



**NYE COUNTY SCHOOL DISTRICT**  
**Board of Trustees**  
**Regular Agenda**

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A Regular of the Board of Trustees of Nye County School District will be held on Thursday, June 21, 2007, beginning at 6:30 PM at the Southern District Office Boardroom, 484 S West Street, Pahrump, NV 89048.

The subjects to be discussed, considered, or acted upon are listed below. Items do not have to be taken in the order presented below and the Board may combine two or more agenda items for consideration at any time. The Board may also remove any items on the agenda or delay discussion relating to any item listed on the agenda at any time. Unless removed from the Consent Agenda, items identified within the Consent Agenda will be acted on at one time.

1. CALL TO ORDER
  - A. PLEDGE OF ALLEGIANCE
  - B. ROLL CALL
2. ADOPTION OF AGENDA, ACTION ITEM
3. CONSENT CALENDAR, ACTION ITEM
  - A. APPROVAL OF MAY 31, 2007 REGULAR MEETING MINUTES
  - B. APPROVAL OF MAY 31, 2007 EXECUTIVE SESSION MINUTES
  - C. APPROVAL OF REQUESTS FOR 16-YEAR OLD STUDENTS TO TAKE THE GED
  - D. APPROVAL OF IMMUNIZATION EXEMPTION REQUESTS
  - E. APPROVAL OF TRANSPORTATION CONTRACT
  - F. APPROVAL OF WARRANTS
4. REPORTS, INFORMATIONAL ITEM
  - A. SUPERINTENDENT'S REPORT
  - B. ADMINISTRATOR REPORTS
  - C. BOARD REPORTS/BOARD COMMITTEE REPORTS
  - D. EDUCATIONAL TRAVEL REPORTS
5. PUBLIC INPUT, INFORMATIONAL ITEM
6. BOARD APPOINTMENTS, ACTION ITEM
7. CHANGE OF DATE/LOCATION OF FUTURE BOARD MEETINGS, ACTION ITEM

8. DECISION REGARDING SUBDIVISION MAPS, ACTION ITEM
9. APPROVAL OF GRANTS, ACTION ITEM
10. RECOGNITIONS, INFORMATIONAL ITEM
11. DISCUSSION/POSSIBLE APPROVAL OF 2006-07 BUDGET REVISION, ACTION ITEM
12. DECLARATION THAT A VACANCY EXISTS IN AREA II, ACTION ITEM
13. DISCUSSION/POSSIBLE DECISION REGARDING 2% RAISE FOR EMPLOYEES NOT COVERED BY NEGOTIATED CONTRACTS, ACTION ITEM
14. DISCUSSION/POSSIBLE APPROVAL OF 2007-08 SALARY SCHEDULES, ACTION ITEM
15. DISCUSSION/APPROVAL OF RESOLUTION CREATING FUNDS, ACTION ITEM
16. DISCUSSION/POSSIBLE APPROVAL OF DRUG & ALCOHOL TESTING PROGRAM, ACTION ITEM
17. DISCUSSION/POSSIBLE AUTHORIZATION TO APPLY FOR RECURRING GRANTS, ACTION ITEM
18. AWARD OF FOOD SERVICE BIDS, ACTION ITEM
  - A. AWARD OF BID FOR MILK & OTHER DAIRY PRODUCTS
  - B. AWARD OF BID FOR PIZZA
  - C. AWARD OF BID FOR PAPER SUPPLIES, FROZEN MEAT/REFRIGERATED FOOD & CANNED GOODS
19. AWARD OF BID: DEMOLITION OF PRINCIPAL'S HOUSE & TWO 4-PLEX TEACHER HOUSING UNITS IN GABBS, ACTION ITEM
20. AWARD OF BID: METAL MAINTENANCE BUILDING, ACTION ITEM
21. AWARD OF BID: PAHRUMP HIGH SCHOOL GRANDSTAND, ACTION ITEM
22. AWARD OF BID: JANITORIAL SUPPLIES, ACTION ITEM
23. DISCUSSION REGARDING ADEQUATE YEARLY PROGRESS DESIGNATIONS, INFORMATIONAL ITEM
24. SUPERINTENDENT'S EVALUATION, ACTION ITEM
25. EXECUTIVE (CLOSED) SESSION
  - A. DISCUSSION REGARDING SUPERINTENDENT'S CONTRACT
  - B. DISCUSSION REGARDING POSSIBLE STUDENT RIGHTS VIOLATIONS IN REGARDS TO RESTRAINTS
  - C. DISCUSSION REGARDING LEGAL ITEMS
  - D. DISCUSSION REGARDING PERSONNEL ITEMS
  - E. DISCUSSION REGARDING NEGOTIATIONS
26. DECISION REGARDING SUPERINTENDENT'S CONTRACT FOR 2007-08, ACTION ITEM

27. DECISION REGARDING POSSIBLE STUDENT RIGHTS VIOLATIONS, ACTION ITEM
28. APPROVAL OF FUTURE AGENDA ITEMS, ACTION ITEM
29. ADJOURNMENT, ACTION ITEM

This Meeting will be streamed live online via the link <https://livestream.nyeschools.org/ViewStream.html> on the Nye County School District website. Click on the following link if you have difficulties with the live streaming: <https://bit.ly/ncsdbotmeetings>.

Public input may be accepted live via email for the duration of the Meeting and shared during the public input designated timeframe (all rules and timelines as listed in the Agenda still apply). Public comments made by members of the public attending the meeting virtually must be emailed to [publiccomment@nyeschools.org](mailto:publiccomment@nyeschools.org) and must include:

- a. The author's first and last name
- b. The author's phone number (will not be read with comment)
- c. Date of the Meeting for which the comment is intended

Nye County School District (NCSD) will empower students to learn at their highest level in an environment of mutual respect.

The NCSD BOT Goals are as follows:

**Culture**

Improve and sustain a culture of learning for all through:

- ◆ Recruiting, selecting, inducting, supporting, evaluating, and developing staff.
- ◆ Fostering a safe and respectful learning and working environment.
- ◆ Promoting ongoing family and community engagement in pursuit of our vision.

**Academic**

Elevate achievement and support lifelong learning for all through:

- ◆ Creating and sustaining a results-focused learning environment; establishing measurable goals for all.
- ◆ Creating and sustaining an instructional framework and common language to ensure essential content standards drive instruction.

The notice for this posting was posted on the NCSD Website (<https://www.nye.k12.nv.us>), Nevada's Notice Website (<https://notice.nv.gov/>), at the main physical location of the meeting, and has also been provided to all persons who have made a specific request of a copy of the Agenda by US Mail or electronic mail. A Public Binder will be available for viewing at the scheduled location at the time of the Meeting.

***NYE COUNTY SCHOOL DISTRICT NOTICE OF NONDISCRIMINATION***

*Nye County School District (NCSD) does not discriminate on the basis of race, color, religion, national origin, ancestry, disability, age, marital status, sex, sexual orientation, gender identity or expression, or any other category protected by applicable state or federal law in its program and activity, including employment. In keeping with requirements of federal and state law, NCSD strives to remove any vestige of discrimination in accommodating the public at public meetings.*

*The Nye County School District is pleased to provide reasonable accommodations for the disabled. Members of the public who are physically handicapped and require special accommodations or assistance to attend the meeting are requested to notify the Executive Assistant to the Superintendent and Board of Trustees in writing at 484 S West Street, Pahrump, NV 89048, email Iliana Garcia at [igarcia@nyeschools.org](mailto:igarcia@nyeschools.org), or call 775-727-7743, ext. 239 at least one week before the meeting.*

## NYE COUNTY SCHOOL DISTRICT

### -M-I-N-U-T-E-S-

**May 31, 2007**

**Present:** Dennis Keating, President; Harold Tokerud, Vice-President; Tracie Ward, Clerk; Polly Church, Mike Floyd, Edna Forsgren and Kevin Pape, Members; Dr. William Roberts, Superintendent; Rod Pekarek, Dale Norton and Jerry Hill, Assistant Superintendents; Ray Ritchie, Chief Financial and Administrative Officer; Cameron McRae, Transportation; Bob Whimpey, Maintenance and Operations; Sam Simatos, Special Education and Related Services; Tim Wombaker, Mt. Charleston Principal; Barbara Floto, Round Mountain Principal; Lynna Howerton, Silver Rim/Tonopah Elementary Principal; Lisa Mays, Administrative and Board Services Coordinator; and Kerry Paniagua, Executive Secretary.

**Absent:** None.

**Guests:** David Wonderly, Maintenance and Operations; Kristin Marshall and Shawn Hall, District Office;; Joni Eastley and Midge Carver, County Commissioners; Judith Boni, Kacey Dowers, Mike Dolfen and Tom Boni, Tonopah High; Katie Redman, Kasen Haslem, Mike Domagala, Dori Ann Gearlow, Christine Domagala, Robert McCluskey, Debbie Domagala and Taylor Damon, Round Mountain High School; Mariama Hughes, Jason Odegard, B. Jackson, Alexis Abou-Halaka, Renee Abou-Halaka, Craig Rieger, Andy Schneider, Marcus Cornelius, McKenzie Dean, Elias Armendariz, Patricia Armendariz, Carrie Musick, James Chapman, Stephanie Manley, Alida Woods, Kyle Mills and Lois Mills, Pahrump Valley High School; Debbie Carle, Johnson Elementary; Sherri Musick, Rick Marshall, Michael Reeder, David Rencher, Ashley Rencher and Brian Musick, Pahrump; Susan Zink, Pathways; and Christina Eichelkraut, Pahrump Valley Times.

#### 1. Call to Order

The meeting was called to order at 6:00 p.m. in the Tonopah boardroom with videoconference links to the Pahrump boardroom and Round Mountain High School as well as a telephone connection to Mrs. Forsgren. Board members, administrators and

guests recited the Pledge of Allegiance. Mr. Floyd was appointed Acting Clerk so that documents could be signed in Tonopah.

