

Agenda

Lyon County School District Board of Trustees

A Board Meeting of the Board of Trustees of Lyon County School District will be held Tuesday, September 22, 2020, beginning at 6:30 PM at the Professional Learning Center PLC on SSMS Campus, 3800 W. Spruce St., Silver Springs, NV 89429.

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. CALL TO ORDER

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2. PLEDGE OF ALLEGIANCE

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3. WELCOME OF GUESTS

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4. APPROVAL OF AGENDA

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5. APPROVAL OF MINUTES

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6. BOARD MEMBER REPORTS: Opportunity for Board members to report items of interest.

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7. ATTITUDE OF GRATITUDE

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8. SUPERINTENDENT REPORT: Opportunity for Superintendent to report items of interest

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9. PUBLIC PARTICIPATION: The public is invited to address the Board on items not listed on the agenda. 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 must be limited to no more than three minutes and must fall under subjects within the Board's jurisdiction and control. In consideration of others avoid repetition. 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 Chairperson.

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10. **CONSENT AGENDA (FOR POSSIBLE ACTION):** 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 an extensive hearing. Any member of the Board or any citizen may request that an item be taken from the consent agenda, discussed, and acted upon separately, during this meeting.

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A. Requests for Exemption from Immunization. (confidential)

- Error! Hyperlink reference not valid.*
- B. Request for Leave (confidential)
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- C. Personnel Reports
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- D. Reports
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1. Enrollment
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 2. IT Department Report
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 3. District Restorative Discipline Plan
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 4. 2020-21 Dual Credit Course Offerings
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- E. Supplemental Pay Schedule for Unclassified Positions 2020-8
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11. District Financial Report: Dated: 8/21/20 - 9/11/20, Check # 199831-200145, Voucher #1007, 1880, 1016, 1031, 1041, 1042, 1544, 1548, 1566 Total \$1,027,437.61
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12. **END OF CONSENT AGENDA: MOTION TO APPROVE**
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13. Donations
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14. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding the selection of the District's health care insurance provider effective January 1, 2021. This item is being presented by Director of Human Resources, Dawn Huckaby; Benefits, Safety and Risk Manager, Blake Smith and Clark & Associates President, Valerie Clark.
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15. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding the District budget in preparation for the augmented FY21 budget to be presented at the November 17, 2020 and December 15, 2020 Board of School Trustees meetings. This item is presented by Director of Business Services, Harman Bains and Finance Manager/Comptroller, Spencer Winward.
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16. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding an update on District facilities projects. This item is presented by Director of Business Services, Harman Bains; Operations and Maintenance Supervisor, Jim Gleason and Project Supervisor, Darrell Bluhm.
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17. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding the 2020-2021 Lyon County School District Performance Plan. This item is being presented by Deputy Superintendent, Tim Logan and Public Information Officer, Erika Cowger.
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18. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding a report on the assessment results for the 2019-2020 school year. This item is being presented by Director of Elementary CIA, Heather Moyle and Director of Secondary CIA, Jim Gianotti.
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19. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding new LCSD Policy GBCBA: Emergency Leave Under the Family First Coronavirus Response Act as a

second and final reading. This item is being presented by Director of Human Resources, Dawn Huckaby.

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20. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding revisions to LCSD Policy AA: Equal Educational Opportunity; Non-Discrimination as a second and final reading. This item is being presented by Director of Human Resources, Dawn Huckaby.
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21. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding revisions to LCSD Policy AB: Non-Discrimination Title IX as a second and final reading. This item is being presented by Director of Human Resources, Dawn Huckaby.
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22. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding revisions to LCSD Policy GBBA: Prevention of Sexual Misconduct toward Students as a second and final reading. This item is being presented by Director of Human Resources, Dawn Huckaby.
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23. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding revisions to LCSD Policy GBBC: Employee Bullying, Harassment, Intimidation and Discrimination as a second and final reading. This item is being presented by Director of Human Resources, Dawn Huckaby.
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24. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding revisions to LCSD Policy GL: Staff Complaints as a second and final reading. This item is being presented by Director of Human Resources, Dawn Huckaby.
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25. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding revisions to LCSD Policy GBB: Fair Employment Practices as a second and final reading. This item is being presented by Director of Human Resources, Dawn Huckaby.
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26. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding revisions to LCSD Policy JFCC: Safe and Respectful Learning Environment - Anti-Bullying as a second and final reading. This item is being presented by Director of Human Resources, Dawn Huckaby and Deputy Superintendent, Tim Logan.
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27. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding revisions to LCSD Policy GBBE: Drug and Alcohol-Free Workplace as a second and final reading. This item is being presented by Director of Human Resources, Dawn Huckaby.
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28. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding revisions to LCSD Policy IK: Grading as a second and final reading. This item is being presented by Director of Secondary Curriculum, Instruction and Assessment, Jim Gianotti and Board Clerk Holly Villines.
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29. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding revisions to LCSD Policy IKF: Graduation Requirements as a second and final reading. This item is being presented by Director of Secondary Curriculum, Instruction and Assessment, Jim Gianotti.
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30. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding revisions to LCSD Policy JH: Students in Alternate Living Environments as a second and final reading. This

item is being presented by Director of Curriculum, Instruction and Assessment, Jim Gianotti.

