal McIntyre Jr.	Member
Sherry Parsons	Member
Holly Villines	Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$67,341.88
230	Adult Education	$23.66
280	Federal Funds	$46,338.92
		$113,704.46

Voucher Supplement Account Summary

Voucher Batch Number: 1809 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
A T & T MONTHLY STATEMENT	99712			
		100.164.0000.000.2410.533.10604.32.00 Check #: 210799	Telephone - Land Line phone services	$111.91
			Vendor Total:	$111.91
A T & T MONTHLY STATEMENT	99712			
		230.231.0000.610.1000.533.10000.00.00 Check #: 210800	Telephone - Land Line phone services	$23.66
			Vendor Total:	$23.66
BOMBA-EDGERTON, KATHY				
		100.163.0000.000.2410.533.10603.32.00 Check #: 210801	Telephone - Land Line phone services	$499.20
			Vendor Total:	$499.20
CALHOUN, MARK				
		100.163.0000.380.1000.610.10603.32.00 Check #: 210802	General Supplies	$3,585.22
			Vendor Total:	$3,585.22
COOK, TOM				
		100.132.0000.000.2620.422.10302.20.00 Check #: 210803	Janitorial / Custodial Services	$8,385.00
			Vendor Total:	$8,385.00
COWEE, PHIL				
		100.101.0000.000.2310.580.10000.00.00 Check #: 210804	Staff Travel	$179.52
			Vendor Total:	$179.52
FARINA, MICHELLE				
		100.163.0000.193.1000.610.10603.32.00 Check #: 210805	General Supplies	$149.99
			Vendor Total:	$149.99
FARR, DARIN				
		100.101.0000.000.2310.580.10000.00.00 Check #: 210806	Staff Travel	$82.15

Voucher Supplement Account Summary

Voucher Batch Number: 1809 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	$82.15
FRONTIER	21702			
		100.132.0000.000.2410.533.10302.20.00 Check #: 210807	Telephone - Land Line phone services	$240.06
			Vendor Total:	$240.06
GILLESPIE, SCOTT				
		100.132.0000.000.2410.533.10302.20.00 Check #: 210808	Telephone - Land Line phone services	$499.20
		100.132.0000.000.2410.580.10302.20.00 Check #: 210808	Staff Travel	$1,606.01
			Vendor Total:	$2,105.21
GRAINGER	99826			
		100.163.0000.000.2620.610.10603.32.00 Check #: 210809	General Supplies	$197.64 401
			Vendor Total:	$197.64
HAAS, CHRISTINA				
		100.132.0000.000.2410.533.10302.20.00 Check #: 210810	Telephone - Land Line phone services	$499.20
			Vendor Total:	$499.20
HANGSAFE HOOKS				
		100.132.0000.100.1000.610.10302.20.00 Check #: 210811	General Supplies	$2,797.73
			Vendor Total:	$2,797.73
HARCO ATHLETIC RECONDITIONING INC				
		100.163.0000.920.1000.612.10603.32.00 Check #: 210812	Inventoried Supplies/Equipment <$5000	$3,755.00
			Vendor Total:	$3,755.00
HARRIS WELDING SUPPLY				
		100.161.0000.384.1000.610.10601.32.00 Check #: 210813	General Supplies	$699.48
			Vendor Total:	$699.48

Voucher Supplement Account Summary

Voucher Batch Number: 1809 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description		Amount
HENDRIX, , G. T.					
		100.101.0000.000.2310.580.10000.00.00 Check #: 210814	Staff Travel		$163.54
				Vendor Total:	$163.54
HUNTLEY MOTOR WORLD	102698				
		100.163.0000.000.2620.610.10603.32.00 Check #: 210815	General Supplies		$32.95
				Vendor Total:	$32.95
INSECTLORE.COM					
		100.123.0000.120.1000.610.10203.10.00 Check #: 210816	General Supplies		$62.94
				Vendor Total:	$62.94
J.W. PEPPER	102488				
		100.132.0000.100.1000.610.10302.20.00 Check #: 210817	General Supplies		$40.00
				Vendor Total:	$40.00
JEKA, CHRIS					
		100.163.0000.196.1000.610.10603.32.00 Check #: 210818	General Supplies		$510.95
				Vendor Total:	$510.95
JOSTENS_10600	10600				
		100.101.0000.610.1000.610.10000.00.00 Check #: 210819	General Supplies		$880.95
				Vendor Total:	$880.95
LYON COUNTY SHERIFF	P101				
		280.742.0000.000.2100.340.10000.00.00 Check #: 210820	Other Professional Services		$46,338.92
				Vendor Total:	$46,338.92
MASON VALLEY HEATING AND COOLING					
		100.132.0000.000.2620.422.10302.20.00 Check #: 210821	Janitorial / Custodial Services		$294.96

Voucher Supplement Account Summary

Voucher Batch Number: 1809 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$294.96
MAUPIN, COX, & LEGOY	22060				
		100.101.0000.000.2320.340.10000.00.00 Check #: 210822	Other Professional Services		$11,120.55
				Vendor Total:	$11,120.55
MCINTYRE II, NEAL E					
		100.101.0000.000.2310.580.10000.00.00 Check #: 210823	Staff Travel		$115.76
				Vendor Total:	$115.76
MOUND HOUSE HARDWARE & STORAGE	96223				
		100.164.0000.000.2620.610.10604.32.00 Check #: 210824	General Supplies		$16.06
				Vendor Total:	$16.06
MUELLER, KAYLA					
		100.163.0000.193.1000.610.10603.32.00 Check #: 210825	General Supplies		$80.58
				Vendor Total:	$80.58
NOVA TILE & STONE HOME DESIGN CENTER					
		100.132.0000.000.2410.610.10302.20.00 Check #: 210826	General Supplies		$298.00
				Vendor Total:	$298.00
PACIFIC SHREDDING/PACIFIC STORAGE CO.					
		100.132.0000.000.2410.421.10302.20.00 Check #: 210827	Garbage / Disposal		$50.00
		100.164.0000.000.2410.421.10604.32.00 Check #: 210827	Garbage / Disposal		$56.71
				Vendor Total:	$106.71
PARSONS, SHERRY					
		100.101.0000.000.2310.580.10000.00.00 Check #: 210828	Staff Travel		$71.28

Voucher Supplement Account Summary

Voucher Batch Number: 1809 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$71.28
PETERS, PATRICK					
		100.165.0000.000.2410.533.10605.32.00 Check #: 210829	Telephone - Land Line phone services		$499.20
		100.165.0000.000.2410.610.10605.32.00 Check #: 210829	General Supplies		$74.63
		100.165.0000.000.2410.615.10605.32.00 Check #: 210829	Snacks, Food & Beverages		$208.21
				Vendor Total:	$782.04
PETERSON, BRIDGET					
		100.101.0000.000.2310.580.10000.00.00 Check #: 210830	Staff Travel		$78.94
				Vendor Total:	$78.94
PITNEY BOWES GLOBAL FINANCIAL	101970				404
		100.165.0000.000.2410.442.10605.32.00 Check #: 210831	Rental of Equipment and Vehicles		$277.95
				Vendor Total:	$277.95
PITNEY BOWES GLOBAL FINANCIAL	101970				
		100.164.0000.000.2410.442.10604.32.00 Check #: 210832	Rental of Equipment and Vehicles		$223.20
				Vendor Total:	$223.20
PITNEY BOWES INC	98355				
		100.164.0000.000.2410.610.10604.32.00 Check #: 210833	General Supplies		$210.07
				Vendor Total:	$210.07
POPE, MALINDA					
		100.132.0000.100.1000.610.10302.20.00 Check #: 210834	General Supplies		$96.44
				Vendor Total:	$96.44
PURCHASE POWER	16968				
		100.164.0000.000.2410.531.10604.32.00 Check #: 210835	Postage		$200.00

Voucher Supplement Account Summary

Voucher Batch Number: 1809 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$200.00
RICK'S AEC REPROGRAPHICS, INC.					
		100.165.0000.100.1000.430.10605.32.00 Check #: 210836	Repairs and Maintenance Services		$622.46
				Vendor Total:	$622.46
RICOH AMERICAS CORP	102825				
		100.164.0000.100.1000.430.10604.32.00 Check #: 210837	Repairs and Maintenance Services		$90.64
		100.164.0000.192.1000.430.10604.32.00 Check #: 210837	Repairs and Maintenance Services		$123.29
				Vendor Total:	$213.93
RIDDELL					
		100.164.0000.920.1000.610.10604.32.00 Check #: 210838	General Supplies		$12,024.95
				Vendor Total:	$12,024.95
RNK'S SERVICES					
		100.132.0000.100.1000.430.10302.20.00 Check #: 210839	Repairs and Maintenance Services		$2,000.00
				Vendor Total:	$2,000.00
ROUND UP AWARDS LLC	17901				
		100.132.0000.100.1000.610.10302.20.00 Check #: 210840	General Supplies		$82.00
		100.163.0000.000.2410.610.10603.32.00 Check #: 210840	General Supplies		$425.00
				Vendor Total:	$507.00
SCEIRINE, ALLY	18225				
		100.163.0000.000.2410.533.10603.32.00 Check #: 210841	Telephone - Land Line phone services		$499.20
				Vendor Total:	$499.20
SEXSON, JENIFER					
		100.163.0000.310.1000.610.10603.32.00 Check #: 210842	General Supplies		$468.50

Voucher Supplement Account Summary

Voucher Batch Number: 1809 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$468.50
STARSOUND AUDIO	20039				
		100.164.0000.000.2410.442.10604.32.00 Check #: 210843	Rental of Equipment and Vehicles		$1,735.00
				Vendor Total:	$1,735.00
STICKS & STONES BLDG. MATERIALS					
		100.132.0000.000.2620.610.10302.20.00 Check #: 210844	General Supplies		$21.18
		100.163.0000.000.2620.610.10603.32.00 Check #: 210844	General Supplies		$92.83
				Vendor Total:	$114.01
SUMMIT COMPANIES					
		100.164.0000.000.2620.430.10604.32.00 Check #: 210845	Repairs and Maintenance Services		$2,361.00
				Vendor Total:	$2,361.00
SWANK MOVIE LICENSING USA					
		100.121.0000.000.2410.810.10201.10.00 Check #: 210846	Dues and Fees		$572.00
				Vendor Total:	$572.00
VILLINES, HOLLY					
		100.101.0000.000.2310.580.10000.00.00 Check #: 210847	Staff Travel		$178.57
				Vendor Total:	$178.57
X-CHAIR, LLC					
		100.101.0000.000.2510.610.10000.00.00 Check #: 210848	General Supplies		$3,666.63
				Vendor Total:	$3,666.63
XEROX CORPORATION					
		100.132.0000.000.2410.442.10302.20.00 Check #: 210849	Rental of Equipment and Vehicles		$320.25
		100.132.0000.100.1000.430.10302.20.00 Check #: 210849	Repairs and Maintenance Services		$107.20

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Voucher Supplement Account Summary

Voucher Batch Number: 1809 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$427.45
YERINGTON HIGH SCHOOL_23320	23320				
		100.163.0000.920.1000.612.10603.32.000 Check #: 210850	Inventoried Supplies/Equipment <$5000		$3,000.00
				Vendor Total:	$3,000.00
				Grand Total:	$113,704.46

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1810 Voucher Date: 06/30/2023 Prepared By:

Printed: 09/19/2023 01:46:02 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $64,081.32 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2022 to June 30, 2023 (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
Darin Farr	Member
Tom Hendrix	Member
Neal McIntyre Jr.	Member
Sherry Parsons	Member
Holly Villines	Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$64,081.32
		$64,081.32

Voucher Supplement Account Summary

Voucher Batch Number: 1810 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
A T & T MONTHLY STATEMENT	99712			
		100.128.0000.000.2410.533.10211.10.00 Check #: 210898	Telephone - Land Line phone services	$94.98
			Vendor Total:	$94.98
A T & T MONTHLY STATEMENT	99712			
		100.121.0000.000.2410.533.10201.10.00 Check #: 210899	Telephone - Land Line phone services	$2,654.75
			Vendor Total:	$2,654.75
A T & T MONTHLY STATEMENT	99712			
		100.170.0000.000.2710.533.10000.00.00 Check #: 210900	Telephone - Land Line phone services	$116.57
			Vendor Total:	$116.57
ALPINE LOCK, INC	98481			
		100.121.0000.000.2620.430.10201.10.00 Check #: 210901	Repairs and Maintenance Services	$180.00
			Vendor Total:	$180.00
ARAMARK UNIFORM SERVICES				
		100.121.0000.000.2620.422.10201.10.00 Check #: 210902	Janitorial / Custodial Services	$67.12
			Vendor Total:	$67.12
BLUHM, JENNIFER				
		100.123.0000.000.2410.533.10203.10.00 Check #: 210903	Telephone - Land Line phone services	$499.20
			Vendor Total:	$499.20
BOOSTER SPIRIT WEAR				
		100.128.0000.100.1000.610.10211.10.00 Check #: 210904	General Supplies	$2,559.37
			Vendor Total:	$2,559.37
BROWN MILBERY INC	2280			
		100.108.0000.000.2620.610.10000.00.00 Check #: 210905	General Supplies	$899.49

Voucher Supplement Account Summary

Voucher Batch Number: 1810 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.108.0000.000.2620.610.10206.10.00 Check #: 210905	General Supplies		$124.84
		100.108.0000.000.2620.610.10208.31.00 Check #: 210905	General Supplies		$481.10
		100.108.0000.000.2620.610.10209.10.00 Check #: 210905	General Supplies		$481.10
		100.108.0000.000.2620.610.10601.32.00 Check #: 210905	General Supplies		$1,562.15
		100.108.0000.000.2620.610.10603.32.00 Check #: 210905	General Supplies		$1,387.00
		100.163.0000.000.2620.610.10603.32.00 Check #: 210905	General Supplies		$72.48
				Vendor Total:	$5,008.16
C & L COATINGS, INC	2652				410
		100.108.0000.000.2620.610.10000.00.00 Check #: 210906	General Supplies		$14,947.56
				Vendor Total:	$14,947.56
CONCENTRA					
		100.170.0000.000.2710.340.10000.00.00 Check #: 210907	Other Professional Services		$95.00
				Vendor Total:	$95.00
COOMBS, SHANNON					
		100.122.0000.100.1000.610.10202.10.00 Check #: 210908	General Supplies		$457.60
				Vendor Total:	$457.60
COUSINS CONCERT ATTIRE					
		100.163.0000.196.1000.610.10603.32.00 Check #: 210909	General Supplies		$76.00
				Vendor Total:	$76.00
CULLIGAN WATER					
		100.135.0000.000.2620.430.10305.31.00 Check #: 210910	Repairs and Maintenance Services		$2,961.86

Voucher Supplement Account Summary

Voucher Batch Number: 1810 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$2,961.86
D & S WASTE REMOVAL, INC	4960				
		100.132.0000.000.2620.422.10302.20.00 Check #: 210911	Janitorial / Custodial Services		$299.90
				Vendor Total:	$299.90
DEMCO LIBRARY SERVICES	5499				
		100.126.0000.000.2220.640.10206.10.00 Check #: 210912	Books and Periodicals		$340.98
		100.129.0000.100.1000.610.10209.10.00 Check #: 210912	General Supplies		$412.49
				Vendor Total:	$753.47
GRAINGER	99826				
		100.135.0000.000.2620.610.10305.31.00 Check #: 210913	General Supplies		$280.98 411
				Vendor Total:	$280.98
GTG PACKAGING					
		100.135.0000.000.2620.610.10305.31.00 Check #: 210914	General Supplies		$46.00
				Vendor Total:	$46.00
HANNEMAN'S SERVICE	9080				
		100.135.0000.000.2620.610.10305.31.00 Check #: 210915	General Supplies		$36.04
				Vendor Total:	$36.04
HENDERSON, STEVE	99657				
		100.135.0000.000.2410.534.10305.31.00 Check #: 210916	Telephone - Cell phone services		$499.20
		100.135.0000.000.2410.580.10305.31.00 Check #: 210916	Staff Travel		$383.04
				Vendor Total:	$882.24
HOME DEPOT	9654				
		100.121.0000.000.2620.610.10201.10.00 Check #: 210917	General Supplies		$669.04

Voucher Supplement Account Summary

Voucher Batch Number: 1810 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$669.04
INNOVATIVE COMMUNICATIONS SYSTEMS, LLC	10058				
		100.135.0000.000.2410.610.10305.31.00 Check #: 210918	General Supplies		$95.00
				Vendor Total:	$95.00
INTEGRITY PEST MANAGEMENT, LLC					
		100.135.0000.000.2620.430.10305.31.00 Check #: 210919	Repairs and Maintenance Services		$690.00
		100.135.0000.000.2620.610.10305.31.00 Check #: 210919	General Supplies		$650.00
				Vendor Total:	$1,340.00
JEREMY ELSMORE					
		100.135.0000.000.2410.810.10305.31.00 Check #: 210920	Dues and Fees		$79.00
				Vendor Total:	$79.00
JIM MOFFITT					
		100.135.0000.000.2620.430.10305.31.00 Check #: 210921	Repairs and Maintenance Services		$300.00
				Vendor Total:	$300.00
JOHNSON, ELISE					
		100.129.0000.100.1000.610.10209.10.00 Check #: 210922	General Supplies		$31.00
				Vendor Total:	$31.00
KRANJCEC, KEVIN					
		100.136.0000.000.2410.610.10208.31.00 Check #: 210923	General Supplies		$451.80
				Vendor Total:	$451.80
LOWE'S BUSINESS ACCOUNT	11835				
		100.108.0000.000.2620.610.10000.00.00 Check #: 210924	General Supplies		$75.04

Voucher Supplement Account Summary

Voucher Batch Number: 1810 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.132.0000.000.2620.610.10302.20.00 Check #: 210924	General Supplies		$4,774.12
		100.135.0000.000.2620.610.10305.31.00 Check #: 210924	General Supplies		$1,216.78
				Vendor Total:	$6,065.94
LYON COUNTY COMPTROLLER	11871				
		100.170.0000.000.2730.621.10000.00.00 Check #: 210925	Natural Gas		$3,056.36
		100.170.0000.000.2730.622.10000.00.00 Check #: 210925	Electricity		$1,618.98
				Vendor Total:	$4,675.34
LYON COUNTY SCHOOL DIST._99346	99346				
		100.101.0000.000.2310.615.10000.00.00 Check #: 210926	Snacks, Food & Beverages		$252.00 413
		100.101.0000.000.2320.615.10000.00.00 Check #: 210926	Snacks, Food & Beverages		$1,250.00
				Vendor Total:	$1,502.00
MERRELL, PEGGY					
		100.135.0000.100.1000.610.10305.31.00 Check #: 210927	General Supplies		$13.98
				Vendor Total:	$13.98
MOUND HOUSE HARDWARE & STORAGE	96223				
		100.108.0000.000.2630.610.10000.00.00 Check #: 210928	General Supplies		$25.78
		100.121.0000.000.2620.610.10201.10.00 Check #: 210928	General Supplies		$78.33
				Vendor Total:	$104.11
NASCO MODESTO	13660				
		100.163.0000.191.1000.610.10603.32.00 Check #: 210929	General Supplies		$1,601.59
				Vendor Total:	$1,601.59
PAPE KENWORTH	103203				

Voucher Supplement Account Summary

Voucher Batch Number: 1810 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.170.0000.000.2730.614.10000.00.00 Check #: 210930	Parts		$26.92
				Vendor Total:	$26.92
PERMA-BOUND	16180				
		100.136.0000.100.1000.640.10208.31.00 Check #: 210931	Books and Periodicals		$196.71
				Vendor Total:	$196.71
PITNEY BOWES GLOBAL FINANCIAL	101970				
		100.121.0000.000.2410.531.10201.10.00 Check #: 210932	Postage		$65.97
				Vendor Total:	$65.97
QUADIENT LEASING USA, INC					
		100.133.0000.000.2410.531.10303.10.00 Check #: 210933	Postage		$540.00 414
				Vendor Total:	$540.00
RICOH AMERICAS CORP	102825				
		100.121.0000.000.2410.442.10201.10.00 Check #: 210934	Rental of Equipment and Vehicles		$5.00
				Vendor Total:	$5.00
SCHOLASTIC CLASSROOM MAGAZINES	102740				
		100.129.0000.100.1000.610.10209.10.00 Check #: 210935	General Supplies		$39.27
				Vendor Total:	$39.27
SCOTTY'S FAMILY RESTAURANT, INC					
		100.136.0000.000.2410.610.10208.31.00 Check #: 210936	General Supplies		$849.50
				Vendor Total:	$849.50
SHRED-IT USA					
		100.122.0000.000.2410.421.10202.10.00 Check #: 210937	Garbage / Disposal		$41.00
		100.134.0000.100.1000.610.10304.20.00 Check #: 210937	General Supplies		$125.00

Voucher Supplement Account Summary

Voucher Batch Number: 1810 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.136.0000.000.2410.421.10208.31.00 Check #: 210937	Garbage / Disposal		$47.00
				Vendor Total:	$213.00
SHRED-IT USA					
		100.121.0000.000.2410.421.10201.10.00 Check #: 210938	Garbage / Disposal		$37.00
				Vendor Total:	$37.00
SHRED-IT USA					
		100.121.0000.000.2410.421.10201.10.00 Check #: 210939	Garbage / Disposal		$20.64
				Vendor Total:	$20.64
SHRED-IT USA					
		100.121.0000.000.2410.421.10201.10.00 Check #: 210940	Garbage / Disposal		$57.64 415
				Vendor Total:	$57.64
SOUSA, LINSEY D					
		100.129.0000.100.1000.610.10209.10.00 Check #: 210941	General Supplies		$22.00
				Vendor Total:	$22.00
SUMMIT COMPANIES					
		100.135.0000.000.2620.610.10305.31.00 Check #: 210942	General Supplies		$374.50
		100.136.0000.000.2620.610.10208.31.00 Check #: 210942	General Supplies		$465.00
				Vendor Total:	$839.50
TAHOE FENCE CO., INC	101980				
		100.108.0000.000.4600.430.10201.10.00 Check #: 210943	Repairs and Maintenance Services		$9,300.00
				Vendor Total:	$9,300.00
TAYLOR, JENNIFER AMBER	100348				
		100.134.0000.000.2213.580.10304.20.00 Check #: 210944	Staff Travel		$176.73

Voucher Supplement Account Summary

Voucher Batch Number: 1810 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$176.73
TROUSEDALE, MICHELLE					
		100.129.0000.100.1000.610.10209.10.00 Check #: 210945	General Supplies		$53.12
				Vendor Total:	$53.12
VIRGINIA RICHARDSON	101893				
		100.129.0000.000.2410.534.10209.10.00 Check #: 210946	Telephone - Cell phone services		$499.20
				Vendor Total:	$499.20
VITAL RECORDS CONTROL					
		100.135.0000.000.2410.421.10305.31.00 Check #: 210947	Garbage / Disposal		$687.13
				Vendor Total:	$687.13
WASTE MANAGEMENT	22180				
		100.123.0000.000.2620.610.10203.10.00 Check #: 210948	General Supplies		$427.20
				Vendor Total:	$427.20
WAYLAND SMITH, JAMIE					
		100.123.0000.000.2410.533.10203.10.00 Check #: 210949	Telephone - Land Line phone services		$499.20
				Vendor Total:	$499.20
WILD WEST MOTORS, INC	8442				
		100.170.0000.000.2710.340.10000.00.00 Check #: 210950	Other Professional Services		$31.50
				Vendor Total:	$31.50
WOODFORD, CHASE R					
		100.121.0000.000.2410.610.10201.10.00 Check #: 210951	General Supplies		$299.93
				Vendor Total:	$299.93
XEROX CORPORATION					

Voucher Supplement Account Summary

Voucher Batch Number: 1810 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.121.0000.000.2410.430.10201.10.00 Check #: 210952	Repairs and Maintenance Services	$135.88
		100.121.0000.000.2410.442.10201.10.00 Check #: 210952	Rental of Equipment and Vehicles	$112.68
			Vendor Total:	$248.56
			Grand Total:	$64,081.32

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1827 Voucher Date: 06/30/2023 Prepared By:

Printed: 09/19/2023 01:37:05 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $5,818.75 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2022 to June 30, 2023 (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
Darin Farr	Member
Tom Hendrix	Member
Neal McIntyre Jr.	Member
Sherry Parsons	Member
Holly Villines	Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$5,818.75
		$5,818.75

Voucher Supplement Account Summary

Voucher Batch Number: 1827 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description		Amount
ACE HARDWARE	200				
		100.108.0000.000.2620.610.10000.00.00 Check #: 211091	General Supplies		$183.17
		100.108.0000.000.2620.610.10304.20.00 Check #: 211091	General Supplies		$41.15
		100.108.0000.000.2630.610.10000.00.00 Check #: 211091	General Supplies		$78.69
		100.132.0000.000.2620.610.10302.20.00 Check #: 211091	General Supplies		$491.86
				Vendor Total:	$794.87
AMERICAN CHILLER SERVICE, INC					
		100.108.0000.000.2620.430.10203.10.00 Check #: 211092	Repairs and Maintenance Services		$745.00
		100.108.0000.000.2620.430.10303.10.00 Check #: 211092	Repairs and Maintenance Services		$745.00
				Vendor Total:	$1,490.00
ARAMARK UNIFORM SERVICES					
		100.127.0000.000.2620.422.10210.10.00 Check #: 211093	Janitorial / Custodial Services		$105.63
		100.136.0000.000.2620.610.10208.31.00 Check #: 211093	General Supplies		$86.63
		100.170.0000.000.2730.619.10000.00.00 Check #: 211093	Uniforms		$1,308.31
				Vendor Total:	$1,500.57
FERNLEY ELEMENTARY SCHOOL_7240	7240				
		100.123.0000.000.2410.531.10203.10.00 Check #: 211094	Postage		$109.71
				Vendor Total:	$109.71
FRONTIER	21702				
		100.122.0000.000.2410.533.10202.10.00 Check #: 211095	Telephone - Land Line phone services		$153.22
				Vendor Total:	$153.22

Voucher Supplement Account Summary

Voucher Batch Number: 1827 06/30/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description		Amount
MARTINEZ, ALFREDO					
		100.122.0000.100.1000.610.10202.10.00 Check #: 211096	General Supplies		$520.26
				Vendor Total:	$520.26
PITNEY BOWES GLOBAL FINANCIAL	101970				
		100.135.0000.000.2410.442.10305.31.00 Check #: 211097	Rental of Equipment and Vehicles		$161.10
				Vendor Total:	$161.10
PITNEY BOWES INC	98355				
		100.136.0000.000.2410.610.10208.31.00 Check #: 211098	General Supplies		$166.26
				Vendor Total:	$166.26
RED ROCK SPRING WATER					
		100.129.0000.100.1000.610.10209.10.00 Check #: 211099	General Supplies		$153.50
				Vendor Total:	$153.50
XEROX CORPORATION					
		100.121.0000.000.2410.430.10201.10.00 Check #: 211100	Repairs and Maintenance Services		$126.37
		100.121.0000.000.2410.442.10201.10.00 Check #: 211100	Rental of Equipment and Vehicles		$221.06
		100.122.0000.000.2410.430.10202.10.00 Check #: 211100	Repairs and Maintenance Services		$90.24
		100.122.0000.000.2410.442.10202.10.00 Check #: 211100	Rental of Equipment and Vehicles		$331.59
				Vendor Total:	$769.26
				Grand Total:	$5,818.75

End of Report

Lyon County School District
Board Memo

Date: September 26, 2023

To: Board of School Trustees

From: Wayne Workman, Superintendent

Re: Donations

Recommendation
That the Board of School Trustees accepts the generous donations from the following:

- A donation from Barrett Enterprises Group of $500.00 to the DHS Wrestling program.
- A donation from the Boy's and Girl's Club of $1,644.50 for the Gifted and Talented program.

Respectfully Submitted,
Wayne Workman, Superintendent

Dayton High School
MEMORANDUM

TO: Board of Trustees

FROM: Julie Bumgardner

DATE: July 25, 2023

SUBJECT: Donation to DHS

I would like the LCSD Board of Trustees to recognize and accept a generous donation from Barrett Enterprises Group to Dayton High School. Barrett Enterprises donated $500 to the Wrestling program. This will go towards equipment and gear for the program.

Thank you.

Julie Bumgardner

MEMO

TO: MR. Wayne Workman, LCSD Superintendent

FROM: Steve Henderson, SMS Principal

DATE: September 14,2023

RE: Donation

Silverland Middle School has received a donation of 1,644.50 for our Gifted and Talented Program from The Boys & Girls Club.

Lyon County School District
Board Memo

Date: September 26, 2023

To: Board of School Trustees

From: Wayne Workman, Superintendent

Re: SMS Roof

Recommendation
The Board of Trustees provide further direction regarding the GAF roof warranty for Silverland Middle School.

Background Information
The Board of Trustees at the June 2023 board meeting requested the district to build a bid packet and publish a request for proposal (RFP) to gain a better understanding of the cost to replace the declining Silverland Middle School roof.

District published this RFP and received one bid for the project. Bid was received from Western Single Ply at a cost of $1,040,807.

Budget Considerations
N/A

Discussed at Prior Meetings
June 2023

Attachments:
Western Single Ply Bid
SMS project specifications

Respectfully Submitted,
Harman Bains, Director of Operations
Kirk McCallum, O&M Supervisor

BID FORM

PROJECT IDENTIFICATION: Lyon County School District Roofing Project. Silverland Middle School Re-Roof

1100 Jasmine Lane Fernley, NV 89408

In accordance with the provisions of NRS 338.1385, PWP- LY-2023-487

THIS BID IS SUBMITTED TO: Lyon County School District
25 E. Goldfield Ave.
Yerington, NV 89447

THIS BID MUST BE SUBMITTED ON OR BEFORE: 10 AM September 18, 2023

(A) The undersigned BIDDER proposes and agrees, if this bid is accepted, to enter into an Agreement with Lyon County School District in the form included in the Contract Documents to furnish all goods a specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the other terms and conditions of the Contract Documents.

(B) BIDDER accepts all the terms and conditions of the Advertisement of Invitation to Bid and Instructions to BIDDERS. This Bid will remain subject to acceptance until the next board meeting on June 27,2023. BIDDER will sign and submit the Agreement with the other documents required by the Bidding Requirements within ten (10) days after the date of DISTRICT's Notice of Award.

(C) In submitting this Bid, BIDDER represents, as more fully set forth in the Agreement, that:

(1) BIDDER has examined copies of all the Bidding Documents and of the following Addenda (receipt of all which are hereby acknowledged):

Date	Number
9/11/2023	1

(2) BIDDER has familiarized itself with the nature and extent of the Project Documents, work, site, locality, and all local conditions and Laws and Regulations that in any manner may affect cost, progress, performance, or furnishing of the goods.

(3) BIDDER has studied carefully all reports and scope of work as outlined in the Invitation to Bid.

(4) BIDDER has obtained and carefully studied (or assumes responsibility for obtaining and carefully studying) all such examinations, investigations, explorations, tests, and studies which

pertain to the subsurface or physical conditions at the site of otherwise may affect the cost, progress, performance, or furnishing of the Work as BIDDER considers necessary for the performance or furnishing if the Work at the Contract Price, within the Contract Time.

(5) This Bid is genuine, and not made in the interest of or on behalf of any undisclosed person, firm, or corporation and is not submitted in conformity with any Agreement nor rules of any group, association, or corporation; BIDDER has neither directly nor indirectly induced or solicited any other BIDDER to submit a false or sham Bid; BIDDER has neither solicited nor induced any person, firm or corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for itself any advantage over any other BIDDER or over DISTRICT.

(D) BIDDER shall bid any and/all schedules, and will complete all work as drawn and specified for the following lump sum price:

Descriptions:	Total (In Numbers):	Total (In Words):
Follow all Scope of Work as outlined in the Plans and Specifications for this current job.	$1,040,807.00	One Million Forty Thousand Eight Hundred Seven Dollars and 00/100

DISTRICT reserves the right to reject all bids.

(E) BIDDER agrees that the work will be substantially completed and ready for final payment in accordance with the timeline established in the Invitation to Bid.

BIDDER accepts the provisions of the agreement as to liquidated damages in the event of failure to complete the work on time.

(F) The following documents are attached to and made a condition of this BID:

(1) Required Bid Security, in the form of a BID Bond or Cashier's Check in the amount of five percent (5%) of the total bid.

(G) Communications concerning this Bid shall be addressed to the address of BIDDER as indicated at the end of this section, or at the following address:

Western Single Ply
3442 Neeham Road
North Las Vegas, NV 89030

SUBMITTED on September 15 **, 2023**

If BIDDER is:

- **Individual:**

By: _____
(Individual's Printed Name and Signature)
Doing business as: _____
Business Address: _____
Phone Number: _____

- **Partnership:**

By: _____
(Firm Name and Printed Name of Person Authorized to Sign)

_____
(Signature of Person Authorized to Sign)

Business Address: _____
Phone Number: _____

- **Corporation:**

By: Western Single Ply
(Corporation Name)

Nevada
(State of Incorporation)

By: Ryan Heaton / Authorized Representative
(Printed Name and Title of Person Authorized to Sign)

By: _____
(Signature)

Attest: Scott Tanner _____
(Secretary's Printed Name and Signature)

Business Address: 3442 Neeham Road., North Las Vegas, NV 89030
Phone Number: 702-739-6649

ALL BIDDERS MUST COMPLETE:
(if required by Nevada Law)

0033396

Nevada Contractor's License Number

33392800

Nevada Industrial Insurance System Number

68-0266874

Federal Tax ID Number

Bid Bond

CONTRACTOR:
(Name, legal status and address)

Western Single Ply
3442 Neeham Road, N.
Las Vegas, NV 89030

SURETY:
(Name, legal status and principal place of business)

Harco National Insurance Company
4200 Six Forks Road, Suite 1400
Raleigh, NC 27609

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.
Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)

Lyon County School District
25 E Goldfield Ave
Yerington, NV 89447

BOND AMOUNT: Five Percent of the Total Amount Bid (5% of Total Amount Bid)

PROJECT:
(Name, location or address, and Project number, if any)

Silverland Middle School Re-Roof Project

Project Number, if any: PWP-LY-2023-487

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 12th day of September 2023.

Western Single Ply
(Principal) *(Seal)*

9-13-23

MacKenzie Torue
(Witness)

(Title)

Harco National Insurance Company
(Surety) *(Seal)*

(Witness)

(Title) Breanna Boatright, Attorney-In-Fact

By arrangement with the American Institute of Architects, the National Association of Surety Bond Producers (NASBP) (www.nasbp.org) makes this form document available to its members, affiliates, and associates in Microsoft Word format for use in the regular course of surety business. NASBP vouches that the original text of this document conforms exactly to the text in AIA Document A310-2010, Bid Bond. Subsequent modifications may be made to the original text of this document by users, so careful review of its wording and consultation with an attorney are encouraged before its completion, execution or acceptance.

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of Nevada
County of Washoe

On September 12, 2023 before me, Cassandra Medina, Notary Public
(insert name and title of the officer)

personally appeared Breanna Boatright,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

CASSANDRA MEDINA
Notary Public - State of Nevada
Appointment Recorded in Washoe County
No: 22-0775-02 - Expires February 10, 2026

Signature Cassandra Medina (Seal)

POWER OF ATTORNEY

Bond # N/A

HARCO NATIONAL INSURANCE COMPANY
INTERNATIONAL FIDELITY INSURANCE COMPANY

Member companies of IAT Insurance Group, Headquartered: 4200 Six Forks Rd, Suite 1400, Raleigh, NC 27609

KNOW ALL MEN BY THESE PRESENTS: That **HARCO NATIONAL INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of Illinois, and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of New Jersey, and having their principal offices located respectively in the cities of Rolling Meadows, Illinois and Newark, New Jersey, do hereby constitute and appoint

ELIZABETH COLLODI, JOSEPH H. WEBER, JASON MARCH, SARA WALLISER, BREANNA BOATRIGHT, DEANNA QUINTERO, SAMANTHA WATKINS, KATHLEEN LE, RENEE RAMSEY, TONY CLARK, BILL RAPP, JOHN HOPKINS, JENNIFER LAKMANN, CLAUDINE GORDON, KRISTIE PHILLIPS, MINDY WHITEHOUSE, JOHN J. WEBER, PHIL WATKINS, STEVEN L. WILLIAMS, MICHAEL FEENEY, MATT FOSTER, SHARON SMITH

Chico, CA

their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** and is granted under and by authority of the following resolution adopted by the Board of Directors of **INTERNATIONAL FIDELITY INSURANCE COMPANY** at a meeting duly held on the 13th day of December, 2018 and by the Board of Directors of **HARCO NATIONAL INSURANCE COMPANY** at a meeting held on the 13th day of December, 2018.

"**RESOLVED**, that (1) the Chief Executive Officer, President, Executive Vice President, Senior Vice President, Vice President, or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** have each executed and attested these presents on this 31st day of December, 2022

INTERNATIONAL FIDELITY INSURANCE COMPANY CORPORATE SEAL 1904 NEW JERSEY

STATE OF NEW JERSEY
County of Essex

STATE OF ILLINOIS
County of Cook

HARCO NATIONAL INSURANCE COMPANY CORPORATE SEAL 1984 ILLINOIS

Kenneth Chapman
Executive Vice President, Harco National Insurance Company
and International Fidelity Insurance Company

On this 31st day of December, 2022 , before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.

SHIRELLE A. OUTLEY NOTARY PUBLIC No. 50079910 NEW JERSEY My Comm. Exp. 04-04-2023

IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark, New Jersey the day and year first above written.

Shirelle A. Outley a Notary Public of New Jersey
My Commission Expires April 4, 2023

CERTIFICATION

I, the undersigned officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home office of said companies, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand on this day, September 12, 2023

A00447

Irene Martins, Assistant Secretary

NEVADA STATE CONTRACTORS BOARD

5390 KIETZKE LANE, SUITE 102, RENO, NEVADA, 89511 (775) 688-1141 FAX (775) 688-1271
8400 WEST SUNSET ROAD, SUITE 150, LAS VEGAS, NEVADA, 89113 (702) 486-1100 FAX (702) 486-1190

SPECIALTY CONTRACTORS RESTRICTED CERTIFICATE OF ELIGIBILITY PER NRS 338.147 and NRS 338.1389

CERTIFICATE NUMBER: *SBPC-07-08-27-0077*

WESTERN SINGLE PLY **(HEREIN THE "CONTRACTOR") NEVADA STATE CONTRACTORS' LICENSE NUMBER: *0033396* ORIGINAL ISSUE DATE: *10/28/1991* BUSINESS TYPE: *CORPORATION* CLASSIFICATION: *C15A-ROOFING* MONETARY LICENSE LIMIT: *$5,500,000* STATUS: *ACTIVE*, IS HEREBY ISSUED THIS CERTIFICATE BY THE NEVADA STATE CONTRACTORS' BOARD, BASED UPON THE INFORMATION CONTAINED IN THE STATEMENT OF COMPLIANCE WITH NEVADA REVISED STATUTES (NRS) 338.147 AND NRS 338.1389 AND THE AFFIDAVIT OF CERTIFIED PUBLIC ACCOUNTANT SUBMITTED TO THE NEVADA STATE CONTRACTORS BOARD AS PROOF OF CONTRACTOR'S COMPLIANCE WITH THE PROVISIONS OF NRS 338.147 AND NRS 338.1389. IN ACCORDANCE WITH THE PROVISIONS OF NRS 338.147(3), THE ABOVE-NAMED CONTRACTOR AND A CERTIFIED PUBLIC ACCOUNTANT HAVE SUBMITTED FULLY EXECUTED AND NOTARIZED SWORN AFFIDAVITS AS PROOF OF PREFERENTIAL BIDDER STATUS, UNDER PENALTY OF PERJURY, CERTIFYING THAT THE CONTRACTOR IS QUALIFIED TO RECEIVE A PREFERENCE IN BIDDING AS SET FORTH IN NRS 338.147 AND NRS 338.1389 AND OTHER MATTERS RELATING THERETO WHEN ACTING AS A PRIME CONTRACTOR ON THE SPECIFIC PUBLIC WORKS PROJECT FOR WHICH THIS CERTIFICATE IS SUBMITTED BY THE CONTRACTOR.**

THIS CERTIFICATE OF ELIGIBILITY IS ISSUED ON *NOVEMBER 1, 2022* AND EXPIRES ON *OCTOBER 31, 2023*, UNLESS SOONER REVOKED OR SUSPENDED BY THE NEVADA STATE CONTRACTORS BOARD.

10/31/2022

NANCY MATHIAS, LICENSING ADMINISTRATOR DATE
FOR MARGI GREIN, EXECUTIVE OFFICER

The Nevada State Contractors Board assumes no liability or responsibility for the accuracy or validity of the information contained in the Contractors Statement of Compliance or the Affidavit of Certified Public Accountant as Proof of Contractors Compliance with the Provisions of NRS 338.147 and NRS 338.1389. The above-named Contractor shall bear the responsibility to ascertain the accuracy and validity of the affidavits provided to support the issuance of this certificate.

Joe Lombardo
Governor

Jack Robb
Director

Matthew Tuma
Deputy Director

Kent A. LeFevre
Administrator

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
PUBLIC WORKS DIVISION

Carson City Office:
515 East Musser Street, Suite 102
Carson City, Nevada 89701
Phone: (775) 684-4141

Buildings & Grounds Section
Phone: (775) 684-1800

Las Vegas Office:
2300 McLeod Street
Las Vegas, Nevada 89104
Phone: (702) 486-5115

Buildings & Grounds Section
Phone: (702) 486-4300

January 30, 2023

Western Single Ply
Attn: Mr. Kelly Baird
3442 Neeham Road
North Las Vegas, NV 89030

RE: Qualification results

Dear Mr. Baird:

On **January 30, 2023** the State Public Works Board qualified **Western Single Ply** to bid public works construction projects up to **$500,000** using the State of Nevada license number **33367** license classification **B – General Building** and to bid public works construction projects up to **$5,500,000** using the State of Nevada license number **33396** license classification **C15A - Roofing.**

This qualification to bid is valid through **January 29, 2025.** The results of the Qualification will be posted on our web site www.publicworks.nv.gov the "bid" drop down menu at the top of the home page / List of Qualified bidders.

Please contact this office at (775) 684-4141, if you should have any questions.