2. Adoption of Agenda

Mrs. Ward moved adoption of the agenda, and Mr. Tokerud seconded. Those voting aye: Mr. Floyd, Mrs. Forsgren, Mr. Keating, Mr. Pape, Mr. Tokerud and Mrs. Ward. Those voting nay: none. Mrs. Church was absent for this vote. The motion carried with a majority vote.

3a. Approval of May 16, 2007 Regular Meeting Minutes

3b. Approval of May 16, 2007 Executive Session Minutes

3c. Approval of Requests for 16-Year Old Students to Take the GED

3d. Approval of Request for Immunization Exemption

3e. Approval of Transportation Contracts

3f. Approval for Three Board Members to Travel to Reno June 12, 2007 to Look at High Schools

3g. Approval of Warrants

Mr. Tokerud made the motion to approve the consent calendar, and Mrs. Forsgren seconded. Those voting aye: Mr. Floyd, Mrs. Forsgren, Mr. Keating, Mr. Pape, Mr. Tokerud and Mrs. Ward. Those voting nay: none. Mrs. Church was absent for this vote. The motion carried with a majority vote.

4. Student Musical Performance

Mrs. Woods' kindergarten class performed for the board and audience.

5. Report on Trip to Mojave

Kacey Dowers, Mike Dolfin and Tom Boni gave a brief report and slide show on their trip to Mojave where they visited with NASA and Air Force officials. Teacher Judi Boni said their air club has been invited back next September.

6a. Superintendent's Report

Dr. Roberts reported that after intense negotiations with Senator Reid and the U.S. Department of Education, Nye County has been reclassified as rural. He attended Senator Reid's town hall meeting in Las Vegas and presented several arguments for changes in the No Child Left Behind law based on inconsistencies and difficulties for rural counties. He continues to work with land developers on agreements. He commended the hard work by students, parents, teachers and others to attain high test scores. He announced the new Tonopah High principal will be Alvin Eiseman, and his wife will be a teacher in Tonopah.

6b. Administrator Reports

Mr. Pekarek reported 42 vacancies. Mr. Whimpey introduced the new project manager, David Wonderly. Mr. Simatos explained Extended School Year, which will run June 24 through August 9 at an approximate cost of \$150,000 to \$200,000 for around 75 students.

6c. Board Reports/Board Committee Reports

Mr. Pape reported on the Economic Development Council, which is working to make a more friendly business climate in Nye County. Mrs. Ward attended the Construction Committee meeting. Mrs. Forsgren was on the interview committee for the Tonopah High Principal and was pleased Mr. Eiseman accepted. Mrs. Church reported on Beatty's academic awards ceremony. Mr. Tokerud attended the presentation of The Wizard of Oz at Hafen Elementary and visited classrooms in Tonopah. Mr. Floyd attended the Career and Technical Skills Committee and Construction Committee meetings in addition to the academic awards at Pahrump High. Mr. Keating attended Pahrump High's Hit Parade and Drum-a-thon. He welcomed Commissioner Eastley. He thanked Senator Reid and his staff for their assistance in returning Nye County to rural status.

7. Public Input

None offered.

8. Board Appointments

Item withdrawn.

9. Change of Date/Location of Future Board Meetings

The June 21 meeting will be held in Pahrump with no videoconferencing.

10. Decision Regarding Subdivision Maps

None were presented.

11. Approval of Grants

Mr. Hill presented the Child Nutrition Programs grant for the board's approval. Mrs. Forsgren made the motion to approve the grant. Mr. Floyd seconded, and a unanimous vote was registered.

12. Recognitions

Certificates were presented to the following for State Wrestling championships: Coaches Craig Rieger, Curt Moen, Andy Schneider and Rick Marshall; and students Elias Armendariz, James Chapman and Jeremiah Ward of Pahrump High School. Certificates were presented to the following for State Track championships: Coaches Jason Odegard,

Andy Schneider, Marcus Cornelius, Nick Moore and Craig Rieger; and students Dominique Maloy, McKenzie Dean, Casey Burtenshaw, Mariama Hughes, Bethani Jackson, Carrie Musick, Stephanie Manley, Kyle Mills, Alexis Abou-Halaka and Ashley Rencher of Pahrump High School; and Coaches Victoria Akers and Wil McDaniel and student Katie Redman of Round Mountain High School. Kasen Haslem of Round Mountain and Jeff Holley of Pahrump were honored as NIAA Top Ten Athletes from Southern Nevada. Mike Domagala and Susan Zink were recognized for their dedication to the adult education program. Length of service certificates were presented to Mike Fitch and Lynna Howerton for 30 years each and Jamie Cofer for 20 years. Dennis Keating presented a certificate to Dr. Roberts for exceeding the average tenure of a superintendent and a plaque to outgoing board member Polly Church for her five months of service on the board with thanks for a job well done. Mr. Keating also congratulated Mr. Pape and his wife on their new child.

13. Discussion/Decision Regarding Request for Educational Travel Funds

Mr. Keating thanked the County Commissioners for donating \$50,000 annually to the students. Mrs. Ward made the motion to approve \$95 for each of the attendees for the cost of registration, a total of seven individuals. Mrs. Church seconded, and a unanimous vote was cast. Taylor Damon, a student at Round Mountain, thanked the board for putting them on the agenda and for granting the registration for the IFL conference at the previous meeting.

14. Discussion/Decision Regarding 2007-08 Board Meeting Calendar

Mr. Tokerud made the motion to set the time for out-of-town meetings at 6:00 p.m. Mr. Floyd seconded, and a unanimous vote was recorded. A copy of the calendar is attached.

15. Approval of Resolution Notifying the Debt Management Commission of the District's Proposal to Issue General Obligation Bonds to Finance the Acquisition, Construction, Improvement & Equipping of School Facilities

Mrs. Ward moved approval of the resolution, and Mr. Pape seconded. The vote to approve the motion was unanimous.

16. Review of CRT Test Data

Mr. Hill said in 37 years in education, these test scores are the most pleasant news to deliver to a school board. The results are preliminary, and he anticipated a few adjustments. Some individual scores might be challenged, but he said the scores for every single entity looked very good and were higher in almost every category. Schools that haven't achieving passing scores but have improved over ten percent are held harmless. He noted that scores for Free & Reduced Lunch are not much different from the main population. While IEP students haven't met the standard, they are showing positive increases in most cases. The Hispanic students are achieving at extremely high levels. He praised the tremendous efforts by staff, the presence of professional learning

communities, teachers accommodating the needs of individual students, remediation, software and training, but primarily the dedication of the teaching staff.

Mr. Hill said his department has put in a lot of programs for student achievement and a lot of training for principals. Dr. Roberts used RPDP funds to set up a principals' academy to give them whatever training they wanted. Administrators will all participate in Sage training at the state level which will teach them to write good improvement plans. Dr. Roberts thanked all the teachers for their hard work and dedication and congratulated them on a job well done. Board members also expressed appreciation for their efforts.

- 17a. Discussion Regarding Possible Student Rights Violations
- 17b. Discussion Regarding Legal Items
- 17c. Discussion Regarding Personnel Items
- 17d. Discussion Regarding Negotiations

Discussion is reflected in Executive Session minutes.

- 18. Decision Regarding Possible Student Rights Violations

Item withdrawn.

- 19. Approval of Future Agenda Items

No requests were made.

- 20. Adjournment

Mrs. Church moved to adjourn at 7:44 p.m., and Mr. Tokerud seconded. Those voting aye: Mrs. Church, Mr. Floyd, Mr. Keating, Mr. Pape, Mr. Tokerud and Mrs. Ward. Those voting nay: none. Mrs. Forsgren was absent for this vote.

### **SCHEDULE OF MEETING**

The meeting was called to order at 6:00 p.m. Mrs. Church arrived at 6:08 p.m. Mr. Tokerud made the motion to go into Executive Session at 7:27 p.m., and Mr. Floyd seconded. Those voting aye: Mrs. Church, Mr. Floyd, Mr. Keating, Mr. Pape, Mr. Tokerud and Mrs. Ward. Those voting nay: none. Mrs. Forsgren was absent for this vote. The regular session resumed at 7:43, and the meeting adjourned at 7:44 p.m.

By \_\_\_\_\_  
Clerk

*Prepared by Kerry Paniagua*

FINANCIAL INFORMATION  
NYE COUNTY SCHOOL DISTRICT  
BOARD OF TRUSTEES MEETING JUNE 21, 2007

NYE COUNTY SCHOOL DISTRICT  
 GENERAL FUND  
 as of June 1, 2007

SUMMARY OF EXPENDITURES	BUDGETED	ACTUAL	%
100 - Regular	\$ 24,124,478	\$ 17,642,237	73.13%
300 - Vocational	967,850	674,169	69.66%
900 - Other	755,593	714,376	94.55%
<b>TOTAL DISTRIBUTED EXPENDITURES</b>	<b>\$ 25,847,921</b>	<b>\$ 19,030,782</b>	<b>73.63%</b>
000 - Undistributed			
2100 - Student Support	263,755	192,210	72.87%
2200 - Staff Support	232,896	191,719	82.32%
2300 - General Administration	1,369,140	1,111,834	81.21%
2400 - School Administration	3,674,356	2,991,063	81.40%
2500 - Business Support	2,182,021	1,916,243	87.82%
2600 - Plant Operation & Mtce.	6,423,406	6,341,321	98.72%
2700 - Student Transportation	2,844,189	2,565,524	90.20%
5200 - Transfer to Other Funds	7,143,739	5,296,764	74.15%
<b>TOTAL UNDISTRIBUTED EXPENDITURES</b>	<b>\$ 24,133,502</b>	<b>\$ 20,606,680</b>	<b>85.39%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 49,981,423</b>	<b>\$ 39,637,461</b>	<b>79.30%</b>
Contingency			
Unappropriated Fund Balance	\$ 421,455		
<b>TOTAL EXPENDITURES &amp; FUND BALANCE</b>	<b>\$ 50,402,878</b>		