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31. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding revisions to LCSD Policy JHB: Students in Foster Care as a second and final reading. This item is being presented by Director of Secondary Curriculum, Instruction and Assessment, Jim Gianotti.

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32. **(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, Neal McIntyre and Superintendent Wayne Workman.

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33. **PUBLIC PARTICIPATION:** The public is invited to address the Board on items not listed on the agenda. 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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34. **ADJOURN:**

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The notice for this meeting was posted at the Lyon County School District Administrative Office and posted to the Lyon County School District website (<http://lyoncsd.org>) and the 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 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 Ave., Yerington, NV 89447, email Margaret Heim at mheim@lyoncsd.org, or call (775)463-680 Ext. 10034 at least one week prior to the meeting.

Agenda

Lyon County School District Board of Trustees

A meeting of the Board of Trustees of Lyon County School District was held August 25, 2020, beginning at 6:30 PM at Professional Learning Center PLC on SSMS Campus, 3800 W. Spruce St., Silver Springs, NV 89429.

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

The Pledge was led by Trustee Barbara Jones

3. WELCOME OF GUESTS

All Trustees were present, President Neal McIntyre, Board Clerk Holly Villines, Kimber Crabtree, Barbara Jones, Sherry Parsons, Bridget Peterson and John Stevens.

Also present were Superintendent Wayne Workman, Deputy Superintendent Tim Logan, Directors Dawn Huckaby, Harman Bains, Marva Cleven, Heather Moyle and Jim Gianotti. Guests were Spencer Winward, Blake Smith, Erin Korf, Amber Taylor, Monie Byers, Alan Medeiros, Richard Cross, Philip Cowee, Cindy Darden and Kathy Rudy.

4. APPROVAL OF AGENDA

Motion: John Stevens made a motion to approve the minutes as presented.

Second: Bridget Peterson

Vote: 7-0, motion passed

5. APPROVAL OF MINUTES

Motion: Bridget Peterson made a motion to approve the minutes.

Second: Barbara Jones

Sherry Parsons gave her explanation as to why she was unable to participate in the first part of the 8-26-20 meeting.

Vote: 7-0, motion passed.

6. BOARD MEMBER REPORTS: Opportunity for Board members to report items of interest.

Bridget Peterson thanked those who have been working at the schools.

President McIntyre spoke on the exceptional quality of Chartwells Food Services.

7. Attitude of Gratitude

The Board Members read notes of gratitude from students across the district.

8. SUPERINTENDENT REPORT: Opportunity for Superintendent to report items of interest

Superintendent Workman expressed his gratitude to the staff on all levels who are helping to reinvent education for our students.

9. PUBLIC PARTICIPATION: The public is invited to address the Board on items not listed on the agenda. 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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10. **CONSENT AGENDA (FOR POSSIBLE ACTION):**

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 an extensive hearing. Any member of the Board or any citizen may request that an item be taken from the consent agenda, discussed, and acted upon separately, during this meeting.

A. Requests for Exemption from Immunization. (confidential)

B. Request for Leave (confidential)

C. Personnel Reports

D. MOUs and Agreements

E. Quarter 4 CSR Reports

11. District Financial Report: FY20 7/23/20-7/29/20; Checks #199619-199697; Vouchers 1482,1485, 1487, 1489, 1494, 1543; \$508,758.71. FY21 7/29/20; Checks #199698-199755; Voucher 1003, 1004, 1005;

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

Motion: Board Clerk Villines made a motion to approve the consent agenda.

Second: John Stevens

Bridget Peterson commented on the MOUs included in the consent agenda and it was made clear that we were granted the funds to continue with the SRO and Social Workers.

Vote: 7-0, motion passed.

13. **(For Possible Action)** Discussion and possible action regarding AB3 of the Special Legislative Session (2020) and the possible impact on the LCSD Budget.

Spencer Winward spoke on the conservative numbers used in the budget, using last year's DSA and enrollment numbers. LCSD made some changes due to potential decreased enrollment and the end of grant funded programs, but were able to use CARES Act Funding to help with the purchase of student computers and the required personal protective equipment for staff and students. Mr. Bains explained that more grant money has been applied for and some expenses are potentially reimbursable. It was reported that, as we are largely funded by enrollment, those numbers are being closely monitored. The Health Trust Fund is also being watched.