Sincerely,

Kent A LeFevre
Public Works Administrator

KAL/kp
cc: file

OFFICE OF THE LABOR COMMISSIONER
1818 COLLEGE PARKWAY, SUITE 102
CARSON CITY, NEVADA 89706
PHONE (775) 684-1890
FAX (775) 687-6409
E-Mail: mail1@labor.nv.gov

STATE OF NEVADA

Office of the Labor Commissioner

OFFICE OF THE LABOR COMMISSIONER
3300 W. SAHARA AVE. SUITE 225
LAS VEGAS, NEVADA 89102
PHONE (702) 486-2650
FAX (702 486-2660
E-Mail: publicworks@labor.nv.gov

Project Workforce Checklist

Contract No.: PWP-LY-2023-487 Project Name: Silverland Middle School Re-Roof Project

Contractor/Subcontractor: Western Single Ply

Craft/Trade	More than 3 Employees Anticipated?			Anticipate Needing Waiver?	
Air Balance Technician	Yes	No	N/A	Yes	No
Alarm Installer	Yes	No	N/A	Yes	No
Bricklayer, can also include tile setter, terrazzo workers and marble masons.	Yes	No	N/A	Yes	No
Carpenter, (can also include floor coverer, millwright and piledriver (non-equipment) and terrazzo workers.)	Yes	No	N/A	Yes	No
Cement Mason (Can also include Laborers)	Yes	No	N/A	Yes	No
Electrician, includes communication technician, line, neon sign and wireman. Can also include alarm installer.	Yes	No	N/A	Yes	No
Elevator Constructor	Yes	No	N/A	Yes	No
Floor Coverer	Yes	No	N/A	Yes	No
Glazier (see also Painters and Allied Trades)	Yes	No	N/A	Yes	No
Hod Carrier (See Laborers), includes brick-mason tender and plaster tender.	Yes	No	N/A	Yes	No
Iron Worker, can also include fence erectors (steel/iron)	Yes	No	N/A	Yes	No
Laborer, can also include brick mason tender, cement mason, fence erector (non-steel/iron), flag person, highway striper, landscaper, plastic tender, and traffic barrier erector	Yes	No	N/A	Yes	No
Lubrication and Service Engineer	Yes	No	N/A	Yes	No
Mechanical Insulator	Yes	No	N/A	Yes	No
Millwright	Yes	No	N/A	Yes	No
Operating Engineer, can also include equipment greaser, piledriver, soils and material tester, steel fabricator/erector (equipment) and surveyor (non-licensed) and well driller.	Yes	No	N/A	Yes	No
Painters and Allied Trades, can also include glaziers, floor coverers, and tapers.	Yes	No	N/A	Yes	No
Pile Driver (non-equipment)	Yes	No	N/A	Yes	No
Plasterer	Yes	No	N/A	Yes	No
Plumber/Pipefitter	Yes	No	N/A	Yes	No

***This is intended as a "Sample Form" only and is not an official or approved form of the Office of the Labor Commissioner. ***

Clear Page

Refrigeration	**Yes**	**No**	**N/A**	**Yes**	**No**
Roofer (not sheet metal)	**Yes** ✓	**No**	**N/A**	**Yes** ✓	**No**
Sheet Metal Worker, can also include air balance technician.	**Yes**	**No**	**N/A**	**Yes**	**No**
Soils and Materials Tester, includes certified soil tester	**Yes**	**No**	**N/A**	**Yes**	**No**
Sprinkler Fitter	**Yes**	**No**	**N/A**	**Yes**	**No**
Surveyor (non-licensed)	**Yes**	**No**	**N/A**	**Yes**	**No**
Taper	**Yes**	**No**	**N/A**	**Yes**	**No**
Tile/Terrazzo Worker/Marble Mason	**Yes**	**No**	**N/A**	**Yes**	**No**
Traffic Barrier Erector (See Laborers)	**Yes**	**No**	**N/A**	**Yes**	**No**
Truck Driver	**Yes**	**No**	**N/A**	**Yes**	**No**
Well Driller (see also Operating Engineer)	**Yes**	**No**	**N/A**	**Yes**	**No**
Other*:	**Yes**	**No**	**N/A**	**Yes**	**No**
	Yes	**No**	**N/A**	**Yes**	**No**
	Yes	**No**	**N/A**	**Yes**	**No**
	Yes	**No**	**N/A**	**Yes**	**No**

I affirm I am fully authorized to acknowledge, on behalf of the Contractor listed above, the anticipated workforce, and acknowledge that changes to the anticipated workforce which may have an impact on compliance with the Nevada Apprenticeship Utilization Act, 2019 will require the submittal of a revised form within ten (10) working days of such change.

Signed:

Name and Title: Ryan Heaton / Authorized Representative

Date: 9/15/2023

Contractor Name: Western Single Ply

Clear Page

Office of the Labor Commissioner
1818 College Parkway, Suite 102
Carson City, Nevada 89706
Phone: (775) 684-1890
Fax: (775) 687-6409
E-Mail: AUA@labor.nv.gov

Office of the Labor Commissioner
3300 W. Sahara Avenue, Suite 225
Las Vegas, Nevada 89102
Phone: (702) 486-2650
Fax: (702) 486-2660
E-Mail: AUA@labor.nv.gov

STATE OF NEVADA
Office of the Labor Commissioner

APPRENTICESHIP UTILIZATION ACT WAIVER REQUEST

Senate Bill (SB) 207 - Apprenticeship Utilization Act passed during the 2019 Legislative Session adds a section to NRS section 338. In passing SB 207, The Legislature hereby finds and declares that: (1) A skilled workforce in construction is essential to the economic well-being of the State: (2) Apprenticeship programs are a proven method of training a skilled workforce in construction; and (3) Requiring the use of apprentices on the construction of public works will ensure the availability of a skilled workforce in construction in the future for this State. https://www.leg.state.nv.us/App/NELIS/REL/80th2019/Bill/6351/Text

A Public Body, upon the request of a contractor or subcontractor, may submit a request for a modification or waiver of the percentage of hours of labor of one or more apprentices prior to (1) the bid advertisement; (2) the bid opening; or (3) the award of the contract if, "Good Cause" exists. The Labor Commissioner may also grant a waiver from the requirements of SB 207 after work on the public work has commenced if the public body, contractor or subcontractor submits documentation and evidence that meets the requirements to establish "Good Cause."

Public Works Project (PWP) # PWP-LY-2023-487 Silverland Middle School Re-Roof Project
Awarding Body Name: Lyon County School District
Contact Person/Title: Cheryl Veil / Administrative Secretary for Business & Educational Services
Address: 25 E. Goldfield Avenue, Yerington, NV 89447
Phone: (775) 463-6800 **Fax:** (___) ___ **E-Mail:** cveil@lyoncsd.org

Contractor/Subcontractor: Western Single Ply **License Number:** 0033396
Contact Person/Title: Ryan Heaton / Authorized Representative
Address: 3442 Neeham Road, North Las Vegas, NV 89030
Phone: (702) 739-6649 **Fax:** (702) 319-6656 **E-Mail:** ryanheatonwsp@gmail.com
Craft Apprentice Requested For: Roofing

Please check the box for the reason for a Waiver Request and provide/submit supporting documentation/evidence:

Yes No
☑ ☐ **There are no Apprentices available from an Apprenticeship Program Registered by the Nevada State Apprenticeship Council within the jurisdiction where the public work is to be completed.**

Yes No
☐ ☑ **The contractor or subcontractor is required to perform uniquely complex or hazardous tasks on the public work that require the skill and expertise of a greater percentage Apprentice or Journeyworkers.**

Yes No
☐ ☑ **The contractor or subcontractor has requested Apprentices from a Registered Apprenticeship Program and the request has been denied or the request has not been approved within 5 business days.**

Please attach additional documentation/evidence supporting the Waiver Request or describe why an Apprentice is not available or cannot be provided:
There is not a local roofing union in Northern Nevada

Western Single Ply	09/18/2023	MacKenzie Towle
Contractor/Subcontractor Name	Date Waiver Request Submitted to Awarding Body	*Signature

Awarding Body Printed Name/Title	*Signature	Date

By signing this form, you certify that the information you have provided is true and correct to the best of your knowledge.

For Office of the Labor Commissioner's Use Only:
Waiver Request Approved: ☐ Waiver Request Denied: ☐
Notes: ___

Printed Name/Title	Signature	Date

Date Received: ___ **Date Returned:** ___

PROJECT SPECIFICATIONS

ROOFING REPLACEMENT FOR

SILVERLAND MIDDLE SCHOOL FERNLEY, NEVADA

SILVERLAND MIDDLE SCHOOL

1200 JASMINE LANE, FERNELY NEVADA

DESIGN CONSULTANT
RPC ROOF CONSULTING SERVICES
RENO, NEVADA (775) 336-9396
DATE: July 17, 2023

SECTION 000010

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DIVISION 6- WOOD AND PLASTICS
Rough Carpentry……06100

DIVISION 7- THERMAL AND MOISTURE PROTECTION
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APPENDIX
Site Plan, Roof Plans and Details…….6 pages

Technical Specifications

SCOPE OF WORK FOR THE ROOF REPLACEMENT

SILVERLAND MIDDLE SCHOOL

FERNLEY, NEVADA

SCOPE OF WORK FOR THE MAIN ROOF:

1.) The scope of work for this project encompasses or comprises the overlaying of a new white 60 mil PVC roof over the new ½" High Density polyisocyanurate boards and existing 5" polyisocyanurate insulation that is currently mechanically attached to the metal deck. The current roofing system in place is a mechanically attached PVC membrane over 5" polyisocyanurate insulation mechanically attached to the metal deck. The PVC roof membrane will be cut in a ten by ten foot grid to prevent water from being trapped under the new membrane if there were a leak in the future. Cut out and remove all associated PVC base & wall flashings, metal copings and all parapet wall flashings will be torn off and the metal parapet wall's copings will be re-used and the old PVC flashings & term-bars will be disposed of at a local dump site. The existing polyisocyanurate insulation boards will be re-used and left in place. Any damaged or wet insulation will be replaced with the Owner's approval prior to removal.

2.) Once the new 1/2" High Density recovery boards is installed and covers the entire field of the roof, and all the existing horizontal surfaces. Mechanically attach the 1/2" High Density recovery boards with the Rhinobond plates and screws into the existing metal deck The PVC coated Rhinobond plates and fasteners that will secure the new 1/2" High Density recovery boards that will be installed directly over the White PVC membrane and the number of fasteners installed per board will be 8 plates and fasteners per 4' X 8' 1/2" High Density recovery boards. The perimeter of the roof on all four sides will get additional fasteners at a rate of 16 screws and plates per 4' X 8' board. The perimeter zone will be 12 feet wide by the full length of the parapet walls. The zone is from the base of the parapet wall and will extend twelve feet, (12') out from all the parapet walls. The corners will receive additional fastening as well and the corners will have a 20' X 20' zone with 20 fasteners & plates per board, Verify with Sarnafil for their recommended fastening pattern according to the most recent Roof-Nav calculations.

3.) The drains and overflow drains will get a new sumped area around the respective drains. New back crickets will be installed between the drains and the exterior walls,(below the windows on the three classroom wings). The three classroom wings both the north and south sideswill need the new small back crickets.

4.) All the parapet wall's vertical walls will be flashed with new PVC membrane fully adhered and if the walls exceed the manufacturer's height (45") requirements then an intermediate term bar securement will be required. The upper gymnasium roofs will need intermediate term-bars.

5.) The PVC fully adhered wall flashings will extend up and over the top of the parapet wall and down over the wood nailers at the top of all the parapet walls. New PVC Clad metal corner inserts will be required on the inside main corners that are higher than 24 inches. Where the parapet walls terminate into the CMU walls new clad metal at the parapet wall's end termination locations will be required and all clad metal edges will be hemmed no exceptions, where the parapet walls terminate into the CMU/brick walls.

6.) The existing metal coping will be carefully removed and re-installed after the new PVC wall flashings have been fully adhered into place. Roofer shall verify that the existing wood nailer complies with the wood to concrete attachment for the “FM I-49 LPDS prior to re- installing the (E) metal copings system.

7.) The HVAC units will need to be kept live and powered up during the re-roofing project.

8.) The parapet walls throughout have a metal coping with the membrane terminating under the metal copings. The metal coping and associated continuous clips and will be removed and re-installed. Prior to re-installing all the (E) metal coping, **a mock-up of the configuration must first be approved by the Building’s owner.**

9.) Remove and dispose of the existing PVC membrane expansion joint and any associated metal counter flashing flanges and termination bars

10.) The removal and reinstallation of any HVAC components, roof hatches and any other building components to accommodate the installation of the new PCV membrane and any associated flashings, (at all the equipment curbs), will be done at no additional cost to the Owner. The heights of the existing curbs at the roof hatches will be accepted and will not be raised.

11.) Raise all equipment/penetrations on the roof so that there is a minimum of 8 inches of base flashing exposed, if needed.

12.) Any wet or damaged insulation will need to be replaced prior to installing the new ½” 1/2” High Density recovery boards. The mechanically attached securement/ attachment of both the 1/2” High Density recovery boards and existing 5” insulation boards will be per ASCE-7. All existing crickets will remain in place and will not be replaced. Provide new back crickets at the walls with the windows directly above roofs 1-3.

13.) **Sweep and vacuum all loose debris from the top of the new ½” 1/2” High Density recovery boards prior to covering with the new 60 Mil PVC membrane.** Roll out the new PVC membrane and allow to the sheets to relax. Auto weld the seams with a minimum 1” weld. All RhinoBond round plates and fasteners will be welded with the RhinoBond machines and magnets placed on top of the plates immediately per the manufacturer’s published requirements. . This specification is based on a 60 mil white reinforced PVC membrane or an approved PVC equal. 100% of the membrane shall be fully adhered to the inside walls and at all vertical surfaces on the parapet walls, with a low VOC adhesive. Fully adhere all HVAC and skylight PVC base flashings. The parapet wall’s PVC membrane will extend up and over the top of the parapet walls extending down to the bottom of the wood nailer on the outside of the walls.

14.) Install new approved walk pads to match exactly what is currently in place. Walk pads are around all four sides of the curbs of the HVAC,Roof hatches, ventilators. Provide an additional 132 linear feet of walk pad to be installed later. Turn over the 132 feet of walk pad to the Owner prior to the final inspection.

15.) **A final flood test will be required** with supervision from the Owner or Owner’s representative. All associated labor, water and materials will be supplied by the Contractor at no additional cost to the Owner. Contractor shall conduct the flood test when roof is 100% completed.

16.) The final roof inspection shall have all of the following people in attendance: one or more representatives of the LCSD-School, the roofing membrane manufacturer's technical representative, the roofing consultant and the roofing contractor and his foreman. A punch list shall be generated from the final inspection and the punch list deficiencies shall be repaired and completed within 5 days of the final inspection.

17.) The membrane manufacturer's 20 year NDL roofing warranty shall be signed by the roofing membrane manufacturer and returned to the Owner prior to release of retention. The warranty shall be on the Manufacturer's forms and signed by the appropriate parties. The LCSD's roofing warranty shall also be signed by the Roofing Manufacturer and turned in as part of the final payment requirements.

18.) Prior to start up or mobilization the roofing contractor shall coordinate a time to meet on the roof and conduct a fastener pull-out tests with the proposed fasteners to be utilized on the Silverland roof's Rhinobond application. The fastener manufacturer shall conduct the pull-out test and provide test results with-in (7) days of the pull test.

MANDATORY PRE-BID MEETING:

There will be a mandatory pre-bid meeting at the site (Silverland Middle School Fernley. The date and time of the pre-bid meeting will be provided in the notice to contractors for requests for bids. All contractors interested in bidding this project must attend this meeting. Failure to attend will be grounds for bids to be rejected.

END

GENERAL REQUIREMENTS FOR ALL ROOFS

1.) This building will be occupied throughout the entire project and the safety of the LCSD's personnel and guests are a top priority. Contractor shall be responsible during the tear-off and new installation to keep the roof area and interior of the building water tight at all times. When the existing insulation and metal decking are exposed and at the end of each day's work, the roofing areas shall be made 100% water tight. No exceptions.

2.) Contractor will be liable for any damage to the exterior and interior resulting from roofing activities or personnel. Contractor shall make a comprehensive list detailing any pre-existing damages that could be attributed to the roofing contractor during the re-roofing work and submit the list to the Owner prior to starting any roofing. Failure to submit the list to the Owner prior to starting the job will be grounds for denial of Contractor's explanation of pre-existing damages/events. Videos of the exterior grounds prior to any work or staging will be required as well.

3.) Contractor shall have a superintendent present at all times and staff the job with sufficient personnel to complete the re-roof within the contract time. A hard copy of the specifications and drawings will be present on the roof during all phases of the re-roof.

4.) During the course of work the Contractor shall be available 24 hours per day in case of leaks or emergencies and shall have a response time of not more than ninety minutes upon notification.

5.) Contractor shall submit to the Owner, prior to the start of the re-roof, information on the type of roof membrane system that will be used, with step-by-step application procedures and technical specifications. Contractor shall submit shop drawings of any and all details of flashings that are not per the plans or proposed modifications on the roofs.

6.) Work on the roof must be completed between the hours of 6:30am and 7:00pm.

7.) The grounds adjacent to the roof shall be kept clean at all times and anything falling from the roof to the ground shall be cleaned up immediately, no exceptions. These buildings are occupied and there is no access to utilities. Contractor shall supply all power, water and portable toilets at no additional cost to the Owner.

8.) Contractor shall put down a heavy canvas tarp around the entire work areas where the new PVC membrane is installed to prevent damages to the membrane from the roofing crews once the new membrane is installed. No work shall begin until the membrane protection is in place. No staging will be allowed over the new PVC single ply membranes. Contractor is responsible for protecting all roof membranes, new and existing during the course of the work. This include tools and worker's tool belts

END

SECTION 014213

REFERENCE STANDARDS

PART 1 GENERAL

1.1 SECTION INCLUDES

1.2 Quality Assurance

1.3 Schedule of References

1.2 QUALITY ASSURANCE

A. For products or workmanship specified by association, trade or federal standards, comply with requirements as specified or as required by applicable standards/codes.

B. Conform to the most recent accepted or approved reference standard at the time of the bid opening.

C. Interpretation of the standards and any conflict resolution between bidding documents and applicable standards/codes shall be directed to the Owner and the Owner's representative.

D.

1.3 SCHEDULE OF REFERENCES

AA	Aluminum Association 818 Connecticut Avenue, N.W. Washington, D.C. 20006
AIA	American Institute of Architects 1735 New York Avenue, N.W. Washington, D.C. 20006
AITC	American Institute of Timber Construction 333 W. Hapden Avenue Englewood, CO 80110
ANSI	American National Standards Institute 1430 Broadway New York, NY 10018
APA	American Plywood Association P.O. Box 11700 Tacoma, WA 98411
ASTM	American Society of Testing and Materials 1916 Race Street Philadelphia, PA 19103

AWI	Architectural Woodwork Institute 2310 S. Walter Reed Dr. Arlington, VA 22206
AWPA	American Wood-Preservers' Association 7735 Old Georgetown Rd. Bethesda, MD 20014
FM	Factory Mutual System 1151 Boston-Providence Turnpike POB 688 Norwood, MA 02062
ICC	International Code Council 500 New Jersey Avenue, NW 6th Floor, Washington, DC 20001 [P] 888-ICC-SAFE (888-422-7233)
NAAMM	National Association of Architectural Metal Manufacturers 221 N. LaSalle St. Chicago, IL 60601
NWMA	National Woodwork Manufacturers' Association 205 W. Touhy Ave. Park Ridge, IL 60068
NRCA	National Roofing Contractors Association
SMACNA	Sheet Metal & Air Conditioning Contractors' National Association 8224 Old Courthouse Rd. Vienna, VA 22190
IBC	International Building Code
UL	Underwriters' Laboratories, Inc. 333 Pfingston Rd. Northbrook, IL 60062

END OF SECTION

SECTION 013300
SUBMITTALS

PART 1 GENERAL

1.1 REQUIREMENTS INCLUDED

1.2 Related Requirements

1.3 Procedures

1.4 Construction Progress Schedules

1.5 Manufacturer's Instructions

1.2 RELATED REQUIREMENTS

A. General Conditions

B. Shop Drawings, Product Data and Samples

1.3 PROCEDURES

A. Submit submittals to the Owner and the project's roofing consultant.

B. Transmit each item with a separate submittal number. Identify project and supplier; identify pertinent drawings, sheet numbers, detail numbers, specification section numbers and individual products or other information as appropriate. Any items submitted that are not in accordance with the plans and specifications must be highlighted and made known to all parties.

1.4 CONSTRUCTION PROGRESS SCHEDULE

A. Specify when the project will startup or mobilize and how many calendar days will be required to complete the scope of work set forth in the plans and specifications.

1.5 MANUFACTURER'S INSTRUCTIONS

A. Submit manufacturer's instructions for handling and delivery, storage, assembly, installation start-up and finishing, prior to beginning the re-roofing.

END OF SECTION

SECTION 017413

CONSTRUCTION CLEANING

PART 1 GENERAL

1.1 REQUIREMENTS INCLUDED

A. Daily clean up of the site and proper disposal of demo materials, old roofing components, waste materials and miscellaneous debris.

PART 2 PRODUCTS

2.1 EQUIPMENT

A. Provide large dumpsters and covered containers for deposit of all debris.

PART 3 EXECUTION

3.1 CLEANING

A. Contractor shall monitor the areas adjacent to the building for roofing debris and trash. Contractor shall ensure that the job site is kept clean and does not become an eyesore to adjacent occupied buildings.

3.2 DISPOSAL

A. Remove roofing materials, debris and other waste materials from the site once a week at minimum and more frequently if required. The site will be accessible from 6:30 am to 7:00 pm and there are no public access areas adjacent to the job site. Transport and dispose of all waste per local codes and requirements at a certified dump site.

B. Contractor shall clean all areas around the building on a daily basis, utilizing a magnetic rake and leaving no visual debris.

END OF SECTION

SECTION 024113

SELECTIVE DEMOLITION

PART 1 GENERAL

1.1 RELATED DOCUMENTS

A. Scope of work, drawings and general provisions of the Contract, including General and Supplementary Conditions.

1.2 SUMMARY

A. This Section includes the following:

1. Demolition and removal of selected site elements.
2. Repair procedures for selective demolition operations.

1.3 DEFINITIONS

A. Remove: To detach an item from existing construction and legally dispose of the item off-site.

B. Remove and Reinstall: To detach an item from existing construction, prepare the item for reuse, and reinstall the item where indicated.

C. Existing to Remain: Existing items of construction that are not to be removed and that are not otherwise indicated to be removed, removed and salvaged or removed and reinstalled.

1.4 MATERIALS OWNERSHIP

A. Except for items or materials indicated to be reused, salvaged, reinstalled or otherwise indicated to remain Owner's property, demolished materials shall become Contractor's property and shall be removed from Project site.

B. Historic items, relics and other items of interest or value to the Owner's that may be encountered during selective demolition will remain the property of the Owner's.

2.1 PREPARATION

A. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways and other adjacent occupied and used facilities.

1. Do not close or obstruct streets, walks, walkways or other adjacent occupied or used facilities without first obtaining permission from the Owner's and any authorities having jurisdiction.

2. Care shall be taken not to damage sprinkler heads, landscaping or other Owner's property, including when trucks and snorkel lifts are driven in and around the job site. Identify all sprinkler heads and flag. Protect existing site improvements, and landscaping to remain.

B. Temporary Facilities: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and existing facilities that are to remain.

2.2 SELECTIVE DEMOLITION

A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the work within limitations of governing regulations and as follows:

1. Proceed with selective demolition systematically, working from the furthest point away from your dump site to limit the amount of work and foot traffic over the newly installed membrane. Complete selective demolition prior to the start of any new roofing membrane installation/application.

END OF SECTION

SECTION 061053

ROUGH CARPENTRY

PART 1 – GENERAL

1.1 RELATED DOCUMENT

A. Drawings and general provisions of Contract, including General and Supplementary Conditions, apply to this section.

1.2 SUMMARY

A. This Section includes the following:

1. Framing with dimension lumber
2. Rooftop equipment bases and support curbs
3. Wood nailers, and blocking per FM I-49 LPDS standards

B. Related Sections: The following Sections contain requirements that relate to this section:

1. Reinforced Single Ply Membrane Roofing

1.3 DEFINITIONS

A. Rough carpentry includes carpentry work not specified as part of other Sections and generally not exposed, unless otherwise specified.

1.4 SUBMITTALS

A. General: Submit the following in accordance with Conditions of Contract and General and Supplementary Conditions:

1. Material certificates for dimensional lumber specified to comply with minimum allowable unit stresses. Indicate species and grade selected for each use as well as design values approved by the Board of Review of American Lumber Standards Committee.
2. Wood treatment data as follows:
    a. For each type of preservative treated wood product include certification by treating plant stating type of preservative solution and pressure process used, net amount of preservative retained, and compliance with applicable standards.
    b. Warranty of chemical treatment manufacturer for each type of treatment.
    c. Chemical treatment manufacturer's instructions for handling, storing, installation and finishing of treated material.

1.5 QUALITY ASSURANCE

A. Codes and Standards: Comply with the latest provisions of applicable codes, specifications, and standards, except where more stringent requirements are shown or specified.

1.6 DELIVERY, STORAGE, AND HANDLING.

A. Delivery and Storage: Keep materials under cover and dry. Protect against exposure to weather and contact with damp or wet surfaces. Stack lumber as well as plywood and other panels; provide for air circulation within and around stacks and under temporary coverings including polyethylene and similar materials.

   1. For pressure treated lumber and plywood with waterborne moisture, provide spacing between each bundle to provide for air circulation.

PART 2 – PRODUCTS

2.1 LUMBER, GENERAL

A. Lumbers Standards: Furnish lumber manufactured to comply with PS 20 “American Softwood Lumber Standard” and with applicable grading rules of inspection agencies certified by American Lumber Standards Committee’s (ALSC) Board of Review.

B. Grade Stamps: Provide lumber furnish pieces with each piece factory-marked with grade stamp of inspection agency evidencing compliance with grading rule requirements and identifying grading agency, grade, species, moisture content at time of surfacing and mill.

   1. For exposed lumber furnish pieces with grade stamps applied to ends or back of each piece; or omit grade stamps entirely and provide certificates of grade compliance issued by inspection agency.

C. Nominal sizes are indicated, except as shown by detail dimensions. Provide actual sizes as required by PS 20, for moisture content specified for each use.

   1. Provide dressed lumber, S4S, unless otherwise indicated.
   2. Provide seasoned lumber with 19 percent maximum moisture content at time of dressing and shipment for sizes 2 inches or less in nominal thickness, unless otherwise indicated.

2.2 DIMENSION LUMBER

A. For structural light framing (2 to 4 inches thick, 2 to 4 inches wide), provide the following grade and species:
    1. “No. 2” grade, or better.
    2. Douglas Fir-Larch.
B. For structural framing (2 to 4 inches thick, 5 inches and wider), provide the following grade and species:
    1. “No. 2” grade, or better.
    2. Douglas Fir-Larch.

2.3 CONSTRUCTIONAL PANELS, GENERAL

A. Construction Panel Standards: Comply with PS 1 “U.S. Product Standard for Construction and Industrial Plywood” for plywood construction panels and, for products not manufactured under PS 1 provisions, with APA PRP-108.
B. Trademark: Furnish construction panels that are each factory-marked with APA trademark evidencing compliance with grade requirements.

2.4 CONCEALED PERFORMANCE-RATED CONSTRUCTION PANELS

A. General: Where construction panels are indicated for the following concealed types of applications, provide APA Performance-Rated Panels complying with requirements designated under each application for grade designation, span rating, exposure durability classification, edge detail (where applicable), and thickness.
B. Roof Sheathing: APA RATED SHEATHING.
    1. Exposure Durability Classification: EXTERIOR.
    2. Span Rating: 40/20 or 48/24.

2.5 FASTENERS

A. General: Provide fasteners of size and type indicated that comply with requirements specified in this article for material and manufacture.
    1. Where rough carpentry is exposed to weather, in ground contact or in areas of high relative humidity, provide fasteners with a hot-dip zinc coating ASTM A 153 or of AISI Type 304 stainless steel.
    2. Fasteners shall be approved in the proposed membrane manufacturer’s FM & UL approval guides.

B. Nails, Wire, Brads, and Staples: FS FF-N-105.

C. Power Driven Fasteners: National Evaluation Report NER-272.

D. Wood Screws: ANSI B18.6.1.

2.6 METAL FRAMING CONNECTORS

A. General: Provide metal framing connectors of type, size, metal and finish indicated that comply with requirements specified including the following:

1. Current Evaluation/Research Reports: Provide products for which model code evaluation/research reports exist that are acceptable to authorities having jurisdiction and that evidence compliance of metal framing anchors for application indicated with the building codes in effect for this Project.

2. Allowable Design Loads: Provide products for which manufacturer publishes allowable design loads that are determined from empirical data or by rational engineering analysis and that are demonstrated by comprehensive testing performed by a qualified independent testing laboratory.

B. Galvanized Steel Sheet: Steel sheet zinc-coated by hot-dip process on continuous lines prior to fabrication to comply with ASTM A 525 for Coating Designation G60 and with ASTM A 446, Grade A (structural quality); ASTM A 526 (commercial quality); or ASTM 527 (lock-forming quality); as standard with manufacturer for type of anchor indicated.

1. Use galvanized steel framing anchors for rough carpentry exposed to weather, in ground contact, or in area of high relative humidity, and where indicated.

C. Acceptable Products: Subject to compliance with requirements, products that may be incorporated in the Work include the following, or an approved equal:

1. “Strong-Tie Connectors,” Simpson Strong-Tie Company, Inc.

2.7 PRESERVATIVE WOOD TREATMENT BY PRESSURE PROCESS

A. General: Where lumber or plywood is indicated as preservative-treated wood or is specified herein to be treated, comply with applicable requirements of AWPA Standards C2 (lumber) and C9 (plywood). Mark each treated item with the AWPB or SPIB Quality Mark Requirements.

Treat indicated items and the following:

1. Wood cants, nailers, curbs, equipment support bases, blocking, stripping and similar members in connection with roofing, flashing, vapor barriers and waterproofing.

2. Wood sills, sleepers, blocking, furring, stripping and similar concealed members in contact with masonry or concrete.

3. Wood framing members less than 18 inches above grade.
4. Wood floor plates installed over concrete slabs directly in contact with earth.

B. Complete fabrication of treated items prior to treatment, where possible. If cut after treatment, coat cut surfaces to comply with AWPA M4. Inspect each piece of lumber or plywood after drying and discard damaged or defective pieces.

Part 3 – EXECUTION

3.1 INSTALLATION, GENERAL

A. Discard units of material with defects that impair quality of rough carpentry construction and that are too small to use in fabricating rough carpentry with minimum joints or optimum joint arrangement.

B. Set rough carpentry to required levels and lines, with members plumb and true to line and cut and fitted.

C. Fit rough carpentry to other construction; scribe and cope as required for accurate fit. Correlate location of furring, nailers, blocking, grounds and similar supports to allow attachment of other construction.

D. Securely attach rough carpentry work to substrate by anchoring and fastening as indicated.

E. Countersink nail heads on exposed carpentry work and fill holes.

F. Use common wire nails, unless otherwise indicated. Use finishing nails for finish work. Select fasteners of size that will not penetrate members where opposite side will be exposed to view or will receive finish materials. Make tight connections between members. Install fasteners without splitting of wood; pre-drill as required.

3.2 WOOD GROUNDS, NAILERS, BLOCKING AND SLEEPERS

A. Install wood grounds, nailers, blocking and curbs where shown and where required for screeding or attachment of other work. Form to shapes as shown and cut as required for true line and level of work to be attached. Coordinate location with work involved.

B. Attach to substrates as required to support applied loading. Countersink bolts and nuts flush with surfaces, unless otherwise indicated. Per FM loss prevention data sheets.

3.3 WOOD FRAMING, GENERAL

A. Framing Standard: Comply with IBC 2018, unless otherwise indicated.

B. Install framing members of size and spacing indicated.

C. Anchor and nail as shown, and to comply with the following:

1. National Evaluation Report No. NER-272 for pneumatic or mechanical driven staples, P-Nails and allied fasteners.

2. Published requirements of manufacturer of metal framing connectors.

3. “Chapter 23 Table 2304.9.1 – Nailing Schedule” of the IBC.

3.4 INSTALLATION OF CONSTRUCTION PANELS

A. General: Comply with applicable recommendations contained in Form No. E30, “APA Design/Construction Guide – Residential & Commercial,” for types of construction panels and applications indicated.

B. Fastening Methods: Fasten panels as indicated below:

1. Sheathing: Nail to framing.

END OF SECTION

SECTION 072216

THERMAL PROTECTION/INSULATION

Existing Roofing Insulation is 5” polyisocyanurate

ROOF INSULATION IS FOR DAMGED INSULATION ONLY

PART 1 GENERAL

1.1 DESCRIPTION

A. Work Included: Provide 5” replacement polyisocyanurate roof insulation for damaged insulation only as required by the local codes & the roof membrane manufacturer. The Owner will give approval for any insulation determined to be unfit to utilize in the re-roofing for all of the entire roofs and cricketing systems. Existing insulation, including the roof insulation board and tapered roof insulation, is mechanically attached over the metal deck substrates. All methods of attachment of replacement insulation will meet the ASCE-7 minimum. The 1/2” High Density recovery boards will be mechanically attached with RhinoBond plates and screws for the metal decks..

B. Documents affecting work of this section include, without limitation, any General Conditions, Supplementary Conditions and these specifications.

C. Related Work:

1. Reinforced Single Ply PVC Membrane Roofing.
2. Flashing and Sheet Metal.

1.2 QUALITY ASSURANCE

A. Applicator Qualifications: The applicator of the roof insulation shall be the same as the applicator of the PVC membrane roofing work and have a minimum of five years of experience.

B. Qualifications of Installers: Use adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts, and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this section.

C. Design Criteria:

1. Provide the roof insulation system to conform to the following design criteria:

   a. U.L. Class A, Construction ASTM E-108
   b. FM Standard 4450/4470 approval, 1-130 wind storm classification

2. Provide heat flow "R" and "Aged R" thermal resistance value roof insulation per insulation material values published in ASHRE, "Handbook of Fundamentals."

D. Sequencing and Scheduling: Coordinate the work of this section with that of the roof covering section, so that the system is installed in conjunction with each other on a daily basis.

1.3 REFERENCE STANDARDS

A. Underwriters Laboratories, Inc. (U.L.) "Fire Resistance Directory."

B. Underwriters Laboratories, Inc. (U.L.) "Building Materials Directory."

C. American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc. (ASHRAE) "Handbook of Fundamentals."

D. PIMA Standards

1.4 SUBMITTALS

A. Under requirements set forth herein.

B. The request for warranty form shall be submitted to the manufacturer and the completed form received by the Owner before any materials are delivered to the job site.

C. Manufacturer's Data:

1. Submit manufacturer's product data for the systems, materials and methods of installation proposed for use. Such literature shall identify systems, each component and shall certify compliance of each component with the applicable ASTM, FM and U.L. Standards. Include insulation types and their minimum compressive strengths.

D. Shop Drawings:

Submit shop drawings showing the complete roof layout including the insulation board and the fastening pattern, stagger patterns and directions relative to roof deck directions; roof openings, valleys and saddles and typical cross section details indicating arrangements, type and thickness of insulation, fabricated and prefabricated roof curbs; cant strip details and tapered cricket insulation systems. Include a new roof plan showing the walk pad layout per the units shown on sheets R-1 thru R-3

1.5 GUARANTEES:

A. Furnish to Owner an accurately written guarantee, in an approved form, warranting the new insulation system against failure of any kind for a period of twenty years from the date of final acceptance of the project. Cover in the guarantee all defects in final materials and their method of installation which may cause system failure. The roof warranty will be accepted as the guarantee for the roof insulation.

1.6 PRODUCT HANDLING

A. Protection: Use all means necessary to protect the work and materials of this section before, during and after installation, and to protect the work and materials of all other trades.

B. Replacement: In the event of damage, immediately make all repairs and replacements necessary and at no additional cost to the Owner.

1.7 DELIVERY AND STORAGE

A. Deliver only specified and approved materials to the site. Deliver materials in original containers and packages with all seals and labels, including U.L., ASTM and manufacturer's labels intact for identification. Provide a copy of the roofing contractor's various roofing materials purchase orders.

B. **Store materials at the site up off the ground on pallets and covered to prevent exposure to the sun and moisture,** to ensure that materials remain dry. Do not use wet, damp, frozen or damaged materials. Protect urethane board insulation from **extended exposure to the sun.** Do not store more than one day's supply of materials unprotected on the roof at any time. While on the roof, stack materials, and completely cover with incombustible waterproof tarpaulin whenever work is interrupted, or when there is precipitation of any kind. Securely tie the covering to pallets in such a way as to be completely weather tight. **Plastic covers and shrink-**

wrap covers by the manufacturers are not acceptable for project site storage. If precipitation occurs and a particular section is not completed, remove section and replace with new material at no cost to the Owner.

C. Distribute materials temporarily stored on the roof to stay within the designated live-load limits of the roof construction. Provide ample bases under equipment and materials to distribute the weight to conform to these live-load limits. Do not store materials on, or transport materials across, completed roof areas.

1.8 JOB CONDITIONS

A. Do not install materials in rain, cold, moisture, frost, snow or other climatic conditions which would incorporate moisture into the roof materials and prevent proper application. When the ambient air temperature is less than 45° F., Contractor will perform work only after providing written assurance to the Owner that materials will be installed properly and in full compliance with the specifications under such conditions.

PART 2 PRODUCTS

2.1 INSULATION SYSTEM

A. Acceptable Manufacturers

1. R-Max

2. Hunter

B. Total R Value

1. Furnish roof insulation system with an overall insulation thermal resistance or average R value of 6.80 per inch minimum, except where otherwise indicated on drawings.

2. Flat stock insulation boards and tapered insulation board: Furnish flat or tapered insulation board for new replacement boards.

C. Composition

1. Insulation boards will be comprised of Polyisocyanurate with fiberglass facers on both sides.

PART 3 EXECUTION

3.1 INSPECTION

A. The roofing applicator shall determine whether the existing deck substrate is acceptable prior to the installation of any roofing materials. This acceptance shall include testing the substrate for dryness and for holding capabilities of installed iso-boards and 1/2" High Density recovery boards. At minimum, Contractor shall provide four pull out tests on the main roof.

B. Carefully inspect all surfaces upon which work is to be applied. The installation of any material will be considered an acceptance by the roofer of the substrate covered. Failure of work because of substrate defects, or non-compliance with the specifications will require removal of work which becomes defective, and replacing with work conforming to the specifications at no additional cost to the, Owner.

C. Apply materials over smooth, dry surfaces that are free from dirt and debris. Have all temporary structures, tools, equipment loose rubbish and debris removed from areas to be covered. Do not apply materials over wet, damp, frosty or frozen surfaces. Do not apply materials when the effects of low temperature or excessive moisture would prevent bonding of materials, or would incorporate moisture into the system component materials.

3.2 INSULATION SYSTEM

A. The roof insulation system is composed of flat stock & tapered insulation boards for the crickets between the scuppers and flat stock boards in the field of the roof.

B. No EPS replacement insulation will be allowed on this Building.

C. Install the insulation system as designated by the manufacturer and in accordance with the roofing system requirements listed in these specifications.

D. If damaged, install saddles and crickets where shown, of polyisocyanurate tapered and flat insulation board, per approved shop drawings. Place materials over the (E) tapered and flat stock insulation boards and metal decking and mechanically attach, in accordance with the membrane manufacturer's requirements. Minimum requirements are to meet the ASCE-7 wind up-lift. Stagger joints between multiple rows and layers. HVAC units will get new crickets on the high side of the units.

E. Use full size insulation boards in the field and wherever possible with the exceptions on the crickets. Boards shall be tight and abutting vertical surfaces, on vertical surfaces receiving the roof insulation system and other such locations.

F. Place insulation boards in moderately tight contact, (1/4" max), at joints between boards. When cutting the insulation board, cut completely through the board thickness; do not bend the insulation board to fit a detail. Any areas of insulation system having voids will be rejected by the Owner. Remove rejected areas of insulation system and replace with the system as specified.

G. Do not use damaged, wet or frozen insulation. Do not lay more insulation than can be completely covered by the roofer on the same day and made to be water tight.

END

SECTION 075419

SINGLE PLY PVC MEMBRANE ROOFING

PART 1 - GENERAL

1.01 SUMMARY

A. System Type:

1.) All roofs will receive a 60 mil PVC membrane over mechanically attached/adhered ½" 1/2" High Density recovery boards boards (4' X 8'), and the ½" 1/2" High Density recovery boards will be installed over the existing loose laid White PVC membrane over the top of the mechanically attached iso-board insulation. The new ½" 1/2" High Density recovery boards will be installed directly over the existing polyisocyanurate insulation boards and will be mechanically attached with the Rhinobond Plates and screws through the insulation into the existing metal decking. The 60 mil PVC membrane will be loose laid over the new ½" 1/2" High Density recovery boards and welded to the top of the Rhinobond plates with the Rhinobond welding machines. Magnets will be placed immediately over each newly welded plate and left in place until the PVC bond is completed. The new ½" 1/2" High Density recovery boards will be mechanically attached with 8 fasteners per board in the field. From the wall out 12 feet into the field, the perimeter zone fastening pattern will be with 14 fasteners at the 12' perimeters and 20 fasteners per board, in the (4) corner's zone which is 24' X 24' minimum. .

B. Scope of work includes:

1. Removal and disposal of existing PVC expansion joint, White PVC single ply membrane curb and parapet wall flashings, pipe flashings and any associated fasteners, parapet copings, scupper flashings and all other metal counter flashings. All debris shall be taken to a local dump. Metal copings to be re-used.
2. The existing 5" iso-boards are mechanically attached with plates and screws and will remain in place along with the PVC membrane. Roofer is to cut existing field PVC membrane every ten feet in both directions. The cutting of the old membrane will be prior to the installation of the ½" 1/2" High Density recovery boards.
3. New 24 gauge PVC clad metal drain boxes will be fabricated into a one piece drain sump box insert and installed accordingly.

4. New ½" 1/2" High Density recovery boards Board will be mechanically attached over the existing mechanically attached insulation and PVC membrane, Install Rhinobond plates and screws to meet the 130 mph wind design. Roofing contractor shall conduct a minimum of four fastener pull-out tests prior to starting the re-roofing installation and vefify with the PVC membrane manufacturer that the fasteners and fastening pattern will meet Lyon County's minimum wind uplift requirements. The area for the perimeter fastening of the roof will be 12 feet wide and will get additional fasteners as well as the corners of the roof.

5. The new PVC roof membrane shall have a minimum 60 mil thickness and be white in color. Install new PVC coated metal at the corners of the parapet walls, scupper boxes and the termination of the parapet walls into the CMU/Brick walls.
6. The existing metal coping will be removed and re-installed one the new PVC wall flashings have been fully adhered unto place. A continuous clip will be required to engage and hold down the existing metal coping's outside edge metal. Roofer shall verify that the existing wood nailer complies with the wood to concrete attachment for the "FM I-49 LPDS prior to re-installing the (E) metal copings.
7. Provide new walk pads to match exactly the current walk pads throughout allo roof levels. New walk pads around all of the HVAC units (four sides minimum). Provide and leave an additional 132 linear feet of walk pad to be installed at a later date at the Owner's discretion.

B. Section Includes:
1. Substrate preparation.
2. Roof membrane.
3. Roof Insulation.
4. Base flashings.
5. Roof accessories.
6. Walkways.

C. Related Sections:
1. Flashing and sheet metal - weather protection to base flashings.
2. Rough Carpentry.
3. Flashing and Sheet Metal.
4.

1.02 REFERENCES

A. ASTM D 4434-87 -- Standard Specification for Poly(Vinyl Chloride) Sheet Roofing;

B. Roofing Materials and Systems Directory; Underwriters Laboratories Inc. (UL);

C. ASCE-7 wind uplift requirements

D. FM P7825c -- Approval Guide, Building Materials ; Factory Mutual System; , including FM's loss prevention data sheets. LPDS 1-49 perimeter attachment requirements.

1.03 REQUIRED MEETINGS

A. **Mandatory Pre-Bid Site Conference:** All bidders are required to attend a mandatory pre-bid conference at the time and place indicated in the invitation to bidders. The purpose of this meeting is to give all bidders a chance to review the existing conditions and provide any clarification of the plans and specifications prior to bid time.

B. **Pre-Construction Conference:** Prior to beginning work, a pre-application conference will be held at the job site. Those required to attend will be: Contractor, the superintendent, any other applicable subcontractors, a manufacturer's technical representative and the Owner's roofing consultant. A representative of the Owner will also be present. Contractor will coordinate the date with the Owner's representative and coordinate the Pre-Construction Conference so that all required parties are in attendance.

1. Attendees shall review all pertinent details and specifications, noting any potential problems and making any changes, deletions, or additions as deemed necessary. Also included in the discussion will be the following: nature and availability of roofing materials; guarantee and submittal requirements; protection of building, building components, and completed roofing system; proposed installation procedures; and any additional items related to the total roof system.

2. Attendees shall tour representative areas of the roof and discuss substrate construction and general conditions, including deck slope, expansion joints, curb and penetration installation, and material compatibility.

3. Pre-application conference shall not take place until receipt of required roofing submittals. No roofing work shall commence nor material be delivered to the job site until after the Pre-Application Conference is held.

C. **Final Inspections:**

1. Upon 100% completion of all specified roofing items, a final roof inspection shall be performed with the following in attendance: Contractor, the roofing manufacturer's technical representative, the roofing consultant, a representative of the Owner and any applicable subcontractors. Any discrepancies or incomplete work shall be documented in a "punch list" which will be issued to Contractor. The punch list items will be corrected within (5) days of the final inspection. The roof's final inspection shall be scheduled within (7) calendar days of completion of the roofing.

1.04 SUBMITTALS

A. Product Data: Submit technical product information and installation instructions as necessary to demonstrate products comply with project requirements prior to the pre-construction meeting.

B. Letter of certification from the primary membrane manufacturer stating that: (1) the roofing system specified or proposed is appropriate for the geographical area and type of metal deck; (2) the specified requirements are either acceptable or exceed their requirements for the specified guarantees; and (3) **the systems comply with the specified UL, FM, and IBC and Local code requirements called out in these project documents**. Any items not acceptable or detrimental to system performance shall be noted prior to bid for review and clarification.