SUMMARY OF AVAILABLE FINANCING	BUDGETED	ACTUAL	%
Beginning Balance	\$ 421,455	\$ 862,290	204.60%
Ad Valorem	8,394,253	9,304,057	110.84%
Sales & Use Taxes	8,254,006	5,979,086	72.44%
General Govt. Services Tax	1,996,226	1,624,930	81.40%
Tuition - In-State	20,000	13,600	68.00%
Tuition - Out of State	60,000	16,003	26.67%
Earnings on Investments	150,000	280,909	187.27%
Bank of America Sweep Interest	50,000	83,350	166.70%
Miscellaneous	134,753	93,044	69.05%
State Distributions	20,208,260	20,052,050	99.26%

NYE COUNTY SCHOOL DISTRICT  
 BOARD OF TRUSTEES BUDGET  
 as of June 1, 2007

**SUMMARY OF EXPENDITURES**

	<u>BUDGETED</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>BALANCE</u>
Social Security	\$ 850	\$ 697	\$ -	\$ 153
Workers Comp	250	261	0	(11)
Medicare	200	163	0	37
Day of Service	13,680	11,240	0	2,440
Professional Service	75,000	0	75,000	0
Lobbying	0	16,500	0	(16,500)
Communications		591	0	(591)
Travel	7,000	5,700	0	1,300
Supplies	4,000	2,484	377	1,139
Fuel	0	478	0	(478)
Dues and Fees	15,400	16,480	0	(1,080)
<b>TOTAL EXPENDITURES</b>	<b>\$ 116,380</b>	<b>\$ 54,594</b>	<b>\$ 75,377</b>	<b>\$ (13,591)</b>

State of Nevada Local Government Investment Pool  
**NYE COUNTY SCHOOL DISTRICT Detail Report**

Date	Beginning Balance	Total Debits	Total Credits	Ending Balance
<b>NCSD - NYE COUNTY SCHOOL DISTRICT</b>				
05/01/2007	24,179,177.55	112,755.01	451.02	24,291,481.54
05/02/2007	24,291,481.54			24,291,481.54
05/03/2007	24,291,481.54			24,291,481.54
05/04/2007	24,291,481.54			24,291,481.54
05/05/2007	24,291,481.54			24,291,481.54
05/06/2007	24,291,481.54			24,291,481.54
05/07/2007	24,291,481.54			24,291,481.54
05/08/2007	24,291,481.54	8,735,097.00		33,026,578.54
05/09/2007	33,026,578.54			33,026,578.54
05/10/2007	33,026,578.54			33,026,578.54
05/11/2007	33,026,578.54			33,026,578.54
05/12/2007	33,026,578.54			33,026,578.54
05/13/2007	33,026,578.54			33,026,578.54
05/14/2007	33,026,578.54			33,026,578.54
05/15/2007	33,026,578.54		1,880,000.00	31,146,578.54
05/16/2007	31,146,578.54			31,146,578.54
05/17/2007	31,146,578.54			31,146,578.54
05/18/2007	31,146,578.54			31,146,578.54
05/19/2007	31,146,578.54			31,146,578.54
05/20/2007	31,146,578.54			31,146,578.54
05/21/2007	31,146,578.54			31,146,578.54
05/22/2007	31,146,578.54			31,146,578.54
05/23/2007	31,146,578.54		3,000,000.00	28,146,578.54
05/24/2007	28,146,578.54			28,146,578.54
05/25/2007	28,146,578.54			28,146,578.54
05/26/2007	28,146,578.54			28,146,578.54
05/27/2007	28,146,578.54			28,146,578.54
05/28/2007	28,146,578.54			28,146,578.54
05/29/2007	28,146,578.54			28,146,578.54
05/30/2007	28,146,578.54			28,146,578.54
05/31/2007	28,146,578.54			28,146,578.54
<b>Totals</b>	<b>24,179,177.55</b>	<b>8,847,852.01</b>	<b>4,880,451.02</b>	<b>28,146,578.54</b>

**Account Summary**

<b>Ending Balance:</b>	\$28,146,578.54
<b>Gross Earnings:</b>	\$130,371.09
<b>Administrative Fee:</b>	-\$521.48
<b>Net Earnings:</b>	\$129,849.61

<b>Gross Interest Rate:</b>	5.1934%
<b>Net Interest Rate:</b>	5.1726%

DAILY STUDENT COUNT MONTH OF MAY 2007 RCMS / PVHS (AM)																						PEAK	
DATE	1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	25	25	29	30	31	
ROUTE																							
1	18	18	17	16	16	19	19	18	19	21	20	21	22	20	20	21	20	22	14	12	20	20	22
2-B	18	18	22	21	22	21	19	20	19	18	18	18	22	18	18	22	22	23	24	22	25	21	25
3-C	44	45	45	47	40	34	42	43	40	35	50	38	35	36	36	39	44	40	41	36	40	41	50
4-M	47	43	40	43	44	43	43	47	44	44	46	40	46	43	42	42	47	45	59	39	43	43	59
5-J	43	46	48	51	43	47	53	53	52	69	48	48	51	53	51	46	42	44	48	39	51	51	53
6-N	63	64	64	69	50	55	60	64	64	60	66	61	62	58	62	62	67	67	58	60	66	68	68
7-O	49	47	48	42	44	47	44	45	37	39	48	48	45	44	49	47	42	47	37	43	43	44	49
8-Q	64	56	63	61	62	68	61	61	61	61	59	57	63	56	60	58	61	66	53	58	58	56	66
9-P	61	56	51	59	56	57	54	58	51	58	61	56	55	50	54	47	50	54	48	49	52	49	61
10-R	38	42	41	44	38	36	36	41	42	38	39	35	36	43	41	38	39	35	41	37	41	38	44
11-SC	44	43	46	45	40	44	42	46	45	45	43	47	49	45	42	47	45	44	39	45	40	45	49
12-H	33	38	34	36	39	37	45	39	30	34	40	38	34	39	33	33	34	37	36	33	36	37	45
13-V	59	64	69	68	64	64	60	62	65	64	69	64	60	58	63	59	60	65	59	62	65	64	69
14-W	48	49	51	49	48	49	49	49	51	48	51	55	50	49	48	47	50	48	49	49	47	47	55
15-T	64	64	64	62	59	55	59	63	63	60	62	52	59	57	60	58	56	63	62	65	55	67	67
16-S	59	56	48	51	51	50	51	64	61	59	47	60	60	64	59	62	60	63	55	62	59	62	64
17-Y	43	32	37	44	36	56	36	45	46	46	46	47	46	47	38	47	45	47	49	48	52	42	56
18-K	46	44	41	44	40	40	41	41	44	50	43	42	45	45	41	37	35	39	41	41	48	41	50
SUB TOTAL	841	825	829	852	792	822	814	859	834	849	856	827	840	825	817	812	819	849	813	800	841	836	
1	7	7	7	7	5	8	7	5	5	7	6	8	7	8	6	6	5	6	6	6	6	6	8
20-D	37	36	37	36	39	38	40	44	39	41	41	35	39	44	36	43	35	36	32	33	36	40	44
21-F	43	44	46	40	45	46	44	50	49	50	50	52	49	47	49	49	48	52	50	47	48	50	52
22-E	52	52	47	45	50	48	52	46	42	45	50	56	50	49	43	49	51	51	46	47	55	48	56
23-I	41	52	46	50	49	46	48	49	49	46	47	55	56	56	49	44	47	47	50	44	50	49	56
24	43	41	41	41	42	45	45	46	42	43	44	45	41	35	42	45	48	48	44	49	47	49	49
25-L	40	40	39	37	41	45	42	40	40	37	37	38	34	37	33	28	34	37	30	36	34	37	45
26-U	46	52	52	50	42	53	51	49	50	42	44	54	52	48	48	47	44	52	47	48	55	55	55
27	45	47	45	43	42	42	43	48	45	45	41	44	43	46	40	43	44	47	44	43	42	41	48
28-X	53	57	54	54	56	54	52	55	51	51	42	48	44	41	40	39	36	37	37	32	39	31	57
SUB TOTAL	407	428	414	403	411	425	424	432	412	407	402	435	415	411	386	393	392	413	386	385	412	406	
TOTALS	1248	1253	1243	1255	1203	1247	1238	1291	1246	1256	1258	1262	1255	1236	1203	1205	1211	1262	1199	1185	1253	1242	

RCMS

18252

PVHS

8999

RCMS

AVERAGE

PVHS

AVERAGE

46.091

40.905

GRAND  
TOTAL

27251

**2007 BOARD OF TRUSTEE COMMITTEE ASSIGNMENTS**

NASB Director	Harold Tokerud
Legislative Representative	Dennis Keating
Debt Management Commission Rep.	Tracie Ward
Parks & Recreation Representative	Polly Church
Policy Committee	Dennis Keating, Harold Tokerud & Tracie Ward
Insurance Committee	Edna Forsgren
United Way Board of Directors	Kevin Pape
Sick Leave Bank	Dennis Keating
Attendance Committee	Tracie Ward
SB-289 Crisis Management Committee	Harold Tokerud
Construction Committee	Mike Floyd, Harold Tokerud & Tracie Ward
Career & Technical Skills Committee	Mike Floyd
Economic Development Council	Kevin Pape

*Last updated 3-30-07*

**NYE COUNTY SCHOOL DISTRICT  
2007-08 BOARD OF TRUSTEES MEETING CALENDAR**

<u>Meeting Date</u>	<u>Time</u>	<u>Location</u>	<u>Agenda closes @ noon on</u>
Thursday, 7/26/07	6:30 p.m.	Videoconference	Wednesday, 7/18/07
Thursday, 8/9/07	6:30 p.m.	Videoconference	Wednesday, 8/1/07
Thursday, 8/30/07	6:00 p.m.	Round Mountain	Wednesday, 8/22/07
Thursday, 9/13/07	6:00 p.m.	Duckwater	Wednesday, 9/5/07
Thursday, 9/27/07	6:30 p.m.	Videoconference	Wednesday, 9/19/07
Thursday, 10/18/07	6:00 p.m.	Gabbs	Wednesday, 10/10/07
Thursday, 11/8/07	6:30 p.m.	Videoconference	Wednesday, 10/31/07
Thursday, 11/29/07	6:30 p.m.	Videoconference	Monday, 11/19/07
Thursday, 12/13/07	6:30 p.m.	Videoconference	Wednesday, 12/5/07
Thursday, 1/3/08	6:30 p.m.	Videoconference	Wednesday, 12/19/07
Thursday, 1/24/08	6:00 p.m.	Beatty	Wednesday, 1/16/08
Thursday, 2/14/08	6:30 p.m.	Videoconference	Wednesday, 2/6/08
Thursday, 3/13/08	6:00 p.m.	Amargosa	Wednesday, 3/5/08
Thursday, 4/3/08	6:30 p.m.	Videoconference	Wednesday, 3/26/08
Thursday, 4/24/08	6:00 p.m.	Tonopah	Wednesday, 4/16/08
Thursday, 5/8/08	6:30 p.m.	Videoconference	Wednesday, 4/30/08
*Wednesday, 5/21/08	6:30 p.m.	Videoconference	Tuesday, 5/13/08
Thursday, 6/19/08	6:30 p.m.	Videoconference	Wednesday, 6/11/08

NOTE: Meetings are held by videoconference between the Pahrump and Tonopah District offices unless otherwise noted. Changes in time or location will be noted on the posted agenda. Agenda closing dates subject to change if necessary.