John Stevens asked about the growth in the County and lack of development causing us not to grow as expected. He expressed his concern and suggested calling a meeting with the County to address the issue.

Sherry Parsons commented that Fernley is pushing back on growth due to a concern about not having enough money for schools.

President McIntyre argued that it isn't money for schools but it is more the lack of funds for infrastructure.

Bridget Peterson asked about the different grant funds that came through like Zoom. We received a portion of the Zoom grant and the funding for the SROs. The JAG program is still in place and the SB178 portions have gone to the schools for interventions.

Sherry Parsons asked about the ability to provide new schools at this time to compensate for the potential growth. Mr. Winward explained that the funds for building schools comes from a different area of income like the property tax revenue. He confirmed that our bond rating is still high and we have been able to maintain our current schools and continue with projects for growth. The short term questions are around the COVID-19 virus and its effects on the future. When school begins we will have a better look at the enrollment.

Superintendent Workman added that property tax abatements are still in place and limiting our capacity to pay down existing debt, to increase our bonding capability. Also, due to having two cohorts, our true enrollment numbers won't be accurate until after Labor Day.

He requested to keep this item as a standing item to update the board as things progress.

John Stevens asked again for a review of the Master Plan and the lack of growth that was anticipated in the plan. He suggested an internal discussion and then reach out to the County for information as needed.

Motion: Bridget Peterson made a motion to approve the update.

Second: Clerk Villines

Vote: 7-0, motion passed.

Bridget Peterson also thanked the District Administration for keeping the 2% increase for the staff, as stated in the negotiations.

14. **(For Possible Action)** Discussion and possible action regarding the LCSD Reopening of Schools Implementation Plan for the 2020-2021 school year.
Deputy Superintendent, Tim Logan and Superintendent Wayne Workman

Deputy Superintendent Tim Logan spoke on the updates that are made to the Implementation Plan as it evolves with local, state and federal changes. It is a resource for staff with answers as to how we are opening the schools.

Kimber Crabtree spoke as representative from stakeholders that had questions. The questions covered wearing facial masks and the exemptions that are allowed. She expressed her empathy for the families and their individual circumstances.

Mr. Logan stated that LCSD is following the state directives in all areas.

Superintendent Workman added that our attorney has addressed the concerns of the public. Ultimately, we are a public body and we are legally bound to follow the directives given to us by the governor who is operating under emergency authority, giving him the power to remove from position any person who willfully disregards the directives. The public needs to understand that we are not an isolated school district that is requiring masks, it is coming from the state with very clear guidelines. Superintendent Workman spoke on the foresight of the board in approving and putting in place the distance learning program. Those who are not able to follow the directives have that option.

Sherry Parsons raised the issue of unique situations that some families have with single parenting and children moving between parent's homes. She hoped that schools will work with the families.

Mr. Logan assured that the schools are flexible but are working to keep a balance between the cohorts and capacity issues. The situations are complicated at times but the schools will be doing their best to help the families and students.

Motion: Bridget Peterson made a motion to approve the Implementation Plan.

Second: Barbara Jones

Vote: 7-0, motion passed.

15. **(For Possible Action)** Discussion and possible action regarding an update from the LCSD IT Department including a Security Audit Summary.
Director of Business Service, Harman Bains; IT Supervisor, Alan Medeiros and Oasis Online President, Dan Slentz

Mr. Bains described the two part audit performed by the Dyntek Company and the results of the audit. He spoke on the challenges that the IT department have undertaken, securing multiple Chromebooks and personal devices, setting them up within the network with the program, BYOD Bring Your Own Device, adding that they have also arranged for an insurance program for families protection in taking the devices home. The IT department has also created a process for students to access a helpdesk webpage tech support. They have had much to do over the past few months and accomplished many projects.

President McIntyre commented that they will be busy as the new devices come in. Mr. Bains gave a shout out to all of the schools, in particular Anna Brewer and the librarians who have been critical in distributing the devices to the students.

There was discussion on the support system for the students and the staff that will be helping the students. Techs will be at the high schools to meet with parents and students to set up the personal devices. They are anticipating some of the potential problems and are preparing in advance for them.

The Hotspots, like T-Mobile, being supplied to families are being dispersed according to the specific coverage areas to avoid potential problems with internet accessibility, though there may be challenges.

Kimber Crabtree asked about the company, Dyntek who did the security audit. Mr. Medeiros highlighted some of the company's past work and accomplishments.

The price of the Chromebooks was approximately \$230 per device and we purchased 4000 of them.