C. Shop Drawings: Submit roofing sheet membrane layout drawings showing seam locations, specific roofing details illustrating relationships with adjacent construction, and flashing details at roof perimeter and roof penetrations.

D. Copy of guarantee application submitted to and initially approved by the manufacturer.

E. Material Safety Data Sheets (MSDS) for all products containing "Hazardous Materials" as defined on lists issued by both the federal and state governments. Maintain copies of MSDS at the job site and provide a copy to the owner for posting.

F Samples:

1. Roof membrane sheet: Submit 12-inch-square samples (3).
2. Fasteners for metal copings (bagged and labeled).
3. Walkway Pads: Submit 12-inch-square samples.
4. Color samples for touch up if needed (4 by 5 inch).
5. Rhinobond plates and fasteners bagged and labeled.
6. 1/2” High Density recovery boards Board (4 each). 4” X 4”

G. Letter of certification from the membrane manufacturer verifying that the roofing contractor is an approved applicator with a minimum of 5 years of experience.

H. Submit copies from the IBC’s wind calculator testing and Underwriter's approval guides showing compliance with their published testing and UL class A fire rating. Highlight the fastening patterns for the Rhinobond attachement and sheet membrane and also provide FM’s compliance with the loss prevention data sheet 1-49.

I. **Submit a list of existing conditions showing all existing damages interior and exterior. The pre-existing conditions list shall be turned in prior to the start of work and failure to do so shall make the contractor responsible for all damages associated with their work. Any pre-existing damages to the site that could be attributed to the roofing contractor and his subcontractors shall be included in the pre-existing condition list. Landscaping, sprinkler system, pavement, sidewalks, walls and any trees would be examples of damaged items to be documented.**

1.05 QUALITY ASSURANCE

1. Rolls of PVC membrane shall have protective covering material and all packaging shall have UL Classification marking.

A. Project quality control is the Contractor's responsibility and obligation. Nothing contained herein shall imply an obligation for the Owner to perform field observations, nor shall any Owner's field observations relieve the Contractor from his or her responsibilities under the terms of the contract.

B. Contractor shall have at all times a copy of the plans and specifications at the job site. The job foreman shall have on the roof at all times any copies of addendums, RFIs and any related documents pertinent to the re-roofing project.

C. The responsibility for proper installation of all components of the roofing system lies with the Contractor. The Contractor shall inform the consultant/ (Owner) of any conditions detrimental to the quality of construction or long-term performance of the roofing system and shall not proceed with the work until the conditions are corrected.

D. Manufacturer Qualifications: A company that has produced PVC roofing materials and accessories of the type included in this section for at least 20 years. Primary PVC manufacturers only no private labeling.

E. Installer Qualifications: A company approved or licensed by the roofing materials manufacturer and which has completed within the past twelve months at least 4 projects of the PVC installations using the specified roofing manufacturer's materials. The contractor selected for this work must have at least 5 years' experience in installation of comparable roofing systems to that proposed. Contractor shall have a minimum of 5 years-documented approval from the primary roofing manufacturer and be capable of providing the specified guarantees.

F. Installer Certification: Furnish to the roofing consultant and Owner, before the award of the contract, written documentation that the installer is certified by the manufacturer to install roofing systems of the type included in this section.

G. Installer Field Supervision: Installer shall maintain full-time supervisor/foreman on project site during times in which roofing work is in progress. Supervisor shall have a minimum of 5 years of supervisory experience in roofing work similar in nature and scope to the specified roofing project. Contractor shall get approval in writing to change the supervisor/foreman.

H. Whenever specification items found herein are less stringent than the roofing manufacturers, UL's and FM's requirements, the more stringent requirements shall be followed.

I. UL Listing: Provide roof system and associated materials which have been evaluated by Underwriters Laboratories Inc. (UL) and have been listed in the UL "Roofing Materials and Systems Directory" as acceptable for Class A external fire exposure.

J. **Flood Test: A 48 hour flood test of the completed roof system shall be conducted by the contractor in the presence of the Owner's representative**. This shall include: Simulated rain over all new membrane areas for at least 15 minutes as directed by the Owner. Plug all drains and fill each area to a depth of 4" above the bottom of the drain bowl for 48 hours; and unplug all drains to insure that water flows freely without restriction. Contractor shall provide and/or arrange for all necessary equipment, water, supplies, etc. for these tests. Contractor shall make all required corrections due to defects noted during or after these tests.

1.06 PROJECT CONDITIONS

A. Begin roofing installation when weather conditions are within acceptable limits according to manufacturer's installation instructions.

1.07 PRODUCT HANDLING

A. Deliver materials to project site in manufacturer's unopened sealed containers or unopened packages, with manufacturer's labels intact.

B. Store materials in weather-protected environment, clear of ground and moisture.

C. Any wet, damaged or defective materials shall be marked and removed from the job site that same day. This material shall be replaced with new unopened materials.

D. Contractor shall take every precaution to prevent interior leakage, materials from falling into the interior and any tear-off debris from the roofing work falling into the interior. Installation of materials shall be accomplished without compromising the interior or exterior occupied areas.

E. Do not load or permit any part of the structure to be loaded with a weight that will endanger the structure's integrity or cause damages to any existing structure.

F. The contractor shall accomplish the work so as not to disturb the existing materials found in the interior of the building. The contractor shall take care when lifting heavy objects and also when setting down heavy materials. Contractor shall be responsible for the delamination and displacement of any interior fixtures or materials and will make and correct all damages at no additional cost to the Owner.

1.08 WARRANTY

A. Roofing membrane Manufacturer's Roofing Warranty Agreement shall cover work of this Section, including the following: roof membrane, base flashings, and roof accessories. From the deck up to the finished roof membrane or the entire roofing system from deck to membrane.

B. Roofing membrane Manufacturer's Roofing Warranty: See Bidding Requirements and Roofing Warranty Agreement. Complete the Roofing membrane Manufacturer's 20 year warranty and have roofing manufacturer sign the 20-year Roofing Warranty Agreement, starting from the date of substantial completion, after all punch list items, if any, have been completed.

1.09 PROTECTION

A. **No staging of roofing materials or equipment shall occur on newly installed finished roofing.** Scheduling of work shall allow for commencement of roof installation at locations opposite roof access points, working in toward access/staging areas.

B. Once the completed roof system is installed, **it shall not be used by the roofer or other trades for staging of any kind. No storage will be allowed on the roof**. No other trades shall be allowed to work on/or over the new roof system without providing protection as follows: (1) a heavy canvas tarp shall be laid directly on the membrane with a minimum of ½" plywood sheathing over it; (2) contractor shall provide sand bags as a ballast to prevent the plywood from becoming airborne in windy conditions. The protection shall extend five feet beyond the work area. Other than the protection, no equipment, tools, scaffolding or materials are to come into direct contact with the new PVC roof membrane. Violation of these requirements shall be grounds for rejecting the roof installation in part or in whole. The roofing contractor must also follow these guidelines when working over areas of completed roofing.

C. Special care shall be taken when foot traffic is necessary over the new roof membrane. **Walk pads shall be installed immediately after the membrane has been installed in areas of foot traffic.** The contractor shall protect the roof from becoming dirty and marked, scuffed, scratched or abused. Provide special protection when significant foot traffic is required over any portion of the roof. **Contractor shall clean/power wash the new roof membrane prior to the final inspection.**

D. Damages to the existing structure and other components as a result of the roofing operations that prevent their intended use will be replaced by the contractor with new at no additional cost to the Owner.

PART 2 – PRODUCTS

2.01 MANUFACTURER - ROOF SYSTEM

A. Manufacturers: "Sarnafil GS327- 60" mil. Rhinobond mechanically attached.

B. Substitutions shall be considered under the provisions of the conditions of the contract. Only those manufacturers whose PVC products have been preapproved by the Owner will be considered.

2. 02 SINGLE PLY ROOFING MEMBRANE

A. Membrane Material: PVC sheet in manufacturer's standard thickness, but not less than 60 mils minimum, no nominal membranes. The new PVC roof membrane will be mechanically attached with Rhinobond plates and screws to the existing metal deck.

1. Color: White. Must meet the requirements for an Energy Smart roof membrane. The membrane must be EnergySmart (white), initial reflectivity of 0.83, initial emissivity 0.90, solar reflective index (SRI) of >104.

1. Reinforcement: Manufacturer's standard.

2. Minimum Properties: ASTM D 4434-96 (or latest revision) "Standard for Polyvinyl Chloride Sheet Roofing."

3. Membrane thickness is minimum and not nominal and manufacturer shall provide written documentation that their membrane will meet the minimum requirements. All membrane delivered to the job site will be checked for compliance.

PROPERTY	TEST METHOD	RESULTS
Minimum Thickness in sheet overall	ASTM D 638	.060"
Thickness over scrim	ASTM D 638	.030"
Tensil Strength Min. psi Pma	ASTM D 638	1600 (11.1)
Elongation at Break, min. (machine x tranverse)	ASTM D 638	270% / 250%
Tearing Resistance, min., lbf (N)	ASTM D 1004	14 (63.0)
Low Temperature Bend, -40º F (-40º C)	ASTM D 2136	PASS
Linear Dimension Change	ASTM D 1204	+/- 0.15%
Factory Seam Strength	ASTM D 751	65 LBF
Dynamic Puncture Resistance, 7.3 ft-lbf (10 J)	ASTM D 5635	PASS
Solar Reflectance	ASTM C 1549	.79

2. 03 MEMBRANE ATTACHMENT/ADHESIVE AT PARAPET WALLS

A. A solvent-based reactivating-type adhesive used to attach membrane to flashing substrate. Consult Product Data Sheets for additional information

1. Water based adhesive: A water based adhesive shall be used to attach the PVC membrane to horizontal or low slope surfaces where applicable. (Temperature permitting)
2. Solvent based adhesive: Adhesive shall be a solvent based reacting adhesive used with a fully adhered system and/or vertical flashing details. Utilized to adhere membrane to substrates that are dry and clean, specifically 1/2" High Density recovery boards and metal nailers and steel surfaces.

B. Termination Bars

1. An extruded aluminum bar with a low profile that is used with various fasteners to attach to various flat surfaces at terminations of the PVC membrane. The dimensions of the termination bar are 1 inch (25mm) wide, 1/8" inch (3mm) thick. The bar has pre drilled holes to accommodate the fasteners to attach the bar to the substrates.

2.04 RECOVERY BOARD

A. ½" unprimed 1/2" High Density recovery boards with glass mats on both sides. 1/2" High Density recovery boards will be installed over the top of the existing PVC roofing system and attached independent of the old insulation fasteners. Insulation boards at all crickets and mechanically attachment of the 1/2" High Density recovery boards and existing iso-boards to the metal decks must meet the membrane manufacturer's requirements for the wind and Hail at this geographic location, and the 1/2" High Density recovery boards application must be U.L. rated.

2.05 ROOF INSULATION

A. For any damaged insulation material: Replace with Rigid foamed polyisocyanurate 4’ X 4’ minimum boards that are the same thickness and taper as the damaged boards to be replace, if necessary and approved by the owner.

B. Manufacturers: Provide insulation materials approved by the roofing membrane manufacturer and listed/tested for specified UL Class A and ASCE-7 ratings. All insulation boards shall be from the same manufacturer and of the same type.

C. Manufacturing Standard: Federal Specification HH-I-1972/2; ASTM C-518; RIC/TIMA Aged testing procedure.

D. Types and thickness: Specified thickness' and "R" values are a minimum; the insulation must meet or exceed the more stringent of the two.

1. Tapered minimum 1/4” per foot; provide polyisocyanurate board tapered insulation throughout all crickets and flat stock in the field, located in all roof areas. Attachment: Replacement insulation shall be attached with Rhinobond plates and fasteners. This applies to any **damaged insulation** boards in the field areas and at the all the crickets.

2.06 ACCESSORIES

A. General: Provide installation accessories as required for complete roofing system and as recommended by membrane manufacturer, including but not necessarily limited to:

1. Roof Membrane Adhesives.
2. Flexible flashings (60 mil.) and pre-fabricated boot and corner details (60 mil.). Provide stainless steel band clamp and sealant at top edge of boot flashing. Note: All flashing of curbs and penetrations shall be a minimum of 8" above the finished roof membrane.
3. PVC clad metal. 24 gauge minimum
4. Miscellaneous fasteners and anchors.PVC coated plates for the Rhino.
5. Termination bars.
6. Caulks, sealants and other water stop materials.
7. Existing metal copings with metal nailers.

B. Fasteners for Wood and Masonry Components:

1. Wood nails shall be minimum 11 gauges, barbed and galvanized with 5/8" head. Masonry nails shall be case hardened and one inch diameter tin caps must be used. All wood fasteners must penetrate a minimum of ¾ " for securement purposes.

2. Fasteners for attachment of metal to masonry shall be expansion anchors with stainless steel pins with Phillips heads for removal. All concrete fasteners and anchors shall have a minimum embedment of 1 ¼" inch and shall be approved for each specific use by the manufacturer of the fasteners.

2.07 WALKWAY PROTECTION

A. CrossGrip or approved equal.
Install the CrossGrip walk pad around all the roof hatch access points and all 4 sides of the HVAC curbs.

B. Walkways:

1. Preformed walkway pads: CrossGrip Gray or for any substitutions the manufacturer's walkpads as approved by the Owner, Gray. Additionally supply of 132 ln. ft. to be installed later.

a. Walkway attachment will be heat welded strips around the perimeter or strapped together, per the manufacturer's recommendations.

PART 3 - EXECUTION

3.01 EXAMINATION OF SUBSTRATE

A. Verify that all insulation/decks are clean, dry, smooth, and properly sloped for drainage. Verify that the metal decks finishes are flat and smooth with no ridges, mounds, dips or valleys complying with minimum code requirements. All irregularities shall be corrected as required prior to the installation of the roofing system.

B. Verify that roof decks construction meets roof system manufacturer's minimum roof deck criteria for the roof system to be installed. Correct substrate surfaces which are unacceptable to the installer, and are not in accordance with roof membrane manufacturer's installation instructions, before starting roofing application. Owner's approval is required prior to any corrections of the substrate.

C. Verify that roof openings, penetrations, roof edges, and interruptions are properly set or braced and ready to receive the roof system. Verify that roof curbs and other roof penetrations are properly spaced from each other (12" minimum); and extend a minimum of 8" above the finished roof elevation. No roofing shall begin until the areas to receive roofing meet these conditions. Contractor shall be responsible for raising penetrations and curbs at no additional cost to the owner.

D. Roofing insulation or membrane shall not be installed when inclement weather is imminent.

3.02 PREPARATION

A. Contractor shall remove all existing single ply roofing's base and wall flashings, etc. down to the existing CMU,concrete, metal or wood sub straight. Dispose of the tear-off materials at a local dumpsite. **Contractor shall not remove more existing roofing in one day than can be covered with the new membrane in the same day.** All tear-off materials shall be removed from the roof on a daily basis. No stock piling of debris will be allowed.

B. Contractor shall be responsible to verify with a transit the existing slope prior to installing the insulation or membrane. The slope verification will confirm the existing slope. Any slope contradictions or other discrepancies shall be reported to the Owner immediately in writing.

C. Remove and vacuum from the insulation and 1/2" High Density recovery boards any dirt, construction debris and other material which could prohibit proper roof membrane installation. Prior to installation, the existing deck shall conform to the membrane manufacturer's standards for a roofing substrate and any areas of bad decking that require replacement shall be coordinated with the Owner.

D. Existing HVAC equipment will need to be cleaned and prepped for the new clad metal and membrane flashings. The flashings will need to have a minimum of eight inches of height from the finished membrane surface. **Down time of any equipment shall be cleared and coordinated through the Owner and any disruptions in service will result in the temporary use of alternate equipment at the contractor's expense immediately.**

E. Remove ridges and sharp projections. Fill depressions and cracks as recommended by roof system manufacturer.

F. Install Sawcut reglets, and similar attachment devices as indicated or required.

G. Roofing applicator shall verify that all roof drain openings are open and are functioning correctly (not clogged or blocked) before starting work. Contractor shall report any such blockages in writing to the Owner's representative and make all necessary corrections prior to the installation of the PVC roof membrane system. Failure to report any problems with the scuppers will cause the roofer to pay for all costs associated with correcting the drains openings.

3.03 INSULATION AND 1/2” HIGH DENSITY RECOVERY BOARDS

BOARD INSTALLATION

A. General: Comply with manufacturer's instructions for storage, handling, laying and adhering of insulation boards.

B. No more new replacement insulation and new 1/2” High Density recovery boards board shall be laid in one day than can be completely covered in the same day's work. 1/2” High Density recovery boards shall be attached as previously called out.

C. 1/2” High Density recovery boards/insulation boards shall be laid with edges parallel to roof edges and in a staggered pattern. Utilize an ashlar pattern, (cross), with the joints staggered and the joints between the long dimension running continuous.

D. Insulation/1/2” High Density recovery boards shall be neatly cut and fit around all through-roof penetrations. Space 1/2” High Density recovery boards/roof insulation 1/4" from all vertical flashings.

E. Remove and replace any wet insulation/1/2” High Density recovery boards prior to membrane installation as no wet 1/2” High Density recovery boards will be allowed or accepted.

3.04 MEMBRANE INSTALLATION

A. Unroll membrane and position without stretching. Allow membrane to relax a minimum of 15 minutes when temperature is above 60 degrees and 30 minutes when temperature is below 60 degrees. Inspect and remove any damaged membrane. Cut sheets to maximum size possible to minimize seaming.

B. All membrane sheets shall overlap a minimum of 5" with a minimum seam weld of 1” minimum and 2" hand welds. Laps shall be shingled so as to have water flow over but not against the lap.

1. Low VOC Adhesive:

A solvent-based reactivating-type adhesive used to attach the membrane to the substrate, vertically. Consult Product Data Sheets for additional information. Application rates are as follows:

APPLICATION RATES FOR BARE BACK MEMBRANE

	Adhesive Rates - Gallons/100 Ft² *(Liters/Meter²)*					**Approximate Sq. Ft./Pail** *(meter²)*
	Substrate		**Membrane**		**Total**	
Isocyanurate Paper Facer	1.25 *(0.51)*	+	0.50 *(0.20)*	=	1.75 *(0.71)*	285 *(26.48)*
Smooth Plywood	1.00 *(0.41)*	+	0.50 *(0.20)*	=	1.50 *(0.61)*	333 *(30.94)*
Metal	0.75 *(0.31)*	+	0.50 *(0.20)*	=	1.25 *(0.51)*	400 *(37.16)*
Concrete Wall	1.25 *(0.51)*	+	0.50 *(0.20)*	=	1.75 *(0.71)*	285 *(26.48)*
1/2" High Density y boards®	1.25 *(0.51)*	+	0.50 *(0.20)*	=	1.75 *(0.71)*	285 *(26.48)*
1/2" High Density y boards® Prime 1/2" High Density y boards® DuraGuard™	1.00 *(0.41)*	+	0.50 *(0.20)*	=	1.50 *(0.61)*	333 *(30.94)*

APPLICATION RATES FOR MEMBRANE FLASHINGS USING FELTBACK

	Adhesive Rates - Gallons/100 Ft² *(Liters/Meter²)*						**Approximate Sq. Ft./Pail** *(meter²)*
	Substrate (1st coat)		**Substrate** (2nd coat)	**Membrane**		**Total**	
Smooth Plywood	1.00 *(0.41)*	+	1.00 *(0.41)*	+ 0.50 *(0.20*	=	2.50 *(1.02)*	167 *(15.51)*
Concrete Wall	1.00 *(0.41)*	+	1.00 *(0.41)*	+ 0.50 *(0.20*	=	2.50 *(1.02)*	167 *(15.51)*
Masonry Wall	1.00 *(0.41)*	+	1.00 *(0.41)*	+ 0.50 *(0.20*	=	2.50 *(1.02)*	167 *(15.51)*
Granular Bitumen	1.00 *(0.41)*	+	1.00 *(0.41)*	+ 0.50 *(0.20*	=	2.50 *(1.02)*	167 *(15.51)*
Smooth Aged Bitumen	1.00 *(0.41)*	+	1.00 *(0.41)*	+ 0.50 *(0.20*	=	2.50 *(1.02)*	167 *(15.51)*

Notes:

a) Due to an increase in viscosity when outdoor temperatures during installation are below 40º F (5º C), add ½ gal/100 ft² (0.2 l/m²) to rate for estimating purposes. Do not install when air temperature is within 5º F of dew point. Solvent evaporation time increases significantly when temperatures drop. Ensure first

layer of low VOC adhesive is fully dry before second layer is applied to the back of the membrane for proper reactivation.

b) Use a water-filled, foam-covered lawn roller to consistently and evenly press the membrane into the adhesive layer immediately following the installation of the PVC membrane.

2. Water Based Adhesive:

A water-based adhesive used to attach the membrane to horizontal or near-horizonta substrates. Consult Product Data Sheets for additional information. Application rate are as follows:

WATER BASED APPLICATION RATES FOR BARE BACK MEMBRANE				
	Adhesive Rates - Gallons/100 Ft² *(Liters/Meter²)*			**Approximate Sq. Ft./Pail** (meter²)
	Substrate	**Membrane**	**Total**	
Isocyanurate Paper Facer	1.50 *(0.*	0	1.50 *(0.61)*	333 *(30.94)*
Smooth Plywood	1.50 *(0.*	0	1.50 *(0.61)*	333 *(30.94)*
1/2" High Density recov boards Prime®	1.25 *(0.*	0	1.25 *(0.51)*	400 *(37.16)*

Notes:

a) There is a significant increase in drying time due to an increase in humidity and/or a decrease in temperature. Do not install when outdoor or substrate temperatures during drying period are expected to fall below 40º F (5º C).

b) Do not allow water based adhesive to skin-over or surface-dry prior to installation of membrane.

c) Use a water-filled, foam-covered lawn roller to consistently and evenly press the membrane into the adhesive layer immediately following the adhering of the PVC membrane.

d) (For fully adhered only) Each membrane shall be fully adhered 100% to the 1/2" High Density recovery boards. Placement of the membrane and specific attachments shall comply with ASCE-7 published testing.

e) Requirements for perimeter attachment shall be per Factory Mutual Approval Guide and Loss Prevention Data Sheet 1-49 and membrane manufacturer's standard installation Guidelines. Membrane at perimeter edges shall extend down two inches down over the outside edge and can be secured by the continuous clip with fasteners 12" O.C.

f) All surfaces to be welded shall be clean and dry. Only hot air welding will be allowed. **Temporary tack welding of the membrane will not be allowed**. The field membrane shall only be automatic machine welded. **Hand welding is permitted for flashing and detail work only.**

g) Provide minimum 1 ½" continuous auto welds with hot air welding machines, at all seams where the membrane overlaps. Use a roller to apply pressure to seams in conjunction with welding to insure a positive weld. Check the full length of all seams using a probe with a well-rounded point. Hand probing is mandatory and

will be completed at the end of each day mandatory. Voids will be marked and dated by the roofing contractor.

h) In any areas where the integrity of the weld is suspect or where welding defects occur, the area shall be patched using the same membrane material with rounded corners extending 6" beyond the area to be patched. **Re-welding voids or false welds and melting the edges down will be rejected and will require patches, no exceptions. (smash welding)**

i) Within 45 minutes of the start up each day, **the contractor shall take test cuts of welded field seams** and will pull apart the test cut immediately to verify a good weld. After pulling apart, place test cuts on roof and adhere with urethane caulking. Date and label all test cuts on the back of the strip with a Sharpie black ink pen. Test cuts shall be taken once in the morning and once in the afternoon per auto welder. Take a minimum of six (6) test cuts on hand welded details at curbs and at the base of the parapet walls. All test cut holes shall be patched as indicated above. Test cuts not taken during the day will be taken at the final inspection at the discretion of the Owner's representative.

3.05 FLASHINGS INSTALLATION

A. Extend horizontal field membrane to the base of vertical surface at walls, penetrations, etc., and cut even. Secure the membrane along the base of the walls and around roof penetrations in accordance with Factory Mutual and the manufacturer's requirements. Extend membrane 3" onto all clad metal flanges and provide a continuous 2" weld.

B. Install membrane flashing at walls and curbs and extend out onto the field membrane surface a minimum of 4 1/2". All curbs and parapet walls are to be wrapped up and over the top and extended down the opposite side and fastened at 12" O.C.

C. Edge flashings shall be fabricated utilizing clad metal. Secure clad metal to substrate with appropriate fasteners spaced 6" 0.C. staggered.

D. Flash all pipes and similar penetrations utilizing the membrane manufacturer's fabricated boots. The boots may need to be modified to meet the eight-inch minimum height requirement. Provide a clamping band over a cushion strip at the top of all boots and boot flashings and caulk the top of the band with membrane manufacturer's caulking.

E. Since the scope of this project is re-roofing, a separator sheet will be required to divorce the PVC flashings from any contamination of existing surfaces. Fully adhere all base flashings and secure top edge with appropriate fasteners every 12" 0.C. The use of an asphalt resistant membrane will also be acceptable, if needed.

F. All membrane flashings shall be installed concurrently with the roof membrane application, as no temporary flashings will be allowed. If any water is allowed under the new membrane or flashings due to incomplete work, the wet areas shall be removed and replaced at Contractor's expense.

3.06 MISCELLANEOUS WORK

A. Provide new metal counter flashing insert skirts at unit curbs and elsewhere where counter flashings have less than two inches of overlap of the top of the membrane.

B. All flanged vent units and flanged ducting that penetrates the roof shall be re-configured or replaced to accommodate placement on new wood curbs. **No sheet metal will be allowed to penetrate the roof and flashed as such. All penetrations shall have a curb and if one is not present then the contractor shall install a new wood curb at no additional cost to the OWNER'S.** No wood sleepers will be allowed and if a new platform is needed to replace the sleepers the contractor shall include this in the scope of the work at no additional cost to the Owner.

C. Extend the existing curbs, supports, duct work, piping, gas and water to accommodate the raising of the equipment to meet the installation of the new membrane and to meet the minimum eight inch height requirement above the finished roof membrane surface. Any moving, lifting or other modifications of the roof top equipment, shall be performed by a licensed HVAC contractor. Contractor shall be responsible to return all HVAC and electrical back to its original operating condition. Contractor shall put in writing to the Owner any pre-existing conditions, problems/deficiencies found prior to shut down of equipment. Failure to verify the equipment's condition and submit it in writing, prior to shut down will result in the contractor being responsible for the repairs or replacement of the equipment in question. Any repairs or replacement shall be implemented immediately within 48 hours of notice.

3.07 WALKWAYS

A. Space walk pad units according to the manufacturer's recommendations or butted up to one another. Adhere/weld strips of PVC straps to the walk pad units to membrane in accordance with pad manufacturer's printed instructions.

1 Install pads over clean, dry surfaces.

2. Provide pads as described and provide an additional 132 linear feet of the CrossGrip to be turned over to the Owner prior to the final inspection.

3.08 TEMPORARY SEALS/REPAIRS

A. The Contractor shall make the roof 100% water tight each and every night, as this is an occupied professional building. The edge of the new membrane shall be sealed in a continuous manor with compatible materials to prevent water from entering into and under the newly installed membrane.

B. Once the contractor has started the roofing work any and all leaks are the Contractor's responsibility. Contractor is responsible for keeping the inside dry and free from water intrusions. There will not be any pre-existing conditions and any and all leaks will be repaired at no additional cost to the owner.

3.09 CLEAN UP

A. Contractor **shall remove bituminous or other markings from the finished roof membrane.** Contractor is to keep the roof membrane and premises clean and free from accumulations of waste materials and debris at all times. Surplus materials and all equipment shall be promptly removed from the job site upon completion of the work. Prior to the final inspection, the contractor shall restore all areas affected by his work to their original state of cleanliness and repair all damage done to the premises by his workmen and/or equipment.

3.10 FINAL/FLOOD TEST

A. Contractor shall perform the flood test in the presence of the Owner's representative and demonstrate that all the drains are functioning properly. The roofing contractor shall coordinate the final inspection and give the Owner (5) days' notice prior to the inspection.

3.11 FINAL INSPECTION

A. The final roof inspection shall have the following people in attendance: a representative of the Owner, the roofing membrane manufacturer's technical representative, the roofing consultant, Contractor and foreman. A punch list shall be generated from the final inspection and the punch list shall be completed within 5 days of the final inspection.

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END

SECTION 076100

Flashing and Sheet Metal

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Copings, drip edges and reglets. See drawings for type and location.

B. Miscellaneous items shown on the drawings, but not specifically called for in the specifications.

1.2 RELATED WORK

A. Single Ply Membrane Roofing

B. Flashing and Sheet Metal

C. Existing metal coping replacement

1.3 REFERENCED STANDARDS

A. ASTM A526 - Steel Sheet, Zinc Coated (Galvanized), by the Hot Dip Process, Commercial Quality.

B. ASTM A527 - Steel Sheet, Zinc Coated (Galvanized), by the Hot Dip Process, Lock-Forming Quality.

C. FS TT-S-00230C - Sealing Compound; Elastomeric Type, Single Component.

D. FS SS-C-00153a - Cement, Bituminous, Plastic - Type I.

E. SMACNA Standard, latest edition.

1.4 SHOP DRAWINGS

A. Submit shop drawings.

B. Clearly detail shaping, jointing, length of sections, fastening, and installation details.

1.5 EXISTING CONDITIONS/PROTECTION

A. Exercise care when working on or about roof surfaces to avoid damaging or puncturing membrane or flexible flashings.

B. Place gypsum board panels and cloth tarps on roof surfaces adjacent to work of this section and on access routes. Keep in place until completion of work.

1.6 GUARANTEE/WARRANTY

A. Provide the Owner with a guarantee stating that metal flashings and other metal components will properly shed water and protect membrane from physical damage for a minimum period of two (2) years from date of substantial completion, and that damage resulting from failure to provide above stated performance will be repaired to satisfaction of the OWNER'S at no additional cost.

PART 2 PRODUCTS

2.1 COPINGS

A. Prefabricated Sarnafil Edge-Tite sytem for High wind resistance.

B. Coping at Parapets:

1. Re-use existing coping and continuous clips. Attach to the (E) wood nailer.
2. Install to manufacturer's latest printed instructions.
3. Provide shop drawings.

C. Masonry Reglets/Flashing:

1. Reglets shall be Type MA-4 or Type ST by Fry Reglet Co. as shown on drawings.
2. Stucco reveals shall be PRM-75-75 by Fry Reglet Co.
3. Drip screeds shall be DS-875-V-5/8"-300 by Fry Reglet Co.
4. Provide end laps which ensure watertight seal where necessary.
5. Provide standard fry flashing installed without clips or screws.

2.2 ACCESSORY MATERIALS AND COMPONENTS

A. Fasteners: Concealed hook strip or clip type, as detailed or required, of same material as flashings; sized to suite application.

B. Solder and Flux: Type recommended for materials being sealed.

2.3 FABRICATION, if applicable.

A. Form sections square, true and accurate to size, free from distortion and other defects detrimental to appearance or performance.

B. Form sections in 10' lengths. Make allowances for expansion at joints. Provide 6" long laps under sleeves at joints.

C. Seams are to be butt hairline type, except corners. Fabricate corners minimum 18" mitered, solder or welded, and sealed as one piece.

D. Wash and wipe clean soldered joints to remove traces of flux immediately after soldering.

E. **Hem all exposed edges of flashings on underside 1/2", minimum**.

F Back paint flashings with bituminous paint where expected to be in contact with cementitious materials or dissimilar metals.

G. Form exposed sheet metal and coated metal work without excessive oil-canning, buckling and tool marks, true to line and levels indicated.

F. Fabricate shop fabricated items in accordance with latest SMACNA requirements.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Secure flashings in place using specified type fasteners. Use exposed fasteners only in locations approved by architect. When using exposed fasteners, they are to be of same finish as flashings. PVC washers will be utilized as neoprene washers will not be allowed.

B. Insert metal flashings into reglets where indicated on drawings to form tight fit. Seal flashings into reglets with sealant. Install all reglets and flashings per Manufacturer's latest printed instructions.

C. Apply sealing compound at junction of metal flashings and flexible flashings.

D. Lock seams and end joints. Fit flashings tight in place. Make corners square, surfaces true and straight in planes, and lines accurate to profiles.

END OF SECTION

Lyon County School District
Board Memo

Date: September 26, 2023

To: Board of School Trustees

From: Wayne Workman, Superintendent

Re: FES HVAC Replacement

Recommendation

The Board of Trustees approve the recommended quotes from Trane to upgrade and replace existing chillers at Fernley Elementary School at a cost of $141,540.

Background Information

October 2021, LCSD contracted with CR Engineering to conduct a district wide condition assessment of heating, ventilation, and air conditioning (HVAC). An opinion of cost was also done as a part of a 10-year master plan for each school. Utilizing this assessment, the district operations and maintenance team have focused their efforts on new building controls and equipment replacement. Recognizing this need the Board of Trustees approved an annual allocation of $750,000 from the Government Services Tax fund towards district wide HVAC, boilers, and building controls.

Following NRS 332, Trane has been the sole source provider of Trane HVAC equipment therefore the district does not have to solicit competitive bids. District has also utilized Trane equipment for several other district wide projects. Continuing this practice allows district wide maintenance personnel to continue gaining a better understanding of equipment and allows the district to stock parts which may be necessary district wide.

If equipment is purchased in September 2023, delivery is expected Spring 2024, allowing the district to complete this project in the Summer 2024.

Budget Considerations

Total cost of $141,540 to be paid from Fund 340 Government Services Tax Fund.

Discussed at Prior Meetings

N/A

Attachments:

FES 52T quote
FES 60T quote

Respectfully Submitted,
Harman Bains, Director of Operations
Kirk McCallum, O&M Supervisor

Proposal

Proposal is valid for 15 days.

Customer must obtain credit approval and release order to production within 60 days of proposal date.

PROPRIETARY AND CONFIDENTIAL PROPERTY OF Trane U.S. Inc.

DISTRIBUTION TO OTHER THAN THE NAMED RECIPIENT IS PROHIBITED

Prepared For: Lyon County School District
Attn: Kirk McCallum

Job Name:
LCSD – FES – 52T

Delivery Terms:
Freight Allowed and Prepaid - F.O.B. Factory

Date: August 25, 2023 R1

Proposal Number: C8-11753-328-1

Payment Terms: Net 30 Days

Trane U.S. Inc. is pleased to provide the following proposal for your review and approval.

Tag Data - Air-Cooled Scroll (Qty: 2)

Item	Tag(s)	Qty	Description	Model Number
A	52 T	1	20-130 Ton Air-Cooled (CGAM)	CGAM052A2**3EXD2A1A3A1AX*A1A2BXXXXXXXAXA5A 1D1XXCXX

Product Data - Air-Cooled Scroll
All Units

52 nominal tons Air-Cooled Scroll Packaged Chiller
Startup Included - Trane Service must start equipment for warranty to be honored
208 volt 3 phases60 hertz
tra efficiency/performance
Refrigerant Charge R-454B
With factory installed freeze protection
Refrigerant isolation valves (discharge valve)
Factory installed flow switch - set point 15 cm/sec
Standard Cooling
Grooved pipe connection
Factory insulation 0.75"
Performance based on 30% propylene glycol
Wide Ambient
Lanced aluminum fins
Across the line starter/direct on line
Single point connection main line unit power-ancillary items require other power
Terminal block conn for incoming lines
Enclosure Type UL 60335 Rated for Outdoor Applications
No Wireless Options
Default A short circuit rating
With water strainer factory installed
Comprehensive acoustic package
Architectural louvered panels
Year 2 parts warranty whole unit / 1st year labor warranty / 1st year refrigerant warranty

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Not Including:
Hot Gas Bypass (Not shown), Thermostats, Zone/ Temperature Sensors, Pumps, BMS integration, Control Valves, Hydronic Accessories, Extended Parts or Labor Warranty (not listed), Storage and rigging of equipment.

Total Net Price *(Excluding Sales Tax)* ..... $ 68,890 **

Tax Status: Taxable ☐ Exempt ☐	IF EXEMPT PLEASE SUBMIT COMPLETED TAX EXEMPTION CERTIFICATE WITH YOUR SIGNED PROPOSAL OR WITH YOUR PURCHASING DOCUMENTS, KEEP YOUR ORIGINAL ON FILE IN THE OFFICE. YOU WILL BE CHARGED TAX IF A VALID EXEMPTION CERTIFICATE IS NOT ON FILE BEFORE EQUIPMENT, PARTS OR SERVICES ARE PROVIDED. SEE WWW.TAXSITES.COM/STATE-LINKS.HTML FOR TAX FORMS.

Sincerely,

Alexander Lyons
Trane U.S. Inc.
5595 Equity Avenue, Suite 100
Reno, NV 89502
Office Phone: (775) 856-3343

COVID-19 NATIONAL EMERGENCY CLAUSE

The parties agree that they are entering into this Agreement while the nation is in the midst of a national emergency due to the Covid-19 pandemic ("Covid-19 Pandemic"). With the continued existence of Covid-19 Pandemic and the evolving guidelines and executive orders, it is difficult to determine the impact of the Covid-19 Pandemic on Trane's performance under this Agreement. Consequently, the parties agree as follows:

1. Each party shall use commercially reasonable efforts to perform its obligations under the Agreement and to meet the schedule and completion dates, subject to provisions below;
2. Each party will abide by any federal, state (U.S.), provincial (Canada) or local orders, directives, or advisories regarding the Covid-19 Pandemic with respect to its performance of its obligations under this Agreement and each shall have the sole discretion in determining the appropriate and responsible actions such party shall undertake to so abide or to safeguard its employees, subcontractors, agents and suppliers;
3. Each party shall use commercially reasonable efforts to keep the other party informed of pertinent updates or developments regarding its obligations as the Covid-19 Pandemic situation evolves; and
4. If Trane's performance is delayed or suspended as a result of the Covid-19 Pandemic, Trane shall be entitled to an equitable adjustment to the project schedule and/or the contract price.

This proposal is subject to your acceptance of the attached Trane terms and conditions.

TERMS AND CONDITIONS - COMMERCIAL EQUIPMENT

"Company" shall mean Trane U.S. Inc. for sales in the United States and Trane Canada ULC for sales in Canada.

1. Acceptance. These terms and conditions are an integral part of Company's offer and form the basis of any agreement (the "Agreement") resulting from Company's proposal (the "Proposal") for the sale of the described commercial equipment and any ancillary services (the "Equipment"). **COMPANY'S TERMS AND CONDITIONS AND EQUIPMENT PRICES ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT**. The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent ("Customer") delivered to Company within 15 days from the date of the Proposal. Prices in the Proposal are subject to change at any time upon notice to Customer. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to Company's terms and conditions. If Customer's order is expressly conditioned upon Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's terms and conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counteroffer to provide Equipment in accordance with the Proposal and the Company's terms and conditions. If Customer does not reject or object in writing to Company within 10 days, Company's counteroffer will be deemed accepted. Notwithstanding anything to the contrary herein, Customer's acceptance of the Equipment will in any event constitute an acceptance by Customer of Company's terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability.

2. Connected Services. In addition to these terms and conditions, the Connected Services Terms of Service ("Connected Services Terms"), available at https://www.trane.com/TraneConnectedServicesTerms, as updated from time to time, are incorporated herein by reference and shall apply to the extent that Company provides Customer with Connected Services, as defined in the Connected Services Terms.

3. Title and Risk of Loss. All Equipment sales with destinations to Canada or the U.S. shall be made as follows: FOB Company's U.S. manufacturing facility or warehouse (full freight allowed). Title and risk of loss or damage to Equipment will pass to Customer upon tender of delivery of such to carrier at Company's U.S. manufacturing facility or warehouse.

4. Pricing and Taxes., Within forty-five (45) days following Customer acceptance of the Proposal without addition of any other terms and conditions of sale or any modification, Customer shall provide notification of release for immediate production at Company's factory. Prices for Equipment are subject to change at any time prior to shipment to reflect any cost increases related to the manufacture, supply, and shipping of Equipment. This includes, but is not limited to, cost increases in raw materials, supplier components, labor, utilities, freight, logistics, wages and benefits, regulatory compliance, or any other event beyond Company's control. If shipment is delayed due to Customer's actions, Company may also charge Customer with storage fees. If a release is not received within 6 months following order acceptance, Company reserves the right to cancel any order. Company shall be entitled to equitable adjustments in the contract price to reflect any cost increases as set forth above and will provide notice to Customer prior to the date for which the increased price is to be in effect for the applicable customer contract. In no event will prices be decreased. The price of Equipment does not include any present or future foreign, federal, state, or local property, license, privilege, sales, use, excise, value added, gross receipts or other like taxes or assessments. Such amounts will be itemized separately to Customer, who will make prompt payment to Company. Company will accept valid exemption documentation for such taxes and assessments from Customer, if applicable. All prices include packaging in accordance with Company's standard procedures. Charges for special packaging, crating or packing are the responsibility of Customer.

5. Delivery and Delays. Delivery dates are approximate and not guaranteed. Company will use commercially reasonable efforts to deliver the Equipment on or before the estimated delivery date, will notify Customer if the estimated delivery dates cannot be honored, and will deliver the Equipment and services as soon as practicable thereafter. In no event will Company be liable for any damages or expenses caused by delays in delivery.

6. Performance. Company shall be obligated to furnish only the Equipment described in the Proposal and in submittal data (if such data is issued in connection with the order). Company may rely on the acceptance of the Proposal and submittal data as acceptance of the suitability of the Equipment for the particular project or location. Unless specifically stated in the Proposal, compliance with any local building codes or other laws or regulations relating to specifications or the location, use or operation of the Equipment is the sole responsibility of Customer. If Equipment is tendered that does not fully comply with the provisions of this Agreement and Equipment is rejected by Customer, Company will have the right to cure within a reasonable time after notice thereof by substituting a conforming tender whether or not the time for performance has passed.

7. Force Majeure. Company's duty to perform under this Agreement and the Equipment prices are contingent upon the non-occurrence of an Event of Force Majeure. If the Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days' notice to Customer, in which event Customer shall pay Company for all parts of the Work furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic insurrections; riots; labor/labour disputes; labor/labour or material shortages; sabotage; restraint by court order or public authority (whether valid or invalid); and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

8. Limited Warranty. Company warrants the Equipment manufactured by Company for a period of the lesser of 12 months from initial start-up or 18 months from date of shipment, whichever is less, against failure due to defects in material and manufacture and that it has the capacities and ratings set forth in Company's catalogs and bulletins ("Warranty"). **Equipment manufactured by Company that includes required start-up and sold in North America will not be warranted by Company unless Company performs the Equipment startup**. Exclusions from this Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; modifications made by others to the Equipment; repairs or alterations by a party other than Company that adversely affects the stability or reliability of the Equipment; vandalism; neglect; accident; adverse weather or environmental conditions; abuse or improper use; improper installation; commissioning by a party other than Company; unusual physical or electrical or mechanical stress; operation with any accessory, equipment or part not specifically approved by Company; refrigerant not supplied by Company; and/or lack of proper maintenance as recommended by Company. Company shall not be obligated to pay for the cost of lost refrigerant or lost product. Company's obligations and liabilities under this Warranty are limited to furnishing replacement equipment or parts, at its option, FCA (Incoterms 2000) factory or warehouse (f.o.b. factory or warehouse for US domestic purposes) at Company-designated shipping point, freight-allowed to Company's warranty agent's stock location, for all non-conforming Company-manufactured Equipment (which have been returned by Customer to Company). Returns must have prior written approval by Company and are subject to restocking charge where applicable. Equipment, material and/or parts that are not manufactured by Company ("Third-Party Product(s)") are not warranted by Company and have such warranties as may be extended by the respective manufacturer. **CUSTOMER UNDERSTANDS THAT COMPANY IS NOT THE MANUFACTURER OF ANY THIRD-PARTY PRODUCT(S) AND ANY WARRANTIES, CLAIMS, STATEMENTS, REPRESENTATIONS, OR SPECIFICATIONS ARE THOSE OF THE THIRD-PARTY MANUFACTURER, NOT COMPANY AND CUSTOMER IS NOT RELYING ON ANY WARRANTIES, CLAIMS, STATEMENTS, REPRESENTATIONS, OR SPECIFICATIONS REGARDING THE THIRD-PARTY PRODUCT THAT MAY BE PROVIDED BY COMPANY OR ITS AFFILIATES, WHETHER ORAL OR WRITTEN. COMPANY MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, INCLUDING WARRANTY OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE.ADDITIONALLY, COMPANY MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND REGARDING PREVENTING., ELIMINATING, REDUCING OR INHIBITING ANY MOLD, FUNGUS, BACTERIA, VIRUS, MICROBIAL GROWTH, OR ANY OTHER CONTAMINANTS (INCLUDING COVID-19 OR ANY SIMILAR VIRUS)**

(COLLECTIVELY, "CONTAMINANTS"), WHETHER INVOLVING OR IN CONNECTION WITH EQUIPMENT, ANY COMPONENT THEREOF, SERVICES OR OTHERWISE. IN NO EVENT SHALL COMPANY HAVE ANY LIABILITY FOR THE PREVENTION, ELIMINATION, REDUCTION OR INHIBITION OF THE GROWTH OR SPREAD OF SUCH CONTAMINANTS INVOLVING OR IN CONNECTION WITH ANY EQUIPMENT, THIRD-PARTY PRODUCT, OR ANY COMPONENT THEREOF, SERVICES OR OTHERWISE AND CUSTOMER HEREBY SPECIFICALLY ACKNOWLDGES AND AGREES THERETO. No warranty liability whatsoever shall attach to Company until Customer's complete order has been paid for in full and Company's liability under this Warranty shall be limited to the purchase price of the Equipment shown to be defective. Additional warranty protection is available on an extra-cost basis and must be in writing and agreed to by an authorized signatory of the Company. **EXCEPT FOR COMPANY'S WARRANTY EXPRESSLY SET FORTH HEREIN, COMPANY DOES NOT MAKE, AND HEREBY EXPRESSLY DISCLAIMS, ANY WARRANTIES, EXPRESS OR IMPLIED CONCERNING ITS PRODUCTS, EQUIPMENT OR SERVICES, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF DESIGN, MERCHANTABILITY OR OF FITNESS FOR A PARTICULAR PURPOSE, OR OTHERS THAT ARE ALLEGED TO ARISE FROM COURSE OF DEALING OR TRADE.**

9. Indemnity. To the fullest extent permitted by law, Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or personal property, to the extent caused by the negligence or misconduct of their respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

10. Insurance. Upon request, Company will furnish evidence of its standard insurance coverage. If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company waive any rights of subrogation.