\*Includes Public Budget Hearing [NRS 354.596]

*Effective 5/31/07*



# Nye County School District

## Office of the County Superintendent

P.O. Box 113  
Tonopah, Nevada 89049  
Phone 775-482-6258  
Fax 775-482-8573

## Southern Administration Office

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Pahrump, Nevada 89048  
Phone 775-727-7743  
Fax 775-727-7768

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Tracie Ward, Clerk  
Polly Church  
Mike Floyd  
Edna Jean Forsgren  
Kevin Pape

**Dr. William E. "Rob" Roberts**  
Superintendent

**Raymond Ritchie**  
Chief Financial &  
Administrative Officer

---

Corr:048:07

June 11, 2007

TO: Board of Trustees

FROM: Raymond Ritchie, Chief Financial & Administrative Officer

RE: 06/07 Budget Revision #2 - Resolution to Augment/Revise the Budget

Please find in your folders the following two items for your approval:

- 06/07 Budget Revision #2 (large document)
- Resolution to Augment/Revise the Budget of the Nye County School District for the 2006-2007 Fiscal Year

RR:ro

Cc: Dr. Roberts, Superintendent  
Jerry Hill, Asst. Superintendent  
Dale Norton, Asst. Superintendent  
Rod Pekarek, Asst. Superintendent



# Nye County School District

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**Dr. William E. "Rob" Roberts**  
Superintendent

## RESOLUTION TO AUGMENT/REVISE THE BUDGET OF THE NYE COUNTY SCHOOL DISTRICT FOR THE 2006-2007 FISCAL YEAR

WHEREAS, the available resources of the Nye County School District, County of Nye, State of Nevada, were estimated to be as follows on December 15, 2006:

General School Fund	\$50,402,878
Debt Service Fund	14,130,291
Special Revenue Fund	2,037,500
Special Education Fund	6,987,034
State Fund	2,011,485
Federal Fund	10,000
Food Service Fund	1,768,430
Building and Sites Fund	27,168
Teacherages Fund	35,603
Capital Projects Fund	863,528
Health Insurance Fund	6,998,747

WHEREAS, the available resources are now determined to be as follows:

General School Fund	\$52,165,880
Debt Service Fund	14,130,291
Special Revenue Fund	2,961,640
Special Education Fund	6,902,436
State Fund	2,266,775
Federal Fund	255,586
Food Service Fund	1,987,751
Building and Sites Fund	102,104
Teacherages Fund	30,600
Capital Projects Fund	20,524,834
Health Insurance Fund	7,250,874

WHEREAS, at 6:40 p.m. on June 21, 2007, the Nye County School District Board of Trustees is to act on the above provisions.

NOW, THEREFORE, it is hereby RESOLVED, that the Board of Trustees of the Nye County School District shall Augment/Revise its 2006-2007 Budget by appropriating funds as enumerated in the Nye County School District's Augmented/Revision #2 Budget for use in the General School Fund, Debt Service Fund, Building & Sites Fund, Capital Projects Fund, Food Service Fund, Special Revenue Fund, State Special Education Fund, State Fund, Health Insurance Fund, and Teacherages Fund, and as listed above, thereby increasing the total budget from \$77,103,925 to \$100,290,958, which includes \$8,287,811 in interfund transfers.

PASSED AND ADOPTED THIS 21st Day of June, 2007, by the following vote:

AYES:

NAYES:

ABSENT:

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President  
BOARD OF TRUSTEES  
Nye County School District

ATTEST:


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Clerk  
BOARD OF TRUSTEES  
Nye County School District

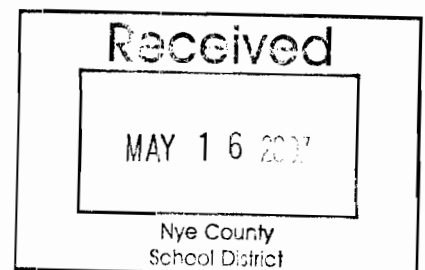
School Board Trustee and Dr Roberts.

May 16, 2007

I would like to thank everyone for all the help they have given me on the school board. I have had a wonderful time serving. I wish I could finish out my term, but due to my family moving I will be unable to. My last meeting will be May 31, 2007 and my last official day will be June 9, 2007. Thank you all again.



Polly Church



**DISPLAY AD**

NOTICE OF VACANCY

Notice is hereby given that the Board of Trustees of the Nye County School District will conduct a regularly scheduled board meeting to be held in Pahrump on July 26, 2007 and will consider appointing an applicant to fill the vacancy that exists on the Board of Trustees from School Trustee Election Area No. II. The appointee must reside within Area II, which includes Beatty, Amargosa, Mercury, Crystal and that part of Pahrump north of Irene St. and east of Linda Street, including Johnnie (election precincts 1, 6, 8, 18 and 23). The appointee must have the qualifications provided in NRS 386.240 and will serve a two-year term. Trustees may not be employed by the Nye County School District on either a temporary or permanent basis. Persons interested in assuming the vacancy must make their desires known to the Board of Trustees in the form of a resume *and* a letter of interest, to be received at P.O. Box 113, Tonopah, Nevada 89049 (FAX number 800-796-6273) no later than Tuesday, July 17, 2007 at 2:00 p.m.

BOARD OF TRUSTEES  
Nye County School District

Tracie Ward, Clerk

Attest: William E. Roberts, Superintendent

-----  
TWO AFFIDAVITS OF PUBLISHER

Publish on: July 6, 2007 &  
July 13, 2007

Pahrump Valley Times



# Nye County School District

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Kevin Pape

**Dr. William E. "Rob" Roberts**  
Superintendent

**Raymond Ritchie**  
Chief Financial &  
Administrative Officer

---

Corr:049:07

June 11, 2007

TO: Board of Trustees

FROM: Raymond Ritchie, Chief Financial & Administrative Officer

RE: Requesting 2% Increase – 07/08 School Year

The Nye County School District would like to request approval of a 2% increase as well as a .00375 reduction mandated by PERs for the 07/08 school year for all employees excluding the bargaining units, NCSSO, NCCTA and NCASA members. This increase was budgeted and will be effective July 1, 2007.

RR:ro

Cc: Dr. Roberts, Superintendent  
Jerry Hill, Asst. Superintendent  
Dale Norton, Asst. Superintendent  
Rod Pekarek, Asst. Superintendent



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**Dr. William E. "Rob" Roberts**  
Superintendent

**Raymond Ritchie**  
Chief Financial &  
Administrative Officer

---

Corr:050:07

June 11, 2007

TO: Board of Trustees

FROM: Raymond Ritchie, Chief Financial & Administrative Officer

RE: Request Approval of 07/08 Master Salary Schedules

Please find in your folders (due to size and layout of document) the 07/08 Master Salary Schedules for your approval. These salary schedules are for District Administration and non-union positions only.

All noted changes are calculated in the 07/08 budget that was submitted for your approval and approved on May 16, 2007. We have the funds to cover all requested changes.

RR:ro

Cc: Dr. Roberts, Superintendent  
Jerry Hill, Asst. Superintendent  
Dale Norton, Asst. Superintendent  
Rod Pekarek, Asst. Superintendent

**NYE COUNTY SCHOOL DISTRICT  
BOARD RESOLUTION NO.  
June 21, 2007**

**WHEREAS**, the Board of Trustees of the Nye County School District, at a regular meeting held on June 21, 2007 determine that the public interest requires the creation of the following funds:

District School Improvement  
Advanced Placement Fee Program – Federal  
Dollars for Scholars  
Great Basin Textbooks

and the following findings of fact determine this:

- A. The source of funds is from a federal, state or local agency grant, or sale of bonds.
- B. The primary purpose of the funds is specified within the individual grant documents, and funds may only be used for the purpose authorized by the issuing agency.
- C. The short and long-term plans for expenditures within each fund are the accomplishment of the stated goals and objectives of the specific grants.
- D. It is not anticipated that there will be any reserves in these funds. However, should there be a balance at the end of a fiscal year, then disposition will be determined by the appropriate funding agency.
- E. It is not anticipated that there will be any deficiency in these funds. However, should there be a deficiency, it will be covered by the general fund.
- F. Should a balance or reserve occur in these funds, its reasonableness or necessity will be determined by the appropriate funding agency.

**WHEREAS**, proper notice was given of the intention to act upon the Resolution Authorizing the Creation of a Fund,

**NOW, THEREFORE, IT IS HEREBY RESOLVED** that the Board of Trustees of the Nye County School District hereby approves the creation of the above funds for the purposes stated above.

**IT IS FURTHER RESOLVED** that the clerk forward the necessary documents to the Executive Director, Department of Taxation, 1550 E. College Parkway, Suite 115, Carson City, Nevada 89706.