LCSD will have enough devices for each student toward the end of September.

John Stevens praised the audit company, saying that they have been present at the past NASB conferences and provide informative, high-quality sessions.

Superintendent Workman pointed out the importance of the results of the audit. It came back favorable for the backup system, it is top of the line and we can restore, should anything ever happen again. Our response and ability to recover is in place and is rated excellent. Other systems and improvements have been suggested which are being implemented.

Motion: Bridget Peterson made a motion that the trustees approve the update from the LCSD IT Department including a Security Audit Summary.

Second: John Stevens

Kimber Crabtree would like to see the audit and a closed session was suggested by Superintendent Workman in order to keep the document confidential.

Vote: 7-0, motion passed.

16. **(For Possible Action)** Discussion and possible action regarding a report on staffing for the 2020-21 school year.

Director of Human Resources, Dawn Huckaby

Ms. Huckaby reported that there are currently few openings. The HR department changed the approach to recruitment and hiring, utilizing social media and other ways not done before. The recruitment fairs were not open this year.

John Stevens commented that the few openings is a testament to the employees that we have, in spite of the challenging times. It is clear that they are here for the students.

Motion: Bridget Peterson made a motion to approve the staffing report for the 2020-21 school year.

Second: Barbara Jones

Vote: 7-0, motion passed.

10 minute break

17. **(For Possible Action)** Discussion and possible action regarding new LCSD Policy GBCBA: Emergency Leave Under the Family First Coronavirus Response Act as a first reading.
Director of Human Resources, Dawn Huckaby

Ms. Huckaby explained that this is a new policy to comply with the Emergency Leave under the Family First Coronavirus Response Act. It is in effect until Dec. 31, 2020 and is important for uniformity and consistency for our district to comply.

Motion: John Stevens made a motion that the board of trustees approve the new LCSD Policy GBCBA: Emergency Leave Under the Family First Coronavirus Response Act as a first reading.

Second: Barbara Jones

Vote: 7-0, motion passed.

18. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy AA: Equal Educational Opportunity; Non-Discrimination as a first reading.
Director of Human Resources, Dawn Huckaby

Motion: John Stevens made a motion that the board of trustees approve revisions to LCSD Policy AA: Equal Educational Opportunity; Non-Discrimination as a first reading.

Second: Clerk Villines

Vote: 7-0, motion passed.

19. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy AB: Non-Discrimination Title IX as a first reading.
Director of Human Resources Dawn Huckaby

Motion: John Stevens made a motion that the board of trustees approve revisions to LCSD Policy AB: Non-Discrimination Title IX as a first reading.

Second: Sherry Parsons

Vote: 7-0, motion passed.

20. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy

GBBA: Prevention of Sexual Misconduct toward Students as a first reading.

Director of Human Resources, Dawn Huckaby

Motion: Bridget Peterson made a motion that the board of trustees approve the revisions to LCSD Policy GBBA: Prevention of Sexual Misconduct toward Students as a first reading.

Second: Clerk Villines

There was discussion regarding the well written policies and the assurance that the trustees have reviewed the policies, as evident by the prompt motions to approve.

Vote: 7-0, motion passed.

21. **(For Possible Action)** Discussion and possible action regarding the deletion of LCSD Policy

JM: Prevention of Sexual Misconduct of Students as a result of revisions to LCSD Policy GBBA.

Director of Human Resources, Dawn Huckaby

Motion: Barbara Jones made a motion that the board of trustees approve the deletion of LCSD Policy JM: Prevention of Sexual Misconduct of Students as a result of revisions to LCSD Policy GBBA.

Second: Bridget Peterson

Vote: 7-0, motion passed.

22. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy

GBBC: Employee Bullying, Harassment, Intimidation and Discrimination as a first reading.

Director of Human Resources, Dawn Huckaby

Motion: John Stevens made a motion that the board of trustees approve the revisions to LCSD Policy GBBC: Employee Bullying, Harassment, Intimidation and Discrimination as a first reading.

Second: Clerk Villines

Vote: 7-0, motion passed.

23. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy

GL: Staff Complaints as a first reading.

Director of Human Resources, Dawn Huckaby

Motion: John Stevens made a motion that the board of trustees approve the revisions to LCSD Policy GL: Staff Complaints as a first reading.

Second: Bridget Peterson

Vote: 7-0, motion passed.

24. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy GBB: Fair Employment Practices as a first reading.

Director of Human Resources, Dawn Huckaby

Motion: John Stevens made a motion that the board of trustees approve revisions to LCSD Policy GBB: Fair Employment Practices as a first reading.

Second: Barbara Jones

Vote: 7-0, motion passed.

25. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy JFCC: Safe and Respectful Learning Environment - Anti-Bullying as a first reading.

Director of Human Resources, Dawn Huckaby and Deputy Superintendent Tim Logan

Motion: Bridget Peterson made a motion to approve the revisions to LCSD Policy JFCC: Safe and Respectful Learning Environment - Anti-Bullying as a first reading.

Second: John Stevens

Vote: 7-0, motion passed.

26. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy GBBE: Drug and Alcohol-Free Workplace as a first reading.

Director of Human Resources, Dawn Huckaby

Motion: John Stevens made a motion that the board of trustees approve the revisions to LCSD Policy GBBE: Drug and Alcohol-Free Workplace as a first reading.

Second: Barbara Jones

Vote: 7-0, motion passed.

27. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy IK: Grading as a first reading.

Director of Curriculum, Instruction and Assessment Jim Gianotti and Board Clerk Holly Villines

Motion: John Stevens made a motion that the board of trustees approve the revisions to LCSD Policy IK: Grading as a first reading.

Second: Kimber Crabtree

Vote: 7-0, motion passed.

28. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy IKF: Graduation Requirements as a first reading.

Director of Curriculum, Instruction and Assessment Jim Gianotti

Motion: Bridget Peterson made a motion that the board approve the revisions to LCSD Policy IKF: Graduation Requirements as a first reading.

Second: John Stevens

Vote: 7-0, motion passed.

29. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy JH: Students in Alternate Living Environments as a first reading.

Director of Curriculum, Instruction and Assessment Jim Gianotti

Motion: Clerk Villines made a motion that the board of trustees approve the revisions to LCSD Policy JH: Students in Alternate Living Environments as a first reading.

Second: Barbara Jones

Mr. Gianotti spoke on the accommodations that make it more accessible to students who face difficult situations, to utilize work-based-learning and other means to achieve their diploma on time with their class.

Vote: 7-0, motion passed.

30. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy JHB: Students in Foster Care as a first reading.

Director of Curriculum, Instruction and Assessment Jim Gianotti

Motion: John Stevens made a motion that the board of trustees approve the revisions to LCSD Policy JHB: Students in Foster Care as a first reading.

Second: Clerk Villines

Vote: 7-0, motion passed.

31. **(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.

Board President Neal McIntyre and Superintendent Wayne Workman

September 22 Board Meeting to be held at the PLC.

The standing item on the budget

Preparation of the 2021 Augmented Budget to be presented in Nov

Emergency District Performance Plan

Recommendations for the District Health Care Insurance Provider for 2021

Update on EVES addition and facility projects

Report on Assessments

Report on NEPF and update on SLG

Second reading of policies

32. PUBLIC PARTICIPATION: The public is invited to address the Board on items not listed on the agenda. 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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LYON COUNTY SCHOOL DISTRICT STATEMENT OF NONDISCRIMINATION AND ACCESSIBILITY
THE LYON COUNTY SCHOOL DISTRICT DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, GENDER, DISABILITY OR AGE IN ANY OF ITS POLICIES, PROCEDURES, OR PRACTICES, IN COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 (PERTAINING TO RACE, COLOR, AND NATIONAL ORIGIN), TITLE IX OF THE EDUCATIONAL AMENDMENTS OF 1972, SECTION 504 OF THE REHABILITATION ACT, THE AMERICANS WITH DISABILITIES ACT, AND AGE DISCRIMINATION ACT OF 1975, AND ANY OTHER PERTINENT STATUTE OR REQUIREMENT. THIS NON-DISCRIMINATION POLICY COVERS ADMISSION, ACCESS, TREATMENT, AND EMPLOYMENT IN THE DISTRICT'S PROGRAMS AND ACTIVITIES, INCLUDING OCCUPATIONAL EDUCATION. FOR INFORMATION REGARDING OPPORTUNITY POLICIES, OR THE FILING OF GRIEVANCES, CONTACT YOUR SCHOOL PRINCIPAL.

THE LYON COUNTY SCHOOL DISTRICT IS PLEASED TO PROVIDE ACCOMMODATIONS FOR THE HANDICAPPED OR DISABLED. MEMBERS OF THE PUBLIC WHO ARE DISABLED AND REQUIRE SPECIAL ACCOMMODATIONS OR ASSISTANCE AT THE MEETING ARE REQUESTED TO NOTIFY MARGARET HEIM, 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.