11. Customer Breach. Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement, require payment prior to shipping, or suspend performance by delivery of written notice: (1) Any failure by Customer to pay amounts when due; (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in connection with this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement. Customer shall be liable to the Company for all Equipment furnished and all damages sustained by Company (including lost profit and overhead).

12. Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT CONSEQUENTIAL, PUNITIVE, EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION REFRIGERANT LOSS, BUSINESS INTERRUPTION, LOST DATA, LOST REVENUE, LOST PROFITS),OR CONTAMINANTS LIABILITIES, EVEN IF A PARTY HAS BEEN ADVISED OF SUCH POSSIBLE DAMAGES OR IF SAME WERE REASONABLY FORESEEABLE AND REGARDLESS OF WHETHER THE CAUSE OF ACTION IS FRAMED IN CONTRACT, NEGLIGENCE, ANY OTHER TORT, WARRANTY, STRICT LIABILITY, OR PRODUCT LIABILITY. In no event will Company's liability in connection with the provision of products or services or otherwise under this Agreement exceed the entire amount paid to Company by Customer under this Agreement.

13. CONTAMINANTS LIABILITY

The transmission of COVID-19 may occur in a variety of ways and circumstances, many of the aspects of which are currently not known. HVAC systems, products, services and other offerings have not been tested for their effectiveness in reducing the spread of COVID-19, including through the air in closed environments**. IN NO EVENT WILL COMPANY BE LIABLE UNDER THIS AGREEMENT OR OTHERWISE FOR ANY INDEMNIFICATION, ACTION, OR CLAIM, WHETHER BASED ON WARRANTY, CONTRACT, TORT OR OTHERWISE, FOR ANY BODILY INJURY (INCLUDING DEATH), DAMAGE TO PROPERTY, OR ANY OTHER LIABILITIES, DAMAGES OR COSTS RELATED TO CONTAMINANTS (INCLUCING THE SPREAD, TRANSMISSION, MITIGATION, ELIMINATION, OR CONTAMINATION THEREOF) (COLLECTIVELY, "CONTAMINANTS LIABILITIES") AND CUSTOMER HEREBY EXPRESSLY RELEASES COMPANY FROM ANY SUCH CONTAMINANTS LIABILITIES.**

14. Nuclear Liability. In the event that the Equipment sold hereunder is to be used in a nuclear facility, Customer will, prior to such use, arrange for insurance or governmental indemnity protecting Company against all liability and hereby releases and agrees to indemnify Company and its suppliers for any nuclear damage, including loss of use, in any manner arising out of a nuclear incident, whether alleged to be due, in whole or in part to the negligence or otherwise of Company or its suppliers.

15. Intellectual Property; Patent Indemnity. Company retains all ownership, license and other rights to all patents, trademarks, copyrights, trade secrets and other intellectual property rights related to the Equipment, and, except for the right to use the Equipment sold, Customer obtains no rights to use any such intellectual property. Company agrees to defend any suit or proceeding brought against Customer so far as such suit or proceeding is solely based upon a claim that the use of the Equipment provided by Company constitutes infringement of any patent of the United States of America, provided Company is promptly notified in writing and given authority, information and assistance for defense of same. Company will, at its option, procure for Customer the right to continue to use said Equipment, or modify it so that it becomes non-infringing, or replace same with non-infringing Equipment, or to remove said Equipment and to refund the purchase price. The foregoing will not be construed to include any Agreement by Company to accept any liability whatsoever in respect to patents for inventions including more than the Equipment furnished hereunder, or in respect of patents for methods and processes to be carried out with the aid of said Equipment. The provision of Equipment by Company does not convey any license, by implication, estoppel, or otherwise, under patent claims covering combinations of said Equipment with other devices or elements. The foregoing states the entire liability of Company with regard to patent infringement. Notwithstanding the provisions of this paragraph, Customer will hold Company harmless against any expense or loss resulting from infringement of patents or trademarks arising from compliance with Customer's designs or specifications or instructions.

16. Cancellation. Equipment is specially manufactured in response to orders. An order placed with and accepted by Company cannot be delayed, canceled, suspended, or extended except with Company's written consent and upon written terms accepted by Company that will reimburse Company for and indemnify Company against loss and provide Company with a reasonable profit for its materials, time, labor, services, use of facilities and otherwise. Customer will be obligated to accept any Equipment shipped, tendered for delivery or delivered by Company pursuant to the order prior to any agreed delay, cancellation, suspension or extension of the order. Any attempt by Customer to unilaterally revoke, delay or suspend acceptance for any reason whatever after it has agreed to delivery of or accepted any shipment shall constitute a breach of this Agreement. For purposes of this paragraph, acceptance occurs by any waiver of inspection, use or possession of Equipment, payment of the invoice, or any indication of exclusive control exercised by Customer.

17. Invoicing and Payment. Unless otherwise agreed to in writing by Company, equipment shall be invoiced to Customer upon tender of delivery thereof to the carrier. Customer shall pay Company's invoices within net 30 days of shipment date. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to the lesser of the maximum allowable legal interest rate or 1.5% of the principal amount due at the end of each month. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due and otherwise enforcing these terms and conditions. If requested, Company will provide appropriate lien waivers upon receipt of payment. Company may at any time decline to ship, make delivery or perform work except upon receipt of cash payment, letter of credit, or security, or upon other terms

and conditions satisfactory to Company. Customer agrees that, unless Customer makes payment in advance, Company will have a purchase money security interest in all Equipment to secure payment in full of all amounts due Company and its order for the Equipment, together with these terms and conditions, form a security agreement (as defined by the UCC in the United States and as defined in the Personal Property Security Act in Canada). Customer shall keep the Equipment free of all taxes and encumbrances, shall not remove the Equipment from its original installation point and shall not assign or transfer any interest in the Equipment until all payments due Company have been made. The purchase money security interest granted herein attaches upon Company's acceptance of Customer's order and on receipt of the Equipment described in the accepted Proposal but prior to its installation. The parties have no agreement to postpone the time for attachment unless specifically noted in writing on the accepted order. Customer will have no rights of set off against any amounts, which become payable to Company under this Agreement or otherwise.

18. Claims. Company will consider claims for concealed shortages in shipments or rejections due to failure to conform to an order only if such claims or rejections are made in writing within 15 days of delivery and are accompanied by the packing list and, if applicable, the reasons in detail why the Equipment does not conform to Customer's order. Upon receiving authorization and shipping instructions from authorized personnel of Company, Customer may return rejected Equipment, transportation charges prepaid, for replacement. Company may charge Customer any costs resulting from the testing, handling, and disposition of any Equipment returned by Customer which are not found by Company to be nonconforming. All Equipment damaged during shipment and all claims relating thereto must be made with the freight carrier in accordance with such carrier's policies and procedures. Claims for Equipment damaged during shipment are not covered under the warranty provision stated herein.

19. Export Laws. The obligation of Company to supply Equipment under this Agreement is subject to the ability of Company to supply such items consistent with applicable laws and regulations of the United States and other governments. Company reserves the right to refuse to enter into or perform any order, and to cancel any order, under this Agreement if Company in its sole discretion determines that performance of the transaction to which such order relates would violate any such applicable law or regulation. Customer will pay all handling and other similar costs from Company's factories including the costs of freight, insurance, export clearances, import duties and taxes. Customer will be "exporter of record" with respect to any export from the United States of America and will perform all compliance and logistics functions in connection therewith and will also comply with all applicable laws, rules and regulations. Customer understands that Company and/or the Equipment are subject to laws and regulations of the United States of America which may require licensing or authorization for and/or prohibit export, re-export or diversion of Company's Equipment to certain countries, and agrees it will not knowingly assist or participate in any such diversion or other violation of applicable United States of America laws and regulations. Customer agrees to hold harmless and indemnify Company for any damages resulting to Customer or Company from a breach of this paragraph by Customer.

20. General. Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state of New York for Equipment shipped to a U.S. location and the laws of the province to which Equipment is shipped within Canada, without regard to its conflict of law principles that might otherwise call for the application of a different state's or province's law, and not including the United Nations Convention on Contracts for the International Sale of Goods. Any action or suit arising out of or related to this Agreement must be commenced within one year after the cause of action has accrued. To the extent the Equipment is being used at a site owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. This Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of the Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of Customer's permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

21. Equal Employment Opportunity/Affirmative Action Clause. Company is a federal contractor that complies fully with Executive Order 11246, as amended, and the applicable regulations contained in 41 C.F.R. Parts 60-1 through 60-60, 29 U.S.C. Section 793 and the applicable regulations contained in 41 C.F.R. Part 60-741; and 38 U.S.C. Section 4212 and the applicable regulations contained in 41 C.F.R. Part 60-250 Executive Order 13496 and Section 29 CFR 471, appendix A to subpart A, regarding the notice of employee rights in the United States and with Canadian Charter of Rights and Freedoms Schedule B to the Canada Act 1982 (U.K.) 1982, c. 11 and applicable Provincial Human Rights Codes and employment law in Canada.

22. U.S. Government Work.

The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that Equipment ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1).

The following provision applies only to indirect sales by Company to the US Government. As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions: 52.219-8; 52.222-26; 52.222-35; 52.222-36; 52.222-39; 52.247-64. If the sale of the Equipment is in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the work that is the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.

23. Limited Waiver of Sovereign Immunity. If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to

provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

1-26.130-4 (0622)
Supersedes 1-26.130-4(1221b)

Proposal

Proposal is valid for 15 days.

Customer must obtain credit approval and release order to production within 60 days of proposal date.

PROPRIETARY AND CONFIDENTIAL PROPERTY OF Trane U.S. Inc.

DISTRIBUTION TO OTHER THAN THE NAMED RECIPIENT IS PROHIBITED

Prepared For: Lyon County School District
Attn: Kirk McCallum

Job Name:
LCSD – FES – 60T

Delivery Terms:
Freight Allowed and Prepaid - F.O.B. Factory

Date: August 25, 2023 R1

Proposal Number: C8-11753-328-1

Payment Terms: Net 30 Days

Trane U.S. Inc. is pleased to provide the following proposal for your review and approval.

Tag Data - Air-Cooled Scroll (Qty: 2)

Item	Tag(s)	Qty	Description	Model Number
A	60 T	1	20-130 Ton Air-Cooled (CGAM)	CGAM060A2**3EXD2A1A3A1AX*A1A2BXXXXXXXAXA5A 1D1XXCXX

Product Data - Air-Cooled Scroll
All Units

60 nominal tons Air-Cooled Scroll Packaged Chiller
Startup Included - Trane Service must start equipment for warranty to be honored
208 volt 3 phases60 hertz
Extra efficiency/performance
Refrigerant Charge R-454B
With factory installed freeze protection
Refrigerant isolation valves (discharge valve)
Factory installed flow switch - set point 15 cm/sec
Standard Cooling
Grooved pipe connection
Factory insulation 0.75"
Performance based on 30% propylene glycol
Wide Ambient
Lanced aluminum fins
Across the line starter/direct on line
Single point connection main line unit power-ancillary items require other power
Terminal block conn for incoming lines
Enclosure Type UL 60335 Rated for Outdoor Applications
No Wireless Options
Default A short circuit rating
With water strainer factory installed
Comprehensive acoustic package
Architectural louvered panels
Year 2 parts warranty whole unit / 1st year labor warranty / 1st year refrigerant warranty

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Not Including:
Hot Gas Bypass (Not shown), Thermostats, Zone/ Temperature Sensors, Pumps, BMS integration, Control Valves, Hydronic Accessories, Extended Parts or Labor Warranty (not listed), Storage and rigging of equipment.

Total Net Price *(Excluding Sales Tax)* ..... $ 72,650 **

Tax Status: Taxable ☐ Exempt ☐	IF EXEMPT PLEASE SUBMIT COMPLETED TAX EXEMPTION CERTIFICATE WITH YOUR SIGNED PROPOSAL OR WITH YOUR PURCHASING DOCUMENTS, KEEP YOUR ORIGINAL ON FILE IN THE OFFICE. YOU WILL BE CHARGED TAX IF A VALID EXEMPTION CERTIFICATE IS NOT ON FILE BEFORE EQUIPMENT, PARTS OR SERVICES ARE PROVIDED. SEE WWW.TAXSITES.COM/STATE-LINKS.HTML FOR TAX FORMS.

Sincerely,

Alexander Lyons
Trane U.S. Inc.
5595 Equity Avenue, Suite 100
Reno, NV 89502
Office Phone: (775) 856-3343

COVID-19 NATIONAL EMERGENCY CLAUSE

The parties agree that they are entering into this Agreement while the nation is in the midst of a national emergency due to the Covid-19 pandemic ("Covid-19 Pandemic"). With the continued existence of Covid-19 Pandemic and the evolving guidelines and executive orders, it is difficult to determine the impact of the Covid-19 Pandemic on Trane's performance under this Agreement. Consequently, the parties agree as follows:

1. Each party shall use commercially reasonable efforts to perform its obligations under the Agreement and to meet the schedule and completion dates, subject to provisions below;
2. Each party will abide by any federal, state (U.S.), provincial (Canada) or local orders, directives, or advisories regarding the Covid-19 Pandemic with respect to its performance of its obligations under this Agreement and each shall have the sole discretion in determining the appropriate and responsible actions such party shall undertake to so abide or to safeguard its employees, subcontractors, agents and suppliers;
3. Each party shall use commercially reasonable efforts to keep the other party informed of pertinent updates or developments regarding its obligations as the Covid-19 Pandemic situation evolves; and
4. If Trane's performance is delayed or suspended as a result of the Covid-19 Pandemic, Trane shall be entitled to an equitable adjustment to the project schedule and/or the contract price.

This proposal is subject to your acceptance of the attached Trane terms and conditions.

TERMS AND CONDITIONS - COMMERCIAL EQUIPMENT

"Company" shall mean Trane U.S. Inc. for sales in the United States and Trane Canada ULC for sales in Canada.

1. Acceptance. These terms and conditions are an integral part of Company's offer and form the basis of any agreement (the "Agreement") resulting from Company's proposal (the "Proposal") for the sale of the described commercial equipment and any ancillary services (the "Equipment"). **COMPANY'S TERMS AND CONDITIONS AND EQUIPMENT PRICES ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT**. The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent ("Customer") delivered to Company within 15 days from the date of the Proposal. Prices in the Proposal are subject to change at any time upon notice to Customer. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to Company's terms and conditions. If Customer's order is expressly conditioned upon Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's terms and conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counteroffer to provide Equipment in accordance with the Proposal and the Company's terms and conditions. If Customer does not reject or object in writing to Company within 10 days, Company's counteroffer will be deemed accepted. Notwithstanding anything to the contrary herein, Customer's acceptance of the Equipment will in any event constitute an acceptance by Customer of Company's terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability.

2. Connected Services. In addition to these terms and conditions, the Connected Services Terms of Service ("Connected Services Terms"), available at https://www.trane.com/TraneConnectedServicesTerms, as updated from time to time, are incorporated herein by reference and shall apply to the extent that Company provides Customer with Connected Services, as defined in the Connected Services Terms.

3. Title and Risk of Loss. All Equipment sales with destinations to Canada or the U.S. shall be made as follows: FOB Company's U.S. manufacturing facility or warehouse (full freight allowed). Title and risk of loss or damage to Equipment will pass to Customer upon tender of delivery of such to carrier at Company's U.S. manufacturing facility or warehouse.

4. Pricing and Taxes., Within forty-five (45) days following Customer acceptance of the Proposal without addition of any other terms and conditions of sale or any modification, Customer shall provide notification of release for immediate production at Company's factory. Prices for Equipment are subject to change at any time prior to shipment to reflect any cost increases related to the manufacture, supply, and shipping of Equipment. This includes, but is not limited to, cost increases in raw materials, supplier components, labor, utilities, freight, logistics, wages and benefits, regulatory compliance, or any other event beyond Company's control. If shipment is delayed due to Customer's actions, Company may also charge Customer with storage fees. If a release is not received within 6 months following order acceptance, Company reserves the right to cancel any order. Company shall be entitled to equitable adjustments in the contract price to reflect any cost increases as set forth above and will provide notice to Customer prior to the date for which the increased price is to be in effect for the applicable customer contract. In no event will prices be decreased. The price of Equipment does not include any present or future foreign, federal, state, or local property, license, privilege, sales, use, excise, value added, gross receipts or other like taxes or assessments. Such amounts will be itemized separately to Customer, who will make prompt payment to Company. Company will accept valid exemption documentation for such taxes and assessments from Customer, if applicable. All prices include packaging in accordance with Company's standard procedures. Charges for special packaging, crating or packing are the responsibility of Customer.

5. Delivery and Delays. Delivery dates are approximate and not guaranteed. Company will use commercially reasonable efforts to deliver the Equipment on or before the estimated delivery date, will notify Customer if the estimated delivery dates cannot be honored, and will deliver the Equipment and services as soon as practicable thereafter. In no event will Company be liable for any damages or expenses caused by delays in delivery.

6. Performance. Company shall be obligated to furnish only the Equipment described in the Proposal and in submittal data (if such data is issued in connection with the order). Company may rely on the acceptance of the Proposal and submittal data as acceptance of the suitability of the Equipment for the particular project or location. Unless specifically stated in the Proposal, compliance with any local building codes or other laws or regulations relating to specifications or the location, use or operation of the Equipment is the sole responsibility of Customer. If Equipment is tendered that does not fully comply with the provisions of this Agreement and Equipment is rejected by Customer, Company will have the right to cure within a reasonable time after notice thereof by substituting a conforming tender whether or not the time for performance has passed.

7. Force Majeure. Company's duty to perform under this Agreement and the Equipment prices are contingent upon the non-occurrence of an Event of Force Majeure. If the Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days' notice to Customer, in which event Customer shall pay Company for all parts of the Work furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic insurrections; riots; labor/labour disputes; labor/labour or material shortages; sabotage; restraint by court order or public authority (whether valid or invalid); and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

8. Limited Warranty. Company warrants the Equipment manufactured by Company for a period of the lesser of 12 months from initial start-up or 18 months from date of shipment, whichever is less, against failure due to defects in material and manufacture and that it has the capacities and ratings set forth in Company's catalogs and bulletins ("Warranty"). **Equipment manufactured by Company that includes required start-up and sold in North America will not be warranted by Company unless Company performs the Equipment startup**. Exclusions from this Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; modifications made by others to the Equipment; repairs or alterations by a party other than Company that adversely affects the stability or reliability of the Equipment; vandalism; neglect; accident; adverse weather or environmental conditions; abuse or improper use; improper installation; commissioning by a party other than Company; unusual physical or electrical or mechanical stress; operation with any accessory, equipment or part not specifically approved by Company; refrigerant not supplied by Company; and/or lack of proper maintenance as recommended by Company. Company shall not be obligated to pay for the cost of lost refrigerant or lost product. Company's obligations and liabilities under this Warranty are limited to furnishing replacement equipment or parts, at its option, FCA (Incoterms 2000) factory or warehouse (f.o.b. factory or warehouse for US domestic purposes) at Company-designated shipping point, freight-allowed to Company's warranty agent's stock location, for all non-conforming Company-manufactured Equipment (which have been returned by Customer to Company). Returns must have prior written approval by Company and are subject to restocking charge where applicable. Equipment, material and/or parts that are not manufactured by Company ("Third-Party Product(s)") are not warranted by Company and have such warranties as may be extended by the respective manufacturer. **CUSTOMER UNDERSTANDS THAT COMPANY IS NOT THE MANUFACTURER OF ANY THIRD-PARTY PRODUCT(S) AND ANY WARRANTIES, CLAIMS, STATEMENTS, REPRESENTATIONS, OR SPECIFICATIONS ARE THOSE OF THE THIRD-PARTY MANUFACTURER, NOT COMPANY AND CUSTOMER IS NOT RELYING ON ANY WARRANTIES, CLAIMS, STATEMENTS, REPRESENTATIONS, OR SPECIFICATIONS REGARDING THE THIRD-PARTY PRODUCT THAT MAY BE PROVIDED BY COMPANY OR ITS AFFILIATES, WHETHER ORAL OR WRITTEN. COMPANY MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, INCLUDING WARRANTY OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE.ADDITIONALLY, COMPANY MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND REGARDING PREVENTING., ELIMINATING, REDUCING OR INHIBITING ANY MOLD, FUNGUS, BACTERIA, VIRUS, MICROBIAL GROWTH, OR ANY OTHER CONTAMINANTS (INCLUDING COVID-19 OR ANY SIMILAR VIRUS)**

(COLLECTIVELY, "CONTAMINANTS"), WHETHER INVOLVING OR IN CONNECTION WITH EQUIPMENT, ANY COMPONENT THEREOF, SERVICES OR OTHERWISE. IN NO EVENT SHALL COMPANY HAVE ANY LIABILITY FOR THE PREVENTION, ELIMINATION, REDUCTION OR INHIBITION OF THE GROWTH OR SPREAD OF SUCH CONTAMINANTS INVOLVING OR IN CONNECTION WITH ANY EQUIPMENT, THIRD-PARTY PRODUCT, OR ANY COMPONENT THEREOF, SERVICES OR OTHERWISE AND CUSTOMER HEREBY SPECIFICALLY ACKNOWLDGES AND AGREES THERETO. No warranty liability whatsoever shall attach to Company until Customer's complete order has been paid for in full and Company's liability under this Warranty shall be limited to the purchase price of the Equipment shown to be defective. Additional warranty protection is available on an extra-cost basis and must be in writing and agreed to by an authorized signatory of the Company. **EXCEPT FOR COMPANY'S WARRANTY EXPRESSLY SET FORTH HEREIN, COMPANY DOES NOT MAKE, AND HEREBY EXPRESSLY DISCLAIMS, ANY WARRANTIES, EXPRESS OR IMPLIED CONCERNING ITS PRODUCTS, EQUIPMENT OR SERVICES, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF DESIGN, MERCHANTABILITY OR OF FITNESS FOR A PARTICULAR PURPOSE, OR OTHERS THAT ARE ALLEGED TO ARISE FROM COURSE OF DEALING OR TRADE.**

9. Indemnity. To the fullest extent permitted by law, Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or personal property, to the extent caused by the negligence or misconduct of their respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

10. Insurance. Upon request, Company will furnish evidence of its standard insurance coverage. If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company waive any rights of subrogation.

11. Customer Breach. Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement, require payment prior to shipping, or suspend performance by delivery of written notice: (1) Any failure by Customer to pay amounts when due; (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in connection with this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement. Customer shall be liable to the Company for all Equipment furnished and all damages sustained by Company (including lost profit and overhead).

12. Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT CONSEQUENTIAL, PUNITIVE, EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION REFRIGERANT LOSS, BUSINESS INTERRUPTION, LOST DATA, LOST REVENUE, LOST PROFITS),OR CONTAMINANTS LIABILITIES, EVEN IF A PARTY HAS BEEN ADVISED OF SUCH POSSIBLE DAMAGES OR IF SAME WERE REASONABLY FORESEEABLE AND REGARDLESS OF WHETHER THE CAUSE OF ACTION IS FRAMED IN CONTRACT, NEGLIGENCE, ANY OTHER TORT, WARRANTY, STRICT LIABILITY, OR PRODUCT LIABILITY. In no event will Company's liability in connection with the provision of products or services or otherwise under this Agreement exceed the entire amount paid to Company by Customer under this Agreement.

13. CONTAMINANTS LIABILITY

The transmission of COVID-19 may occur in a variety of ways and circumstances, many of the aspects of which are currently not known. HVAC systems, products, services and other offerings have not been tested for their effectiveness in reducing the spread of COVID-19, including through the air in closed environments**. IN NO EVENT WILL COMPANY BE LIABLE UNDER THIS AGREEMENT OR OTHERWISE FOR ANY INDEMNIFICATION, ACTION, OR CLAIM, WHETHER BASED ON WARRANTY, CONTRACT, TORT OR OTHERWISE, FOR ANY BODILY INJURY (INCLUDING DEATH), DAMAGE TO PROPERTY, OR ANY OTHER LIABILITIES, DAMAGES OR COSTS RELATED TO CONTAMINANTS (INCLUCING THE SPREAD, TRANSMISSION, MITIGATION, ELIMINATION, OR CONTAMINATION THEREOF) (COLLECTIVELY, "CONTAMINANTS LIABILITIES") AND CUSTOMER HEREBY EXPRESSLY RELEASES COMPANY FROM ANY SUCH CONTAMINANTS LIABILITIES.**

14. Nuclear Liability. In the event that the Equipment sold hereunder is to be used in a nuclear facility, Customer will, prior to such use, arrange for insurance or governmental indemnity protecting Company against all liability and hereby releases and agrees to indemnify Company and its suppliers for any nuclear damage, including loss of use, in any manner arising out of a nuclear incident, whether alleged to be due, in whole or in part to the negligence or otherwise of Company or its suppliers.

15. Intellectual Property; Patent Indemnity. Company retains all ownership, license and other rights to all patents, trademarks, copyrights, trade secrets and other intellectual property rights related to the Equipment, and, except for the right to use the Equipment sold, Customer obtains no rights to use any such intellectual property. Company agrees to defend any suit or proceeding brought against Customer so far as such suit or proceeding is solely based upon a claim that the use of the Equipment provided by Company constitutes infringement of any patent of the United States of America, provided Company is promptly notified in writing and given authority, information and assistance for defense of same. Company will, at its option, procure for Customer the right to continue to use said Equipment, or modify it so that it becomes non-infringing, or replace same with non-infringing Equipment, or to remove said Equipment and to refund the purchase price. The foregoing will not be construed to include any Agreement by Company to accept any liability whatsoever in respect to patents for inventions including more than the Equipment furnished hereunder, or in respect of patents for methods and processes to be carried out with the aid of said Equipment. The provision of Equipment by Company does not convey any license, by implication, estoppel, or otherwise, under patent claims covering combinations of said Equipment with other devices or elements. The foregoing states the entire liability of Company with regard to patent infringement. Notwithstanding the provisions of this paragraph, Customer will hold Company harmless against any expense or loss resulting from infringement of patents or trademarks arising from compliance with Customer's designs or specifications or instructions.

16. Cancellation. Equipment is specially manufactured in response to orders. An order placed with and accepted by Company cannot be delayed, canceled, suspended, or extended except with Company's written consent and upon written terms accepted by Company that will reimburse Company for and indemnify Company against loss and provide Company with a reasonable profit for its materials, time, labor, services, use of facilities and otherwise. Customer will be obligated to accept any Equipment shipped, tendered for delivery or delivered by Company pursuant to the order prior to any agreed delay, cancellation, suspension or extension of the order. Any attempt by Customer to unilaterally revoke, delay or suspend acceptance for any reason whatever after it has agreed to delivery of or accepted any shipment shall constitute a breach of this Agreement. For purposes of this paragraph, acceptance occurs by any waiver of inspection, use or possession of Equipment, payment of the invoice, or any indication of exclusive control exercised by Customer.

17. Invoicing and Payment. Unless otherwise agreed to in writing by Company, equipment shall be invoiced to Customer upon tender of delivery thereof to the carrier. Customer shall pay Company's invoices within net 30 days of shipment date. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to the lesser of the maximum allowable legal interest rate or 1.5% of the principal amount due at the end of each month. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due and otherwise enforcing these terms and conditions. If requested, Company will provide appropriate lien waivers upon receipt of payment. Company may at any time decline to ship, make delivery or perform work except upon receipt of cash payment, letter of credit, or security, or upon other terms

and conditions satisfactory to Company. Customer agrees that, unless Customer makes payment in advance, Company will have a purchase money security interest in all Equipment to secure payment in full of all amounts due Company and its order for the Equipment, together with these terms and conditions, form a security agreement (as defined by the UCC in the United States and as defined in the Personal Property Security Act in Canada). Customer shall keep the Equipment free of all taxes and encumbrances, shall not remove the Equipment from its original installation point and shall not assign or transfer any interest in the Equipment until all payments due Company have been made. The purchase money security interest granted herein attaches upon Company's acceptance of Customer's order and on receipt of the Equipment described in the accepted Proposal but prior to its installation. The parties have no agreement to postpone the time for attachment unless specifically noted in writing on the accepted order. Customer will have no rights of set off against any amounts, which become payable to Company under this Agreement or otherwise.

18. Claims. Company will consider claims for concealed shortages in shipments or rejections due to failure to conform to an order only if such claims or rejections are made in writing within 15 days of delivery and are accompanied by the packing list and, if applicable, the reasons in detail why the Equipment does not conform to Customer's order. Upon receiving authorization and shipping instructions from authorized personnel of Company, Customer may return rejected Equipment, transportation charges prepaid, for replacement. Company may charge Customer any costs resulting from the testing, handling, and disposition of any Equipment returned by Customer which are not found by Company to be nonconforming. All Equipment damaged during shipment and all claims relating thereto must be made with the freight carrier in accordance with such carrier's policies and procedures. Claims for Equipment damaged during shipment are not covered under the warranty provision stated herein.

19. Export Laws. The obligation of Company to supply Equipment under this Agreement is subject to the ability of Company to supply such items consistent with applicable laws and regulations of the United States and other governments. Company reserves the right to refuse to enter into or perform any order, and to cancel any order, under this Agreement if Company in its sole discretion determines that performance of the transaction to which such order relates would violate any such applicable law or regulation. Customer will pay all handling and other similar costs from Company's factories including the costs of freight, insurance, export clearances, import duties and taxes. Customer will be "exporter of record" with respect to any export from the United States of America and will perform all compliance and logistics functions in connection therewith and will also comply with all applicable laws, rules and regulations. Customer understands that Company and/or the Equipment are subject to laws and regulations of the United States of America which may require licensing or authorization for and/or prohibit export, re-export or diversion of Company's Equipment to certain countries, and agrees it will not knowingly assist or participate in any such diversion or other violation of applicable United States of America laws and regulations. Customer agrees to hold harmless and indemnify Company for any damages resulting to Customer or Company from a breach of this paragraph by Customer.

20. General. Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state of New York for Equipment shipped to a U.S. location and the laws of the province to which Equipment is shipped within Canada, without regard to its conflict of law principles that might otherwise call for the application of a different state's or province's law, and not including the United Nations Convention on Contracts for the International Sale of Goods. Any action or suit arising out of or related to this Agreement must be commenced within one year after the cause of action has accrued. To the extent the Equipment is being used at a site owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. This Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of the Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of Customer's permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

21. Equal Employment Opportunity/Affirmative Action Clause. Company is a federal contractor that complies fully with Executive Order 11246, as amended, and the applicable regulations contained in 41 C.F.R. Parts 60-1 through 60-60, 29 U.S.C. Section 793 and the applicable regulations contained in 41 C.F.R. Part 60-741; and 38 U.S.C. Section 4212 and the applicable regulations contained in 41 C.F.R. Part 60-250 Executive Order 13496 and Section 29 CFR 471, appendix A to subpart A, regarding the notice of employee rights in the United States and with Canadian Charter of Rights and Freedoms Schedule B to the Canada Act 1982 (U.K.) 1982, c. 11 and applicable Provincial Human Rights Codes and employment law in Canada.

22. U.S. Government Work.

The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that Equipment ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1).

The following provision applies only to indirect sales by Company to the US Government. As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions: 52.219-8; 52.222-26; 52.222-35; 52.222-36; 52.222-39; 52.247-64. If the sale of the Equipment is in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the work that is the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.

23. Limited Waiver of Sovereign Immunity. If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to

provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

1-26.130-4 (0622)
Supersedes 1-26.130-4(1221b)

Lyon County School District
Board Memo

Date: September 26, 2023

To: Board of School Trustees

From: Wayne Workman, Superintendent

Re: Summer 2023 Facilities Projects Update

Recommendation

An update item for the Board of Trustees regarding the Facilities Projects throughout Lyon County School District (LCSD).

Background Information

The Board of Trustees have approved several facilities projects throughout LCSD. The following is an update on some of the most significant projects and their statuses as of September 2023.

Fernley High School Gymnasium

- After suffering several unanticipated delays in 2022 and early 2023 the Fernley High School Gymnasium project is continuing to make progress and is on track to achieve substantial completion by January 2024 and complete project completion March 2024.
- Supply chain constraints are still impacting some key project items, but none are significant enough to delay substantial completion and potential occupancy.

Silver Springs Transportation Yard

- Conditional Use Permit (CUP) for this project was received July 2023. All plans since then have been submitted to the Fire District. Once Fire District approval is received all plans will be submitted to the Lyon County Building Department. This permitting process is projected to take anywhere from 30-90 days during which time Bid Documents will be prepared.
- Project is anticipated to be published November 2023 and then brought forward for award at the January 2024 Board of Trustees meeting. Substantial project completion is anticipated to be winter 2024 with specific dates to be determined.

BCS building control upgrades:

- Since April 2021, the district has upgraded controls for 17 of the 18 schools districtwide.
- Dayton Elementary School, Fernley Elementary School, Fernley Intermediate School, Riverview Elementary School Silverland Middle School, and Smith Valley Schools all being completed this summer.
- Yerington High School is the only school remaining district wide to be completed and should be completed October 30, 2023.

HVAC

- June 2022, the Board of Trustees also approved the purchase of new roof top HVAC equipment at Dayton Elementary School, Dayton High School, and Fernley High School. After the project suffered contractor delays the Board of Trustees at the April 2023 meeting approved this project to be awarded to Trane who successfully completed this project over the summer.

- Additionally, various HVAC projects were completed at Yerington Elementary School, Yerington Intermediate School, Fernley Intermediate School, Dayton Intermediate School, District Office, and the Silver Stage Dinning Hall over the summer.
- Sutro Elementary School and Cottonwood Elementary School swamp cooler replacement (with new HVAC units) project, awarded to Trane, has passed the planning stages and some preliminary work is anticipated to begin over the 2023 winter break.

Roofs

- Cottonwood Elementary School and Silver Stage Dining Hall roofs have both been completed.

Carpet/MPR

- Completed carpet replacement of 30 classrooms and 5 front office spaces.
- Completed the Multi-Purpose Room tile replacement of Sutro Elementary School, Dayton Elementary School and Dayton Intermediate School.

Audio Enhancement

- Audio Enhancement upgrades were completed at Silver Stage High School, Silverland Middle School and Dayton Elementary School.

Gym Bleachers, Resealing, and Resurfacing

- Fernley Intermediate School and Yerington High School both received brand new bleachers this summer. Both gyms were also resurfaced and restriped.
- Fernley High School and Smith Valley main gyms were also resurfaced and striped.
- All other gyms district wide were sanded and resealed.

Parking lot slurry seals and crack joints

- Completed district wide.

Rain Gutters

- Completed district wide.

Doors

- Several sets of doors at Yerington Intermediate School, Fernley High School, Fernley Elementary School and Dayton Elementary School were replaced.

Budget Considerations

N/A

Discussed at Previous Meeting

N/A

Attachment(s)

N/A

Respectfully Submitted,
Harman Bains, Executive Director of Operations
Kirk McCallum, O&M Supervisor

Lyon County School District
Board Memo

Date: September 26, 2023

To: Board of School Trustees

From: Rachel Stewart, Executive Director of Special Services

Re: Report on Early Childhood Innovative Literacy Program Grant

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Recommendation

That the LCSD Board of Trustees approve the plan for the Early Childhood Innovative Literacy Program Grant provided to the Lyon County School District.

Background Information

The Early Childhood Innovative Literacy Program (ECILP) was established by the passage of Assembly Bill (AB) 400 during the 2023 Session of the Nevada Legislature. AB 400 allocated $70 million of state general fund money towards this program. These funds are intended to support early childhood literacy and readiness programs for children less than six years of age. This can include the expansion of seats for the Nevada Ready! State Prekindergarten (NR!PK) program as well as innovative strategies to support children less than six years of age.

There were two opportunities offered in this award. The first opportunity is to expand access to high-quality preschool. LCSD was competitively awarded $1,027,203. This award will be used to hire teachers, a Pre-k Instructional Coach, paraprofessionals, and a grant coordinator. It will also provide professional development and provide supplies for the new classrooms. All proposed positions will be grant funded.

The second opportunity is to establish an innovative new program or to expand an existing early literacy program that supports children less than the age of six. LCSD was competitively awarded $646,009. This award will be used to hire paraprofessionals to help support students under the age of six in kindergarten classrooms.

Budget Considerations

Opportunity #1 - $1,027,203.44
Opportunity #2 - $646,009.92
Total - $1,673,213.36

Discussed at Previous Meeting

No

Attachments

Lyon County School District ECILP Plan
Opportunity #1 Budget
Opportunity #2 Budget
Job Description - Grants Coordinator
Job Description – Paraprofessional SPED
Job Description – Teacher/ECE Implementation Coach

Respectfully Submitted,
Rachel Stewart, Executive Director of Special Services

LCSD Early Childhood Innovative Literacy Program (ECILP)

Opportunity #1

Description of the Pre-Kindergarten program

Lyon County School District (LCSD) is considered rural, and 18 schools are Title IA eligible. With miles between towns, food deserts, and our high poverty rates, COVID-19 hit our district severely. Loss of jobs, housing shortages and families not meeting basic needs make it a necessity for expanded and continuing education options. In the 2019-2020 school year, LCSD had several Pre-K classrooms and in the 2020-2021 school year, LCSD had zero Pre-K programs due to COVID. LCSD would like to start building a Pre-K program again to help give our four-year-old population in each attendance area, exposure, and options to start an education early for future success.

Year 1:

LCSD will open 3 Pre-K classrooms for the 2023-2024 school year, with one teacher and one paraprofessional per classroom, with no more than 20 seats reserved for 4-year-olds who have one or more of the following: at or below the 200% FPL, have an Individualized Education Plan (IEP), or have behavioral and/or social-emotional needs with documentation by a health professional. LCSD will hire one Pre-K Instructional Coordinator, which will be a Teacher on Special Assignment (TOSA), to provide professional development, support through coaching/mentoring, build partnerships with outside agencies like the Boys and Girls Club, local libraries, as well as coordinate Family Engagement Opportunities.

School	Teacher	Qualification(s)	Number of Seats for 4-year-olds
SSES	TBD	Early Childhood Licensure or endorsement	20
RES	TBD	Early Childhood Licensure or endorsement	20
YES	TBD	Early Childhood Licensure or endorsement	20
Districtwide	TBD-Pre-K Instructional Coordinator	Early Childhood Licensure of Endorsement	0

Year 2:

LCSD will add 5 more Pre-K classrooms to the already existing 3 classrooms for the 2024-2025 school year.

School	Teacher	Qualification(s)	Number of Seats for 4-year-olds
FES	TBD	Early Childhood Licensure or endorsement	20
EVES	TBD	Early Childhood Licensure or endorsement	20
CES	TBD	Early Childhood Licensure or endorsement	20
SES	TBD	Early Childhood Licensure or endorsement	20
DES	TBD	Early Childhood Licensure or endorsement	20

With a high teacher shortage in Nevada, if we are unable to find teachers that have an Early Childhood Licensure or endorsement, we will work to get them into the Northwest Regional Professional Development Program (NWRPDP) ECE cohort which is a 4-class series to get their endorsement. If the Pre-K Instructional Coordinator is hired that has a master's degree, this person may be able to teach the classes.

Staff Professional Development

At a minimum, all Pre-K teachers will receive training on Teaching Strategies' The Creative Curriculum, Gold Assessment, Al's Pal's, and Ready Rosie. The initial professional development will be given by Teaching Strategies professionals and then the Pre-K Instructional Coordinator will provide follow-up professional development at monthly meetings and during coaching/mentoring time with teachers.

LCSD will work with Children's Cabinet and the State around professional development specifically on grant requirements as well as wrap around services.

Teachers will meet at a minimum, monthly with the Pre-K Instructional Coordinator to train on QRIS, curriculum needs, assessments, and form working PLCs to analyze data and problem solve on next steps for students.

Paraprofessionals will participate in paraprofessional professional development by their lead teacher as well as by the Pre-K Instructional Coordinator monthly at a minimum.

The Pre-K Instructional Coordinator will work with NDE to get trained specifically on QRIS. The Pre-K Instructional Coordinator will also work directly with Teaching Strategies on professional development for the Creative Curriculum, Al's Pals, and Ready Rosie.

All teachers and the Pre-K Instructional Coordinator will be encouraged to enroll in the Nevada Registry. They will all be signed up for a Premium NAEYC account. The Pre-K Instructional Coordinator along with 4 Pre-K teachers will attend the NAEYC annual conference for Year 1 and for Year 2 the Pre-K Instructional Coordinator and 5 Pre-K teachers will attend the NAEYC annual conference to learn more about developmentally appropriate practices as well as what is up and coming in Early Childhood education.

LCSD will hire a Grants Coordinator to oversee the fiscal side of the Pre-K Grant as well as enrollment for school sites. This position will also work closely with the Pre-K Instructional Coordinator on the fiscal side.

Intensity-Pre-K Student Attendance (minimum of 25 hours per week is required)

Students will attend Monday-Thursday during normal school hours at each site. Each site's start time varies, but students will be in school for a maximum of 6.75 hours 4 days per week, for a total of 27 hours a week and a minimum of 25 hours per week, depending on school start and end time. Fridays will be designated for the Pre-K teachers to do professional development with the Pre-K Instructional Coach and paraprofessionals as well as their prep time allotted as outlined in the LCEA Negotiated Agreement. An example of a school day:

School	Day	Start Time	End Time
Riverview Elementary	Monday	8:30	3:15
	Tuesday	8:30	3:15
	Wednesday	8:30	3:15
	Thursday	8:30	3:15
			Total Hours: 27

Extended hours availability (before and after school care)

Each school site has a Boys and Girls Club before and after school program however they do not take students that are not in kindergarten. Lyon County School District does not offer before or after school care.

Curriculum

Lyon County School District will use The Creative Curriculum by Teaching Strategies for all Pre-K classrooms. This is an approved curriculum by the NV DOE and aligned to the Nevada Pre-K Standards. The Creative Curriculum uses a project-based and investigative learning style to allow students to build knowledge through hands-on learning and experiences. This is in alignment with Lyon County School District’s Portrait of a Learner. Through this process, students use inquiry and can build their problem-solving skills in a friendly environment where they will gain confidence. This curriculum paired with Teaching Strategies Gold, allows for individualized instruction where teachers can effectively scaffold experiences based on student strengths and needs.