**PASSED AND ADOPTED** this Twenty-first day of June, 2007 by the Governing Body consisting of seven members.

Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_  
Absent: \_\_\_\_\_

---

President, Board of Trustees  
Nye County School District

ATTEST:

---

Clerk, Board of Trustees

FUNDS ADDED JANUARY THROUGH JUNE 2007

Fund 283 – DISTRICT SCHOOL IMPROVEMENT

Title 1 funding for the school district to use district wide to support school improvement activities for schools in need of improvement.

Fund 292 – ADVANCED PLACEMENT FEE PROGRAM - FEDERAL

Funding to pay for advanced placement testing of low income students.

Fund 910 – DOLLARS FOR SCHOLARS

Funding for tuition for high school students to enroll in Great Basin College courses for dual credit.

Fund 920 – GREAT BASIN TEXTBOOKS

Funding to start a textbook library for our high school students to use when taking Great Basin College courses.



# Nye County School District

**Dr. William E. "Rob" Roberts**  
Superintendent

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Tracie Ward, Clerk  
Polly Church  
Mike Floyd  
Edna Jean Forsgren  
Kevin S. pape

**Assistant Superintendents**  
**Rod Pekarek**  
District Services  
**Jerry C. Hill**  
Student Achievement  
**Dale A. Norton**  
Character Education

## MEMORANDUM

**TO:** NCS D Board of Trustees

**FROM:** Rod Pekarek, Assistant Superintendent For District Services

**RE:** NCS D Drug and Alcohol Testing Program Ratification

**DATE:** June 5, 2007

The Nye County School District Drug and Alcohol Testing Program has been completed. I am submitting the entire document for your review and ratification. If you have any questions regarding this document, please contact me or Cameron McRae prior to the Board of Trustees meeting on June 21, 2007.

RP:ts

**NYE COUNTY SCHOOL DISTRICT**

**Drug and Alcohol Testing Program**

Effective: July 1, 2007

# **NYE COUNTY SCHOOL DISTRICT**

## **Drug and Alcohol Testing Program**

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NYE COUNTY SCHOOL DISTRICT

**DRUG AND ALCOHOL TESTING PROGRAM**

**I. INTRODUCTION - PURPOSE**

Nye County School District maintains a strong commitment to provide a safe, efficient, and productive work environment. Employee involvement with alcohol or illegal drugs can be extremely disruptive and harmful to the workplace. It can adversely affect the quality of work and the performance of employees, pose serious safety and health risks to our students, the user, co-workers and the public, and have a negative impact on work efficiency and productivity. Nye County School District is concerned that employees are in a condition to perform their duties safely and efficiently, in the interests of our students, fellow workers and the public, as well as, themselves. It is the purpose of this testing program to eliminate substance abuse and its effects in the workplace. Nye County School District is also required to comply with Federal regulations pertaining to the attainment and maintenance of a drug-free workplace. These requirements are outlined under the Drug-Free Workplace Act of 1988. Accordingly, Nye County School District has developed the following testing program statement regarding substance abuse in the workplace.

- The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited regardless of whether the employee is working or is on District premises. Nye County School District further prohibits the use or possession of alcohol while working, while on District premises, while operating a District vehicle or equipment or while performing official duties of/for the Nye County School District.

The drug and alcohol testing program shall apply to all classified and non-classified full-time, part-time and temporary employees of Nye County School District. Violation of the drug and alcohol testing program may result in Disciplinary Action in accordance with the applicable Negotiated Labor Agreement and NRS 391.

Employment with Nye County School District is contingent upon, among other things, compliance with this testing program. Violations of the drug and alcohol testing program will result in immediate removal from the work site. The implementation date for the Drug and Alcohol Testing Program will be July 1, 2007.

## II. DEFINITIONS

A. "Illegal Drugs" means any controlled substance or drug, the sale, possession or consumption of which is illegal under Federal State or Local law. The term includes medical marijuana and prescription drugs not legally obtained and prescription drugs not being used in the manner, combination or quantity prescribed.

B. "Legal Drugs" include prescription drugs and over-the-counter drugs which have been legally obtained and are being used in the manner, combination or quantity for which they were prescribed or manufactured.

C. "Positive Alcohol/Drug Test" means, for the purpose of this testing program, that the employee has ingested a drug(s) that causes the employee's drug threshold level to be above the Federal Department of Health and Human Services (DHHS) guidelines. An employee whose alcohol level is .04 or greater, is considered to be in violation of the testing program.

D. "Reasonable Suspicion" means a) that the employee has been involved in a workplace accident or an incident resulting in personal injury (requiring a C-3 filing or student injury report) or damage (over \$500.00) to District property, or work-place circumstances which could have resulted in personal injury or damage to District property, and a trained supervisory employee, trained in the recognition of drug related symptomology has reasonable suspicion to believe that the employee's acts or omissions contributed to the occurrence or severity of the accident, incident or circumstances; b) behavioral conduct of an employee currently affected by alcohol, drugs or a controlled substance, based upon specific personal observations of the trained supervisor concerning behavior, speech, or body odors; or circumstances which could indicate that the employee is reporting to work in other than a sober and reliable state, free from the effects of alcohol or drugs; or c) evidence of other specific contemporaneous physical, behavioral or performance indicators of probable substance abuse. When possible, two supervisors, one of which is trained in detecting the indicators of alcohol/substance abuse, shall substantiate and concur in the decision to test.

E. "District Property" means all real or personal property owned, leased or otherwise under the control of Nye County School District. This includes, but is not limited to, buildings, facilities, vehicles, offices, parking lots, desks, lockers, etc.

F. "Contraband" means any items such as illegal drugs, alcohol, drug paraphernalia or other related items whose possession is prohibited under NRS 453.554.

G. "Adulterated Test" means a sample that contains a substance that is not expected to be in human urine or contains a substance expected to be present, but is at a concentration so high that it is not consistent with human urine.

H. "Substituted Test" means a sample with creatinine and specific gravity values that are so diminished that they are not consistent with human urine.

I. "Program Manager" will be the Transportation Director for the NCSD.

### **III. TESTING PROGRAM**

#### A. Possession, use or sale of drugs/alcohol.

##### 1. Alcohol

Possession of open containers, use or being under the influence of alcohol (as defined herein) by any employee during normal business hours including lunch breaks, while performing Nye County School District business including any extracurricular activity, or while on District premises is prohibited. Failure to pass an alcohol test may result in Disciplinary Action in accordance with the applicable Negotiated Labor Agreement and NRS 391.

##### 2. Illegal Drugs

The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited. Failure to pass a drug test may result in Disciplinary Action in accordance with the applicable Negotiated Labor Agreement and NRS 391.

##### 3. Legal Drugs

The use or being under the influence of any legal drug by any employee while on District premises or while performing District business is prohibited to the extent such use or influence may affect the safety of our students, the employee, co-workers or the public.

It is expressly understood, an employee who uses a legal drug, “over the counter or prescribed”, has an obligation to inquire and determine whether the legal drug he or she is taking may affect or impair his or her ability to safely perform his or her job duties. An employee taking legal drugs, “over the counter or prescribed”, contrary to instructions provided by the manufacturer or health care professional, i.e. pharmacists or physician, may be subject to Disciplinary Action in accordance with the applicable Negotiated Labor Agreement and NRS 391. Any use of a legal drug, “over the counter or prescribed”, that results in a suspicion of being impaired or a post accident will result in the reasonable suspicion testing process.

#### 4. Co-Workers Obligations

Any employee who has observed, or has personal knowledge, that another employee is using, or possessing illegal drugs or alcohol in violation of this testing program, should make a good faith effort to report the observation or knowledge to the Alcohol and Drug Testing Program Manager or designee. The employee may choose to report and remain anonymous. Employees making factitious, frivolous, or fraudulent reports may be subject to Disciplinary Action in Accordance with the appropriate Negotiated Labor Agreement and NRS 391.

#### B. Drug and Alcohol Testing

Nye County School District will implement the following types of drug and alcohol testing: 1) pre-placement testing 2) reasonable suspicion testing and 3) post-accident testing

##### 1. Pre-placement / New Employment Testing

- a. An offer of employment is conditioned upon the applicant's ability to pass a pre-placement drug/alcohol test.
- b. An applicant having a positive, adulterated or substituted test result will not be hired. An opportunity to re-apply and re-test will be offered no sooner than three months.
- c. Before an applicant testing positive for any legal prescription drug can be hired, the applicant must provide proof that the prescription drug was legally obtained (i.e. a prescription) and, where appropriate, a doctor's statement of any potential work related restrictions caused by the medication.
- d. Any special or unusual circumstances should be reported to the Alcohol and Drug Testing Program Manager (or designee). For example, if a job applicant claims (or if there is reason to believe) he/she, as a recovering drug abuser, is "disabled" or if the applicant refuses to be tested for religious or other reasons, the matter must be referred to the Alcohol and Drug Testing Program Manager (or designee) before taking further action.
- e. An applicant will not be permitted to commence work prior to receipt of the negative results of pre-placement testing.

## 2. Reasonable Suspicion Testing

Nye County School District may require a breath or blood alcohol test, and/or drug urinalysis, or a medical examination when there is reasonable suspicion (as defined under "D" on page 2) to believe that the employee is using drugs and/or alcohol prior to or at work or where an employee appears to be impaired or under the influence.

## 3. Post Accident Testing

Each employee will be tested for prohibited drugs and alcohol use as soon as possible after a reportable accident after first aid has been provided (if there is reasonable suspicion as defined under "D" on page 2). District policy defines "reportable accident" as any accident that results in an employee requiring medical treatment that results in the filing of a worker compensation claim (C-3), or property damage estimated to exceed five hundred dollars (\$500.00). An employee shall not be relieved of duty pending the receipt of test results except where there is reasonable evidence that alcohol or illegal drug use was a contributing factor as determined by the treating physician. Failure to report an accident immediately to a Supervisor may result in disciplinary action up to and including termination.