Attitude of Gratitude

My name is Spencer and I am successful at

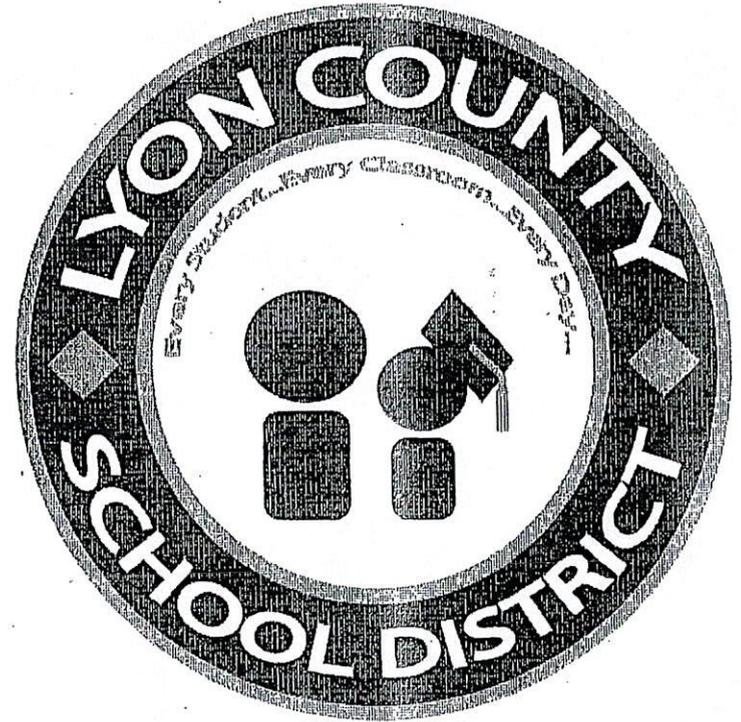
student name

Silverland because of Mr. Tolusse

school name

teacher/staff member's name

I want to thank him/her for Helping me
with my work when
I need it.



Signed: Spencer Shannon

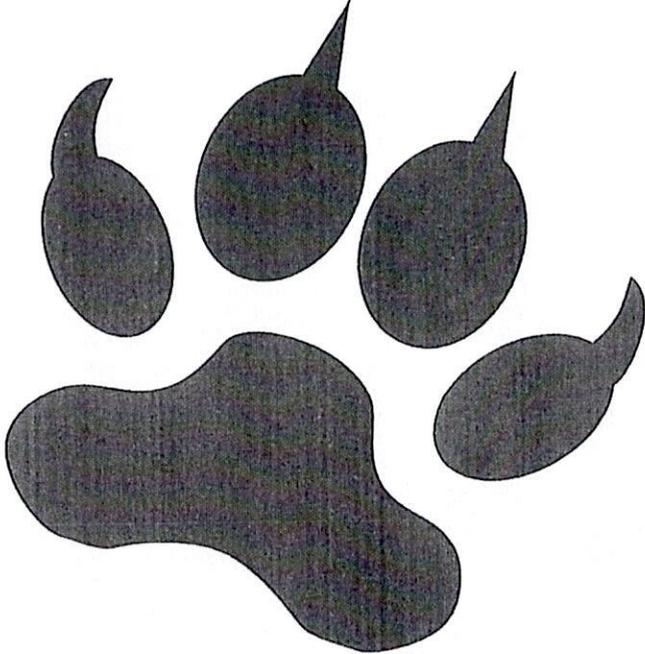
student signature

Attitude of Gratitude

My name is Brandi and I am successful at _____
Student Name

FERNLEY ELEMENTARY SCHOOL because of MR. Shea
teacher/staff member name

I want to thank him/her for you are
the Best teacher.



Signed: Brandi Carter
Student signature

Sutro Elementary



Attitude of Gratitude

My name is Avery Ross and I am successful at Sutro Elementary School
because of teaching Ms. Bolton.

I want to thank him/her for

Teaching me so much every day.



Attitude of Gratitude

My name is Brooklynn Case and I am successful at
student name

SSMS because of Mrs. Copple.
school name teacher/staff member's name

I want to thank him/her for helping me out with
drama and always giving me a
chance in school. She makes me smile
every day just seeing her face. She is
always fair to everyone and she
makes sure that we are always
smiling. Thankyou so much
Mrs. Copple! Love you!

Signed: Brooklynn Case
student signature



Attitude of Gratitude

My name is Melidy D. ~~Lehman~~ Lehman and I am successful at
student name

SSMS because of Mrs. Baratti.
school name teacher/staff member's name

I want to thank him/her for still teaching even though she
doesn't ~~even~~ always feel good. And being patient with
us even though we can be really frustrating.



Signed: Melidy D. Lehman

student signature

ATTITUDE OF GRATITUDE

My name is Aaron and I am successful at Riverview Elementary School because of Mrs. Callan.