Al's Pals by Teaching Strategies will be used for social emotional learning. This curriculum allows for students to develop skills in social-emotional, self-control, problem solving, and healthy decision-making through hands-on, interactive lessons.

All Curriculum can be found at: https://teachingstrategies.com/

Class Size/Ratio

Class sizes will not exceed 20 students with a minimum of 2 adults facilitating learning. There will be 1 teacher and 1 paraprofessional for each Pre-K classroom.

Comprehensive Assessment

Lyon County School District will use the Teaching Strategies Gold Assessment. This Assessment is approved by the NV DOE. It provides an ongoing assessment for teachers, used with observations, and the curriculum to provide a feedback loop so teachers have detailed guidance on next steps to help differentiate for students. Gold includes three checkpoints throughout the year that allow teachers to provide frequent growth reports to parents. Gold also allows for teachers to capture and store various artifacts in the moment of teaching and learning such as videos, pictures of student work, etc. to help teachers with formative assessments.

Pre-K staff will meet weekly to review assessment data. This data will help drive instruction by allowing the staff to review and adjust as needed to lesson plans and instruction.

Family Engagement

The family engagement plan will be developed by the teachers, paraprofessionals, administrators, and Pre-K coach at each site upon review of a pre and post survey that will be sent out to families within the first 45 days of school. The survey will be reviewed and targeted areas will then be used to develop monthly activities around family engagement. LCSD will use Teaching Strategies' Ready Rosie, which will help provide families with family engagement activities to do at home, help provide tools for teachers to build capacity around relationships with families as well as nurture collaborative relationships with families. The data gathered from Ready Rosie will also help drive the family engagement plans.

Through family engagement opportunities, families and children will be supported in transition to kindergarten. Families will be given opportunities to work with Pre-K teachers, as well as kindergarten teachers in an environment that is warm and inviting where they can learn more about kindergarten expectations as well as school site expectations. Through these activities, families will have opportunities to learn more about what children are doing in school and how it relates to what they are doing at home. This will allow families to advocate for their children by empowering them with this knowledge.

Comprehensive Wrap-Around Services

Lyon County School District will work with Lyon County Human Services as well as Children's Cabinet to provide resources for families and to also help with finding families who have four-year-olds that are at or below the 200% FPL.

LCSD has also partnered with Care Solace to help provide families with wraparound support for mental health services.

Demonstrate evidence-based practices.

Developmentally appropriate practices

LCSD will use the NAEYC Developmentally Appropriate Practice (DAP) guidelines as well as the Nevada Pre-K Revised Standards. The Teaching Strategies Creative Curriculum and Al's Pals will support evidence-based practices that are developmentally appropriate by fostering optimal learning for all students. Play-based learning, phonological awareness activities, hands-on math activities, social-emotional learning, multisensory learning experiences, individualized instruction, positive behavior support, and storybook reading and dialogic reading are many examples of these practices that will take place in all Pre-K classrooms.

Child outcomes

Evidence-based practices that have shown positive effects on child outcomes that LCSD will engage in include but are not limited to:

- High-Quality Teacher-Child Interactions
    - All staff in the Pre-K classrooms will engage in responsive and positive interactions with students.
    - Open-ended questions will be used to encourage critical thinking and problem-solving skills.
    - LCSD staff will provide praise to enhance self-esteem and motivation.
- Language-Rich Environment
    - LCSD will use the Creative Curriculum to help create an environment that encourages language development in different ways like storytelling, conversations, and reading books.
    - All Pre-K classrooms will use language modeling to expose children to new vocabulary, sentence structures and promote phonological awareness and pre-literacy skills through activities.
- Play-Based Learning
    - All LCSD Pre-K classrooms will use the Creative Curriculum that encourages play-based learning opportunities to foster creativity, imagination, and social skills in different types of play such as pretend play, cooperative play, and constructive play.
- Individualized Instruction and Assessment
    - Through the use of various assessment tools, all Pre-K classrooms will conduct ongoing assessments to identify each child's strengths and areas for growth and tailor instruction to meet individual needs, ensuring that all children receive appropriate support.
- Social Emotional Learning
    - Using Al's Pals as an evidence based SEL program, students will learn to enhance their emotional regulation, empathy, and social skills.
    - All Pre-K classrooms in LCSD will allow students to have opportunities to discuss and express their feelings in a safe and supportive environment.
- Family Engagement
    - Family Engagement events, workshops, and communication
    - Using Teaching Strategies' Ready Rosie
- Classroom Environment

    - All Pre-k classrooms will be well-organized, safe, and stimulating environments that promote student exploration and curiosity that leads to authentic learning.
- Continuous Professional Development
    - All staff will have access to ongoing developmental opportunities in order to stay up to date with the latest research and best practices.
    - All staff will engage in Data-Driven Decision Making by collecting and analyzing data through different venues like TSGold and Formative Assessments
- Early Intervention for Students with Disabilities
    - Identify students who may require additional support.
    - Collaborate with specialists and support staff to address individual needs effectively.
    - Provide for appropriate individualized accommodations and supports for children with disabilities.

Description of inclusive program

LCSD will, at a minimum, hold 10% of the seats in each classroom for students who have been identified as a student with a disability. The Early Childhood Special Education Teacher, Pre-K teacher, and site administrator, along with the families, will determine the best placement for students with disabilities.

Child Find activities are ongoing in LCSD. Child Find is publicized throughout the district and community partners refer students for whom they have a suspicion of a disability. As students are assessed in the Pre-K classroom, the Pre-K staff will use data, along with the Multi-Tier Support System (MTSS) team as a means of referring students for whom they have a suspicion of a disability.

LCSD is committed to providing developmentally appropriate environments for all learners. All students in the Pre-K classrooms will have accommodations provided when needed, specifically students with disabilities. Accommodations may include but are not limited to: instructional groupings or arrangements such as large groups or small groups; lesson formatting that may include role playing or games; teaching strategies that are changed to help influence a student's ability to participate; adaptations to the method for responding such as augmentative communication systems; environmental conditions such as change in the physical arrangement of equipment and materials or noise level; modification of materials; the level of assistance given to students.

Plan of reporting accountability for the performance of the program

LCSD will participate in the Quality Rating and Improvement System and work with NDE to ensure our programs are of the highest quality for the outcomes of our students. As part of this process all LCSD Pre-K classrooms will use the Early Childhood Environment Rating Scale (ECERS-3).

Evaluation of the Pre-K programs will happen through continuous monitoring of data. Using the Gold assessment, we will be able to evaluate student growth as well as areas of improvement aligned to the Nevada Pre K Standards. The Pre-K Instructional Coordinator will monitor growth 3 times per year and meet with site administrators and Pre-K staff to go over the data and discuss areas of improvement as well as growth. Data will be shared monthly at Pre-K meetings by the Pre-K Instructional Coordinator to help drive PLC work amongst the Pre-K staff. Using

Brigance screening data, we will be able to evaluate growth as well as areas of improvement. Data will be collected and shared with sites and families to improve outcomes for students.

Family Engagement data will be collected through surveys and monitored for growth as well as areas of improvement. Data from Ready Rosie will be collected and monitored by the Pre-K Instructional Coordinator around the number of users engaging with the content tied to learning and family outcomes and then shared with site administrators and Pre-K staff to help improve outcomes for students.

Implementation plan

We currently have 3 school sites ready to implement this plan immediately starting in the fall of 2023. We will hire a Pre-K Instructional Coordinator to help on board everyone as quickly as possible and begin the process of getting the remaining sites ready for implementation as soon as possible. We will hire a grant coordinator to set up the intake process and process applications. This position will also handle the other daily work as well as fiscal management and any other reporting that will be required. This implementation plan will fall within the budget we are currently asking for.

LCSD will purchase a Classroom Kit for each classroom: Year 1 will be 3 classrooms and Year 2 will be 5 additional classrooms. These classroom kits consist of the furniture and resources necessary to start a Pre-K program. For example, tables, chairs, cubbies, storage units, books, manipulatives, etc. will be part of the kit. Additional resources will need to be purchased as well like, glue, paper, paint, and other consumables. Year 1, the classrooms will be held at specific school sites: Riverview Elementary, Silver Stage Elementary, and Yerington Elementary. Year 2, the classrooms will be housed at the other 5 elementary schools: Cottonwood Elementary, East Valley Elementary, Sutro Elementary, Dayton Elementary, and Fernley Elementary.

Enrollment of children

LCSD will develop a registration process that will gather relevant information such as demographic information that will include English language status, foster, poverty level status, migrant status, disability status, homeless, military. A student may have one or multiple of any of these risk factors. We will strive to serve our most at-risk students. Families will fill out either an online application or an application at the school site within their area. All applications will be timestamped. The Grants Coordinator will then look at the risk factors and time stamp to determine which students qualify and then notify the families of those students who are eligible for the program as well as the school site. The Grants Coordinator will keep a waiting list for students who may move out the program. School sites will inform the Grants Coordinator when a student moves so the next student on the waiting list can start.

Our goal is to include all students, but unfortunately, space is limited so we will have to have a system in place for which students get into the program. Due to this, a student will typically have a risk factor to be included in the program.

Opportunity #2

Program description

LCSD will hire one paraprofessional for each school site to work with and support kindergarten teachers, for 5-year-olds who have been deemed at-risk, in literacy. The definition of At-Risk Students in the LCSD are those students performing at the lowest 25th percentile based on MAP Proficiency Data in Kindergarten. Kindergarten students do not take the MAP assessment until the winter so the Brigance Early Childhood Screen-III will be administered to all Kindergarten students within the first 45 school days. This assessment, a DRA, or the MAP Fluency assessment may be used to determine the most at-risk 5-year-olds for the paraprofessional to help support in each classroom until the MAP assessment is given. Under the direction of the site administrator, these positions will assist with the following:

- Help assure students are moving through the system and receiving support to perform on grade level specifically in literacy.
- With the Kindergarten teachers, analyze student data and barriers and confer with the team to identify students, those that are 5 years old in the kindergarten classrooms, in need of academic support. Help administer testing including pre-/post-tests to these students in the classroom and document results in the data management system that is used at the school sites.
- Provide literacy support through small groups, one on one interventions, or other effective strategies to show gains as students' progress towards targeted goals.
- Assist Kindergarten teachers with monitoring basic skills improvement.

Staff qualifications

The paraprofessionals will need to be Highly Qualified: they must have one or more of the following: an AA degree, 48 credits, or pass the paraprofessional exam.

Intensity or duration of program

Each school site will work on creating a schedule where the kindergarten paraprofessionals will come in and support the kindergarten teachers with 5-year-olds that have been identified as the most at-risk in literacy, Monday-Friday.

Family engagement

All LCSD school sites are responsible for their own family engagement events as part of being Title 1a recipients. During these events, literacy specific resources can be made available for kindergarten families.

Comprehensive assessment

Lyon County School District will use the Brigance as an entry assessment, as well as NWEA MAP assessment twice a year. These assessments are approved by the NV DOE and used as part of Nevada's Read by Grade 3 School Implementation Guide. In accordance with the LCSD

Reading Acceleration Plan, the Brigance will be given within the first 30 days of school. Results will be shared with families. NWEA MAP assessments will be given in the winter and spring of each school year and results will be used to monitor growth and shared with families. Each student that is identified as at-risk will have an Individualized Academic Plan (IAP). These plans will outline specific goals, interventions, and supports to ensure students are on track to meet growth goals. The MAP Reading Fluency will be used to monitor progress every three weeks around literacy goals. Teachers use this data and upload it into Infinite Campus. The data will be looked at, at least twice a month within a PLC, to determine if the intervention(s) put in place are working. If they are not working, the team will work together to implement new strategies that the paraprofessionals support within the kindergarten classrooms.

Developmentally appropriate practices

LCSD will use the NAEYC Developmentally Appropriate Practice (DAP) guidelines as well as the Nevada English Language Arts Standards. The Houghton Mifflin Harcourt Curriculum will support evidence-based practices that are developmentally appropriate by using the eight evidence-based elements of reading and literacy instruction which are: phonemic awareness, phonics, fluency, vocabulary, comprehension, writing, language, and knowledge building. These elements are all grounded in the Science of Reading Research.

Child outcomes

Evidence-based practices that have shown positive effects on child outcomes that LCSD will engage in include but are not limited to:

- High-Quality Teacher-Child Interactions
    - All staff in the kindergarten classrooms will engage in responsive and positive interactions with students.
    - Open-ended questions will be used to encourage critical thinking and problem-solving skills.
    - LCSD staff will provide praise to enhance self-esteem and motivation.
- Language-Rich Environment
    - LCSD will use the Houghton Mifflin Harcourt (HMH) to help create an environment that encourages language development in different ways like storytelling, conversations, and reading books.
    - All Kindergarten classrooms will use language modeling to expose children to new vocabulary, sentence structures and promote phonological awareness and pre-literacy skills through activities.
- Play-Based Learning
    - All LCSD Kindergarten use play-based learning as part of the school day. Play-based learning allows for opportunities to foster creativity, imagination, and social skills in different types of play such as pretend play, cooperative play, and constructive play.
- Individualized Instruction and Assessment
    - Through the use of various assessment tools, all Kindergarten classrooms will conduct ongoing assessments to identify each child's strengths and areas for growth and tailor instruction to meet individual needs, ensuring that all children receive appropriate support.
- Social Emotional Learning
    - Using Second Step as an evidence-based SEL program, students will learn to enhance their emotional regulation, empathy, and social skills

    - All Kindergarten classrooms in LCSD will allow students to have opportunities to discuss and express their feelings in a safe and supportive environment.
- Family Engagement
    - Family Engagement events, workshops, and communication
- Classroom Environment
    - All Kindergarten classrooms will be well-organized, safe, and stimulating environments that promote student exploration and curiosity that leads to authentic learning.
- Continuous Professional Development
    - All staff will have access to ongoing developmental opportunities in order to stay up to date with the latest research and best practices.
    - All staff will engage in Data-Driven Decision Making by collecting and analyzing data through different venues and work in PLC's.
- Early Intervention for Students with Disabilities
    - Identify students who may require additional support.
    - Collaborate with specialists and support staff to address individual needs

Hiring staff

We currently have 9 school sites ready to implement this plan immediately starting in the fall of 2023. We will hire Paraprofessionals as soon as funding is approved to help on board everyone as quickly as possible. This implementation plan will fall within the budget we are currently asking for.

Nevada Department of Education - State or Federal Budget Expenditure Summary

Subrecipient: Lyon CSD

UEI (SAM): XUJLNWWA7NK3

Vendor Number: T40233900

Federal/State Project Title: ECILP

Check one below:

Budget: X

Amendment:

Project Number:

Project Title: ECILP

FISCAL YEAR 2024

NDE Use Only

Budget Code:

Category

GL:

CAN Number:

Job Number:

OBJECT	DESCRIPTION	INSTRUCTION	SUPPORT	TOTAL
100	Employee Salaries	$ 455,000.00	$ 75,000.00	$ 530,000.00
200	Employee Fringe Benefits	$ 218,952.16	$ 34,778.88	$ 253,731.04
300	Purchased Professional Services	$ 3,900.00	$ -	$ 3,900.00
400	Purchased Property Services	$ -	$ -	$ -
500	510 Student Transportation & Travel	$ -	$ -	
	530 Communication & Connectivity	$ -	$ -	
	540 Advertising	$ -	$ -	
	550 Printing & Binding	$ -	$ -	
	560 Student Tuition Reimbursement	$ -	$ -	
	580 Staff Travel	$ 8,000.00	$ -	
	500 Other Purchased Services	$ -	$ -	
	Total 500	$ 8,000.00	$ -	$ 8,000.00
600	610 Non-IT Related, Lower Value	$ 181,452.40	$ -	
	612 Non-IT Related, Higher Value	$ -	$ -	
	650 IT Related, Lower Value, < 1 yr useful life	$ -	$ -	
	654 IT Related, Lower Value, > 1 yr useful life	$ -	$ -	
	652 IT Related, Higher Value	$ -	$ -	
	620 Energy/Utilities	$ -	$ -	
	640 Books & Periodicals - General	$ 120.00	$ -	
	641 Textbooks - Instructional	$ -	$ -	
	651 Software - Installed on Device	$ -	$ -	
	653 Web Based - Accessed via Internet	$ 50,000.00	$ -	
	Total 600	$ 231,572.40	$ -	$ 231,572.40
800	810 Dues and Fees	$ -	$ -	
	890 Other Miscellaneous	$ -	$ -	
	Total 800	$ -	$ -	$ -
Subtotal 100 - 600 & 800		$ 917,424.56	$ 109,778.88	$ 1,027,203.44
893 Indirect Cost	Approved Rate: % 8.24			$ -
700	730 Equipment Above $5,000 per unit	$ -	$ -	
	700 Other Property & Capital Assets	$ -	$ -	
	Total 700	$ -	$ -	$ -
900 Other	900 Other Items	$ -	$ -	
	Total 900	$ -	$ -	$ -
TOTAL		$ 917,424.56	$ 109,778.88	$ 1,027,203.44

Signature: _____ Date 7/25/2023

Signature of Authorized Sub-grantee Representative

Name/Title: Jeremy Lattin Grants Manager

Print Name and Title of Authorized Sub-grantee Representative

** Indirect Cost Rates must be approved by the NV Department of Education (NDE) **before** the subrecipient may budget for and charge those costs to the grant. **Indirect cost is allowed for Federal Grant Awards only.**

DEPARTMENT OF EDUCATION USE ONLY

Program Staff Initial **Date Approved**

Grant Unit Staff Initial **Date Approved**

Nevada Department of Education
Instruction

Subrecipient: Lyon CSD
Project Title: ECILP
Project No: 0
Fiscal Year: 2024

A	B	C	D	E	F	
Object Code 100	**EMPLOYEE SALARIES**	**FTE**	**Quantity OR %**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
100	Licensed Teachers	4.00	1	$ 80,000.00	$ 320,000.00	
	Substitute Teachers				$ -	
	Licensed Support Personnel (SISP)	3.00	1	$ 45,000.00	$ 135,000.00	
	Licensed Administrators				$ -	
	Assistants				$ -	
	Aides				$ -	
	Employee Stipends				$ -	
					$ -	
	Other Employees:				$ -	
					$ -	
					$ -	
					$ -	
	NARRATIVE: 3 Teachers, 3 Parapros and 1 Teacher on Special Assignment					
				100 TOTAL		**$ 455,000.00**
Object Code 200	**EMPLOYEE FRINGE BENEFITS**	**FTE**	**Quantity OR %**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
200	**BENEFITS:**					
	Group Insurance	7.00	1	$ 8,528.88	$ 59,702.16	
	Life Insurance: Cert / Class				$ -	
	Life Insurance: Admin / Pro				$ -	
	Long Term Disab: Admin / Pro				$ -	
	FICA				$ -	
	PERS	1.00	0.335	$ 455,000.00	$ 152,425.00	
	Medicare				$ -	
	Workers Compensation	1.00	0.0105	$ 455,000.00	$ 4,777.50	
	Post Employment Benefits	1.00	0.0045	$ 455,000.00	$ 2,047.50	
	Other Post Emp Benefits				$ -	
250	Tuition Reimbursement for Staff				$ -	
					$ -	
					$ -	
	NARRATIVE: Standard fringe benefits rates. Parapro and teacher benefits					
				200 TOTAL		**$ 218,952.16**
Object Code 300	**PURCHASED PROFESSIONAL SERVICES**	**FTE**	**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
310	Official/Administrative Services				$ -	
					$ -	
					$ -	
					$ -	
320	Professional Educ. Services				$ -	
					$ -	
					$ -	
					$ -	
330	Employee Training & Develop.	4.00	1	$ 150.00	$ 600.00	
		4.00	1	$ 625.00	$ 2,500.00	
		4.00	1	$ 200.00	$ 800.00	
					$ -	
			510			

Subrecipient: Lyon CSD
Project Title: ECILP
Project No: 0
Fiscal Year: 2024

A	B	C	D	E	F	
340	Other Professional Services				$ -	
					$ -	
					$ -	
					$ -	
350	Purchased Technical Services				$ -	
					$ -	
					$ -	
					$ -	
	NARRATIVE: 9 Premium NAEYC Memberships 6 Registrations for NAEYC Annual Conference 4 ECERS Online trainings					
				300 TOTAL		$ 3,900.00
Object Code 400	**PURCHASED PROPERTY SERVICES**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
410	Utility Services				$ -	
430	Repairs and Maintenance				$ -	
440	Rentals				$ -	
450	Construction Services				$ -	
	NARRATIVE:					
				400 TOTAL		$ -
Object Code 500	**OTHER PURCHASED SERVICES**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
510	Student Transportation & Travel				$ -	
					$ -	
					$ -	$ -
530	Communication & Connectivity				$ -	
					$ -	
					$ -	$ -
540	Advertising				$ -	
					$ -	
					$ -	$ -
550	Printing & Binding				$ -	
					$ -	
					$ -	$ -
560	Student Tuition Reimbursement				$ -	
					$ -	
					$ -	$ -
580	Staff Travel		4	$ 2,000.00	$ 8,000.00	
					$ -	
					$ -	$ 8,000.00
500 (Other)	Other Purchased Services				$ -	
					$ -	
					$ -	$ -
	NARRATIVE:					

Subrecipient: Lyon CSD
Project Title: ECILP

Project No: 0
Fiscal Year: 2024

A	B	C	D	E	F	
				500 TOTAL		**$ 8,000.00**
Object Code 600	**SUPPLIES**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
610	Non-IT Related, Lower Value ($999 or less)		1	$ 171,452.40	$ 171,452.40	
			4	$ 2,500.00	$ 10,000.00	
					$ -	
					$ -	**$ 181,452.40**
612	Non-IT Related, Higher Value ($1,000-$4,999)				$ -	
					$ -	
					$ -	
					$ -	**$ -**
650	IT Related, Lower Value ($999 or less) & **less** than 1 yr useful life				$ -	
					$ -	
					$ -	
					$ -	**$ -**
654	IT Related, Lower Value ($999 or less) & **more** than 1 yr useful life				$ -	
					$ -	
					$ -	
					$ -	**$ -**
652	IT Related, Higher Value ($1,000-$4,999)				$ -	
					$ -	
					$ -	
					$ -	**$ -**
620	Energy/Utilities				$ -	
					$ -	
					$ -	**$ -**
640	Books & Periodicals - General		4	$ 30.00	$ 120.00	
					$ -	
					$ -	
					$ -	**$ 120.00**
641	Textbooks - Instructional				$ -	
					$ -	
					$ -	
					$ -	**$ -**
651	Software - Installed on Device				$ -	
					$ -	
					$ -	
					$ -	**$ -**
653	Web Based - Accessed via Internet		1	$ 50,000.00	$ 50,000.00	
					$ -	
					$ -	
					$ -	**$ 50,000.00**
	NARRATIVE: Lakeshore Classroom in a box for 3 rooms, no item exceeds $1000 4 ECERS books 4 classroom site supplies Creative Curriculum, Al's Pals, Gold Online Assessment ReadyRosie for 3					
				600 TOTAL		**$ 231,572.40**
Object Code 800	**DEBT SERVICE & MISC.**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**

Subrecipient: Lyon CSD
Project Title: ECILP
Project No: 0
Fiscal Year: 2024

A	B	C	D	E	F	
810	Dues & Fees				$ -	
					$ -	
					$ -	
					$ -	$ -
890	Other Miscellaneous Expenditures				$ -	
					$ -	
					$ -	
					$ -	$ -
	NARRATIVE:					
				800 TOTAL		$ -
Subtotal Objects 100 - 600 & 800					$ -	$ 917,424.56
Approved Indirect Cost Rate	%					0.00
Object Code 700	**PROPERTY & CAPITAL ASSETS**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
730	Equipment Above $5,000 per unit				$ -	
					$ -	
					$ -	$ -
700 (Other)	Other Property & Capital Assets				$ -	
					$ -	
					$ -	$ -
	NARRATIVE:					
				700 TOTAL		$ -
Object Code 900	**OTHER ITEMS (Temporary use only, with NDE pre-approval)**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
971	Pass through to Districts				$ -	
972	Pass through to Charter Schools				$ -	
973	Pass through to Other Entities				$ -	
	NARRATIVE:					
				900 TOTAL		$ -
				GRAND TOTAL		$ 917,424.56

Subrecipient: Lyon CSD
Project Title ECILP

Project No: 0
Fiscal Year: 2024

A	B	C	D	E	F	
Object Code 100	**EMPLOYEE SALARIES**	**FTE**	**Quantity OR %**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
100	Licensed Teachers				$ -	
	Substitute Teachers				$ -	
	Licensed Support Personnel (SISP)				$ -	
	Licensed Administrators				$ -	
	Assistants				$ -	
	Aides				$ -	
	Employee Stipends				$ -	
					$ -	
	Other Employees:	1.00	1	$ 75,000.00	$ 75,000.00	
					$ -	
					$ -	
					$ -	
	NARRATIVE: 1 Grant Coordinator					
				100 TOTAL		**$ 75,000.00**
Object Code 200	**EMPLOYEE FRINGE BENEFITS**	**FTE**	**Quantity OR %**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
200	**BENEFITS:**					
	Group Insurance	1.00	1	$ 8,528.88	$ 8,528.88	
	Life Insurance: Cert / Class				$ -	
	Life Insurance: Admin / Pro				$ -	
	Long Term Disab: Admin / Pro				$ -	
	FICA				$ -	
	PERS	1.00	0.335	$ 75,000.00	$ 25,125.00	
	Medicare				$ -	
	Workers Compensation	1.00	0.0105	$ 75,000.00	$ 787.50	
	Post Employment Benefits	1.00	0.0045	$ 75,000.00	$ 337.50	
	Other Post Emp Benefits				$ -	
250	Tuition Reimbursement for Staff				$ -	
					$ -	
					$ -	
	NARRATIVE: Standard fringe benefits rates.					
				200 TOTAL		**$ 34,778.88**
Object Code 300	**PURCHASED PROFESSIONAL SERVICES**	**FTE**	**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
310	Official/Administrative Services				$ -	
					$ -	
					$ -	
					$ -	
320	Professional Educ. Services				$ -	
	PIFE Summit - Key Note Speaker				$ -	
					$ -	
					$ -	
330	Employee Training & Develop.				$ -	
					$ -	
					$ -	
					$ -	

Subrecipient: Lyon CSD
Project Title ECILP

Project No: 0
Fiscal Year: 2024

A	B	C	D	E	F	
340	Other Professional Services				$ -	
					$ -	
					$ -	
					$ -	
350	Purchased Technical Services				$ -	
					$ -	
					$ -	
					$ -	
	NARRATIVE:					
				300 TOTAL		$ -
Object Code 400	**PURCHASED PROPERTY SERVICES**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
410	Utility Services				$ -	
430	Repairs and Maintenance				$ -	
440	Rentals				$ -	
450	Construction Services				$ -	
	NARRATIVE:					
				400 TOTAL		$ -
Object Code 500	**OTHER PURCHASED SERVICES**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
510	Student Transportation & Travel				$ -	
					$ -	
					$ -	$ -
530	Communication & Connectivity				$ -	
					$ -	
					$ -	$ -
540	Advertising				$ -	
					$ -	
					$ -	$ -
550	Printing & Binding				$ -	
					$ -	
					$ -	$ -
560	Student Tuition Reimbursement				$ -	
					$ -	
					$ -	$ -
580	Staff Travel				$ -	
					$ -	
					$ -	$ -
500 (Other)	Other Purchased Services				$ -	
					$ -	
					$ -	$ -
	NARRATIVE:					

Subrecipient: Lyon CSD
Project Title ECILP

Project No: 0
Fiscal Year: 2024

A	B	C	D	E	F	
				500 TOTAL		$ -
Object Code 600	**SUPPLIES**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
610	Non-IT Related, Lower Value ($999 or less)				$ -	
					$ -	
					$ -	
					$ -	$ -
612	Non-IT Related, Higher Value ($1,000-$4,999)				$ -	
					$ -	
					$ -	
					$ -	$ -
650	IT Related, Lower Value ($999 or less) & **less** than 1 yr useful life				$ -	
					$ -	
					$ -	
					$ -	$ -
654	IT Related, Lower Value ($999 or less) & **more** than 1 yr useful life				$ -	
					$ -	
					$ -	
					$ -	$ -
652	IT Related, Higher Value ($1,000-$4,999)				$ -	
					$ -	
					$ -	
					$ -	$ -
620	Energy/Utilities				$ -	
					$ -	
					$ -	$ -
640	Books & Periodicals - General				$ -	
					$ -	
					$ -	
					$ -	$ -
641	Textbooks - Instructional				$ -	
					$ -	
					$ -	
					$ -	$ -
651	Software - Installed on Device				$ -	
					$ -	
					$ -	
					$ -	$ -
653	Web Based - Accessed via Internet				$ -	
					$ -	
					$ -	
					$ -	$ -
	NARRATIVE:					
				600 TOTAL		$ -
Object Code 800	**DEBT SERVICE & MISC.**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**

Subrecipient: Lyon CSD | **Project No:** 0
Project Title ECILP | **Fiscal Year:** 2024

A	B	C	D	E	F	
810	Dues & Fees				$ -	
					$ -	
					$ -	
					$ -	$ -
890	Other Miscellaneous Expenditures				$ -	
					$ -	
					$ -	
					$ -	$ -
	NARRATIVE:					
				800 TOTAL		$ -
Subtotal Objects 100 - 600 & 800					$ -	$ 109,778.88
Approved Indirect Cost Rate	%	8.24%				9045.78
Object Code 700	**PROPERTY & CAPITAL ASSETS**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
730	Equipment Above $5,000 per unit				$ -	
					$ -	
					$ -	$ -
700 (Other)	Other Property & Capital Assets				$ -	
					$ -	
					$ -	$ -
	NARRATIVE:					
				700 TOTAL		$ -
Object Code 900	**OTHER ITEMS (Temporary use only, with NDE pre-approval)**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
971	Pass through to Districts				$ -	
972	Pass through to Charter Schools				$ -	
973	Pass through to Other Entities				$ -	
	NARRATIVE:					
				900 TOTAL		$ -
				GRAND TOTAL		$ 118,824.66

Nevada Department of Education - State or Federal Budget Expenditure Summary

Subrecipient: Lyon CSD

UEI (SAM): XUJLNWWA7NK3

Vendor Number: T40233900

Federal/State Project Title: ECILP

Check one below:

Budget: X

Amendment:

Project Number:

Project Title: ECILP

FISCAL YEAR 2024

NDE Use Only

Budget Code:

Category

GL:

CAN Number:

Job Number:

OBJECT	DESCRIPTION	INSTRUCTION	SUPPORT	TOTAL
100	Employee Salaries	$ 405,000.00	$ -	$ 405,000.00
200	Employee Fringe Benefits	$ 218,509.92	$ -	$ 218,509.92
300	Purchased Professional Services	$ -	$ -	$ -
400	Purchased Property Services	$ -	$ -	$ -
500	510 Student Transportation & Travel	$ -	$ -	
	530 Communication & Connectivity	$ -	$ -	
	540 Advertising	$ -	$ -	
	550 Printing & Binding	$ -	$ -	
	560 Student Tuition Reimbursement	$ -	$ -	
	580 Staff Travel	$ -	$ -	
	500 Other Purchased Services	$ -	$ -	
	Total 500	$ -	$ -	$ -
600	610 Non-IT Related, Lower Value	$ 22,500.00	$ -	
	612 Non-IT Related, Higher Value	$ -	$ -	
	650 IT Related, Lower Value, < 1 yr useful life	$ -	$ -	
	654 IT Related, Lower Value, > 1 yr useful life	$ -	$ -	
	652 IT Related, Higher Value	$ -	$ -	
	620 Energy/Utilities	$ -	$ -	
	640 Books & Periodicals - General	$ -	$ -	
	641 Textbooks - Instructional	$ -	$ -	
	651 Software - Installed on Device	$ -	$ -	
	653 Web Based - Accessed via Internet	$ -	$ -	
	Total 600	$ 22,500.00	$ -	$ 22,500.00
800	810 Dues and Fees	$ -	$ -	
	890 Other Miscellaneous	$ -	$ -	
	Total 800	$ -	$ -	$ -
Subtotal 100 - 600 & 800		$ 646,009.92	$ -	$ 646,009.92
893 Indirect Cost	Approved Rate: % 8.24		$ -	$ -
700	730 Equipment Above $5,000 per unit	$ -	$ -	
	700 Other Property & Capital Assets	$ -	$ -	
	Total 700	$ -	$ -	$ -
900 Other	900 Other Items	$ -	$ -	
	Total 900	$ -	$ -	$ -
TOTAL		$ 646,009.92	$ -	$ 646,009.92

Signature: _____ Date 7/25/2023

Signature of Authorized Sub-grantee Representative

Name/Title: Jeremy Lattin Grants Manager

Print Name and Title of Authorized Sub-grantee Representative

** Indirect Cost Rates must be approved by the NV Department of Education (NDE) **before** the subrecipient may budget for and charge those costs to the grant. **Indirect cost is allowed for Federal Grant Awards only.**

DEPARTMENT OF EDUCATION USE ONLY

Program Staff Initial **Date Approved**

Grant Unit Staff Initial **Date Approved**

Nevada Department of Education
Instruction

Subrecipient: Lyon CSD
Project Title: ECILP
Project No: 0
Fiscal Year: 2024

A	B	C	D	E	F	
Object Code 100	**EMPLOYEE SALARIES**	**FTE**	**Quantity OR %**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
100	Licensed Teachers				$ -	
	Substitute Teachers				$ -	
	Licensed Support Personnel (SISP)	9.00	1	$ 45,000.00	$ 405,000.00	
	Licensed Administrators				$ -	
	Assistants				$ -	
	Aides				$ -	
	Employee Stipends				$ -	
					$ -	
	Other Employees:				$ -	
					$ -	
					$ -	
					$ -	
	NARRATIVE: 9 Parapros					
				100 TOTAL		**$ 405,000.00**
Object Code 200	**EMPLOYEE FRINGE BENEFITS**	**FTE**	**Quantity OR %**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
200	**BENEFITS:**					
	Group Insurance	9.00	1	$ 8,528.88	$ 76,759.92	
	Life Insurance: Cert / Class				$ -	
	Life Insurance: Admin / Pro				$ -	
	Long Term Disab: Admin / Pro				$ -	
	FICA				$ -	
	PERS	1.00	0.335	$ 405,000.00	$ 135,675.00	
	Medicare				$ -	
	Workers Compensation	1.00	0.0105	$ 405,000.00	$ 4,252.50	
	Post Employment Benefits	1.00	0.0045	$ 405,000.00	$ 1,822.50	
	Other Post Emp Benefits				$ -	
250	Tuition Reimbursement for Staff				$ -	
					$ -	
					$ -	
	NARRATIVE: Standard fringe benefits rates. Parapro benefits					
				200 TOTAL		**$ 218,509.92**
Object Code 300	**PURCHASED PROFESSIONAL SERVICES**	**FTE**	**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
310	Official/Administrative Services				$ -	
					$ -	
					$ -	
					$ -	
320	Professional Educ. Services				$ -	
					$ -	
					$ -	
					$ -	
330	Employee Training & Develop.				$ -	
					$ -	
					$ -	
					$ -	

519

Subrecipient: Lyon CSD
Project Title: ECILP
Project No: 0
Fiscal Year: 2024

A	B	C	D	E	F	
340	Other Professional Services				$ -	
					$ -	
					$ -	
					$ -	
350	Purchased Technical Services				$ -	
					$ -	
					$ -	
					$ -	
	NARRATIVE:					
				300 TOTAL		$ -
Object Code 400	**PURCHASED PROPERTY SERVICES**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
410	Utility Services				$ -	
430	Repairs and Maintenance				$ -	
440	Rentals				$ -	
450	Construction Services				$ -	
	NARRATIVE:					
				400 TOTAL		$ -
Object Code 500	**OTHER PURCHASED SERVICES**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
510	Student Transportation & Travel				$ -	
					$ -	
					$ -	$ -
530	Communication & Connectivity				$ -	
					$ -	
					$ -	$ -
540	Advertising				$ -	
					$ -	
					$ -	$ -
550	Printing & Binding				$ -	
					$ -	
					$ -	$ -
560	Student Tuition Reimbursement				$ -	
					$ -	
					$ -	$ -
580	Staff Travel				$ -	
					$ -	
					$ -	$ -
500 (Other)	Other Purchased Services				$ -	
					$ -	
					$ -	$ -
	NARRATIVE:					

Nevada Department of Education
Instruction

Subrecipient: Lyon CSD
Project Title: ECILP

Project No: 0
Fiscal Year: 2024

A	B	C	D	E	F	
				500 TOTAL		$ -
Object Code 600	**SUPPLIES**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
610	Non-IT Related, Lower Value ($999 or less)		9	$ 2,500.00	$ - $ 22,500.00 $ - $ -	**$ 22,500.00**
612	Non-IT Related, Higher Value ($1,000-$4,999)				$ - $ - $ - $ -	**$ -**
650	IT Related, Lower Value ($999 or less) & **less** than 1 yr useful life				$ - $ - $ - $ -	**$ -**
654	IT Related, Lower Value ($999 or less) & **more** than 1 yr useful life				$ - $ - $ - $ -	**$ -**
652	IT Related, Higher Value ($1,000-$4,999)				$ - $ - $ - $ -	**$ -**
620	Energy/Utilities				$ - $ - $ -	**$ -**
640	Books & Periodicals - General				$ - $ - $ - $ -	**$ -**
641	Textbooks - Instructional				$ - $ - $ - $ -	**$ -**
651	Software - Installed on Device				$ - $ - $ - $ -	**$ -**
653	Web Based - Accessed via Internet				$ - $ - $ - $ -	**$ -**
	NARRATIVE: Supplies for 9 rooms					
				600 TOTAL		$ 22,500.00
Object Code 800	**DEBT SERVICE & MISC.**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**

Nevada Department of Education
Instruction

Subrecipient: Lyon CSD
Project Title: ECILP
Project No: 0
Fiscal Year: 2024

A	B	C	D	E	F	
810	Dues & Fees				$ -	
					$ -	
					$ -	
					$ -	$ -
890	Other Miscellaneous Expenditures				$ -	
					$ -	
					$ -	
					$ -	$ -
	NARRATIVE:					
				800 TOTAL		$ -
Subtotal Objects 100 - 600 & 800					$ -	$ 646,009.92
Approved Indirect Cost Rate	%					0.00
Object Code 700	**PROPERTY & CAPITAL ASSETS**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
730	Equipment Above $5,000 per unit				$ -	
					$ -	
					$ -	$ -
700 (Other)	Other Property & Capital Assets				$ -	
					$ -	
					$ -	$ -
	NARRATIVE:					
				700 TOTAL		$ -
Object Code 900	**OTHER ITEMS (Temporary use only, with NDE pre-approval)**		**Quantity**	**Per Unit Amount**	**Total Amount**	**Budget Summary Object Total**
971	Pass through to Districts				$ -	
972	Pass through to Charter Schools				$ -	
973	Pass through to Other Entities				$ -	
	NARRATIVE:					
				900 TOTAL		$ -
				GRAND TOTAL		$ 646,009.92

LYON COUNTY SCHOOL DISTRICT
GRANTS COORDINATOR

Job Group: Administrative Support
Classification: Classified
Terms of Employment: Pay Grade 11 on the Classified Salary Structure (12 month)
FLSA STATUS: NON-EXEMPT

POSITION SUMMARY: This position is 100% grant funded. This position is responsible for the implementation of competitive and non-competitive grant programs, case management, fiscal management, and monitoring of the grants. In addition, this position will work closely with other program coordinators in order to support school and district initiatives. Travel is required. Late afternoon and evening meetings will be required throughout the year. This position reports directly to the Grants Manager. Duty station will be in Fernley.

ESSENTIAL DUTIES AND RESPONSIBILITIES:
This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.
Prepare, facilitate, implement and report:

1. Prepare grant applications for competitive and noncompetitive grants from all funding sources, public and private.
2. Program and fiscal management of grants including budgets.
3. Coordinate funding sources for district projects and initiatives for instructional activities, technology, and other areas.
4. Prepare and file budget amendments and supplements to awarded grants.
5. Regularly communicate status of grants implementation, modifications and funding to the Grants Manager.
6. Assist in preparing the strategic plan and vision, technology, and program equipment
7. Participate in regional, state, and national conferences, workshops, and meetings to stay current on legislation, policies, labor market, and economic development trends as related to assigned Grants.
8. Serves as the LCSD liaison forNDE, businesses, and post-secondary institutions as required by the grant, under the direction of the Grants Manager.
9. Coordinates the state and federal accountability reports as required by the grants.
10. Plan, develop, monitor, and maintain the budgets, inventory, financial records, and other fiscal management compliance reports and audits.
11. Review and process purchase orders, ensuring sufficient funds are appropriately allocated.
12. Maintain needed information and data and prepare performance and other reports for funded grants as required.
13. Complete all fiscal reporting (to include: request for funds, final reporting, etc.).
14. Monitor and file Personnel Activity Reports as outlined within the various grants.
15. Prepare monthly grant reports as outlined in the various grant guidelines.
16. Prepare and file expenditures as related to the various grant programs.
17. Respond to inquiries from staff about grant budget information.
18. Maintain all grant files, including all necessary documentation for audits.
19. Coordinate and maintain District inventory of grant equipment and items of value for each of the grants.
20. Ability to work cooperatively with professional administrative, certified and classified staff.
21. Work independently in completing assigned tasks.
22. Handle multiple tasks with shifting priorities.
23. There will be some trainings and meetings in the late afternoon or evening where time will be flexed.

24. Ability to appropriately handle stress and interact with others, including supervisors, coworkers, clients and customers.
25. Regular and consistent punctuality and attendance are essential functions of the job.
26. Performs and participates in other related duties as assigned by the Grants Manager or their designee.

When assigned to CTE:

1. Position could be partially grant funded.
2. Work cooperatively to build strong community/business and industry involvement to promote and enhance Career and Technical Education Programs
3. Work with the Director of Secondary, Curriculum, Instruction and Assessment to determine future needs of CTE programs.
4. Continuously evaluate and promote the Career and Technical Education program utilizing a CTE Advisory Committee.
5. Assist Director of Secondary, Curriculum, Instruction and Assessment in the development and implementation of the annual Career and Technical Education Local Plan based on requirements of state and federal laws.

When assigned to 21st Century

The purpose of the 21st CCLC program is to award grants to public school districts, community based organizations, faith-based organizations, public-private organizations or a consortium of these, in order to create community-learning centers which provide academic and enrichment opportunities for children and their families. The 21st CCLC program requires the following:

1. Create community learning centers that provide academic opportunities;
2. Provide a broad array of enrichment activities; and
3. Offer families of participating students the opportunity to actively engage in their children's education.

The Grant Coordinator is responsible for 11 sites and will be responsible for management/implementation of the program and budget proposed in the approved application to ensure that the agency meets its responsibilities to the state under the grant agreement. Additional duties include:

1. completing necessary data collection and reports to submit to the state;
2. supervising site coordinators and other program staff;
3. conducting trainings for staff and orientations for partners, parents, volunteers, etc.
4. developing attendance policies, health and safety procedures and annual calendar;
5. attending state Program Director's meetings and required professional development; and
6. ensuring compliance with program requirements.

When assigned to Work Based Learning (100% ESSER funded)

Assists in administering, monitoring and implementing the requirements for a quality Work Based Learning (WBL) Program and all requirements associated with it. Provides support for staff and collaborates with administrators, instructional staff, counselors, community members, as well as business and industry professionals. Acts as the district designee who serves as the point of contact to the state, assists with ensuring WBL activities are carried out according to regulations. Evaluated by the Director of Secondary Curriculum, Instruction and Assessment.

1. Research and review effective work based learning practices and strategies.
2. Program Planning, Development, and Evaluation
3. Collaborate with employers to ensure work experience aligns with the student's pathway
4. Coordinates On-the-Job Instruction
5. Provide participating students with information about relevant Career and Technical Student Organization (CTSO) opportunities and assist in the development of those opportunities at the school sites.
6. Develop and file written training plans and agreements.

7. Use community resources to enrich work-based learning, create public relations opportunities to promote WBL programs
8. Use the resources of other agencies such as the local and regional chambers of commerce, Nevada VR, Nevada Department of Labor, Nevada Department of Economic Development, etc.