## 4. Testing Guidelines

Nye County School District will conduct testing for the following types of substances:

- a. Marijuana
- b. Cocaine
- c. Opiates
- d. Amphetamines
- e. Phencyclidine (PCP)
- f. Alcohol

Additional substances may be added or deleted to/from this list if provisions of the Federal Drug-Free Workplace Act of 1988 change. Nye County School District will follow federal testing guidelines as set forth in 49 CFR, Part 40 in sample collection and determination of positive, adulterated or substituted or negative result. All drug testing services will be performed in laboratories licensed by the State of Nevada. For purposes of this testing program, any employee who has an alcohol level of .04 or more when arriving at work or anytime during his/her working hours is considered to be in violation of the testing program. A management representative will provide transportation and accompany the employee to a designated emergency care facility whenever a post-accident or reasonable suspicion alcohol and drug test is required per District testing program. Submission of an altered or adulterated specimen or the substitution of a specimen by the applicant is considered a refusal to test and will preclude an applicant from receiving an employment offer. Employees who submit an altered or adulterated specimen will be subject to Discipline in accordance with the applicable Negotiated Agreement. Nye County School District will bear the cost for post-accident and reasonable suspicion drug and alcohol testing. Employees have the right to representation per the applicable Negotiated Labor Agreement and the Weingarten Act.

#### **IV. COLLECTION SITES**

The Alcohol and Drug Testing Program Manager will maintain a list of the primary sites for sample collection and Medical Review Officer Services.

Breath and/or blood alcohol specimen evaluation will be performed at a designated clinic or hospital or other location (District Facility) if a certified technician is available. As set forth in 49 CFR Part 40, all drug testing is done from urine specimens collected under highly controlled conditions. The employee provides a urine specimen in a location that affords privacy and the "collector" seals and labels the specimen, completes a chain of custody document and prepares the specimen and accompanying paper work for shipment to a drug testing laboratory. The specimen collection procedures and chain of custody ensure that the specimen's security, proper identification and integrity are not compromised.

Employee protection is also built in to the testing procedures. Laboratories that will be used for testing are those certified by the Federal Government. The initial test of any specimen will be an immunoassay which meets the requirement of the Food and Drug Administration for commercial distribution. All specimens identified as positive will be further confirmed using gas chromatography/mass spectrometry techniques.

Alcohol testing will be conducted through a breath and/or blood sample. Breath testing is performed on an evidential breath testing device (EBT). The EBT is a scientific instrument which determines the concentration of alcohol expressed as "percent by weight". The weight of alcohol in the breath sample is determined and the quantity of the alcohol converted to its equivalent value in blood. A blood alcohol concentration (BAC) of .10 means one tenth of a gram of alcohol per 210 liters of breath. The EBT will print three copies of each test result and the test results are numbered. When the initial test results show a reading of .04 BAC or greater, a confirmation test is conducted. Before the confirmation test, a 15 minute waiting period will occur for the purpose of ensuring that the presence of mouth alcohol from recent use of food, tobacco, or hygiene products does not artificially raise the test result. The confirmation test is done on the same EBT as the first test. When the confirmation result is different from the initial test, the confirmation test result will always be used to determine employee consequences. The employee will be given a copy of the breath alcohol testing form. Blood alcohol testing will be conducted when an EBT is not readily available for use, in the event the employee is unable to provide an adequate breath sample for whatever reason, or at an employee's request.

## **V. THE ROLE OF THE MEDICAL REVIEW OFFICER**

The Medical Review Officer is a licensed physician who is knowledgeable in the medical use of prescription drugs and the pharmacology and toxicology of illicit drugs. The primary responsibility of the MRO is to review and interpret test results obtained through Nye County School District's drug testing program. It is important to understand that a positive, adulterated or substituted test result does not automatically identify an individual as an illegal drug user. The MRO must evaluate the alternative medical explanations that could account for the test result.

The review of a test result is initiated immediately upon receipt and is ordinarily completed within two working days after receipt of all information pertinent to the review. No information about the test result shall be given to the employer during this period. In addition to information provided by the employee, this review will include considerations of chain of custody documents prepared at the time of collection and, in connection with the laboratory, processing of the specimen. This review must also include review of the chain of custody documentation.

During the review of the laboratory results, the MRO will conduct a medical interview with the individual, review the individual's medical history, or review other biomedical factors. The MRO must review all medical records that the tested individual submits when a confirmed positive test could have resulted from the use of a legal drug "over the counter or prescribed".

If any questions arise about the accuracy or validity of a positive, adulterated or substituted test result, the MRO will review the laboratory records to determine whether the required procedures were followed. This will require collaboration with the laboratory director, the analysts, and expert consultants.

At this point, the MRO makes a determination as to whether the result is scientifically sufficient to take further action. However, if the records from the collection site or laboratory raise doubts about the handling of the sample, the MRO may decide the urinary evidence is insufficient and no further actions would be taken. In these cases, the MRO shall note the possible errors in laboratory analysis or chain of custody procedures and shall notify the proper officials, as set forth in 49 CFR Part 40.

In summary, the MRO determines whether there is some reason other than illegal drug use to explain a positive, adulterated or substituted drug test. If the MRO verifies illegal drug use, the case is referred to the Alcohol and Drug Testing Program Manager. If illegal drug use is not verified, the test result is deemed negative, the employer is informed, and a written recommendation is made to the employee to consult with a physician regarding the employee's adverse reaction to a legal drug "over the counter or prescribed".

The MRO services are currently provided by MRO WEST of Henderson Nevada. These services may be changed at the School District's prerogative.

## **VI. CONTRABAND**

Nye County School District management reserves the right to inspect or search its premises at any time, including employee lockers, desks or other District property under the control of the employee. Any contraband or suspected contraband discovered will be impounded and sealed in a container. The seal should bear the date, names of the persons present, general description of the contraband, etc. A receipt will be given for such seized property. Seized contraband should be retained in a locked cabinet under the exclusive control of the Alcohol and Drug Testing program Manager (or designee) only until law enforcement agencies can be contacted to remove contraband for appropriate evaluation. If possession is transferred, a chain of receipts should be established. Seized property may turn out, after investigation, to be property that properly was in an employee's possession. In such cases, the property will be returned and a receipt obtained.

## **VII. EMPLOYEE CONSENT**

Upon request, an employee will accompany the supervisor / district representative promptly to the collection site, complete any required forms and releases and provide a sample for testing.

## **VIII. DISCIPLINARY ACTION**

Violation of this testing program may result in Disciplinary Action in accordance with the appropriate Negotiated Labor Agreement and NRS 391. Under Drug-Free Workplace Act requirements, employees must abide by this testing program as a condition of continued employment. Any employee who is convicted of a felony violation of any criminal drug statute related to the unlawful manufacture, distribution, dispensation, possession or use of controlled substances in the work place must inform the District no later than five (5) days after such conviction of the fact of the conviction.

### **DISCIPLINARY PROCESS**

#### **A. Investigative Suspension**

Any employee suspected to be in violation of the drug and alcohol testing program will be placed on investigative suspension pending the results of the drug and alcohol testing. If test results are negative, the employee will be reinstated and compensated for wages lost during suspension. If test results are confirmed positive, adulterated or substituted the employee may be disciplined in accordance with the applicable Negotiated Labor Agreement and NRS 391. A refusal to provide either a specimen or consent form will constitute a testing program violation and the employee may be disciplined in accordance with the applicable Negotiated Labor Agreement.

## B. Test Validity

No later than seventy-two (72) hours after receipt of a positive, adulterated or substituted drug test, the employee may obtain an independent analysis of the same sample at his or her expense. Nye County School District shall not have the requested test performed unless the employee first pays in advance all costs of the second test. Upon request, the medical review officer will authorize the laboratory holding the employee's sample to release to a laboratory approved by the Department of Health and Human Services a sufficient quantity of the sample to allow a second laboratory to conduct a drug testing analysis. Because some analytes deteriorate or are lost during freezing and/or storage, quantitation for a retest is not subject to a specific cutoff requirement but must provide data sufficient to confirm the presence of the drug or metabolite. By requesting a second analysis, the employee authorizes Nye County School District to obtain a copy of any test results determined by the second laboratory. The accuracy of the test results will be verified by the laboratory conducting the analysis. If the second test is positive, adulterated or substituted the employee will be subject to disciplinary action in accordance with the applicable negotiated agreement and N.R.S. 391. If the second test is negative, the original test shall be disregarded, and the cost of the second test shall be refunded. The employee will be reimbursed for wages lost during the suspension.

## C. Voluntary Admittance To A Treatment Program

An employee who voluntarily self-identifies as in need of treatment will not be disciplined or subject to other adverse employment action as a result. Employees may at their discretion be represented in accordance with the applicable Negotiated Labor Agreement. Employees should be aware, however, that substance abuse problems will not absolve them from responsibility for their conduct and satisfactory job performance. Nye County School District therefore encourages employees who may need treatment assistance to seek help before performance issues become a problem. All information regarding the employee's participation in treatment will be held in strict confidence. Only information that is necessary for the performance of normal business will be shared with the employee's immediate supervisor. Upon returning to work, the employee will be expected to follow all recommendations given by the treatment provider. The employee may be asked to sign a release of information allowing the Alcohol and Drug Testing Program Manager to confer with the treatment provider to monitor on-going compliance with their recommendations. The cost of any required treatment program will be the sole responsibility of the employee (which may be covered by an employee's health care program). Any time off from work taken by an employee to enter an alcohol or drug rehabilitation program may be compensated by the use of any appropriately entitled and available leave as per the applicable Negotiated Labor Agreement. Any addition time off shall be without pay.

## **IX. CONFIDENTIALITY**

The Alcohol and Drug Testing Program Manager will maintain all records and reports relating to drug and alcohol testing in a secure location separate from personnel records. Test results may be disclosed to another member of management on a need-to-know basis and will be disclosed to the employee upon request. Disclosures without employee consent may also occur when the information is compelled by law or judicial or administrative process. The tested individual has a right of access to his or her written test results. No sample taken for testing shall be tested for any substance or condition except drugs or alcohol.