I want to thank him/her for helping me on my work
and being my teacher twice



Signed: Aaron

Attitude of Gratitude

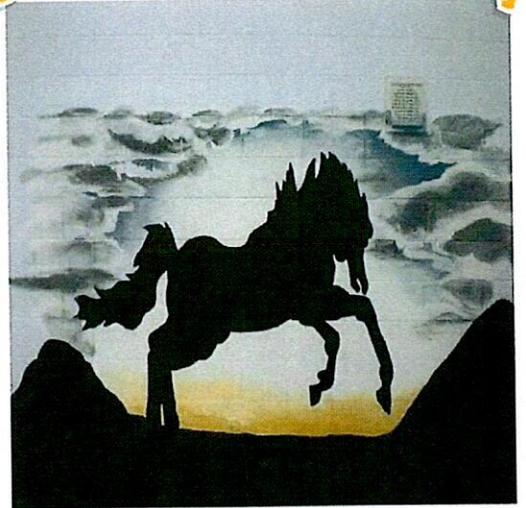
My name is M.J. and I am successful at _____
student name

Sutro because of Mrs. Hipp.
school name teacher/staff member's name

I want to thank him/her for teaching me shapes

and colors.

Sutro Elementary



Signed: M J

**LYON COUNTY SCHOOL DISTRICT
LICENSED**

PERSONNEL REPORT LIC0901 – September 22, 2020

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
Distance Education	Teacher	X		New allocation	8/19/20	Rebecca Mayer
Distance Education	Teacher	X		New allocation	8/12/20	Alene Sauls
Fernley High	Teacher		X	(long term sub)	8/14/20	Cathy Bowman
Fernley High	Teacher		X	(B. Pierce)	9/1/20	Amber Vedova
Fernley High	Teacher		X	(T. Cordes)	8/27/20	Tina Cordes
Silver Stage High	Counselor		X	(M. Gleason)	8/27/20	Marla Gleason
Silverland Middle	Teacher		X	(S. Brown)	8/12/20	Thomas Maurer
Silverland Middle	Teacher		X	(M. Lange)	8/12/20	Donald Fisher
Smith Valley	Teacher		X	(B. Geney)	8/24/20	Tracy Chandler
Yerington High	Assistant Principal		X	(M. Byers)	8/14/20	Kathy Bomba-Edgerton

SEPARATIONS:

SCHOOL/SITE	POSITION	EFF. DATE	EMPLOYEE
District Wide-WNRYC	Teacher	9/1/20	Steve Rieger
Fernley Elementary	Teacher	8/25/20	Karen Tkacyzk-Turner

OTHER CONSIDERATIONS:

SCHOOL/SITE	POSITION	REQUEST	REASON	EFF. DATE	EMPLOYEE

LYON COUNTY SCHOOL DISTRICT

CLASSIFIED

PERSONNEL REPORT CL0901- September 22, 2020

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
District Wide Distance Learning	School Secretary	X		New allocation	8/24/20	Shannon O'Donnell
Sutro Elementary	School Nurse		X	(C. Cordova)	8/14/20	Kay Marble
Transportation	Bus Driver		X	(N. Lynch)	8/19/20	Karen Nattress
Transportation	Bus Paraprofessional	X		Student need	8/19/20	Jessica Kattnig
Yerington Elementary	School Secretary		X	(D. Draper-Douglas)	8/24/20	Stacy Borsini
Yerington Elementary	Principal's Secretary		X	(J. Wildermuth)	8/25/20	Jamie DeChambeau

SEPARATIONS:

SCHOOL/SITE	POSITION	EFF. DATE	EMPLOYEE
Dayton High	Paraprofessional	8/20/20	Sandra Wall-Iosefa
Food Service	Cashier	8/31/20	Jessica Turley
Food Service	FS Assistant	9/11/20	Nanette Rodriguez
Riverview Elementary	Interventionist	6/5/20	Curtis Fowler
Yerington Elementary	Custodian	7/15/20	Mark Vasquez
Yerington Elementary	Custodian	8/31/20	Graham Baldock
Yerington High	Paraprofessional	8/31/20	Chandra Bryan
Yerington High	Custodial Lead	8/24/20	Robert Wilson
Yerington Intermediate	Custodian	11/30/20	Robert Matheson

OTHER CONSIDERATIONS:

SCHOOL/SITE	POSITION	REQUEST	REASON	EFF. DATE	EMPLOYEE
Cottonwood Elementary	Principal's Secretary	Transfer from YES	Open position	8/24/20	Jeannie Wildermuth
Fernley Transportation	Bus Driver	Transfer from SSPrings Transp.	Open Route	8/19/20	Nikki Lynch
Yerington Elementary	Custodian	Transfer from SSES	Open position	8/31/20	Adam Hartman
Yerington Elementary	Custodian	Transfer from YHS	Open position	8/31/20	Jordan Musser