POSITION EXPECTATIONS:

1. Ability to acquire research and review the federal register, foundation notices, and other relevant publications for sources of funding.
2. Knowledge of bookkeeping, including creating and monitoring budgets.
3. Knowledge of federal and state grant program and fiscal requirements.
4. Excellent technical writing skills.
5. Excellent written and oral communication skills.
6. Familiarity with the educational mission and functions of typical school district with approximately 9,000 student enrollment.
7. Mobility and stamina to maintain an active schedule, with frequent travel to each of the school sites within the district and meetings within and out of the district.
8. Travel is required throughout the year.

POSITION REQUIREMENTS:

Education and Training:

Any combination of education and experience that could likely provide the required knowledge and skills in qualifying for this position. The typical way to acquire the required knowledge and skills and standard for this position would be:

1. HS diploma or High School Equivalency required. Associates degree or higher preferred.
2. 1 year grant/program experience.
3. Experience with fiscal management, organization, and record keeping.
4. Working knowledge of Microsoft Office

Equivalent experience in Career & Technical Education or grant coordination may be substituted for education. Candidates must meet the minimum qualifications as listed on the appropriate position vacancy announcement

Licenses and Certifications:

1. A valid Nevada driver's license is required at the time of appointment.

PHYSICAL AND MENTAL REQUIREMENTS:

The physical and mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

Strength, dexterity, coordination, and vision to use keyboard and video display terminal for prolonged periods. Strength and stamina to bend, stoop, sit, and stand for long periods of time. Dexterity and coordination to handle files and single pieces of paper; occasional lifting of files, stacks of paper or reports, references, student work, and other materials. Some reaching for items above and below waist and head level. Some reaching, bending, squatting, and stooping to access files, student work, and other items is necessary. The manual dexterity and cognitive ability to operate a personal computer and other educational technology (LCD projector, SmartBoard, iPads/Tablets, etc.) to enhance student learning. Involves hearing and speech to communicate in person or over the telephone. Must have the ability to lift 50 pounds to waist height, and the ability to restrain student(s) as needed to prevent injury to self or others.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals

who have been offered employment are encouraged to discuss potential accommodations with the employer.

WORKING CONDITIONS:
Work is performed under the following conditions:
Exposure to climate controlled office/classroom settings to outside weather with temperatures ranging from mild/moderate to extreme cold/heat. May involve exposure to noise levels ranging from moderate to very loud on occasional to frequent time periods. May involve work in crowded environments.

Hazards: Stress, anxiety, verbal and physical aggression. Office/classroom furniture, playground/office equipment, blood borne pathogens, communicable diseases, chemicals (as related to specific assignment), and power/hand operated equipment and machinery (as related to specific assignment).

PHYSICAL CAPACITY REQUIREMENTS FOR POSITION

(Mark with an X, leave blank where not applicable)

ESSENTIAL FUNCTION	*LESS THAN 25% OF TIME*	*25% TO 49% OF TIME*	*50% TO 74% OF TIME*	*75% TO 100% OF TIME*
Sitting		X		
Standing		X		
Walking		X		
Bending/Stooping/ Squatting/Twisting	X			
Crawling	X			
Kneeling	X			
Reaching above of body	X			
Reaching away from body	X			
Climbing Stairs	X			
Climbing while working (ladder, stools, roofs, poles)	X			
Balancing	X			
Lifting &/Or Carrying objects:	X			
50 Pounds or 1/3 Bodyweight	X			
Pushing	X			
Pulling	X			
Grasping/ Gripping	X			
Handling	X			
Applying Torque (arms)	X			
Fine Manipulation	X			
Repetitive Work			X	
Weight Bearings	X			
Typing, Keyboarding, or Entering Data			X	
Computer Monitor/ CRT			X	
Driving a Vehicle		X		
Working Alone			X	
Operating Machinery or Equipment:	X			
Heavy Equipment	X			
Vibrating Equipment	X			
Power Tools	X			
Machine/Electrical Hazards	X			
Ladders ≥ 6 Feet	X			
Personal Protective Equipment	X			
Respirator Use	X			
Work Conditions:	X			
High Noises	X			
Heights	X			

Confined Spaces	X			
Heat Stress	X			
Cold Stress	X			
UV Exposure	X			
Hazardous Chemical/Waste	X			
>8 Hrs Day	X			
Overtime/Irregular Hrs		X		
Senses:	X			
Eyes	X			
Visually Demanding Work	X			
Near Vision	X			
Far Vision	X			
Depth Perception	X			
Basic Color Discrimination	X			
Hearing Protection	X			
Speech Discrimination	X			
Audio Alarms	X			
Ability to Smell	X			

Equal Opportunity Employer

The Lyon County School District is an equal opportunity employer and will not knowingly discriminate in any area of employment. Those include discriminatory recruiting and hiring practices against any United States citizen or legal alien on the basis of race, color, creed, religion, sex, age, marital status, national or ethnic origin, disability, or any other protected class and shall extend to working conditions, training, promotion, and terms and conditions of employment.

Individuals with a disability who require reasonable accommodation(s) during any step of the screening process or who have questions about qualifications should notify a representative in Human Resources. Notification may be made in person, in writing, or by calling: (775) 463-6800.

I have read and understand this explanation and job description.

Employee Name: _____

Employee Signature: _____ Date: _____

Administrator/Management Signature: _____ Date: _____

LYON COUNTY SCHOOL DISTRICT
Special Education Paraprofessional

Job Group: Specialized or Technical
Classification: Classified
Terms of Employment: Pay Grade 4 on the Classified Salary Structure (9 month)
FLSA STATUS: NON-EXEMPT

POSITION SUMMARY: Under the supervision of a licensed teacher, works in a special education assisting teaching staff in a variety of instructional activities to provide specially designed instruction to students with disabilities. Assists teachers in providing individual and group functional living, academic skills, vocational and behavioral management support, as well as personal care attendant services to students with various mental, and/or physical disabilities to successfully implement requirements of students individualized education plan (IEP). Additional intensive training beyond what is necessary for a Special Education-Paraprofessional in the areas of student data collection, communication strategies, severe behaviors, and positive behavior management for Autism Spectrum Disorders, Cognitive Disabilities or Behavioral Disorders will be required. This person reports directly to the school site administrator.

ESSENTIAL DUTIES AND RESPONSIBILITIES:
This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Assists the student(s) in the program to whom they are assigned in such physical tasks as putting on and taking off outerwear, moving from room to room, using the restroom, provide toileting and/or personal hygiene care (i.e. changing diapers), carrying lunch trays, eating, transportation, etc.
2. Assists the student(s) in curriculum tasks as assigned by a certified teacher, carrying out instructional programs and lessons in various learning environments, in and out of the traditional classroom, as designated in the instructional plan based on the IEP and under the direct supervision of the certified teacher.
3. Under the direct supervision of a certified teacher, works with small groups of students to reinforce material initially introduced by the teacher.
4. Accompanies the student(s) to other locations within the school, if the child's disability warrants this type of support.
5. Establishes as fully as possible a supportive relationship with the student(s) without fostering or encouraging intense emotional involvement.
6. Serves as a resource person, if and when requested, to the student's eligibility and IEP teams when conferring about the student whom the paraprofessional is assigned.
7. Assisting individual students in performing activities initiated by the special education or classroom teacher.
8. Assisting the special education teacher in data collection procedures, observing, recording and charting behavior.
9. Monitoring and reporting student(s) progress to the certified personnel.
10. Assist the student in interacting with the available classroom technology & augmentative devices (SmartBoard, iPad, etc.).
11. Conforms to safety standards as prescribed.
12. Ability to work with students and adults in a variety of settings on and off school campus areas.
13. Ability to commute outside of attendance area as required by certified personnel in order to transport students to programs not available within the student's school of attendance.
14. Ability to take direction from and provide assistance to the Special Education teacher in charge of the special education program.
15. Performs and participates in other related duties as assigned by the building administrator or designee.

ACCOUNTABILITIES: Works under the direct supervision of a licensed teacher and is evaluated by the site administration in utilizing teacher input.

POSITION EXPECTATIONS:

1. Knowledge of CPR/AED and Universal Precautions.
2. Ability to work effectively with special needs students.
3. Ability to interpret and apply oral and written instructions.
4. Ability to perform several tasks and determine priorities.
5. Ability to deal with unusual behavior and crisis situations.
6. Ability to learn and apply school rules, regulations, and procedures.
7. Ability to complete routine records.
8. Ability to recognize and report hazards and apply safe work methods.
9. Possess physical and mental stamina commensurate with the responsibilities of the position.
10. Willingness to attend training as it relates to implementation of IEPs.

POSITION REQUIREMENTS:

Education and Training:

1. High school diploma or GED equivalent.
2. Valid driver's license and DMV clearance.

Licenses and Certifications: Must have the ability to complete:

1. Specialized training as needed to meet student needs as outlined in IEP's.
2. Current Crisis Prevention and Restraint Training, First Aid, and CPR Training.
3. Blood borne Pathogen and Universal Precaution Training

Candidates must meet the minimum qualifications as listed on the appropriate position vacancy announcement.

PHYSICAL AND MENTAL REQUIREMENTS:

The physical and mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

Strength, dexterity, coordination, and vision to use keyboard and video display terminal for prolonged periods. Strength and stamina to bend, stoop, sit, and stand for long periods of time. Dexterity and coordination to handle files and single pieces of paper; occasional lifting of files, stacks of paper or reports, references, student work, and other materials. Some reaching for items above and below waist and head level. Some reaching, bending, squatting, and stooping to assist students access files, student work, and other items is necessary. The manual dexterity and cognitive ability to operate a personal computer and other educational technology (LCD projector, SmartBoard, iPads/Tablets, augmentative communication devices, etc.) to enhance student learning. Involves hearing and speech to communicate in person or over the telephone. Must have the ability to lift 50 pounds or 1/3 body weight, whichever is greater, to waist height, perform a 2 to 3 person lift, and the ability to restrain student(s) as needed and in accordance with state regulations.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.

WORKING CONDITIONS:

Work is performed under the following conditions: Exposure to climate controlled classroom settings to outside weather with temperatures ranging from mild/moderate to extreme cold/heat. May involve exposure to noise levels ranging from moderate to very loud on occasional to frequent time periods. May involve work in crowded environments. May involve frequent to moderate lifting and other physical demands.

Hazards: Stress, anxiety, verbal and physical aggression. Classroom furniture, playground/office equipment, blood borne pathogens, communicable diseases, chemicals (as related to specific assignment), and power/hand operated equipment and machinery (as related to specific assignment).

PHYSICAL CAPACITY REQUIREMENTS FOR POSITION

(Mark with an X, leave blank where not applicable)

ESSENTIAL FUNCTION	*LESS THAN 25% OF TIME*	*25% TO 49% OF TIME*	*50% TO 74% OF TIME*	*75% TO 100% OF TIME*
Sitting		X		
Standing		X		
Walking		X		
Bending/Stooping/ Squatting/Twisting			X	
Crawling				
Kneeling				
Reaching above of body				
Reaching away from body				
Climbing Stairs				
Climbing while working (ladder, stools, roofs, poles)				
Balancing				
Lifting &/Or Carrying objects:				
50 Pounds or 1/3 Bodyweight	X			
Pushing	X			
Pulling	X			
Grasping/ Gripping				
Handling				
Applying Torque (arms)				
Fine Manipulation				
Repetitive Work				
Weight Bearings				
Typing, Keyboarding, or Entering Data	X			
Computer Monitor/ CRT	X			
Driving a Vehicle				
Working Alone				
Operating Machinery or Equipment:				
Heavy Equipment				
Vibrating Equipment				
Power Tools				
Machine/Electrical Hazards				
Ladders ≥ 6 Feet				
Personal Protective Equipment				
Respirator Use				
Work Conditions:				
High Noises				
Heights				
Confined Spaces				
Heat Stress	X			
Cold Stress	X			
UV Exposure	X			
Hazardous	X			

Chemical/Waste				
>8 Hrs Day				
Overtime/Irregular Hrs				
Senses:				
Eyes				
Visually Demanding Work	X			
Near Vision				
Far Vision				
Depth Perception				
Basic Color Discrimination				
Hearing Protection				
Speech Discrimination	X			
Audio Alarms				
Ability to Smell				

Equal Opportunity Employer

The Lyon County School District is an equal opportunity employer and will not knowingly discriminate in any area of employment. Those include discriminatory recruiting and hiring practices against any United States citizen or legal alien on the basis of race, color, creed, religion, sex, age, marital status, national or ethnic origin, disability, or any other protected class and shall extend to working conditions, training, promotion, and terms and conditions of employment.

Individuals with a disability who require reasonable accommodation(s) during any step of the screening process or who have questions about qualifications should notify a representative in Human Resources. Notification may be made in person, in writing, or by calling: (775) 463-6800.

I have read and understand the requirements of my job.

Employee Name: _____

Employee Signature: _____ Date: _____

Administrator/Management Signature: _____ Date: _____

LYON COUNTY SCHOOL DISTRICT- HR Department
Early Childhood Education (ECE) Implementation Coach
Teacher on Special Assignment (TOSA)

Job Group: General Education Services-Licensed
Classification: Certified
Terms of Employment: 9 Months or (195 Days)
FLSA STATUS: EXEMPT
This is a salaried position assigned to the Licensed Employee Salary Schedule.

POSITION SUMMARY: This position is responsible for all processes associated with the application for and management of Pre-k Development Grant. The ECE Implementation Coach is responsible for community awareness, staff training, data reporting, coordination with community partners, and implementation of all grant related activities. The ECE Implementation Coach will assist teachers with the strategies needed to implement into daily student instruction appropriate educational curriculum based on the Nevada Academic Content Standards and the Lyon County School District approved curriculum. This person will be expected to adhere to the LCSD Professional Standards for Licensed Employees as outlined in policy and the CBA and report directly to the Professional Development and Data Manager. Travel is required. This position is a district wide position.

ESSENTIAL DUTIES AND RESPONSIBILITIES:
This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Conduct trainings of teachers.
2. Coordinate grant project activities.
3. Collaborate and support professional staff regarding grant projects.
4. Prepare performance and other reports as required.
5. Collect and manage data for the Data-Based-Management Teams.
6. Use data to analyze instructional strategy use and program effectiveness.
7. Coordinate monitoring activities of grant.
8. Plan and coordinate with community partner regarding activities, lessons, data, etc.
9. Plan and coordinate parent activities.
10. Plan and coordinate Early Childhood meetings.
11. Analyze the effectiveness and participation of parent activities.
12. Train all staff at school locations.
13. Other duties assigned.

POSITION EXPECTATIONS:

1. Ability to acquire research and review effective reading and instructional strategies.
2. This position requires not only the ability to train personnel, but also requires a significant degree of "follow-up" to assure proper implementation.
3. Excellent written and oral communication skills as well as technical writing skills.
4. Ability to work cooperatively with professional administrative, certified and classified staff.
5. Familiarity with the educational mission and functions of typical school district with approximately 9,000 student enrollment.
6. Mobility and stamina to maintain an active schedule, with frequent travel to each of the school sites within the district and meetings within and out of the district.
7. Ability to appropriately handle stress and interact with others, including supervisors, coworkers, students, and the community.
8. Regular and consistent punctuality and attendance are essential functions of the job.
9. Ability to appropriately handle stress and interact with others, including your supervisors, coworkers, student

and parents
10. Regular and consistent punctuality and attendance are essential functions of the job

POSITION REQUIREMENTS:
Education and Training:
1. Bachelor's Degree from an accredited college or university.
2. Three years public school teaching experience.
3. Early Childhood Education/Pre-K license required.

Licenses and Certifications:
1. Must possess or be able to acquire a Nevada teaching license issued by the Nevada Department of Education and be certified in the relevant subject area.
2. A valid Nevada Driver License with a driving record in good standing.

When applying for a certificated licensed position, candidates must meet the minimum qualifications as listed on the appropriate position vacancy announcement.

PHYSICAL AND MENTAL REQUIREMENTS:
The physical and mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

Strength, dexterity, coordination, and vision to use keyboard and video display terminal for prolonged periods. Strength and stamina to bend, stoop, sit, and stand for long periods of time. Dexterity and coordination to handle files and single pieces of paper; occasional lifting of files, stacks of paper or reports, references, student work, and other materials. Some reaching for items above and below waist and head level. Some reaching, bending, squatting, and stooping to access files, student work, and other items is necessary. The manual dexterity and cognitive ability to operate a personal computer and other educational technology (LCD projector, SmartBoard, iPads/Tablets, etc.) to enhance student learning. Involves hearing and speech to communicate in person or over the telephone. Light lifting (up to 25 pounds) may occasionally be required.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.

WORKING CONDITIONS:
Work is performed under the following conditions:
Exposure to climate controlled office/classroom settings to outside weather with temperatures ranging from mild/moderate to extreme cold/heat. May involve exposure to noise levels ranging from moderate to very loud on occasional to frequent time periods. May involve work in crowded environments. Travel is required.

Hazards: Office/classroom furniture, playground/office equipment, communicable diseases, chemicals (as related to specific assignment), and power/hand operated equipment and machinery (as related to specific assignment).

PHYSICAL CAPACITY REQUIREMENTS FOR POSITION

(Mark with an X, leave blank where not applicable)

ESSENTIAL FUNCTION	*LESS THAN 25% OF TIME*	*25% TO 49% OF TIME*	*50% TO 74% OF TIME*	*75% TO 100% OF TIME*
Sitting	X			
Standing		X		
Walking	X			
Bending/Stooping/	X			

Squatting/Twisting				
Crawling				
Kneeling				
Reaching above of body	X			
Reaching away from body	X			
Climbing Stairs				
Climbing while working (ladder, stools, roofs, poles)				
Balancing				
Lifting &/Or Carrying objects:				
Up To 50 Pounds or 1/3 Bodyweight	X			
Pushing				
Pulling				
Grasping/ Gripping	X			
Handling				
Applying Torque (arms)				
Fine Manipulation				
Repetitive Work	X			
Weight Bearings				
Typing, Keyboarding, or Entering Data	X			
Computer Monitor/ CRT	X			
Driving a Vehicle	X			
Working Alone				
Operating Machinery or Equipment:				
Heavy Equipment				
Vibrating Equipment				
Power Tools				
Machine/Electrical Hazards				
Ladders ≥ 6 Feet				
Personal Protective Equipment				
Respirator Use				
Work Conditions:				
High Noises				
Heights				
Confined Spaces				
Heat Stress	X			
Cold Stress	X			
UV Exposure	X			
Hazardous Chemical/Waste				
>8 Hrs Day				
Overtime/Irregular Hrs				
Senses:				
Eyes				
Visually Demanding Work	X			
Near Vision	X			
Far Vision				
Depth Perception				
Basic Color Discrimination				
Hearing Protection				
Speech Discrimination	X			
Audio Alarms				
Ability to Smell				

Equal Opportunity Employer

The Lyon County School District is an equal opportunity employer and will not knowingly discriminate in any area of employment. Those include discriminatory recruiting and hiring practices against any United States citizen or legal alien on the basis of race, color, creed, religion, sex, age, marital status, national or ethnic origin, disability, or any other protected class and shall extend to working conditions, training, promotion, and terms and conditions of employment.

Individuals with a disability who require reasonable accommodation(s) during any step of the screening process or who have questions about qualifications should notify a representative in Human Resources. Notification may be made in person, in writing, or by calling: (775) 463-6800.

I have read and understand my job description.

Employee Signature: _____ Date: _____

Administrator/Management Signature: _____ Date: _____

Lyon County School District
Board Memo

Date: September 26, 2023

To: Board of School Trustees

From: Wayne Workman, Superintendent

Re: 2023-2024 Hiring Update

Recommendation
That the Board of Trustees approve a report on current staffing for the 2023-2024 school year.

Background Information
The Lyon County School District Board of Trustees recognizes the critical importance of effective staffing, recruitment, and retention strategies in K-12 education. Lyon County School District is committed to providing high-quality education to all of our students. To achieve this, it is imperative to address the staffing challenges faced in K-12 education. This report provides an overview of these challenges and our efforts to enhance the recruitment and retention of employees.

The United States and Nevada have experienced teacher shortages for many years. These shortages result from a combination of factors, including retirements, lack of candidates graduating from university/college programs, increased student enrollment, and attrition due to various reasons. The demand for classroom paraprofessionals, bus drivers, custodians, and other educational staff has also risen. These positions play a crucial role in supporting our schools and students.

The reasons for teacher turnover vary and often include inadequate compensation, heavy workloads, and burnout. A significant percentage of teachers who leave the profession across the nation do so within their first five years of teaching.

Inadequate compensation and benefits packages make it challenging to attract and retain qualified teachers and staff members. The challenge for our Board of Trustees is that we do not control the funding allocation as this is done at the state level. However, this legislative session resulted in significant increases to education funding, which the Board has whole-heartedly supported to help raise wages for all of our employees. Additionally, workloads, administrative tasks, and burnout contribute to high turnover rates among educators, as well as post-covid turnover where staff left the education field for other careers. The process of obtaining teacher certification in Nevada can be complex and time-consuming, discouraging potential educators from pursuing a career in teaching.

Effective Recruiting and Retention Strategies:
Our Board made clear that our priority was to increase wages for all of our employees and therefore approved unprecedented increases to our employees' salaries. Our Board has approved reclassifications of positions to better recruit and retain employees, and has proactively approved memorandums of agreements with our associations to increase benefits compensation in order to minimize the impact of the rising costs of health insurance for our staff. In addition, our use of ESSERS funds to hiring bonuses for teachers and bus drivers has led to positive outcomes. Our Grow Your Own program for classified and substitute employees has increased our teacher hires while supporting our staff to fulfill their dreams of teaching and removing barriers to becoming a teacher. This is an excellent retention strategy and promotes the educational profession. LCSD is the first district to partner with the University of NV, Reno and Nevada Department of Education to pilot a teacher residency program, where a student teacher works in one of our schools for a full year of mentorship and guidance, gradually releasing the student to teaching the class. To help with retention of our teachers, we are providing every classroom teacher with up to $200 in classroom supplies to help alleviate the out-of-pocket expenses. Implementing competitive salary structures and benefits packages makes a significant difference in our recruiting and retention efforts and makes working in the Lyon County School District more attractive professions.

Lyon CSD has also invested in professional development for our employees. As an example, we provided an additional day for training all staff this year before school began. Investing in ongoing professional development opportunities enhances teacher and staff skills as well as job satisfaction.

Research states that mentoring programs are one of the top retention strategies. Our Board approved teacher leaders in every school, and special education teacher leaders for each attendance area in our school district. Implement mentorship programs to support new teachers and help them acclimate to the profession and support veteran teachers' needs. This peer support is valuable and provides mentorship without fear of having to ask an administrator for help.

We have also provided regular communication to all staff regarding our free and confidential employee assistance program (KEPRO) which helps address teacher and staff burnout by offering wellness programs, counseling services, and stress management resources.

Addressing the challenges in K-12 education staffing, including teacher turnover, and enhancing recruitment and retention efforts is crucial for Lyon County School District to provide a high-quality education to our students. By focusing on competitive compensation, career ladders, professional development, and mentorship and wellness initiatives, we create a more attractive and sustainable education workforce.

Human Resources and site administrators experienced a busy spring and summer attracting and securing 87 new certified employees. Efforts to attract certified staff included recruiting events; national website postings such as Topschooljobs; university outreach to local and out of state schools including a partnership with Western Governors University; Department of Employment, Training and Rehabilitation, Troops to Education, iTeach, Nevada State College, University of NV, Reno, social media advertising such as Indeed, LinkedIn and Instagram, our Grow Your Own program and employee referrals. Additionally, early notification incentives and hiring bonuses supported by the LCSD Board of Trustees have helped to identify positions that were needed earlier than normal and provided an attractive incentive not offered by most states outside of Nevada.

Certified positions were posted in March, allowing school sites the opportunity to begin their hiring process, which has been a huge success in hiring before our sister districts as well as giving us an upper hand on hiring quality teachers.

Of those 87 new certified employees hired, 45 were hired for Fernley area schools, 16 for Dayton area schools, 10 for Silver Springs area schools,13 for Yerington area schools and 1 for Smith Valley, with 2 District wide positions. The following list identifies the areas where employees originated:

- 56 from Lyon County
- 14 from the Reno/Sparks area
- 10 from other areas in Nevada (Gardnerville, Carson, Wellington, Owyhee, Fallon)
- 3 from California
- 4 from other states (CO,MI, TX, VA).
- 1 Grow Your Own candidate

Exit surveys were sent electronically to all employees who left LCSD and 30 former employees responded as follows:

- This is the third year we have included all staff, certified, classified and administrators.
- 71.4% certified responses, 28.6%% classified responses, and 0% Administrative responses
- 60% of those that left LCSD were 40+ years old, 30% were 30-39 years old, and 10% were 22-29 years old.
- 50% were with LCSD for 11+ years, 13.3% were 6-10 years, and 36.7% were with us for 1-5 years.
- 27.6% cited retirement as their primary reason for leaving LCSD, followed by 34.5% citing relocation, 3.4% cited compensation & benefits did not meet my needs, 5.1% identified "challenges with students, 3.4% identified "challenges with supervisor(s)", 13.8% identified "challenges with colleagues", and 17% identified "other" as their reason for leaving.
- 76.66% agreed or strongly agreed that they were given an appropriate site level orientation and continued support to be successful.
- 66.66% agreed or strongly agreed that they were given materials and resources to be successful
- 76.66% agreed or strongly agreed that they had a schedule that allowed them the opportunity to have a positive impact on their students as well as their school culture was positive and supported students and their learning.

- 70.0% agreed or strongly agreed that their supervisor provided collaborative opportunities that supported the teacher's professional learning and that they were provided with professional learning opportunities to support their needs.
- 66.66% agreed or strongly agreed that they were empowered to carry out their job successfully.
- 73.33% agreed or strongly agreed that their supervisor clearly shared his/her expectations.
- 76.66% agreed or strongly agreed that their supervisor listened to their ideas and/or concerns.
- 66.67% agreed or strongly agreed that their supervisor treated the staff fairly and consistently as well as promoted cooperation, collaboration and a positive culture.
- 66.67% agreed or strongly agreed that their supervisor provided ongoing feedback regarding their performance and that their supervisor cared about them and the work they were doing for students.
- 80.0% agreed or strongly agreed that they would work for their supervisor again.
- 66.67% agreed or strongly agreed that the district office provided a positive orientation experience.
- 73.33% agreed or strongly agreed that the district office staff are friendly, supportive, and answered their questions efficiently.
- 66.67% agreed or strongly agreed that the district office staff provided appropriate leadership for our schools.
- 66.7% agreed or strongly agreed that the district office staff cared about them and the work they were doing for students.
- 60.0% agreed or strongly agreed that they were pleased with LCSD's compensation/pay.
- 53.33% agreed or strongly agreed that they were pleased with LCSD's benefits (insurance, holidays, EAP, Etc.).
- 63.33% agreed or strongly agreed that they would recommend LCSD to others as a great place to work.

In closing, we appreciate the LCSD Board of Trustees support to attract and secure top quality talent for our incoming students. We are experiencing continued challenges filling our positions, just like other school districts. Our universities are not producing enough teachers for Nevada's needs. Part of our solution has been to contract with outside agencies to provide services for certain positions: 8 Speech Pathologists, 1 Visually Impaired Teacher, 1 Psychologist, and 1 Board Certified Behavior Analyst (BCBA). We have also had great success filling positions through our Grow Your Own program. Currently, we have 12 student interns, of which 6 are GYO candidates, and an estimated 25 long-term substitutes filling vacant positions in the district, of which 1 is a GYO candidate (see Long-Term Substitutes and Interns Chart). We have currently hired 27 critical need employees. We are optimistic the Student Intern and GYO programs, approved by the Board of Trustees, will continue to be great solutions to attracting and retaining new teachers to LCSD. We retained and hired 4 out of the 8 interns from last year, with 4 still finalizing their internships.

Budget Considerations
None

Attachments:
Long Term Substitutes and Interns

Respectfully Submitted,
Dawn Huckaby, Executive Director of Human Resources

Long Term Subs

LTS	School	Position
Vawter, Amanda	CES	1st grade
Corbett, Garrett	DHS	English
Krupp, Legion	DHS	Foreign Language
Dressler, Megan	DIS	7/8th grade
Dyer, Savannah	DIS	Science
Coplan, Samantha	EVES	2nd grade
Firman, Natacha	EVES	3rd grade
Johnson, Sierra	EVES	SPED Strategies
Felton, Stephaine	FHS	Science
Wilson, Ross	FHS	SPorts Med
Barona, Nicole	SMS	English
Gartenberg, Ethelda	SMS	Speech
Bowman, Rebecca	SSES	SPED CLS
Salvador, Samantha	SSMS	SPED CLS
White, Crystal	SSMS	SPED Resource
Knowles, Lindsey	SVS	Computers
Gutierrez, Selina	YES	1st grade
Hays, Tamara	YES	1st grade
Hunter, Sarah	YES	4th grade
Fulstone, Karen	YHS	SPED Resource
Cervantes, Ashley	YHS	Science
Hurtado, Liliana	YHS	Computers
De Young, John	FIS	Counselor
Sylvester, Terry	FHS	English
Lago, Nicole	SSES	SPED Autism

Intern

Name	School	Position
COVIAN, LUISA	YERINGTON ELEMENTARY SCHOOL	ELL Teacher
EDSTROHM, SHAYLA M	SUTRO ELEMENTARY SCHOOL	5th grade
ESPINOSA-CARBAJAL, ANA K	DAYTON HIGH SCHOOL	Science Teacher
ESTES, MICHELLE V	SUTRO ELEMENTARY SCHOOL	4th Grade
HOLSTIN, DAPHNE S	FERNLEY HIGH SCHOOL	SPED Reource
HUNN, JENNIFER S	RIVERVIEW ELEMENTARY SCHOOL	1st grade
IRWIN, AMANDA	COTTONWOOD ELEMENTARY SCHOOL	Kindergarten
JONES, REESE K	SILVER STAGE MIDDLE SCHOOL	8th Science
PAULSEN, BERTON W	FERNLEY INTERMEDIATE SCHOOL	5th grade
PIMENTAL, BRITTANY	SMITH VALLEY SCHOOLS	Ag Teacher
SHARMIN, SHIFAT	FERNLEY HIGH SCHOOL	Math Teacher
TURNER, MICHAEL	SILVER STAGE ELEMENTARY SCHOOL	4th grade
WHITE, WHITNEY J	DAYTON ELEMENTARY SCHOOL	4th Grade

Lyon County School District
Board Memo

Date: September 26, 2023

To: Board of School Trustees

From: Wayne Workman, Superintendent

Re: 2022-23 Nevada Educator Performance Framework

Recommendation
That the Board of Trustees approve the report on the Nevada Educator Performance Framework (NEPF) results including as permitted under NRS 391.485.

Background Information
AB320 was passed in the 2017 legislative session. Section 1.2 (2) states that the board of trustees of each school district shall annually review the manner in which schools in the school district carry out the evaluation of teachers and administrators pursuant to the statewide performance evaluation system.

Pursuant to this requirement, staff have provided the overall comparison of the Nevada Educator Performance Framework (NEPF) data of Lyon County School District teachers and teachers across the state. Statewide data was obtained from the Nevada Department of Education.

Overall, results show that LCSD, similar to the rest of the state, has a low percentage teachers rated as Ineffective and Developing. LCSD rated 0% of teachers as Ineffective compared to the state which was 0.07%. LCSD rated 22.30% teachers Developing compared to the state 0.63%. LCSD rated 48.79% teachers as effective and 49.03% teachers as Highly Effective for a total of 97.82 % teachers rated as Effective and Highly Effective. This is slightly more that the state in which teachers were rated 71.91% Effective and 22.01% Highly Effective for a total of 93.92% teachers rated Effective and Highly Effective.

LCSD also participated in the NEPF survey of teachers and administrators. Overall, comments mostly surrounded the time it took to implement the NEPF. The survey was launched April 2023 and were due by July 15, 2023. There were 18 administrator and 177 teacher responses. The scale used for the surveys was 1-4 where:

1 indicates strongly disagree
2 indicates disagree
3 indicates agree
4 indicates strongly agree
And two questions included a 5 where 5 indicated the employee did not receive feedback.

All NEPF protocols and requirements were met by LCSD. Districtwide data was shared with the Nevada Department of Education. This information provided to the Board of Trustees is compliant with NRS 391.485.

Budget Considerations
N/A

Discussed at Previous Meeting
September 27, 2022

Attachment(s)
Attachment A – NEPF Ratings Compared to Statewide Data
Attachment B – 2023-23 LCSD Summative
Attachment C - NEPF Feedback Survey Results
Attachment D – NEPF Growth Survey Results

Respectfully Submitted,
Dawn Huckaby, Executive Director of Human Resources

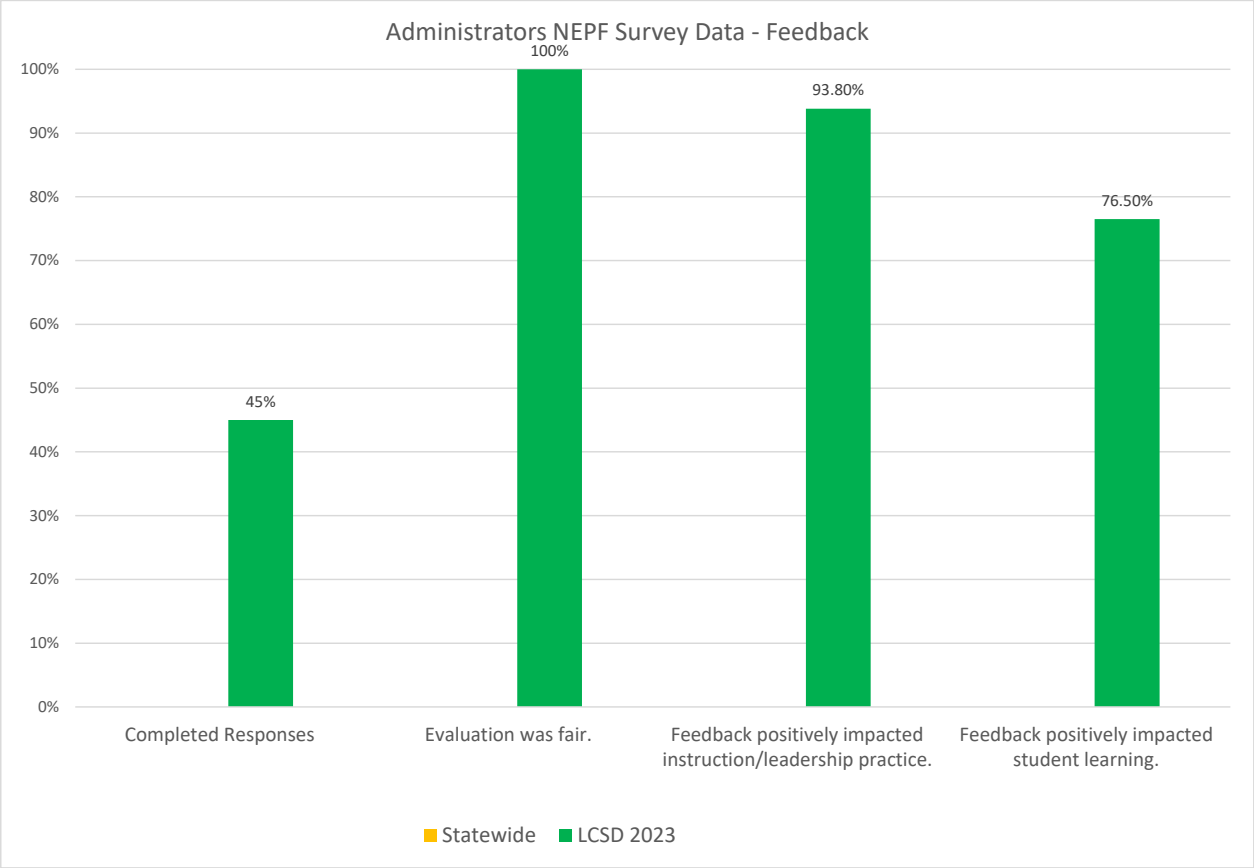
LCSD NEPF Ratings Compared to Statewide Data

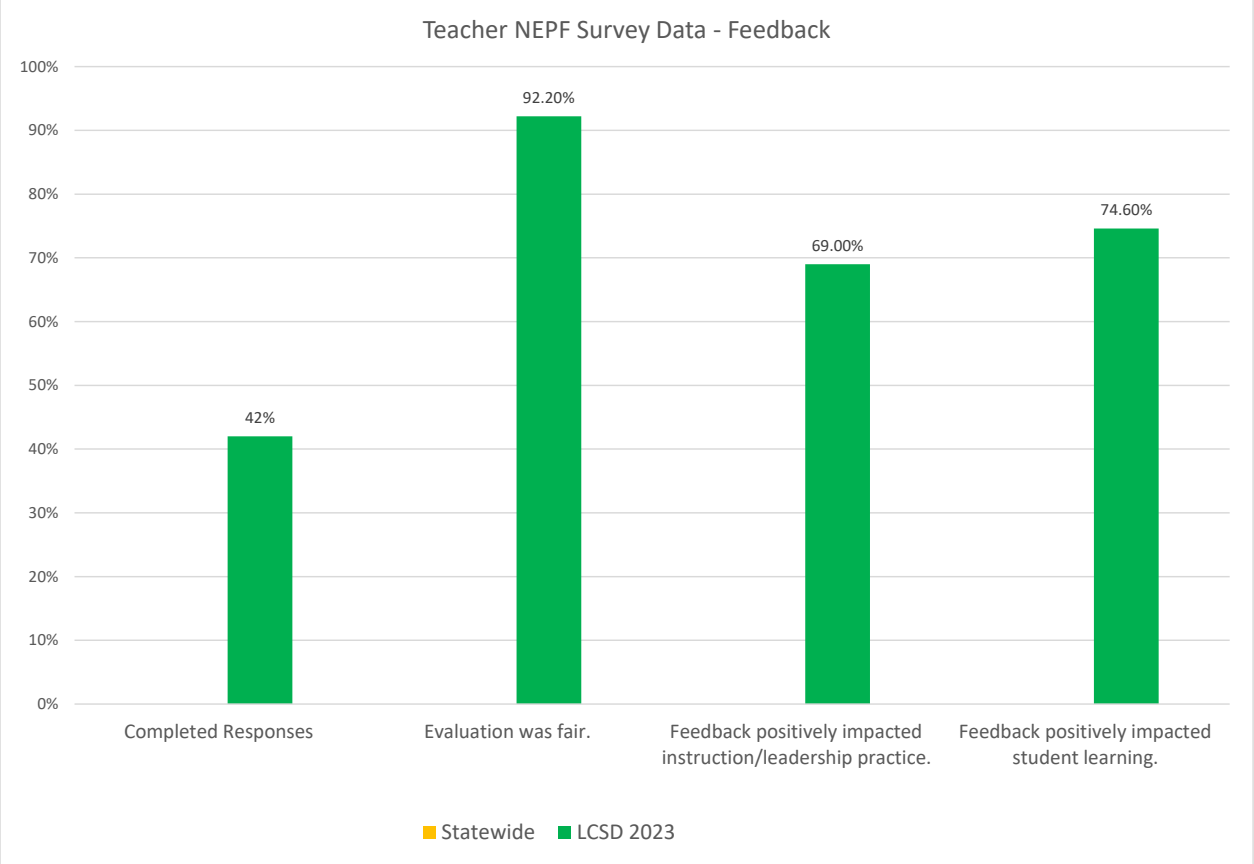
	Total # Teachers at School Overall	# Tchrs Exempt from Summative Evaluation per NRS 391.690 (2yrs H.Effective)	% Tchrs Exempt from Summative Evaluation per NRS 391.690 (2yrs H.Effective)	Total # Tchrs w/Summative Eval & Final Rating	# Ineffective	% Ineffective	# Developing	% Developing	# Effective	% Effective	# Highly Effective	% Highly Effective
2023 Statewide	20601	1108	5.38%	**19493**	**15**	**0.07%**	**130**	**0.63%**	**14814**	**71.91%**	**4534**	**22.01%**
2022 Statewide	22429	1128	5.03%	21301	16	0.08%	110	0.52%	15,236	71.53%	4,811	22.59%
2021 Statewide				19819	17	0.09%	118	0.60%	15,967	80.56%	3,717	18.75%
2020 Statewide					24	0.11%	168	0.82%	15,906	78.00%	4,352	21.00%
2019 Statewide				20,814	33	0.16%	233	1.12%	15,575	74.83%	4,988	23.96%
2018 Statewide	25,142	2,593	10.00%	22,509	27	0.12%	278	1.24%	18,637	82.80%	3,564	15.83%

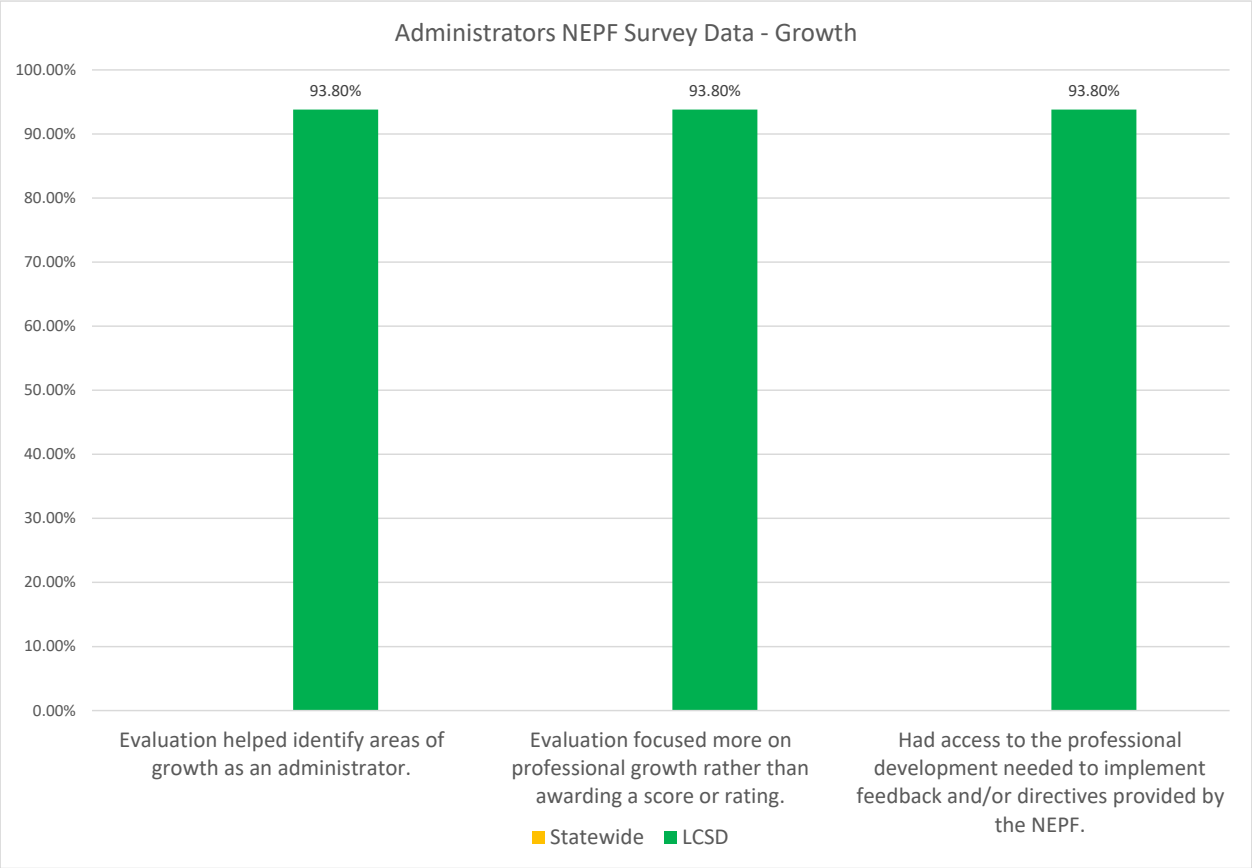
2023 LCSD	412	20	4.85%	**392**	**0**	**0.00%**	**9**	**2.18%**	**201**	**48.79%**	**202**	**49.03%**
2022 LCSD	456	78	17.11%	378	0	0.00%	6	1.59%	204	53.97%	167	44.18%
2021 LCSD	475	85	17.89%	386	0	0.00%	1	0.26%	211	54.66%	174	45.08%
2020 LCSD	452	11	2.43%	442	0	0.00%	0	0.00%	232	52.49%	199	45.02%
2019 LCSD	476	47	9.87%	429	2	0.47%	10	2.33%	264	61.54%	153	35.66%
2018 LCSD	505	95	18.8%	410	0	0.00%	9	2.20%	268	65.37%	133	32.44%