## **X. EMPLOYEE ASSISTANCE AWARENESS PROGRAM**

All employees shall participate in a District-sponsored alcohol and drug awareness program. The program shall provide employees with information regarding: the District's alcohol and drug-free workplace testing program; available counseling, referral agencies and rehabilitation (which may be covered by the employee's health care program); information on the employees rights concerning due process as contained in the appropriate Negotiated Labor Agreement; and the penalties imposed upon employees for violations of this testing program. Supervisory personnel will receive additional training on recognizing performance indicators of probable drug or alcohol abuse and how to effectively intervene when an employee is suspected of violating this testing program.

## **XI. TEMPORARY EMPLOYMENT SERVICES**

Any temporary employee assigned to Nye County School District's workplace shall be subject to the same rules of conduct relating to alcohol and illegal drug use which are applicable to employees of the District.

## **XII. FACILITY WORK RULES**

The Nye County School District Alcohol and Drug Testing Program will be uniformly and consistently applied in an equitable manner to all employees, provided however, that where any federal, state, or local law imposes restrictions on implementation or enforcement of this drug and alcohol testing program, the Nye County School District will modify this drug and alcohol program in accordance with such restrictions.

## **XIII. CONTRACTORS AND VENDORS**

Contractors and Vendors shall be required to cooperate with this testing program in achieving a drug and alcohol free workplace. Violation of these provisions or refusal to cooperate with the testing program requirements can result in the District barring contract and vendor personnel from all District facilities or participating in operations.

## **XIV. SAVING CLAUSE**

In the event any provisions of this program are held by a court of competent jurisdiction to be in contravention of any such laws, the remainder of the program shall remain in full force and effect.

**APPENDICES**

**NYE COUNTY SCHOOL DISTRICT**

**Drug and Alcohol Testing Program**

**APPENDICES**

<b>A.</b>	<b>Notice To Employees</b>	<b>Page 12, 13</b>
<b>B.</b>	<b>Reasonable Suspicion Report</b>	<b>Page 13, 14</b>
<b>C.</b>	<b>Employee Response Form</b>	<b>Page 16, 17</b>
<b>D.</b>	<b>Return To Duty Policy For Violations Requiring Rehabilitation</b>	<b>Page 18, 19</b>
<b>E.</b>	<b>Return To Duty Policy For Violations Not Requiring Rehabilitation</b>	<b>Page 20</b>
<b>F.</b>	<b>Applicant Notice of Drug Testing Requirements</b>	<b>Page 21</b>
<b>G.</b>	<b>Notice to Agency Assigned Employees</b>	<b>Page 22</b>
<b>H.</b>	<b>Applicant Conditional Pre-Placement Testing Requirement</b>	<b>Page 23</b>

**NYE COUNTY SCHOOL DISTRICT**

**NOTICE TO EMPLOYEES**

**DRUG AND ALCOHOL TESTING PROGRAM**

Nye County School District has a vital interest in maintaining safe, healthful and efficient working conditions for its students and employees. Using or being under the influence of drugs or alcohol on the job may pose serious safety and health risks not only for our students and the user but to the public and all those who work with the user. The possession, use or sale of an illegal drug or controlled substance may also pose unacceptable risks to safe, healthful and efficient operations.

Effective July 1, 2007, the District is implementing its Drug and Alcohol Testing Program. Violation of the drug and alcohol testing program may result in Disciplinary Action in accordance with the Applicable Negotiated Labor Agreement and NRS 391. Under the Drug-Free Workplace Act requirements, employees must abide by this testing program as a condition of continued employment. Any employee who is convicted of a violation of any criminal drug statute related to the unlawful manufacture, distribution, dispensation, possession or use of controlled substances in the work place must inform the District no later than five (5) days after such conviction of the fact of the conviction.

Thank you for your support.

Notice To Employees  
Drug and Alcohol Testing Program  
Page 2

EMPLOYEE ACKNOWLEDGMENT OF DRUG AND ALCOHOL TESTING PROGRAM

I acknowledge that I have received a copy of Nye County School District's Drug and Alcohol Testing Program, effective July 1, 2007. I agree that it is my responsibility to know and understand the contents therein and will comply with its requirements. I also understand that I can ask my supervisor or the Alcohol and Drug Testing Program Manager for clarification of anything that is not understood by me.

The current Program Manager is the Director of Transportation. Employees will be notified of any change in the Program Manager within fifteen (15) days of the change and at the beginning of each school year.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Name (Please Print)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Parent/Guardian Signature

Appendix B

**NYE COUNTY SCHOOL DISTRICT**

**REASONABLE SUSPICION REPORT**

When requesting a drug or alcohol test, Nye County School District's representative must complete this form.

1. Name of Employee: \_\_\_\_\_

2. Position: \_\_\_\_\_

3. Date of Incident: \_\_\_\_\_

4. Time of Incident: \_\_\_\_\_

5. State objective evidence of reasonable suspicion to believe employee is in possession of, using, or under the influence of drugs and/or alcohol (physical evidence should be retained and stored):

\_\_\_\_\_  
\_\_\_\_\_

6. Protocol for requesting drug and alcohol testing:

- a. Attempt to have another trained Supervisor corroborate your observation.
- b. Contact the Alcohol and Drug Testing Program Manager (or designee) to review evidence and approve testing if appropriate.

7. Call employee into office, advise them of their rights of representation as provided in the applicable Negotiated Labor Agreement and the Weingarten Act, then present employee with accusation and evidence. Have employee sign if representation is rejected:

\_\_\_\_\_  
Representation Rejected:

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

8. Employee's response (investigate, where appropriate):

\_\_\_\_\_  
\_\_\_\_\_

9. Inform employee of Nye County School District's Testing Program on drugs and alcohol.

14

10. Request employee to submit to drug and alcohol testing:

a. If employee agrees, have employee sign testing release and follow procedure for collecting sample.

b. If employee refuses to submit to testing:

1) Ask employee for reason(s) why employee refuses to submit to drug and alcohol testing:

Employee's Response: \_\_\_\_\_

2) Inform employee that Nye County School District's Testing Program requires employee to consent to testing and that refusal is grounds for disciplinary action in accordance with the appropriate negotiated agreement and NRS 391.

3) Again request employee to consent to drug and alcohol testing.

a) If employee agrees, have employee sign testing release and follow procedure for collecting sample.

b) A management team member will arrange transportation and accompany the employee to the collection site, stay in the waiting room until notified that the collection has been completed and then arrange transportation home for the employee. The employee may have a representative present with them if they choose in accordance with the provisions of the applicable Negotiated Labor Agreement.

c) If employee still refuses, inform employee that he/she is on investigative Administrative Leave with pay pending Nye County School District's decision on the matter. Request employee to sign refusal to test form.

11. After sample collection, inform employee that he/she is on investigative Administrative Leave with pay pending test results and Nye County School District's decision on the matter.

12. In cases where the employee is suspected of being under the influence of drugs and/or alcohol, arrange transportation (i.e., taxi) home for the employee. If the employee refuses transportation, attempt to persuade the employee to change his/her mind. Do not detain or physically restrain the employee. In cases where the employee refuses transportation and the employee's condition suggests that the employee presents a potential or actual safety risk to themselves or other drivers, notify the police. Inform the employee that you intend to call the police unless the employee accepts transportation. Seek corroborating

witnesses to verify employee's refusal of transportation.

**NYE COUNTY SCHOOL DISTRICT**

**EMPLOYEE RESPONSE FORM**

**REFUSAL TO TEST**

I acknowledge that Nye County School District has requested that I submit to drug and alcohol testing pursuant to its Drug and Alcohol Testing Program. I further understand that I have previously received a copy of the District's Drug and Alcohol Testing Program.

I understand that the testing is voluntary on my part, and that I may refuse to submit, and that such refusal will be grounds for disciplinary action up to and including possible termination in accordance with the applicable Negotiated Labor Agreement and NRS 391.

With full knowledge of the foregoing, I hereby refuse to submit to drug and alcohol testing.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Immediate Supervisor/Alcohol and Drug Testing Program Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

**NYE COUNTY SCHOOL DISTRICT**

**EMPLOYEE RESPONSE FORM**

**AGREEMENT TO TEST**

I acknowledge that Nye County School District has requested that I submit to drug and alcohol testing pursuant to its Drug and Alcohol Testing Program. I further understand that I have previously received a copy of the District's Drug and Alcohol Testing Program.

I understand that the testing is voluntary on my part, which I may refuse to submit to, and that such refusal will be grounds for Disciplinary Action in accordance with the applicable Negotiated Labor Agreement an NRS 391.

I further understand that the positive test results may be released to Nye County School District and the results will be used as grounds for disciplinary action in accordance with the applicable negotiated agreement and NRS 391.

With full knowledge of the foregoing, I hereby agree to submit to drug and alcohol testing by the District-selected certified medical clinics and/or laboratories.

By checking this box I am authorizing and requesting "automatic" notice of the results of this test within 24 hours of receipt by the Program Administrator.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Immediate Supervisor/Alcohol and Drug Testing Program Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

## Appendix D

**NYE COUNTY SCHOOL DISTRICT****RETURN TO DUTY POLICY FOR  
VIOLATIONS REQUIRING REHABILITATION**

I acknowledge that I have violated Nye County School District's Drug and Alcohol Testing program. I also acknowledge that I have been evaluated by an independent medical professional who has recommended that I would benefit from a course of treatment to address substance abuse. Nye County School District has offered me an opportunity to return to duty, subject to the terms set forth below. Therefore, I understand and agree that:

1. I will participate in a prescribed treatment program.
2. I will comply with all of the program requirements to their successful completion.
3. When my treatment provider deems me ready to resume working, I will provide a negative alcohol/drug test prior to return to work.
4. After my return to work, I will submit to follow-up drug/alcohol testing to confirm that I remain drug and alcohol free. I agree and understand that a positive return-to-work or follow-up test will result in disciplinary action in accordance with the applicable negotiated agreement.
5. I will attend the recommended number of aftercare sessions as prescribed. I will authorize the program/treatment provider to provide progress reports to the Alcohol and Drug Program Manager to inform him/her of my ongoing compliance and participation.
6. I agree to attend the recommended number of meetings of self-help groups for the duration of the program requirements. I understand I will need to have my attendance verified by the chairman/secretary's signature and submit the list to the Alcohol and Drug Testing Program Manager on a monthly basis for review.
7. I understand that, upon return to the workplace, I must meet all established standards of conduct and job performance and that I will be subject to Nye County School District's disciplinary procedures in accordance with the applicable negotiated agreement and NRS 391 for any failure to meet the standards.
8. I understand that I will be subject to these requirements until I have completed at least two years of work. Upon completion of two years of work, the Alcohol and Drug Testing Program Manager will review, with my supervisor present my job performance, evaluations, drug and alcohol testing results and determine if the terms will be removed or extended.