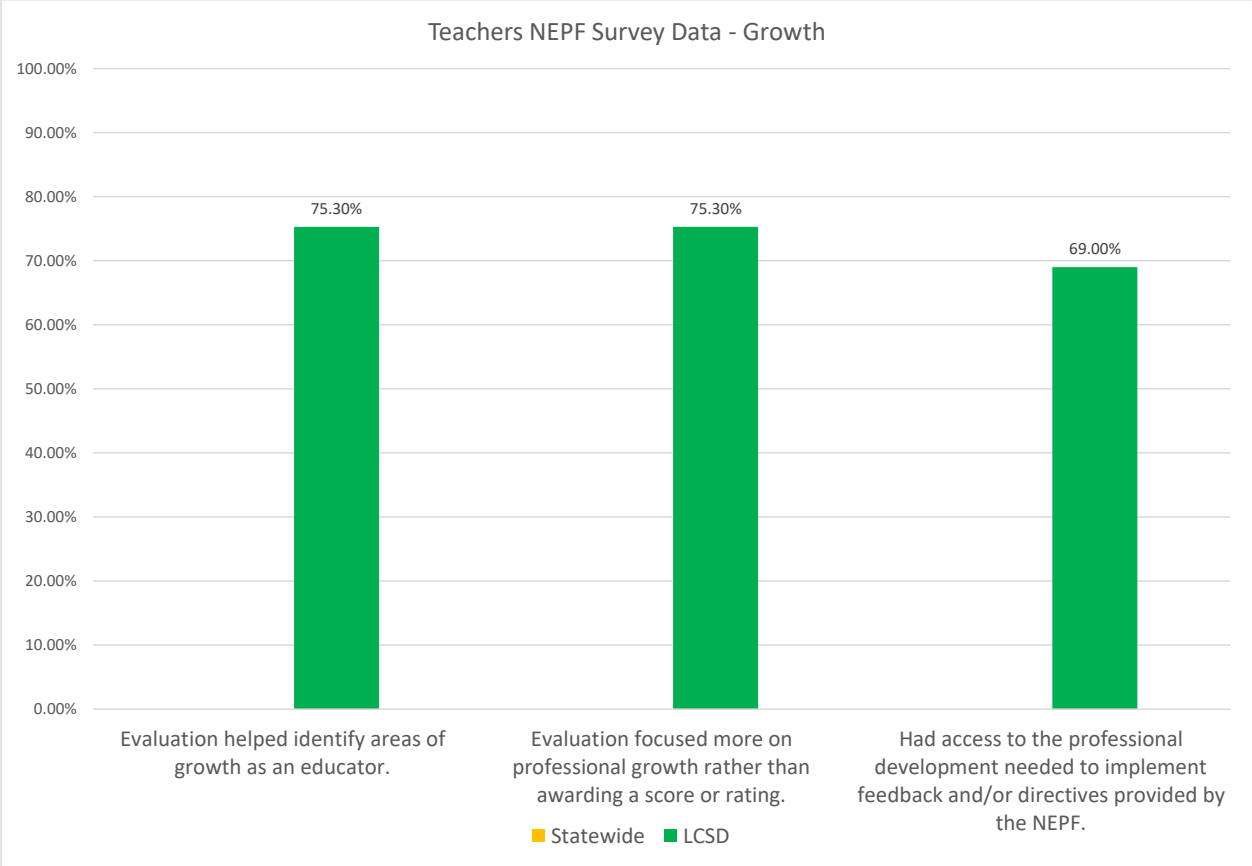
2022-23 LCSD NEPF EDUCATIONAL PRACTICE

2021-22 SCHOOL Information	TEACHERS	TEACHER Instructional Practice Standards		TEACHER Professional Responsibilities Standards		Educational Practice Category
School Name	Total # Tchrs w/Summative Eval & Final Rating	Average Instructional Practice Score	Average Instructional Practice Score (Weighted)	Average Professional Responsiblities Score	Average Professional Responsibilities Score (Weighted)	Total Average Educational Practice Category Score (Weighted)
Cottonwood ES	28	3.36	2.22	3.49	0.70	3.03
Dayton ES	21	3.35	2.24	3.44	0.69	2.93
Dayton HS	30	3.52	2.31	3.50	0.70	3.17
Dayton Intermediate	18	3.46	2.34	3.45	0.69	3.03
East Valley ES	28	3.57	2.39	3.40	0.68	3.20
Fernley ES	23	3.56	2.38	3.52	0.70	3.12
Fernley HS	41	3.49	2.34	3.55	0.71	3.05
Fernley Intermediate	25	3.59	2.40	3.63	0.73	3.16
Riverview ES	22	3.36	2.19	3.41	0.68	2.87
Silver Stage ES	15	3.18	2.07	3.31	0.66	2.73
Silver Stage HS	17	3.29	2.14	3.69	0.74	3.08
Silver Stage MS	14	3.53	2.30	3.51	0.70	3.00
Silverland MS	26	3.51	2.32	3.44	0.69	3.05
Smith Valley Combined	16	3.64	2.37	3.50	0.70	3.12
Sutro ES	25	3.41	2.26	3.44	0.69	2.95
Yerington ES	23	3.54	2.32	3.48	0.70	3.02
Yerington HS	21	3.70	2.40	3.51	0.70	3.15
Yerington Intermediate	19	3.66	2.43	3.61	0.72	3.15
Grand Total	**412**	**3.49**	**2.31**	**3.49**	**0.70**	**3.05**
State Average						**3.34**


Administrators NEPF Survey Data - Feedback
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
45%
100%
93.80%
76.50%
Completed Responses
Evaluation was fair.
Feedback positively impacted instruction/leadership practice.
Feedback positively impacted student learning.
Statewide
LCSD 2023


Teacher NEPF Survey Data - Feedback
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
42%
92.20%
69.00%
74.60%
Completed Responses
Evaluation was fair.
Feedback positively impacted instruction/leadership practice.
Feedback positively impacted student learning.
Statewide
LCSD 2023


Administrators NEPF Survey Data - Growth
100.00%
90.00%
80.00%
70.00%
60.00%
50.00%
40.00%
30.00%
20.00%
10.00%
0.00%
93.80%
93.80%
93.80%
Evaluation helped identify areas of growth as an administrator.
Evaluation focused more on professional growth rather than awarding a score or rating.
Had access to the professional development needed to implement feedback and/or directives provided by the NEPF.
Statewide
LCSD


Teachers NEPF Survey Data - Growth
100.00%
90.00%
80.00%
70.00%
60.00%
50.00%
40.00%
30.00%
20.00%
10.00%
0.00%
75.30%
75.30%
69.00%
Evaluation helped identify areas of growth as an educator.
Evaluation focused more on professional growth rather than awarding a score or rating.
Had access to the professional development needed to implement feedback and/or directives provided by the NEPF.
Statewide
LCSD

Lyon County School District
Board Memo

Date: September 26, 2023

To: Board of School Trustees

From: Tim Logan, Deputy Superintendent

Re: Fernley area schools' highlights and updates

Recommendation
That the LCSD Board of Trustees approve a report by the Fernley area school principals on the work of their respective schools.

Background Information
The principal of each school will provide a brief, three-minute presentation highlighting their achievements and reviewing their goals for the 2023-2024 school year. As a reminder, all LCSD schools collaboratively go through the Continuous Improvement Process (CIP) to develop their school performance plan (SPP) with goals, objectives and action steps. In the fall, they meet with their school improvement team and revise their plans, based on their previous year's student achievement and survey data. They will continue to meet regularly with their school improvement team to monitor their goals, objectives and action steps throughout the school year.

Budget Considerations
None

Discussed at Previous Meeting
Yes. Principals will update the LCSD Board of Trustees annually in the fall when the meetings are held in their attendance areas.

Attachment(s):
One page summary of Cottonwood Elementary School
One page summary of East Valley Elementary School
One page summary of Fernley Elementary School
One page summary of Fernley Intermediate School
One Page summary of Silverland Middle School
One page summary of Fernley High School

Respectfully Submitted,
Tim Logan, Deputy Superintendent

COTTONWOOD ELEMENTARY SCHOOL

Virginia Richardson, Principal
Vickie Church, Assistant Principal

925 Farm District Road
Fernley, NV 89408
775-575-3414 ph
775-575-3417 fax
www.ces@lyoncsd.org

CES Highlights from 2022-2023

- ✓ Increased teacher collaboration with weekly data teams for Math and Reading
- ✓ Implemented iReady math curriculum school wide where we saw improvement in student discourse and teacher and student discourse
- ✓ Upgraded our security cameras and security system schoolwide
- ✓ Teachers participated in 21st Century Tutoring through Boys and Girls Club
- ✓ Student Achievement Conferences at the end of 1st and 3rd quarters, some of them student led
- ✓ Continued SST and development MTSS student assistance process for tier II interventions through PBIS
- ✓ Continued PBIS Golden Eagle parade to celebrate student achievement
- ✓ 14 Teachers participated in tutoring 2nd semester
- ✓ RAP Plans created, monitored, revised, and implemented schoolwide, increasing remediation opportunities in reading for at-risk students.
- ✓ Connected with families across the US(49 states) and raised- 18,000 dollars in our Booster fundraiser - allowing us to get a swing set for our 3/4 playground
- ✓ Hosted a 4 week summer school session with 100 students,
- ✓ Teacher attendance improved as compared to the previous year
- ✓ Re-established a successful partnership with PTA as we worked together for the CES students and families
- ✓ Differentiated professional development with our teachers based on teacher needs and interests matching our new district vision of Portrait of a Learner

Cottonwood Elementary School Performance Plan Summary for 2023-2024

Goal 1: By the end of the 2023-2024 school year we will improve instructional opportunities for students by continuing implementation of iReady curriculum with 100% of CES teaching staff utilizing iReady strategies, with fidelity, and monitoring data to minimize and reduce student achievement gaps, increasing students proficiency in Math from 30% to 40% student proficiency.

Goal 2: By the end of the 2023-2024 school year, CES will have 100% implementation of HMH reading curriculum and increase student proficiency in ELA by 10% as measured by MAPS data and other diagnostic tools growing our proficient percentage from 45% proficiency to 55%.

Goal 3: By the end of the school year 2023-24 CES will improve student behavior and decrease referrals by 10% by continuing SEL/ Second Step lessons with PBIS Tier 2 support with fidelity, as well as the implementation of the Navigate 360 Suite. Progress toward this goal will be tracked by comparing previous years PBIS referral data and SEL data and monitoring w/ CCR interventionist in the current year.

East Valley Elementary

Home of the Panthers

4180 Farm District Road
Fernley, Nevada 89408

Phone: (775)575-3332 Fax: (775) 575-3342 https://www.eves.lyoncsd.org

Highlights for 2022-23

- East Valley met their Reading goal with 56% of students meeting or exceeding their individual growth goals.
- East Valley had 100% iReady implementation.
- East Valley implemented Tier II PBIS and started MTSS process.
- Using iReady Diagnostic 348 students have increased their placements over one school year.
- Study Team meetings with parent involvement to help the MTSS process.
- Teachers offered 21st Century tutoring with Boys & Girls Club.
- Weekly Spirit Sticks for students and staff based on PBIS weekly focus.
- iReady incentives for grade levels every two months.
- Fast For Word was implemented as a Tier 2 & 3 Intervention for students.
- Summer Camp offered for four weeks in June with camping theme. 92 students were in attendance.
- School Improvement Team hosted the first annual Holidays Around the World with 410 in attendance.
- 98% Attendance at Parent Conferences – teachers called families who were unable to attend.
- Reading Week served 720 donuts to students and families during Breakfast with Books.
- Math Mania was hosted by School Improvement with a great response.
- Annual Boosterthon raised 17,000 toward our student funds – shade coverage, outdoor classroom.

2023-24 School Goals

Goal 1: East Valley will have 100% full implementation of HMH Reading curriculum by Spring of 2024.

1. **Focused data teams**-analyze student work, use MAP data to plan interventions, create strategy groups for all students with HMH implementation
2. **Achievement Conferences: at least twice per year**-review current data, plan for achievement gaps - understanding HMH strategy grouping
3. **Quarterly PD sessions:** Teacher leaders, admin, and HMH online sessions will provide ongoing growth and Professional development for staff

Goal 2:, East Valley will show a 10% increase in iReady stretch goals from 33% to 43% by Spring of 2024.

1. **Focused Data Teams**-strategy groups, utilizing iReady diagnostic and progress monitoring
2. **Achievement Conferences**-bi-yearly, focus iReady growth and stretch growth goals
3. **Grade level iReady Incentives –** Once class per grade every 2 months
4. **Strategy Grouping/differentiated instruction**-strategy focus and groups

Goal 3: All students will receive structured and systematic Tier 1 Positive Behavioral Interventions & Supports and based on Data Decision rules and the MTSS process.

1. **Tier 1** PBIS Celebrations, Restorative practices, Class Circles, weekly Second Step lessons, counselor lessons 2x/month, universal Social Emotional screening 3x/year.
2. **Tier 2** - Curricular assessment & interventions for reading and math, small group counseling, small group Zones of Regulation.
3. **Tier 3** - SST process, Positive Behavior Plans, CICO, PBH individual counseling, Navigate 360 behavioral.

FERNLEY ELEMENTARY SCHOOL

Building a Foundation For College and Career Readiness

Jamie Henderson, *Principal* Jennifer Bluhm, *Assistant Principal*

Highlights for 2022-2023

- Staff implemented the new I-Ready Math curriculum with fidelity. I-Ready diagnostic data showed 23.6% improved schoolwide proficiency placement from Fall to Spring.
- Schoolwide PBIS was re-branded and re-implemented at the Tier 1 level with at least 80% fidelity in all Tier 1 markers, making FES ready to implement Tier 2 in the 23/24 year.
- The Wolfpack Pride Store was established by the PBIS Committee, allowing students and staff to redeem PBIS points for store items, raffles, and experiences.
- Annual Trunk or Treat/PBIS Parent University brought more than 300 students and families.
- Over 100 students and their families attended our annual birthday party for Dr. Suess, and participated in a Parent University, providing at-home reading strategies.
- All teachers participated in twice-monthly Data Teams with admin, analyzing grade level data to improve instructional strategies leading to individual student growth.
- CIP/SPP Team met monthly to implement and analyze 3 goals to improve data collection, data monitoring, and school culture.
- Our Counselor scheduled every class, every other week, for Second Step instruction-teaching social skills, anti-bullying, friendship skills, positive character traits, and kindness.
- Achievement Conferences were held 1st and 3rd qtrs. Grade level staff analyzed student and class data, set SLGs, and created/monitored intervention groups.
- One-to-one Chromebooks were utilized daily in every classroom for every student. Notable programs used were I-Ready math, Fast Forword reading intervention, Edgenuity Mypath.
- Every classroom library was updated and replenished with new leveled readers.
- Students, families and staff helped raise over $12,000 in our first Apex Fun Run fundraiser.
- FES PTA assisted with campus beautification and school pride, providing a new fence sign and safety window graphics at the front of our building. PBIS expectation signs were posted campus-wide with student friendly language and Wolfie mascot.
- Hosted an engaging summer camp with over 100 students. Students participated in daily LLI reading and I-Ready math interventions, as well as camping-themed STEAM and PE activities.

2023-24 CIP Summary

- **Goal 1: By Spring 2024, FES will increase student proficiency in Math and Reading by 10% as measured by MAP, I-Ready Diagnostic, Grades K-2: Growth Measure Foundational Literacy Assessment (FLA) and Grades 3-6: Reading Growth Measure.** Use of I-Ready and HMH curriculum; MAP, I-Ready, and HMH data; Achievement Conferences, Data Teams and PLCs to track student achievement; LLI, HMH and I-Ready interventions with CCR Interventionist
- **Goal 2: By Spring 2024, 100% of FES classroom teachers will collectively participate in PLCs which will drive the process of data collection, analysis, and application through the strategy grouping and intervention process**. HMH and I-Ready PD for staff, Student assessment data, Staff SLGs, Continuous Improvement Plan, Progress Monitoring, formative walkthrough data using Success Criteria.
- **Goal 3: By Spring 2024 FES will increase positive school culture by decreasing student behavior referrals by 10% with PBIS Rewards, incentives, events, and schoolwide initiatives.** Staff survey data, Restorative Practices training for staff, PBIS Rewards and Referrals app, monthly PBIS Tier 1 and 2 meetings, behavior interventions with CCRI Interventionist, Wolfpack Pride store, weekly student and staff Spirit Sticks, PBIS raffles, schoolwide PBIS events, Parent Involvement events, partnership events with FES PTA and Boys and Girls Club, campus-wide beautification.

Fernley Intermediate School

320 Hwy. 95A South
Fernley, Nevada 89408
"Home of Falcon P.R.I.D.E"

Blake Cooper
Principal

Farrah Alexander
Vice Principal

Jim
Berryman-Shafer
Counselor

(775)575-3390 www.fis.lyoncsd.org Fax (775)575-3394

- FIS had 11 Academic Olympians
- 20 grapplers
- 50 Track and Field Athletes
- 48 went the distance in cross country
- FIS Drama put on 2 performances. Included 40 5th & 6th graders.
- FIS continues to host the Boys and Girls Club after school and summer programs.
- FIS restarted Falcon Perch Fridays

- FIS Leadership hosted the following events for the 2022-2023 school year:
    - September 11th Remembrance / Patriot Day Assembly
    - Northern Nevada Veterans Memorial Cemetery Clean-up Field Trip
    - Veterans Day Celebration Assembly
    - Fernley High School Homecoming Football Challenges Assembly
    - Turkey Trot Assembly
    - Free Holiday Book Fair with Photos of Santa/Students
    - Christmas Caroling at Fernley Elementary / Intermediate
    - Valentine's Day Fundraiser
    - Read Across America at Fernley Elementary / Intermediate
    - Dodgeball Fundraiser
    - Talent Show Assembly
    - Family Bingo Night
    - Free Compliments during lunch recess
    - Fernley Community Clean-up Field Trip
    - Child Abuse Prevention Field Trip
    - Lunch Recess Kickball Game

- 20 Students were in the Leadership Program during 2022-2023, 68 5th graders interviewed to be in the 2023-2024 Leadership Program and 24 were selected.

- FIS Areas of Focus for 21/22-22/23
    - FIS will continue to strive to increase students' social/emotional skills in the following areas: relationships, physical safety, emotional safety and self-management.
    - FIS will continue to improve instruction through collective teacher efficacy.

Silverland Middle School

1100 JASMINE LANE
FERNLEY, NEVADA 89408
"GO VAQUEROS!"

Be Responsible, Be Respectful, Be Safe

(775)575-1575 www.sms.lyoncsd.org Fax (775)575-1566

Steve Henderson
Principal
Tammie Moniz
Assist. Principal
Shaun McMackin
Dean of Students
Jeremy Elsmore
Counselor
John Gavin
Counselor

Highlights from 2022-2023

- 54 8th grade students earned a high school credit for Algebra 1 last year
- 8th grade girls basketball team won the Sagebrush championship and Sportsmanship Award
- Students participating in Work Based Learning with our Middle Ground Coffee Cart
- We successfully held summer school/camp that involved Remediation and Extension for our 7th and 8th grade Students
- We ran school wide PBIS quarterly reward events and school assemblies
- We have afterschool clubs- Drama (11 Students), Gamers (8 Students), Pokémon (13 Students), D&D (22), Homework-for all students

Silverland Middle School Continuous Improvement Plan Summary for 2023-2024

Goal 1- By the Spring 2024 Map and iReady tests, 51% or more of our students will meet their growth goals in Math and ELA to reduce the performance gap. 90% of students tested will show academic growth in Math and ELA shown by fall to spring Map and iReady data.

Strategies and activities:

1. Building teacher collective efficacy to share the responsibility to meet student growth goals.
2. Continued implementation of co-taught classes for students with disabilities.
3. Utilize iReady My Path and Edgenuity My Path to help remediate and fill gaps.
4. Utilize Read 180, Assisted Math, and interventionists to assist students to provide Tier 2 instruction to reduce instructional gap.
5. Incentivize meeting growth goals with rewards, track growth goals in advisory

Goal 2- Improve Teacher Collective Efficacy

Strategies and activities:

1. Continue implementation of PLC's and Team meetings
2. Teacher led PD training
3. Focus on Staff Culture with book study
4. Receive feedback from peers, teacher leaders, and administration to increase teacher efficacy.

Goal 3- By the end of 2023-2024 school year we will engage 85% of our Silverland families (Students, Families, and Staff) with extra-curricular activities and school events.

Strategies and Activities

1. CIP team will host 2 school events that will engage our Silverland Families (Shadow day and movie night)
2. Utilizing School assemblies, dances, groups and clubs to get students involved
3. PBIS will host 3 buy in days and regular school raffles monthly.

FERNLEY HIGH SCHOOL

HOME OF THE VAQUEROS

2022-23 Fernley High School Highlights

- FHS had a preliminary graduation rate of 87.59% for the class of 2023, which is above the national HS graduation rate of 81% and the state rate of 81.3%.
- FHS continues to have success with its Jump Start Program with 10 students earning an Associate's Degree.
- FHS had 45 students that passed the Workplace Readiness Skills test and completed their CTE Certification Program.
- FHS Leadership class won the Wild West Award, the Nevada Silver Star, and National Council of Excellence Gold Award. Additionally, FHS student Selena Albarran won the overall competition, which brought the honor of hosting the Western Regional event to FHS this fall.
- FHS continues to expand its support programs by continuing with Upward Bound, Stand Tall, Project Success, Graduation Coach, and Jobs for Nevada Graduates (J4NG).

New at Fernley High School for 2023-24

- FHS continues to set a new high enrollment record each year with 1325 students enrolled this fall.
- FHS students can now earn Dual Credit (DC) in several classes. In addition to Math 110 and Education (EDU) 110/112, we have added Political Science (PSC100), Economics (ECON 100). Credit is earned through Western Nevada College (WNC).
- We are excited to take possession of the new gym, scheduled for January of 2024!

Fernley High School Focus Areas for 2023-24

- **Goal 1 FHS will graduate all students, College and Career Ready.**
  - FHS will increase core credit attainment for all 9th and 10th grade students.
  - FHS will increase the percentage of Graduation Ready 11th and 12th grade students by 5%.
  - FHS will increase the percentage of students who meet or exceed the CTE end of program technical skills assessment and workplace readiness skills assessment by 10%.
  - FHS will increase the number of special education students who complete a CTE sequence by 10%.
- **Goal 2 FHS will communicate more effectively with stakeholders.**
  - FHS will increase its communication with parents through the use of positive social media as well as traditional forms of school/parent communication.

BOARD COMMITTEES

The Board president may appoint standing committees when necessary. Special committees may be appointed by the Board for specific purposes to serve until their assignment is completed. The entire Board may meet as a committee-of-the-whole.

The function of special committees will be fact-finding, deliberative and advisory rather than legislative or administrative. The committee will make recommendations directly to the Board as a whole, which alone may take action. Committee meetings may be called by the Board President, the committee President, or any committee member. Nevada Open Meeting Law will be followed by all committees appointed by the Board.

Committee-of-the-whole meetings, called "work sessions," may be held. Committee-of-the-whole meetings may be called by the President or two-thirds of Board members.

All meetings of special committees and of committees-of-the-whole will be publicly announced and the public will be permitted to attend. The Board and its committees may sit in closed sessions to discuss matters when such sessions are required or permitted by law.

All matters referred to a committee will be thoroughly investigated. A committee will not have the power to act for the Board except as the Board has specifically authorized, but will make recommendations to the Board. Committee recommendations and reports will become an official part of Board minutes.

A Board committee may appoint, subject to Board approval, advisory members from the staff, student body or community. Advisory members will be instructed in the committee's functions and their status. These members may not be included in considering whether a quorum of the committee is present, nor may they vote on recommendations to be made to the Board. Either an advisory member or an ex-officio member may present a written minority report to the Board.

Policy #BCE
Adopted 09/25/07

ADVISORY COMMITTEES TO THE BOARD

In an ongoing effort to increase communication with the public and to provide for citizen involvement, the Board may appoint advisory committees which include community members to consider matters of district-wide importance. The Board shall have no permanent or standing advisory committees other than those required by statute.

Recommendations of such committees will be given careful consideration by the Board, but such recommendations will not relieve the Board of its legal responsibility to make final decisions about such matters.

All meetings of advisory committees shall be considered open meetings. The press may attend and report proceedings. Visitors shall sit apart from the committee members and shall speak only when invited to do so by the committee President.

The composition of advisory committees to the Board will be broadly representative and will take into consideration the specific tasks assigned to the committee. The process for the appointment of community members to an advisory committee will be determined by the Board. Appointment of staff members, when appropriate, will be made by the superintendent.

The Board will adopt guidelines for each committee as appropriate, which will include, but not be limited to, the following:

- The committee's written charge which shall include, but not be limited to, a statement of purpose and responsibility;
- The resources the Board will provide;
- The length of time the committee is asked to serve and the approximate date(s) on which the Board wishes to receive committee report(s).

Except as specifically provided by the Board, citizen advisory committees will cease to function when their reports have been received by the Board or when the purposes for which they were established have been accomplished.

The Board may be represented on lay and professional committees that serve the Board in an advisory capacity, with specific Board members appointed by the President, but normally such Board members will function as ex-officio members of the committees.

The Board's responsibility cannot be delegated or surrendered to others. Therefore, all recommendations of an advisory committee must be submitted to the Board for action and must be recognized as advisory in nature.

Policy #BCF
Adopted 09/25/07

Lyon County School District
Board Memo

Date: September 26, 2023

To: Board of School Trustees

From: Wayne Workman, Superintendent

Re: Revisions to LCSD Policy GBBC – Employee Bullying Harassment Intimidation and Discrimination

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Recommendation
That the Board of Trustees approve the revisions to LCSD Policy GBBC: Employee Bullying Harassment Intimidation and Discrimination as a first reading.

Background Information
Staff is recommending revisions to this policy to include a new definition of "bullying" to exclude acts, gestures and expressions which are engaged in as part of a mutual disagreement or conflict. This change reflects the revision to the definition of "bullying" pursuant to AB65 of the 2023 Nevada legislative session which revises NRS 388.122.

Budget Considerations
N/A

Discussed at Previous Meeting
August 25, 2020

Attachment(s)
LCSD Policy GBBC – Employee Bullying Harassment Intimidation and Discrimination

Respectfully Submitted,
Dawn Huckaby, Executive Director of Human Resources

PROHIBITED CONDUCT:
EMPLOYEE BULLYING, HARASSMENT, INTIMIDATION AND DISCRIMINATION

The District is committed to a safe and respectful learning and work environment free from bullying, cyber-bullying, harassment, intimidation and discrimination. This policy applies to all persons involved in the operation of the District and prohibits bullying, harassment, discrimination, and retaliation by any member of the Board of Trustees, any employee of the District, including supervisors and coworkers, volunteers, customers or clients of the District, and any vendor or other service provider with whom the District has a business relationship. The District will not tolerate instances of bullying, harassment, discrimination, or retaliation whether or not such behavior meets the threshold of prohibited conduct/behavior(s). While single incidents of alleged harassment, discrimination, or retaliation may not be sufficiently severe or pervasive to rise to the level of being a violation of the law, the District nevertheless prohibits such conduct/behavior(s) and may impose appropriate disciplinary action against any employee engaging in such.

If the alleged bullying, cyber-bullying or harassment could constitute sexual harassment under Title IX, the AB policy and administrative regulations apply rather than the GBBC policy and administrative regulations.[1] Because the school district must respond with specific steps whenever any employee has notice of sexual harassment under Title IX, all school employees are required to report possible incidents of sexual harassment directly to the District's Title IX Coordinator, **as soon as practicable, but not later than a time during the same day on which the employee became aware of an incident of sexual harassment, including allegations of sexual harassment. Reports by school district employees must be made by in person, by telephone, and/or by email** to the school district's Title IX Coordinator as follows:

Director of Human Resources
Lyon County School District
25 E. Goldfield Avenue
Yerington, NV 89447
(775)463-6800
dhuckaby@lyoncsd.org

The school district's Title IX Coordinator will assist the employee to determine whether the allegation could constitute sexual harassment under Title IX, in which case Board Policy AB will be followed rather than Board Policy GBBC.

It is the intent of this policy that all persons in the school district are entitled to maintain their own beliefs and to disagree respectfully without resorting to violence, bullying, cyber-bullying,

[1] Sexual harassment is defined under the federal Title IX regulations as conduct on the basis of sex that satisfies one or more of the following:

a. A school employee conditioning the provision of an aid, benefit, or service of the school district on an individual's participation in unwelcome sexual conduct (i.e., *quid pro quo*); or
b. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school district's education program or activity; or
c. Sexual assault as defined in the federal Clery Act, or dating violence, domestic violence, or stalking as defined in the federal Violence Against Women Act.

harassment, intimidation and/or discrimination. This policy does not advocate nor require the acceptance of differing beliefs in a manner that would inhibit the freedom of expression, but does require that all persons with differing beliefs be free from bullying, harassment and abuse.

The superintendent and staff shall use all reasonable means to inform employees, volunteers and parents/guardians that the District will not tolerate bullying, cyber-bullying, harassment, discrimination, or intimidation. The superintendent will provide for the appropriate training of all personnel employed by this District, volunteers and parents/guardians.

The District prohibits retaliation against any employee or volunteer because he or she has made a report of prohibited conduct in accordance with this policy or because he or she has testified, assisted, or participated in the investigation of such a report. Such retaliation is a violation of this policy and the District will take disciplinary action when appropriate.

Legal Reference: NRS 200.571, NRS 388.122

Policy #GBBC

Revised ~~9/26/23~~
10/24/23

PROHIBITED CONDUCT: EMPLOYEE BULLYING, HARASSMENT, INTIMIDATION AND DISCRIMINATION – ADMINISTRATIVE REGULATIONS

1. Equal Employment Opportunity Officer Designated

   The primary responsibility for ensuring fair employment practices for the District are promoted and adhered to is assigned to the District's designated Equal Employment Opportunity (EEO) Officer. The District's designated EEO Officer will also serve as the Americans with Disabilities Act (ADA) Coordinator, unless otherwise noted, and as such, also has responsibility for coordinating the District's compliance with federal and state disability laws. The designated EEO Officer for District is the Director of Human Resources. The name and work telephone number of the individual designated will be posted on bulletin boards at District work sites.

2. Implementation of Policy

   The District will not tolerate instances of bullying, harassment, discrimination, or retaliation whether or not such behavior meets the threshold of prohibited conduct/behavior(s).

3. Definitions:

   Bullying: repeated mistreatment of one or more persons by one or more perpetrators that takes one of the following forms: Verbal abuse; Offensive conduct/behaviors (including nonverbal, physical, and cyber-bullying) which are threatening, humiliating, or intimidating, or work interferences, such as sabotage, which prevents work from getting done. The definition of "bullying" excludes acts, gestures and expressions which are engaged in as part of a mutual disagreement or conflict.

   Harassment: unwanted conduct/behavior(s) harasses, disrupts, or interferes with another's work performance or that creates an intimidating, offensive, or hostile environment based on that person's 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, or any other class that becomes protected by federal and/or state law.

   Discrimination: Distinguishing treatment of an individual based on their actual or perceived membership in a certain group or category, in a way that explicitly or implicitly affects an individual's employment, prevents or denies equal access to programs or benefits; unreasonably interferes with an individual's work performance; or creates an intimidating, hostile or offensive educational or work environment.

4. Purpose

   The purpose of this policy is to communicate to all employees, including supervisors and managers, that the District will not tolerate any form of bullying, harassment, or discrimination, including any conduct/behavior(s) on the part of employees, volunteers, clients, customers, vendors, contractors, etc., that impairs an employee's ability to perform his/her duties. Employees found in violation of this policy may be subject to disciplinary action, up to and including termination.

5. Prohibited Conduct/ Behavior(s)

Examples of prohibited conduct/behavior(s) include, but are not limited to:

a. Verbal: Offensive verbal communication including slurs, jokes, epithets, derogatory comments, degrading or suggestive words or comments, unwanted sexual advances, invitations, slandering, ridiculing or maligning an employee or his/her family; persistent name calling which is hurtful, insulting, or humiliating; yelling, screaming, and cursing; chronic teasing; belittling opinions or constant criticism.

b. Physical: Unwanted physical contact including brushing up against someone in an offensive manner, unwanted touching, impeding or blocking normal movement, pushing, shoving, kicking, poking, tripping, assault or threat of physical assault, damage to an employee's work area or property.

c. Nonverbal: Offensive gestures, expressions, and graphics including leering, obscene hand, finger, or body gestures, offensive drawings, derogatory posters, photographs, or cartoons, displaying sexually suggestive objects or pictures, threatening gestures or glances which convey threatening messages; threatening actions; socially or physically excluding or disregarding a person in a work-related activity.

d. Online/Digital: Any unwanted digital communication that is offensive or threatening in manner, including repeatedly tormenting, threatening, harassing, humiliating, embarrassing, or otherwise targeting an employee using email, instant messaging, text messaging, social media, or any other type of digital technology.

e. Workplace Interference: Sabotaging which prevents work from getting done; deliberately tampering with a person's work area or property; unreasonably assigning menial tasks outside of a person's normal job duties.

f. Expectations, requests, demands, or pressure for sexual favors.

g. Harassment: Unwelcome conduct that is based on race, color, religion, sex (including pregnancy), national origin, age (40 or older), disability or genetic information.

h. Harassment becomes unlawful where 1) enduring the offensive conduct becomes a condition of continued employment, or 2) the conduct is severe or pervasive enough to create a work environment that a reasonable person would consider intimidating, hostile, or abusive. Anti-discrimination laws also prohibit harassment against individuals in retaliation for filing a discrimination charge, testifying, or participating in any way in an investigation, proceeding, or lawsuit under these laws; or opposing employment practices that they reasonably believe discriminate against individuals, in violation of these laws.

i. Petty slights, annoyances, and isolated incidents (unless extremely serious) will not rise to the level of illegality. To be unlawful, the conduct must create a work environment that would be intimidating, hostile, or offensive to reasonable people.

j. Offensive conduct may include, but is not limited to, offensive jokes, slurs, epithets or name-calling, physical assaults or threats, intimidation, ridicule or mockery, insults or put-downs, offensive objects or pictures, and interference with work performance.

Harassment can occur in a variety of circumstances, including, but not limited to, the following:

1. The harasser can be the victim's supervisor, a supervisor in another area, an agent of the employer, a co-worker, or a non-employee.

2. The victim does not have to be the person harassed, but can be anyone affected by the offensive conduct.
3. Unlawful harassment may occur without economic injury to, or discharge of, the victim.
4. Sexual Harassment: Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when submission to or rejection of this conduct explicitly or implicitly affects an individual's ability to receive an education, unreasonably interferes with an individual's educational performance or creates an intimidating, hostile or offensive educational environment. The term sexual harassment includes sexual violence under Title IX.
5. Intimidation: Intentional behavior that would cause an ordinary person to fear harm or injury.

Other Definitions

Protected Classes: Race, color, national origin or ethnic group identification, marital status, ancestry, sex, sexual orientation, gender identity or expression, genetic information, religion, age, mental or physical disability, military or veteran's status.

"Disability" means, with respect to a person: 1) a physical or mental impairment that substantially limits one or more of the major life activities of the person, including, without limitation, the human immunodeficiency virus; 2) a record of such an impairment; or 3) being regarded as having such an impairment.

"Gender identity or expression" means a gender-related identity, appearance, expression or behavior of a person, regardless of the person's assigned sex at birth.

"Sexual orientation" means having or being perceived as having an orientation for heterosexuality, homosexuality or bisexuality.

An "adverse employment action" has been defined in the Ninth Circuit Court of Appeals as "any adverse treatment that is based on a retaliatory motive and is reasonably likely to deter the charging party [an employee] from engaging in protected activity." Ray v. Henderson, 217 F.3d 1234, 1242–43 (9th Cir. 2000) Examples of adverse employment actions include termination of employment, demotion evidenced by a decrease in wage or salary, a less distinguished title, a material loss of benefits or diminished responsibilities. Not every disagreeable workplace action constitutes retaliation; rather, retaliation must produce an injury or harm. Aki v. Univ. of California Lawrence Berkeley Nat'l Lab., 74 F. Supp. 3d 1163, 1181 (N.D. Cal. 2014) (citations and quotations omitted.)

Dealing with Allegations of Prohibited Conduct/Behavior(s)

Process (See Policy GL: Staff Complaints)

Employees or applicants who believe they are being subjected to any form of prohibited conduct/behavior(s) as described in this policy/regulation by another (e.g., employee, student, parent, volunteer, vendor, contractor of the District), as well as those who believe they have witnessed another employee, volunteer, customer, or member of the public being subjected to prohibited behavior have an affirmative duty to bring the situation to the attention of the administrator/supervisor. Employees covered by a collective bargaining agreement may opt to use the process described in this policy/regulation or in

an applicable grievance procedure delineated by their collective bargaining agreement, but may not use both.

SPECIAL NOTE REGARDING SEXUAL HARASSMENT UNDER TITLE IX:
If the alleged bullying, cyber-bullying, or harassment could constitute sexual harassment under Title IX, the AB policy and administrative regulations apply rather than the GBBC policy and administrative regulations.[2] Because the school district must respond with specific steps whenever any employee has notice of sexual harassment under Title IX, all school employees are required to report possible incidents of sexual harassment to the District's Title IX Coordinator, **as soon as practicable, but not later than a time during the same day on which the employee became aware of sexual harassment, including allegations of sexual harassment. Reports by school district employees must be made by in person, by telephone, and/or by email** to the school district's Title IX Coordinator as follows:

Director of Human Resources
Lyon County School District
25 E. Goldfield Avenue
Yerington, NV 89447
(775)463-6800
dhuckaby@lyoncsd.org

The school district's Title IX Coordinator will assist the employee to determine whether the allegation could constitute sexual harassment under Title IX, in which case Board Policy AB will be followed rather than Board Policy GBBC.

Employee Responsibilities

Employees who believe they personally are being or have been subjected to prohibited conduct/behavior(s) and/or are the target of any form of prohibited conduct/behavior(s), or have witnessed any other employee being subjected to these behaviors should immediately:

1) Identify the offensive behavior to the alleged offender and request that the behavior cease.

[2] Sexual harassment is defined under the federal Title IX regulations as conduct on the basis of sex that satisfies one or more of the following:

a. A school employee conditioning the provision of an aid, benefit, or service of the school district on an individual's participation in unwelcome sexual conduct (i.e., *quid pro quo*); or
b. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school district's education program or activity; or
c. Sexual assault as defined in the federal Clery Act, or dating violence, domestic violence, or stalking as defined in the federal Violence Against Women Act.

Note: An employee is NOT required to talk directly to the alleged offender or to the employee's supervisor. It is critical, however, that the employee contact one of the individuals listed in sections 2 or 3 below if s/he believes s/he is being targeted or has witnessed what the employee believes to be prohibited conduct/behavior(s) directed to or committed by another employee(s), client(s), customer(s), vendor(s), volunteer(s), contractor(s), etc.

2) If the employee feels uncomfortable in speaking directly to the alleged offender or if the employee requested the prohibited conduct/behavior(s) to cease, but the request did not produce the results desired, the employee should report the prohibited conduct/behavior(s) as soon as possible to any administrator or manager/supervisor, District's designated EEO Officer, or to the HR Representative.

3) Employees who believe the EEO Officer has engaged in prohibited conduct/behavior(s) should bring such concerns to the attention of the Superintendent or designee. The Superintendent will designate an objective person to conduct an investigation of such allegations.

4) An employee who witnesses or obtains information regarding prohibited conduct/behavior(s) by his/her immediate supervisor is required to report the incident to the administrator, EEO Officer, or HR Representative.

5) Applicants who have concern regarding violations of this policy are encouraged to contact the designated EEO Officer or the alternate.

Administrator/Supervisor Responsibilities

Regardless of whether the employee involved is in the administrator's or manager's/supervisor's department and regardless of how s/he became aware of the alleged prohibited conduct/behavior(s), all administrators or managers/supervisors must immediately report all allegations, complaints or observations of such prohibited conduct/behavior(s) to the EEO Officer. The information reported must include:

1) The persons(s) involved, including all witnesses.
2) A written record of specific conversations held with the accused and any witnesses.
3) All pertinent facts, including date(s), time(s), and locations(s).

An administrator's or manager's/supervisor's failure to immediately report such activities, complaints, or allegations will result in discipline, up to and an administrator/supervisor is required to report this information to the District's EEO Officer, or the Director of Human Resources immediately including possible termination.

Investigation

Upon being made aware of allegations or complaints of prohibited conduct/behavior(s), the District will ensure that such allegations or complaints are investigated within three (3) days. The District treats all allegations or complaints seriously and requires all employees to be candid and truthful during the investigation process.

The District will make efforts to ensure that all investigations are kept as confidential as reasonably possible. Employees will be requested to refrain from discussing the subject content with others, particularly while the investigation is in progress. Employees shall be required, upon request, to provide information to regulatory agencies. The District will release information obtained only to those

individuals involved in the investigation and the administration of the complaint with a business need-to-know, or as required by law.

The District will communicate to the individual who made the initial complaint, as well as the individual against whom the complaint was made, that the investigation is completed and appropriate action, if any, has been taken.

If evidence arises that a participant in the investigation made intentionally false statements, that employee will be disciplined, up to and including possible termination.

If it is determined that a violation of this policy/regulation has occurred, the District will take corrective action against the violator commensurate with the severity of the offense. Such corrective action may include, but is not limited to, counseling, verbal warning, written reprimand, pay reduction, transfer, demotion, suspension without pay, or termination. The District will also initiate action to deter any future prohibited conduct/behavior(s) from occurring.

With regard to disability-related complaints, the EEO Officer shall propose a resolution to the complaint based upon the findings of such investigation. Such resolution will include reasonable accommodation when the District determines that such a reasonable accommodation can be provided.

Upon being made aware of allegations or complaints of bullying, the District will ensure that such allegations or complaints are investigated where deemed necessary.

The District will make efforts to ensure that all investigations are kept as confidential as reasonably possible. The District will release information obtained only to those individuals with need-to-know business or involved in the investigation and the administration of the complaint, or as required by law.

The individual who made the initial complaint, as well as the individual against whom the complaint was made, will be made aware that the investigation is completed and appropriate action, if any, has been taken.

If it is determined that bullying, harassment, intimidation or discrimination has occurred, the District will take appropriate action. The District will also initiate action to deter any future prohibited conduct/ behavior(s) from occurring.

Training

The District will provide training to all employees on the prevention of discrimination and prohibited conduct/behavior(s) in the workplace. The District will provide new employees a copy of this policy/regulation upon hire and discuss the contents during the new hire orientation process. New employees will participate in training on the prevention of discrimination and prohibited conduct/behavior(s). A copy of this policy/regulation will be made available to applicants upon request.

Prohibition Against Retaliation

Retaliation is an adverse employment action against the employee based upon a protected activity, i.e. Filing a complaint or being a witness in an investigation. The District will not tolerate any retaliation by management or by any other employee against an employee who exercises his/her rights under this policy. The District will not tolerate any retaliation by administrators/supervisors or coworkers against an employee who exercises his/her rights under this policy. Any employee who believes s/he has been retaliated or discriminated against in any manner whatsoever as a result of having filed a complaint, assisted another employee in filing a complaint, or participated in an investigative process should notify the EEO Officer or the

Director of Human Resources immediately. The District will promptly investigate and deal appropriately with any allegation of retaliation.

Lyon County School District
Board Memo

Date: September 26, 2023

To: Board of School Trustees

From: Wayne Workman, Superintendent

Re: Revisions to LCSD Policy GL – Staff Complaints

.

Recommendation
That the Board of Trustees approve the revisions to LCSD Policy GL – Staff Complaints as a first reading.

Background Information
Staff is recommending revisions to this policy to include a new definition of "bullying" to exclude acts, gestures and expressions which are engaged in as part of a mutual disagreement or conflict. This change reflects the revision to the definition of "bullying" pursuant to AB65 of the 2023 Nevada legislative session which revises NRS 388.122.