9. I UNDERSTAND AND AGREE THAT MY CONTINUED EMPLOYMENT IS CONTINGENT UPON MY SATISFACTORILY MEETING ALL OF THE ABOVE TERMS AND THAT MY FAILURE TO DO SO SUBJECTS ME TO DISCIPLINARY ACTION IN ACCORDANCE WITH THE APPLICABLE NEGOTIATED AGREEMENT AND NRS 391. NO ORAL /ASSERTION / GUARANTEE TO THE CONTRARY HAVE BEEN MADE TO ME AND I FURTHER UNDERSTAND THAT NO EMPLOYEE OF NYE COUNTY SCHOOL DISTRICT IS AUTHORIZED TO MAKE ANY SUCH ORAL/VERBAL ASSURANCE.

\_\_\_\_\_  
Alcohol and Drug Testing Program Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date

Appendix E

**NYE COUNTY SCHOOL DISTRICT  
RETURN TO DUTY POLICY FOR  
VIOLATIONS NOT REQUIRING REHABILITATION**

I acknowledge that I have violated Nye County School District’s Drug and Alcohol Testing Program. Nye County School District has offered me an opportunity to return to duty, subject to the terms set forth below. Therefore, I understand and agree that:

1. I will provide a negative drug/alcohol test and will follow all assessment recommendations before being eligible to return to work.
2. I agree to submit to return to duty/follow-up drug/alcohol testing to confirm my future compliance with the drug free workplace testing program. I agree and understand that a positive return-to-work or follow-up test will result in my termination from employment.
3. I understand that my violation of Nye County School District Drug and Alcohol Testing Program warrants close supervision for one year (365days) upon my return to work and I will accept such supervision as a constructive part of my employment.
4. I understand that upon return to the workplace I must meet all established standards of conduct and job performance and that I will be subject to disciplinary action in accordance with the applicable negotiated agreement and NRS 391 for any failure to meet the standards.
5. I understand that I will be subject to the terms of this testing program until I have completed at least one year of work. Upon completion of one year of work, the Alcohol and Drug Testing Program Manager will review with my supervisor present my job performance, evaluations, drug and alcohol testing results and determine if the terms of this testing program will be removed, or extended.
6. I UNDERSTAND AND AGREE THAT MY CONTINUED EMPLOYMENT IS CONTINGENT UPON MY SATISFACTORILY MEETING ALL THE ABOVE TERMS AND THAT MY FAILURE TO DO SO SUBJECTS ME TO DISCIPLINARY ACTION IN ACCORDANCE WITH THE APPLICABLE NEGOTIATED AGREEMENT AND NRS 391. NO ORAL / ASSURANCE / GUARANTEE TO THE CONTRARY HAVE BEEN MADE TO ME AND I FURTHER UNDERSTAND THAT NO EMPLOYEE OF NYE COUNTY SCHOOL DISTRICT IS AUTHORIZED TO MAKE ANY SUCH ORAL/VERBAL ASSURANCES.

\_\_\_\_\_  
and Drug Testing Program Manager

\_\_\_\_\_ Alcohol  
Date

**NYE COUNTY SCHOOL DISTRICT**

**DRUG TESTING PROGRAM**

**NOTICE TO APPLICANTS**

Nye County School District has a vital interest in maintaining safe, healthful and efficient working conditions for its students and employees. Using or being under the influence of drugs and/or alcohol on the job may pose serious safety and health risks not only for our students and the user but to the public and all those who work with the user, The possession, use or sale of an illegal drug or controlled substance may also pose unacceptable risks to safe, healthful and efficient operations.

To meet this compelling interest, individuals who wish to be considered for employment must agree to PRE-PLACEMENT DRUG TESTING AND DRUG AND ALCOHOL TESTING DURING EMPLOYMENT per policy 6147(a).

By completing and signing this Notice and the attached Application of Employment, the applicant understands and agrees to submit to drug testing as a condition of our employment offer as well as to alcohol and drug testing during the course of employment as provided for in Nye County School District's Drug and Alcohol Testing Program. Submission of an altered or adulterated specimen or the substitution of a specimen by the applicant will result in a withdrawal of the employment offer.

**ANY APPLICANT WHO IS UNWILLING TO AGREE TO THESE CONDITIONS SHOULD NOT APPLY FOR EMPLOYMENT WITH NYE COUNTY SCHOOL DISTRICT**

---

Applicant's Signature

---

Date

**NYE COUNTY SCHOOL DISTRICT**

**NOTICE TO AGENCY ASSIGNED EMPLOYEES**

**ACKNOWLEDGMENT OF DRUG AND ALCOHOL TESTING PROGRAM**

I acknowledge that I have received a copy of Nye County School District's Drug and Alcohol Testing Program, effective July 1, 2007. I have read the Testing program in its entirety and will comply with its requirements.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Name (Please Print)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Agency

**NYE COUNTY SCHOOL DISTRICT**

**DRUG TESTING PROGRAM**

**APPLICANT CONDITIONAL PRE-PLACEMENT TESTING REQUIREMENT**

I, \_\_\_\_\_, understand and agree that I will not be allowed to commence employment until I have completed testing in accordance with Nye County School District's Drug and Alcohol Testing Program. I understand and agree that a positive, adulterated or substituted test result will result in the immediate withdrawal of the offer of employment with Nye County School District. I understand that I must take the pre-placement drug test before beginning work for Nye County School District.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_\_\_.

Signed: \_\_\_\_\_

Printed: \_\_\_\_\_

**(RETURN TO SUPERVISOR TO FORWARD TO ALCOHOL AND DRUG TESTING MANAGER)**





# Nye County School District

## BOARD OF TRUSTEES

Dennis Keating, President  
Harold Tokerud, Vice-President  
Tracie Ward, Clerk  
Polly Church  
Mike Floyd  
Edna Jean Forsgren  
Kevin Pape

**Jerry Hill**  
Assistant Superintendent  
for Student Achievement

**Office of the County Superintendent**  
P.O. Box 113  
Tonopah, Nevada 89049  
Phone 775-482-6258  
Fax 775-482-8573

**Southern Administration Office**  
484 S. West St.  
Pahrump, Nevada 89048  
Phone 775-727-7743  
Fax 775-727-7768

**William E. "Rob" Roberts, Ed.D**  
Superintendent

June 8, 2007

## MEMORANDUM

TO: Board of Trustees

FROM: Jerry Hill, Assistant Superintendent for Student Achievement

SUBJECT: Grant Applications

I request board authorization for our Grant Department to file grant applications for the 2007-08 school year. This is a standard funding source requirement and is brought to you annually.

My department would continue to bring to you any new grants for your approval.

JH/kp

# Nye County School District



**Pat Garlin**  
Food Service Coordinator  
775-751-6871

**Office of the County Superintendent**  
P.O. Box 113  
Tonopah, Nevada 89049  
Phone 775-482-6258  
Fax 775-482-8573

**Southern Administration Office**  
484 S West St.  
Pahrump, Nevada 89048  
Phone 775-727-7743  
Fax 775-727-7768

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Edna Jean Forsgren  
Kevin S. Pape

**Rodney L. Pekarek**  
Assistant Superintendent  
for District Services

## Memorandum

---

**DATE:** June 12, 2007  
**TO:** Board of Trustees  
**FROM:** Pat Garlin  
**SUBJECT:** Food Service Bids

Three formal bids were sent out and due back on June 8<sup>th</sup> at 4:00. They are milk, pizza, and one large bid consisting of lot 1 – paper supplies, lot 2 – frozen meat / refrigerated food, and lot 3 – canned goods.

Milk & More Distributing was the only bidder for milk and other dairy products. They will supply Anderson milk for the entire district with the exception of Gabbs. Gabbs will be supplied by the winning bidder for other food items. I recommend we go with Milk & More Distributing.

Domino's was the only responding bidder for pizza. Their pizza will meet the required guidelines as stated in the wellness policy. I recommend we go with Domino's Pizza.

Two bids were received for paper supplies, frozen meat / refrigerated food, and canned goods. Sysco was the lowest responsive bidder. I recommend we go with Sysco.



BID DATE: 6-11-07

BID TITLE: MAINTENANCE METAL BUILDING

BID OPENING RESULTS

CONTRACTORS	ADDENDA RECEIVED	BASE BID
<i>Under Construction</i>		<i>\$ 104,996.00</i>

BID DATE: 6-11-07

BID TITLE: PAHRUMP VALLEY HIGH SCHOOL GRANDSTAND

BID OPENING RESULTS

CONTRACTORS	ADDENDA RECEIVED	BASE BID
<i>Seating Solutions</i>		\$ 441,900.00
<i>Stub Stadiums LTD</i>		\$ 445,000.00
<i>Saukoro Blucher Co.</i>		\$ 431,600.00

BID DATE: 6-11-07

BID TITLE: JANITORIAL Supplies 2007-2008

BID OPENING RESULTS

CONTRACTORS	ADDENDA RECEIVED	BASE BID
<i>Frank's Service Center</i>		\$12,633.04
<i>Howard Cleaning Systems Supplies</i>		\$13,136.33
<i>Brady</i>		\$11,921.48