Budget Considerations
N/A

Discussed at Previous Meeting
August 25, 2020

Attachment(s)
LCSD Policy GL – Staff Complaints

Respectfully Submitted,
Dawn Huckaby, Executive Director of Human Resources

STAFF COMPLAINTS: DEALING WITH ALLEGATIONS OF PROHIBITED CONDUCT/BEHAVIOR(S)

The Lyon County School District is committed to providing a safe and respectful learning and working environment that is free from bullying, cyber-bullying, harassment, sexual harassment intimidation and discrimination for all staff. Through the District's staff complaint resolution process detailed in the following policy, employees shall have a method to resolve concerns and complaints.

Below are the governing documents related to the process for LCSD staff to file a complaint:

- GBBC: Employee Bullying
- GBB: Fair Employment Practices
- GBBJ: Code of Ethical Standards
- AA: Equal Educational Opportunity; Equal Employment Opportunity; Nondiscrimination
- AB: Nondiscrimination on the Basis of Sex under Title IX
- Applicable negotiated agreements

This policy for complaints does not prohibit the processing of grievances by an employee bargaining representative and/or a member of a bargaining unit pursuant to grievance procedures established at the District level by an applicable collective bargaining agreement ("CBA").

ADMINISTRATIVE REGULATION - COMPLAINT PROCESS

This procedure outlines the process for the prompt and equitable response to complaints from staff regarding allegations of prohibited conduct/behavior(s) including, but not limited to, bullying, harassment, sexual harassment, intimidation, discrimination and/or retaliation against a staff member in the Lyon County School District.

1. Employee Responsibilities

Employees who believe they personally are being or have been subjected to prohibited conduct/behavior(s) and/or are the target of any form of prohibited conduct/behavior(s), or have witnessed any other employee being subjected to these behaviors should immediately:

Identify the offensive behavior to the alleged offender and request that the behavior cease.

Note: An employee is NOT required to talk directly to the alleged offender or to the employee's supervisor. It is critical, however, that the employee contact one of the individuals listed in sections 2 or 3 below if s/he believes s/he is being targeted or has witnessed what the employee believes to be prohibited conduct/behavior(s) directed to or committed by another employee(s), client(s), customer(s), vendor(s), volunteer(s), contractor(s), etc.

If the employee feels uncomfortable in speaking directly to the alleged offender or if the employee requested the prohibited conduct/behavior(s) to cease, but the request did not produce the results desired, the employee should report the prohibited conduct/behavior(s) as soon as possible to any administrator or manager/supervisor or District's designated EEO Officer

An employee who witnesses or obtains information regarding prohibited conduct/behavior(s) by his/her immediate supervisor is required to report the incident to the administrator, EEO Officer. Applicants who have concern regarding violations of this policy are encouraged to contact the designated EEO Officer or the alternate.

Definitions for Bullying, Harassment, Intimidation and Discrimination are found in Policy GBBC – Employee Harassment, Intimidation and Discrimination. Per NRS 388.122, the definition of "bullying" excludes acts, gestures and expressions which are engaged in as part of a mutual disagreement or conflict.

SPECIAL NOTE REGARDING SEXUAL HARASSMENT UNDER TITLE IX:

If the alleged bullying or harassment or sexual harassment could constitute sexual harassment under Title IX, the AB policy and administrative regulations apply rather than the GL policy and administrative regulations.[1] Because the school

[1] Sexual harassment is defined under the federal Title IX regulations as conduct on the basis of sex that satisfies one or more of the following:

a. A school employee conditioning the provision of an aid, benefit, or service of the school district on an individual's participation in unwelcome sexual conduct (i.e., *quid pro quo*); or

district must respond with specific steps whenever any employee has notice of sexual 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 soon as practicable, but not later than a time during the same day on which the employee became aware of sexual harassment, including allegations of sexual harassment. Reports by school district employees must be made by in person, by telephone, and/or by email** to the school district's Title IX Coordinator as follows:

Director of Human Resources
Lyon County School District
25 E. Goldfield Avenue
Yerington, NV 89447
(775)463-6800
dhuckaby@lyoncsd.org

The school district's Title IX Coordinator will assist the employee to determine whether the allegation could constitute sexual harassment under Title IX, in which case Board Policy AB will be followed rather than Board Policy GL.

2. Administrator/Supervisor Responsibilities

Regardless of whether the employee involved is in the administrator's or manager's/supervisor's department and regardless of how s/he became aware of the alleged prohibited conduct/behavior(s), all administrators or managers/supervisors must immediately report all allegations, complaints or observations of such prohibited conduct/behavior(s) to the EEO Officer. The information reported must include:

1) The persons(s) involved, including all witnesses.
2) A written record of specific conversations held with the accused and any witnesses.
3) All pertinent facts, including date(s), time(s), and locations(s).

An administrator's or manager's/supervisor's failure to immediately report such activities, complaints, or allegations will result in discipline, up to and including possible termination.

3. Investigation

Upon being made aware of allegations or complaints of prohibited conduct/behavior(s), the District will ensure that such an investigation of the allegations or complaints will be investigated within three (3) days. The District treats all allegations or complaints seriously and requires all employees to be candid and truthful during the investigation process.

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b. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school district's education program or activity; or
c. Sexual assault as defined in the federal Clery Act, or dating violence, domestic violence, or stalking as defined in the federal Violence Against Women Act.

The District will make efforts to ensure that all investigations are kept as confidential as reasonably possible. Employees will be requested to refrain from discussing the subject content with others, particularly while the investigation is in progress. Employees shall be required, upon request, to provide information to regulatory agencies. The District will release information obtained only to those individuals involved in the investigation and the administration of the complaint with a business need-to-know, or as required by law.

The District will communicate to the individual who made the initial complaint, as well as the individual against whom the complaint was made, that the investigation is completed and appropriate action, if any, has been taken.

If evidence arises that a participant in the investigation made intentionally false statements, that employee will be disciplined, up to and including possible termination.

If it is determined that a violation of this policy/regulation has occurred, the District will take corrective action against the violator commensurate with the severity of the offense. Such corrective action may include, but is not limited to, counseling, verbal warning, written reprimand, pay reduction, transfer, demotion, suspension without pay, or termination. The District will also initiate action to deter any future prohibited conduct/behavior(s) from occurring.

With regard to disability-related complaints, the EEO Officer shall propose a resolution to the complaint based upon the findings of such investigation. Such resolution will include reasonable accommodation when the District determines that such a reasonable accommodation can be provided.

The Department of Human Resources oversees the complaint process for staff bullying, harassment and discrimination matters falling under Board Policy GBBC: Employee Bullying, Board Policy GBB: Fair Employment Practices and state and federal laws and regulations including Title II of the Americans with Disabilities Act of 1990, Title VI of the Civil Rights Act of 1963, Title VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, and the Age Discrimination Act of 1975. The Director of Human Resources is the Title IX Coordinator for the District.

Filing a Complaint

Complaints should be filed with the lowest level administrator/supervisor who is not involved in the alleged bullying, harassment and/or discrimination and has the authority to remedy the alleged issues or filed with the Department of Human Resources.

If an administrator/supervisor is aware or made aware of actions that may amount to bullying, harassment and/or discrimination, the administrator may request a written complaint from the alleged victim or proceed with an investigation without a written complaint. If there is no written complaint, the administrator will file a report, which will serve as the complaint for purposes of the investigation.

If the complaint is not filed with the appropriate administrator, the person receiving the complaint shall note the date and time the complaint form was received and immediately forward the complaint form to the Director of Human Resources. The Director of Human Resources will then be responsible for forwarding the complaint to the appropriate administrator as soon as possible, as practical.

Formal complaints should be submitted on the Staff Complaint form. When reporting an incident, it is helpful to provide as much information as possible, including the following:

1. A description of the event(s)
2. The number of occurrences, with dates and places
3. The names of any witnesses
4. Any documents or other exhibits, if appropriate
5. Relief Requested

Once a complaint is received by the appropriate first level administrator, a confidential investigation shall begin promptly once received by the appropriate administrator, unless unusual circumstance prevent the investigation from being started. Administrators/supervisors shall coordinate and timely report investigative findings to the Director of Human Resources. Additionally, the district may report individuals in violation of this policy to law enforcement officials. Licensed staff may be reported to the Nevada Department of Education.

Retaliation

It is a violation of the Policy to retaliate against any individual filing a complaint. Any staff member who believes they are experiencing retaliation because they filed a complaint should file a separate complaint regarding the alleged retaliation.

Complaint Review

Upon receiving a complaint of alleged bullying, harassment and/or discrimination, the administrator shall take any immediate necessary action to ensure the safety and well-being of the complainant(s) or other employee(s) that have alleged harm.

Investigation Process

The District will endeavor to complete an investigation into bullying, harassment or discrimination as quickly as possible after the administrator receives the complaint. During the investigation, interviews will be conducted and statements shall be taken from the involved individuals, to include any witnesses. Written statements are preferred, when possible. The parties will have an opportunity to submit evidence and a list of witnesses. A written report of the findings and conclusions of the investigation shall be completed that includes a summary of the facts and the evidence considered. Investigation notes are considered work product and are kept confidential as permitted by law.

Appeals

Any complainant who is not satisfied with the resolution of a complaint may appeal that decision in writing within 10 business days of notification of the resolution addressed to Human Resources based on one or more of the following grounds:

1. Procedural error that significantly impacted the outcome of the investigation.
2. To consider new evidence which was unknown or unavailable during the original investigation and that could substantially impact the original findings or sanction. The appeal must include a summary of new evidence, why it was unavailable at the time of the investigation and its potential impact.

An appeal will be assigned to a District administrator ("Appeal Review Officer") who did not conduct the underlying investigation. The Appeal Review Officer assignment will be made by the Director of Human Resources, depending on the nature of the complaint.

Acknowledgement of receipt of appeal will be sent to the appealing party. Before considering the appeal, the Appeal Review Officer will determine whether the appeal is timely and raises one or more of the permissible grounds for appeal listed above. If the written appeal is not timely or does not raise one or more of the permissible grounds for appeal, the Appeal Review Officer will notify the appealing party in writing that the appeal is denied and the basis for the denial.

A decision on an appeal will be based on the following:
Unless there is a request to consider new evidence as grounds for an appeal, the Appeal Review Officer will limit his or her review to the investigation record and process.

- The Appeal Review Officer will decide whether to grant or deny the appeal based on the specific grounds for appeal.
- The Appeal Review Officer may also remand the matter back to the original investigator to consider new evidence.
- The Appeal Review Officer will respond to the appealing party with a written decision of the appeal.

Confidentiality
An investigation will be kept in strictest confidence, where practical, for the protection of all parties involved. The District's obligation to investigate, provide a safe environment and take corrective action may supersede an individual's right of privacy.
Pending the completion of the investigation, however, the District may take any action necessary to protect the safety and well-being of its students, employees and property.

Sanctions
Consistent with the requirements of applicable state law, District policies and administrative regulations and/or collective bargaining agreements, the District may take such action as deemed necessary and appropriate after the completion of the investigation. The complainant(s) will be notified in writing of the investigation findings. However, if the individual(s) who were found to be engaged in prohibited behavior are disciplined, the complainant(s) will only be advised that the District is taking appropriate steps to ensure that the prohibited behaviors will not re-occur.

Nothing in this procedure is intended to prohibit discipline or remedial action for inappropriate behaviors that do not rise to the level of bullying, harassment or intimidation herein, but which are or may be prohibited by other District rules.

A substantiated charge against an employee of the District may subject the employee to disciplinary action in accordance with any the requirements of applicable state law, District policies and administrative regulations and/or collective bargaining agreements.

False Accusations
Persons knowingly bringing false accusations will be held responsible for their actions, and may be subject to disciplinary action in accordance with the requirements of applicable state law, District policies and administrative regulations and/or collective bargaining agreements.

Remediation
Individuals found to be subjected to harassment or discrimination will be provided support services available from the District to help deal with the effects.

Where To Go for Help
Employees may contact any of the following individuals or offices for guidance, information, or resolution of a sexual harassment issue:

- Supervisor, principal, or director
- Department of Human Resources

Other Sources of Assistance

Additional avenues available to staff members for filing a complaint include:

U.S. Equal Employment Opportunity Commission ("EEOC") and/or Nevada Equal Rights Commission ("NERC").

- A staff member is required to exhaust the administrative process with the District, prior to filing a complaint with the EEOC or NERC.

The Nevada State Department of Education

U.S. Department of Education Office for Civil Rights, Regional Office

Any court of competent jurisdiction

STAFF COMPLAINT FORM
REGARDING WORKPLACE BULLYING, HARASSMENT OR DISCRIMINATION

Lyon County School District ("District" or "LCSD" has developed this Complaint Form and Staff Complaint Process for the prompt and equitable response to complaints from District staff regarding allegations that the District or other staff member bullied, harassed or discriminated against any person with respect to the person's compensation, terms, conditions, or privileges of employment because of the person's age, disability, equal pay, genetic information, gender identity or expression, national origin, pregnancy, race, religion, retaliation, sex, sexual harassment or sexual orientation in compliance with LCSD Board Policies GBBC: Employee Bullying, GBB: Fair Employment Practices, GBBJ: Code of Ethical Standards, AB: Non-Discrimination Title IX, and applicable negotiated agreements. The complaint process shall remain confidential to the fullest extent allowed by law.

Complainant Information

Name:			
Address:	City	State	ZIP
Home/Cell Phone:	Work Phone:	Email:	
School or Work Location/Department:		Occupation:	

This complaint alleges Bullying____; or
Harassment/Discrimination on the basis of (check all that apply):

___Age ___Disability ___Genetic Information ___Gender Identity or Expression ___Equal Pay
___National Origin _ Pregnancy ___Race ___Religion ___Retaliation ___Sex
___Sexual Harassment ___Sexual Orientation

Subject of Complaint:

Name:
Occupation (if known):
School or Work Location/Department (if known):

Complaint:

Incident(s) occurred or began on or about (date):	Time of Occurrence (approximate is acceptable):
Place of Occurrence (description of area or address. Example: "Room N-99, Anytown High School):	
Time and Place that you addressed complaint with supervisor, or reason for not addressing complaint with supervisor:	
Description of Incident (Please attach additional information as necessary.):	

Relief Requested or Proposed Resolution:

Please attach any and all related documents you believe are material and relevant to support your complaint allegations.

Possible Witnesses:

Name:	Contact Information (if known):
School or Work Location/Department (if known):	Occupation (if known):
Information witness may have:	

Name:	Contact Information (if known):
School or Work Location/Department (if known):	Occupation (if known):
Information witness may have:	

Name:	Contact Information (if known):
School or Work Location/Department (if known):	Occupation (if known):
Information witness may have:	

Name:	Contact Information (if known):
School or Work Location/Department (if known):	Occupation (if known):
Information witness may have:	

_____ _____

Signature of Complainant Date

To Be Completed by Human Resources

Date Received:_____ Assigned To: _____

Lyon County School District
Board Memo

Date: September 26, 2023

To: Board of School Trustees

From: Wayne Workman, Superintendent

Re: Revisions to LCSD Policy GCBA – Performance Evaluations for Classified Personnel

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Recommendation
That the Board of Trustees approve the revisions to LCSD Policy GCBA – Performance Evaluations for Classified Personnel.

Background Information
This policy governs how classified employees in the Lyon County School District are evaluated on job performance. Staff is recommending a change to this policy to reflect the changes in the LCCSEA negotiated agreement which states that the probationary (introductory) period for a classified employee is 9 months. Prior to this change, the probationary period for classified employees was 12 months.

Budget Considerations
N/A

Discussed at Previous Meeting
N/A

Attachment(s)
LCSD Policy GCBA – Performance Evaluations for Classified Personnel

Respectfully Submitted,
Dawn Huckaby, Executive Director of Human Resources

PERFORMANCE EVALUATIONS FOR CLASSIFIED PERSONNEL

It is the intent of the District and the Nevada legislature that a uniform system be developed for objective evaluation of classified personnel. This policy must set forth a means according to which an employee's overall performance may be determined to be satisfactory or unsatisfactory. The policy may include an evaluation by the teacher, pupils, administrators or other classified staff or any combination thereof. A copy of the policy adopted by the board must be filed with the department. The primary purpose of an evaluation is to provide a format for constructive assistance. Evaluations, while not the sole criterion, must be used in the dismissal process.

Timeline for Evaluations – Introductory Classified Personnel

A conference and a written evaluation for an introductory classified employee must be conducted quarterly for the first ~~12~~9 months of employment (calculated from the employee's start date).

The evaluation of an introductory employee must, if necessary, include recommendations for improvements in their performance. A reasonable effort must be made to assist the employee to correct any deficiencies noted in the evaluation. The employee must receive a copy of each evaluation not later than 15 days after the evaluation. A copy of the evaluation and the employee's response, if any, must be permanently attached to the master personnel file for that employee.

Timeline for Evaluations – Post-Introductory Classified Personnel

Each classified employee who has completed their introductory period must be evaluated at least once per year.

The evaluation of a post introductory employee must, if necessary, include recommendations for improvements in their performance. A reasonable effort must be made to assist the employee to correct any deficiencies noted in the evaluation. The employee must receive a copy of each evaluation not later than 15 days after the evaluation. A copy of the evaluation and the employee's response, if any, must be permanently attached to the master personnel file for that employee.

Policy #GCBA
~~Adopted 10/12/10~~ Revised 10/24/23

Lyon County School District
Board Memo

Date: September 26, 2023

To: Board of School Trustees

From: Tim Logan, Deputy Superintendent
James Gianotti, Executive Director of Educational Services

Re: Attendance Policy JED as a First Reading

Recommendation
That the LCSD Board of Trustees approve revisions to LCSD Policy JED: Attendance as a first reading.

Background Information
As a result of the 82nd Session of the Nevada Legislature, revisions were made to NRS 392.130 regarding student attendance. One of the revisions is regarding religious holidays. In accordance with Assembly Bill (AB) 264, if a parent or guardian of a student submits a notice, in writing, to the principal of the school at least 3 days before the pupil will be absent from school due to a religious holiday, it will be considered an excused absence. Additionally, this absence cannot count against a student for the purposes of being recognized for perfect attendance. No more than 5 absences within 1 school year may be approved.

Additionally, Senate Bill (SB) 80 modifies NRS 385, allowing a "pupil who has sustained or is suspected of sustaining an injury to the head to receive reasonable accommodations that are based on peer-reviewed evidence until the pupil is mentally and physically ready to return to full participation in his or her coursework. Such accommodations may include, without limitation:

a) Rest;
b) A modified schedule or curriculum; or
c) Monitoring by a school nurse, athletic trainer or other person qualified to monitor the mental and physical health of the pupil."

These adjustments have been reflected in the proposed changes to LCSD Policy JED: Attendance.

Budget Considerations
N/A

Discussed at Previous Meeting
N/A

Attachment(s)
Policy JED Attendance

Respectfully Submitted,
Tim Logan, Deputy Superintendent
James Gianotti, Executive Director of Educational Services

ATTENDANCE POLICY

Beginning in the school year 2019-2020

This policy shall be shared with parents upon initial enrollment in the Lyon County School District and in accordance with NRS 392.040

It is the policy of Lyon County School District that enrolled students attend regularly in accordance with the Nevada Revised Statutes. It is the position of the Board of School Trustees that regular attendance is critical to the educational development of students and if a student is absent or misses instruction, the learning process is adversely affected since interaction in the classroom setting can seldom be duplicated by make-up work.

Therefore, it shall be the policy of the Lyon County School District that:

1. Students who are enrolled for a full school year in the Lyon County School District must be in attendance for a minimum of 163 days (90%) on a 181 day student calendar in order to be promoted to the next higher grade, or earn high school credit. Students who are enrolled for less than a full year must be in attendance for ninety (90) percent of the period of their enrollment in order to be promoted to the next higher grade. Extenuating circumstances may necessitate a school administrator and/or school attendance committee exempting the student from retention or credit denial.
2. State regulation deems a student absent when they miss 50% or more of the scheduled school day.
3. A student with a disability shall be excused from the requirements of this policy if the student is provided services in accordance with an Individualized Educational Program (IEP) requiring an attendance schedule different from the requirements stated in this policy.
4. A student shall be excused from the requirements of this policy if the student is provided services in accordance with a Section 504 Accommodation Plan requiring an attendance schedule different from the requirements stated in this policy.
5. A student in grades kindergarten through eighth may be exempt from the requirements of Section 1 of this policy if he/she meets the following criteria:

a. As determined through a conference between the teacher, administrator, parents and the student (as appropriate), and
b. The student is at, or above the RIT cut score for his/her grade level on the MAP test and in the "Meet" score on all Smarter Balanced Assessment Consortiums (SBAC) assessments, or
c. In grades 7 through 8, the student completes the designated summer instruction materials, (district credit recovery programs), and/or has fulfilled the credit requirements to be considered for promotion to the next grade or conditional promotion to the high school.

6. A student in grades 9 through 12 may be exempt from the requirements of Section 1 of this policy if he/she meets the following:
   a. The student and his/her parent or guardian meet with the principal or his/her designee and agree to a plan to assure improved attendance in writing; and the student adheres to the requirements set forth in the plan.
   b. The student earns credit in the courses he/she is enrolled in.
7. The LCSD believes that family is the key to a successful education and a well-rounded student. Therefore, as coaches and advisors are creating attendance and participation expectations for their co/extra-curricular activities, family events or other extenuating circumstances will be considered. Each principal will work with the coach/advisor to ensure that expectations are reasonable and clearly communicated prior to the start of the activity or season.

LEGAL REFERENCE: NRS Chapter 392.040-220.

Policy #JED

Revised ~~4/23/19~~

10/24/2023

ATTENDANCE – ADMINISTRATIVE REGULATIONS

Lyon County School District staff believes that regular school attendance is essential to a student's academic growth. The loss of classroom interaction because of absenteeism can never be fully regained, even if the absence is for a good reason. Therefore, the goal for all students is uninterrupted daily attendance. Through regular attendance, students will increase their classroom and academic skills, thereby reducing the possibility of failing.

The school principal, or designee shall be the attendance officer for each site. Duties include, but are not limited to:

1. Monitor student attendance records at least weekly;
2. Research and plan incentives for students to reinforce exemplary attendance;
3. Meet with students and parents/guardians to attempt to resolve excessive absences, and implement an attendance improvement plan when necessary.
4. Investigate unexcused absences and incidents of unexcused missed instruction;
5. Notify parents via phone and in writing of all truancies;
6. Contact students and parents/guardians of students exceeding the LCSD Policy and meet with them to develop an attendance improvement plan;
7. Determine eligibility of promotion/retention based on attendance;
8. If credit/promotion is denied, notify parents/guardians in writing;
9. Track credit denials at the high school level; and
10. Refer habitually truant students to the Lyon County Sheriff's Office or the School Resource Officer using the LCSD form.

POSITIVE REINFORCEMENT

Each school is to find ways to assess daily student performance in the classroom, recognize, and acknowledge students whose attendance is exemplary. Accordingly, teachers are encouraged to assess student performance in daily classroom activities and report assessments to the Principal upon request or if the teacher believes positive recognition is warranted. All staff is required to provide continued positive reinforcement and the constant encouragement to students to attend on a consistent basis. In addition, the following activities represent additional considerations:

1. Have attendance be a consideration in selection of students for "Student of the Month" honors.
2. Issue certificates or other symbolic awards for excellent or perfect attendance.
3. Include a notation on the student's official transcript citing outstanding attendance.
4. Host an assembly for students with exceptional attendance records.
5. Provide media coverage or recognition through local papers, school social media or school publications.
6. Send positive letters to parents congratulating them for the attendance of their students.
7. Hold class competitions based upon best grade-level attendance percentages.

LYON COUNTY SCHOOL DISTRICT

BOARD POLICY_____JED

PERFECT ATTENDANCE

The following will not be counted as an absence for the purpose of perfect attendance recognition in the Lyon County School District:

1. School sponsored activities are coded "School Activity" (e.g., field trips, FFA trips, band trips, athletic trips, job shadow program, etc.)
2. School sponsored athletic events are coded "School Activity".
3. College visitations prearranged and approved through the attendance office are coded "School Activity".
4. Any other academic enhancement activity prearranged and approved through the attendance office of the school is coded "School Activity". A religious holiday that is observed must not be counted as an absence.
5. Absences due to a religious holiday do not count toward the 10 days limitation on absences or disqualify a student for perfect attendance.
   - If the pupil will be absent in observance of a religious holiday, the parent shall notify the principal at the school in writing at least 3 days before the absence. It shall be deemed an approved absence.
   - Not more than 5 absences in one school year shall be approved.

DEFINITION OF AN ABSENCE

For the purpose of these Administrative Procedures, accounting of student attendance shall be based on the Daily Attendance Totals in accordance with the definitions for reporting attendance to the Nevada Department of Education. A full day of attendance must be recorded for a pupil if he/she is in attendance for at least one-half of the required number of minutes in the daily session for his or her grade.

Additionally, if a student is present in a class for at least one half of the total minutes designated for that class period, he/she shall be counted present. A student who leaves prior to being in class for at least one half of the total minutes designated for that class period shall be marked absent (excused, unexcused, truant, or exempt depending upon circumstances and determined by the school administration).

CLASSIFICATION OF ABSENCES

State Code	***Definition***	***Counted Toward Chronic Absenteeism***	***Excused***	***Unexcused***	***Present***	***Does not count towards loss of credit or retention***
AIA	Alternative Instructional Arrangement - Sp. Ed. only. Must be documented in IEP	No			X	X
CIR	Circumstance - Family circumstance, family business, pre- arranged, personal business or emergencies	Yes	X			

State Code	*Definition*	*Counted Toward Chronic Absenteeism*	*Excused*	*Unexcused*	*Present*	*Does not count towards loss of credit or retention*
COE	Check out Early - Parent picks up student early. Student misses less than 50% of the day.	No			X	X
EMG	Emergency Closure - School was closed due to an emergency	No			X	X
EMI	Exempt Missed Instruction - Student is on campus and missed instruction due to testing, Counselor, Dean, etc.	No			X	X
HOM	Homebound: Receiving homebound services from a licensed teacher.	No			X	X
ISS	In School Suspension	No			X	X
JUV	Juvenile Detention - Short term placement in juvenile detention/**No Services Provided**.	Yes	X			X
MDP	Medical - Professional Excuse Provided	Yes	X			X

State Code	*Definition*	*Counted Toward Chronic Absenteeism*	*Excused*	*Unexcused*	*Present*	*Does not count towards loss of credit or retention*
MED	Medical - Parent Provided Excuse	Yes	X			
PC	Phone Call/Email (Student attendance **Adult & Distance Learning term**)	No			X	
PQ	Physical Contact (**Incarcerated Youth Education, Adult & Distance Learning term**)	No			X	
RPC	Required Parent Conference (Admin not allowing student to attend pending conference)	Yes	X			X
RWY	Runaway	Yes		X		
SA	School Activity - Sports, Music, Debate, intermural activities, club functions, internships, etc…	No			X	X
SDD	Staff Development - Students did not attend class due to staff development	No			X	X
SUS	Suspension - Out of School	Yes	X			X
SUS3	Suspension - Out of School - instructional services (LOLA or Homebound Support for Restorative Practice)	No			X	X

State Code	*Definition*	*Counted Toward Chronic Absenteeism*	*Excused*	*Unexcused*	*Present*	*Does not count towards loss of credit or retention*
T	Tardy Unexcused	No			X	X
TE	Tardy Excused	No			X	X
TEP	Temporary Educational Program - Student is placed in temporary on-campus program	No			X	X
TRU	Truant - Officer confirmed	Yes		X		
U	Absent Unexcused	Yes		X		
REL	Pre-Approved Religious Absence (Up to five days per school year)	No	X			X

The determination as to the status of any absence shall be made by the principal or his/her designee and in compliance with state guidelines (outlined in the table above).

SUSTAINED HEAD INJURY [SB 80 (2023)]

A pupil who has sustained an injury to the head that is diagnosed by a medical physician shall receive reasonable accommodations until the pupil is cleared by the physician to return to full participation in his or her course work. Such accommodations may include, without limitation:

(a) Rest;
(b) A modified schedule or curriculum; or
(c) Monitoring by a school nurse, athletic trainer or other person qualified to monitor the mental and physical health of the pupil.

TRUANCY [NRS 392.130]

A student who has an absence for at least one period or the equivalent of, that is not excused or exempt, shall cause the administration of the school to investigate the cause of such absence. If it is determined that the absence occurred without the parent's knowledge or approval, or in judgment of the school administration was for unapproved reasons without mitigating circumstances, the school administrations shall:

1. Meet with the student regarding the truancy and discuss interventions to encourage attendance;
2. Assign the student an appropriate corrective action;
3. Call the parent/guardian and provide them with a written notice of truancy.

HABITUAL TRUANCY [NRS 392.140; 392.144]

Any child who has been declared truant three (3) or more times within one school year must be declared a habitual truant. Additionally, any child who has once been declared a habitual truant and who in an immediately succeeding year is absent from school without the written approval of the child's teacher or the principal of the school; or notice of his or her parent or legal guardian or other person who has control or charge over the pupil may again be declared a habitual truant.

The principal of the school or his/her designee responsible for attendance shall notify the parent or guardian of any student who is declared truant.

a. Students who have 2 truancy experiences will require a parent/guardian meeting with the site administrator and possibly the school counselor, social worker and/or additional individuals to develop a plan to prevent a third truancy from occurring.

b. Students who have 3 truancy experiences will be referred to the LCSO as a "habitual truant." A truancy packet will be submitted to the LCSO providing the documented truancies, the interventions attempted, the parent/guardian contacts documented, the signed attendance improvement plan and any additional strategies implemented. A site administrator will be present if the student is required to appear in court for being a habitual truant.

1. A truancy experience is a confirmed unexcused absence where the parent was not aware of their child's absence and the student received proper due process. In order for an absence to be considered a truancy the site administrator must confirm with the parent that they were unaware their child was absent.

2. If the parent knew their child was missing school without a valid reason as described in NRS 392.050, and they were unable to make their child attend school, then the absence will be identified as a truancy.

3. If a student is truant for multiple consecutive days without receiving due process, the truancy will be counted as "1 truancy experience."

ATTENDANCE ACCOUNTING AND REPORTING TO PARENTS

It shall be the duty of the principal (or designee in sites that have assistant principals or deans) to review daily attendance and ensure that all attendance records are accurate. The principal or the administrator designated with the responsibility of attendance shall be the only authority to determine truancies, (missed instruction), and exempt or excused student absences. All staff involved in maintaining student attendance records must do so diligently and accurately.

PROCESS FOR DETERMINING LOSS OF CREDIT OR NON-PROMOTION TO NEXT HIGHER GRADE

When a student who is bound by compulsory attendance law has been absent more than 10% of his/her enrollment period, the following procedure will be implemented:

1. The school administrator in charge of attendance will meet with the student and his or her parent or guardian to develop a plan to improve attendance for the remainder of the school year. The plan shall be signed by the student, the administrator and the parent or guardian.

2. The school administrator in charge of attendance shall review the available assessment data to determine if the student meets the level of performance specified in LCSD Policy JED numbers 6 and/or 7. If so, no further action is required under the attendance policy. However, the

administrator must meeting with the parents to develop or revise a plan to improve attendance for the remainder of the school year or the following school year. Additionally, the administrator must provide the parent with the LCSD Attendance Policy JED and stress the importance of regular school attendance.

3. If the student does not meet the performance criteria specified in LCSD Policy JED numbers 6 and/or 7, the principal or designee shall deliver to the parent written notice that the student will not be promoted to the next higher grade or is being denied credits for the semester due to excessive absenteeism on the District designated form. The parent shall have ten (10) business days to submit a written appeal of the site level administrator's determination to the School Attendance Advisory Committee.

4. No later than ten (10) days after receiving the appeal, the School Attendance Advisory Committee (SAAC) shall hold the appeal hearing. The SAAC is created by the principal or designee and shall be made up of at least one teacher, counselor and parent/guardian from the school. The SAAC may also include a juvenile probation officer, social worker, law enforcement official or other person deemed necessary for the appeal. The SAAC will be made up of not less than the three (3) required members, but not more than nine (9) total members. All members of the SAAC are designated as school officials for the purposes of accessing student records per the Family Educational Rights and Privacy Act (FERPA). The SAAC may, upon review of the case, choose to approve the exemption of some or all of the absences and promote the student to the next grade or allow the student to retain their earned credits; or agree that the student is to be retained or have their credits denied.

The decision of the Student Attendance Advisory Committee is final and binding.

5. In the case of a Pre-K child, after meeting with the parents, if the child’s attendance does not improve then they may be removed from the Pre-K program to allow another student that is on the waiting list to take that child’s spot.

LCSD ATTENDANCE IMPROVEMENT PLAN

DATE

To the parents/guardians of:

Address

The conditions outlined below were created the student, parents/guardians and appropriate school staff to assist your child with improved school attendance. As discussed in the meeting, state law requires students to be in attendance for at least 90% of the school year and/or semester. Listed below are the interventions we agreed to in an effort to eliminate absenteeism:

□ Check in at the office each day. No check-in will result in phone call to parent/guardian
□ Refrain from missing any more school this semester/year unless verified by a doctor or the court.
□ Come to the office to meet with_____when feeling overwhelmed or frustrated.
□ Make up missed time before/after school, or during lunch.
□ Adjust class schedule to better meet instructional needs of the student.
□ Send home a weekly report on attendance so parents/guardians can monitor.
□ View Infinite Campus attendance records weekly and impose corrective action at home for any tardies/absences.
□ Referral to School Counselor and/or Social Worker.
□ Other:

_____
_____
_____
_____
_____
_____

We participated in the creation of this plan and will adhere to it.

_____ _____
Student's Signature Date

_____ _____
Parent/Guardian Signature Date

_____ _____
School Official Signature Date

_____ _____
School Administrator Signature Date

Lyon County School District
Board Memo

Date: September 26, 2023

To: Board of School Trustees

From: Tim Logan, Deputy Superintendent

Re: Revisions to LCSD Policy JFCC: Safe and Respectful Learning Environment (Anti-Bullying)

Recommendation

That the Board of Trustees approve the revisions to LCSD Policy JFCC: Safe and Respectful Learning Environment (Anti-Bullying) as a second and final reading.

Background Information

This past legislative session incorporated amendments to NRS 388.122 found in Assembly Bill 65 and therefore necessitated changes to our policy to stay in compliance with the current law. Two of the changes to the law directly impacted LCSD Policy JFCC, including the following:

1) The definition of "bullying" was further defined to include the fact that bullying "does not include expressions, acts or gestures which are engaged in as part of a mutual disagreement or conflict" and
2) The timeline for the investigation to be completed, to the greatest extent practicable, has been extended from two school days to five school days. This timeline can also be extended an additional 2 school days (as opposed to previously only extending one additional day) based on extenuating circumstances and a good faith effort to complete the investigation in a timely manner.

The other change to the policy is the removal of the "Bullying Progressive Discipline" section found at the end of Policy JFCC. 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.

Lastly, 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

Last revised on June 26, 2018
First Reading August 22, 2023

Attachment(s)

LCSD Policy JFCC – Safe and Respectful Learning Environment – Anti-Bullying

Respectfully Submitted,
Tim Logan, Deputy Superintendent

SAFE AND RESPECTFUL LEARNING ENVIRONMENT - ANTI-BULLYING

Bullying and Cyber-Bullying 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 cyberbullying 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 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 and cyber-bullying, and by taking immediate action to protect a victim or target of bullying or cyber-bullying when witnessing, overhearing or being notified that bullying or cyber-bullying 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 violates a provision of state law requiring a response to bullying or cyber-bullying will be held accountable.

If the alleged bullying or cyber-bullying based on sex could constitute sexual harassment under Title IX, the AB policy and administrative regulations apply rather than the JFCC policy and administrative regulations.[1] Because the District must respond with specific steps whenever any employee has notice of sexual 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:

[1] Under Title IX, sexual harassment is defined as conduct on the basis of sex that satisfies one or more of the following:

1. A school employee conditioning education benefits on participation in unwelcome sexual conduct (i.e., *quid pro quo*); or
2. Unwelcome conduct that a reasonable person would determine is so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school's education program or activity; 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).

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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 harassment under Title IX, in which case AB will be followed rather than 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, cyber-bullying 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.

Policy #JFCC
Revised ~~6/26/18~~ 9/26/23

Legal Reference(s): NRS 200.900, 385A.070, 388.121 to 388.145

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SAFE AND RESPECTFUL LEARNING ENVIRONMENT - ANTI-BULLYING ADMINISTRATIVE REGULATIONS

I. Bullying and Cyber-Bullying 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 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;

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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.

*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.

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 and cyber-bulling, 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.

B. NRS 388.1342 requires that the Nevada Department of Education establish programs of training as follows:

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1. Methods to prevent, identify and report incidents of bullying and cyber-bullying 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 and cyber-bullying 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/. These standards include indicators for how the strands are applied within specific grade bands in Nevada.

III. Notice that Bullying and Cyber-Bullying 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 388.145, 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 "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.

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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 by a member of 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 and students who have first-hand knowledge of such bullying or cyber-bullying 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 and cyber-bullying, 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) 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 harassment under Title IX, the AB policy and administrative regulations apply rather than the JFCC policy and administrative regulations.[2] **Because the District must respond with specific steps whenever any employee has notice of sexual 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:**

Director of Human Resources

[2] Under Title IX, sexual harassment is defined as conduct on the basis of sex that satisfies one or more of the following:
4. A school employee conditioning education benefits on participation in unwelcome sexual conduct (i.e., *quid pro quo*); or
5. Unwelcome conduct that a reasonable person would determine is so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school's education program or activity; 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).

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Lyon County School District
25 E. Goldfield Avenue
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(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 harassment under Title IX, in which case AB will be followed rather than JFCC.

School Principal/Designee Investigations:

The principal or designee upon receiving a report of bullying or cyber-bullying will immediately take any necessary action to stop the bullying or cyber-bullying and ensure the safety and well-being of the reported victim or victims, and shall begin an investigation into the report.

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 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. on the day on which the bullying or cyber-bullying is reported, if the bullying or cyber-bullying is reported before the end of school hours on a school day; or
   2. 6 p.m. on the school day following the day on which the bullying or cyberbullying is reported, if the bullying or cyber-bullying 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 ~~2~~ 5 school days after the principal or designee receives a report of bullying or cyber-bullying. 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, ~~1~~ 2 additional days may be used to complete the investigation.

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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.

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 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, 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.

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.

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.

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H. Not later than 10 school days after receiving a report of bullying or cyber-bullying, the principal or designee shall meet with each reported victim of the bullying or cyberbullying to inquire about the well-being of the reported victim and to ensure that the reported bullying or cyber-bullying is not continuing.

I. 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 may request a variance to another school in LCSD. The variance will be approved initially, and all requirements under LCSD JECBB Variance Policy will apply.

J. If a law enforcement agency is investigating a potential crime involving an alleged violation of bullying or cyberbullying, 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 cyberbullying.

K. If the administrator determines that the bullying or cyber bullying 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.

L. 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.

M. The principal/designee will report the number of bullying events reported, the number of bullying reports confirmed and the number of bullying 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 the Office for a Safe and Respectful Learning Environment. This report will be shared annually with the Board of Trustees no later than July 31st.

<u>No Interfering with or Preventing Disclosure of Information</u>:

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 violations.

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Appeal of Disciplinary Decision:

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 may submit a complaint to the Nevada Department of Education, and the Department shall consider and respond to the complaint pursuant to procedures and standards prescribed in regulations adopted by the Department.

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 and cyber-bullying, 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.

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 and cyberbullying 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:

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A. Training in the appropriate methods to facilitate positive human relations among students by eliminating the use of bullying and cyber-bullying so that students may realize their full academic and personal potential.

B. Training in methods to prevent, identify, and report incidents of bullying and cyberbullying.

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 and cyber-bullying.

B. The principal or designee will conduct investigations of violations of the prohibition on bullying and cyber-bullying 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 and cyber-bullying 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.

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E. The School Safety Team will:

1. Meet at least two times each year;
2. Identify and address patterns of bullying or cyber-bullying;
3. Review and strengthen school policies to prevent and address bullying or cyberbullying;
4. Provide information to school personnel, students, and parents and legal guardians of students enrolled in the school on methods to address bullying and cyberbullying; and
5. To the extent money is available, participate in any training conducted by the school district regarding bullying and cyber-bullying.

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 and cyber-bullying;
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 and cyber-bullying.

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, inclusive, and Senate Bill 504 (2015 Nevada Legislative Session), sections 2, 3, and 4.

IX. Employee Bullying or Cyber-Bullying (also see LCSD Policy GBBC – Employee Bullying)

Allegations of bullying or cyber-bullying 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.

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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.

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.

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LCSD WORKSHEET FOR DETERMINING WHETHER BULLYING OR CYBERBULLYING 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.

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3. Has 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 "No" answers then it is not bullying, but it may be another infraction from LCSD Discipline Policy JG or a school rule violation. If any "Yes" answers, then bullying is confirmed.)

~~Bullying Progressive Discipline~~
~~Lyon County School District Elementary Schools~~ ‡

~~A. First Offense*:~~

1. ~~1-5 Days Detention/1-3 Days ISS (in-school suspension), depending on nature and severity of incident.*~~
2. ~~Mandatory notification of parents by telephone and/or in writing. Brief social/behavioral intervention to inform student of unacceptable behaviors and alternative behaviors that are socially acceptable. Student must complete an oral or written reflection about his or her behavior and identify acceptable alternatives. B. Second Offense:~~

1. ~~1-3 Days ISS/OSS (in-school or out-of-school suspension), depending on the nature and severity of incident.*~~
2. ~~Notification of parents by telephone and/or in writing. Brief social/behavioral intervention to inform student of unacceptable behaviors and alternative behaviors that are socially acceptable. Student must complete an oral or written reflection about his or her behavior and identify acceptable alternatives. C. Third Offense:~~

1. ~~4-10 Days ISS/OSS (in-school or out-of-school suspension), depending on the nature and severity of incident.**~~
2. ~~Notification of parents by telephone and/or in writing. Brief social/behavioral intervention to inform student of unacceptable behaviors and alternative behaviors that are socially acceptable. Student must complete an oral or written reflection about his or her behavior and identify acceptable alternatives. Mandatory parent conference and behavioral contract are required.~~

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~~* First Offense is established as a recurring pattern (not necessarily the same victim)~~

~~** As required by Lyon County School District policy JG, law enforcement may be contacted, depending on the severity of the infraction.~~

~~† These steps are guidelines. Depending on the nature and severity of the infraction, more significant consequences may be warranted. Additionally, school administrators may reduce suspension days for bullying in lieu of counseling services, or other behavior improvement programs.~~

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~~Bullying Progressive Discipline~~
~~Lyon County School District Middle/Intermediate Schools †~~

~~A. First Offense*:~~

1. ~~3 – 5 Days Lunch Detention or 1-3 Days In-School Suspension (ISS)~~
2. ~~Out-of-School Suspension (OSS)~~
3. ~~Alternative Placement Education Program (APEP) B. Second Offense:~~

1. ~~1-5 Days ISS/APEP/OSS and mandatory completion of bully packet signed by student and parent.~~
2. ~~Behavior contract signed by student and parent. C. Third Offense:~~

1. ~~5-10 Days ISS/OSS/APEP with parent conference.~~
2. ~~Notify LCSO for possible citation; (Possible expulsion depending on severity and previous contracts and/or citations.)~~

~~* First Offense is established as a recurring pattern (not necessarily the same victim)~~

~~† These steps are guidelines. Depending on the nature and severity of the infraction, more significant consequences may be warranted. Additionally, school administrators may reduce suspension days for bullying in lieu of counseling services, or other behavior improvement programs.~~

~~Bullying Progressive Discipline~~

~~Lyon County School District High Schools †~~

~~A. First Offense*:~~

~~1. 1-3 days APEP/OSS depending severity; Notify parents; Behavior contract where applicable. B. Second Offense:~~

~~1. 3-5 days APEP/OSS depending on severity; Notify parents; Behavior contract; Possible notification of LCSO. C. Third Offense:~~

~~1. 5-10 days APEP/OSS depending on severity; Notify parents; Notify LCSO for possible citation; (Possible expulsion depending on severity and previous contracts and/or citations.)~~

~~* First Offense is established as a recurring pattern (not necessarily the same victim)~~

~~† These steps are guidelines. Depending on the nature and severity of the infraction, more significant consequences may be warranted. Additionally, school administrators may reduce suspension days for bullying in lieu of counseling services, or other behavior improvement programs.~~

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