	DAC	Description	Name
1	COTTONWOOD ELEMENTARY SCHOOL	Xduty - Academic Fair Elementary	KELLER, HANNAH
2	COTTONWOOD ELEMENTARY SCHOOL	Xduty - Elem Music Programs	WOODS, CHRISTINA M
3	COTTONWOOD ELEMENTARY SCHOOL	Xduty - MTSS Program Facilitator .5FTE	PARALE, SARAH
4	COTTONWOOD ELEMENTARY SCHOOL	Xduty - MTSS Program Facilitator .5FTE	BURK, MELISSA
5	COTTONWOOD ELEMENTARY SCHOOL	Xduty - School Tech	ADKINS, ERICA
6	COTTONWOOD ELEMENTARY SCHOOL	Xduty - Webmaster Site	DRENNAN, KATHLEEN
7	COTTONWOOD ELEMENTARY SCHOOL	Xduty - Yearbook Elementary -.5 FTE	JOLLEY, NICOLE
8	COTTONWOOD ELEMENTARY SCHOOL	Xduty - Yearbook Elementary -.5 FTE	CLINE, KETA M
9	DAYTON ELEMENTARY SCHOOL	Xduty - MTSS Program Facilitator .5FTE	GILLETT, LUCILE
10	DAYTON ELEMENTARY SCHOOL	Xduty - School Tech	SANCHEZ, SHAUN
11	DAYTON ELEMENTARY SCHOOL	Xduty - Webmaster Site	SATALICK, JENNIFER
12	DAYTON ELEMENTARY SCHOOL	Xduty - Yearbook Elementary -.5 FTE	COLE, MARY
13	DAYTON ELEMENTARY SCHOOL	Xduty - Yearbook Elementary -.5 FTE	WATTS, TERRIE
14	DAYTON HIGH SCHOOL	Xduty - Basketball Boys Assistant	PLY, KEVIN
15	DAYTON HIGH SCHOOL	Xduty - Basketball Boys Assistant	MARTINEZ, THOMAS E
16	DAYTON HIGH SCHOOL	Xduty - Cross Country Head	SANTOS, MAREN
17	DAYTON HIGH SCHOOL	Xduty - Dance/Drill - Fall	AUSTIN, LAURA A
18	DAYTON HIGH SCHOOL	Xduty - Dance/Drill - Winter	AUSTIN, LAURA A
19	DAYTON HIGH SCHOOL	Xduty - FBLA Advisor	WATTS, ALAN
20	DAYTON HIGH SCHOOL	Xduty - Football Assistant	MC CULLOUGH, MICHAEL A
21	DAYTON HIGH SCHOOL	Xduty - Football Head	SPANN, TERRENCE
22	DAYTON HIGH SCHOOL	Xduty - Golf Girls	SMITH, DALE R
23	DAYTON HIGH SCHOOL	Xduty - MTSS Program Facilitator	FITCH, STEPHANIE
24	DAYTON HIGH SCHOOL	Xduty - School Tech	BUMGARDNER, WILLIAM
25	DAYTON HIGH SCHOOL	Xduty - Soccer Boys Assistant	ARMAS, CHRISTIAN
26	DAYTON HIGH SCHOOL	Xduty - Soccer Girls Assistant	GARDNER, MARK
27	DAYTON HIGH SCHOOL	Xduty - Softball Head	MANNING, PAUL E
28	DAYTON HIGH SCHOOL	Xduty - Track Assistant	MIKLICH, JARED
29	DAYTON HIGH SCHOOL	Xduty - Track Assistant	CHILDERS, CAMERON N
30	DAYTON HIGH SCHOOL	Xduty - Webmaster Site	BUMGARDNER, WILLIAM
31	FERNLEY HIGH SCHOOL	Xduty - School Tech	CORDES, TINA
32	RIVERVIEW ELEMENTARY SCHOOL	Xduty - School Tech	KERNS, JERRI
33	RIVERVIEW ELEMENTARY SCHOOL	Xduty - Webmaster Site	LAWRENCE, KASANI Y
34	RIVERVIEW ELEMENTARY SCHOOL	Xduty - Yearbook Elementary	FRUSTERI, LANA
35	SILVER STAGE ELEMENTARY SCHOOL	Xduty - Academic Fair Elementary	SWIGER, DAWN
36	SILVER STAGE ELEMENTARY SCHOOL	Xduty - Elem Music Programs	KARGES, INGRID
37	SILVER STAGE ELEMENTARY SCHOOL	Xduty - MTSS Program Facilitator	OWENS, BREANA R
38	SILVER STAGE ELEMENTARY SCHOOL	Xduty - School Tech	TURNER, MICHAEL
39	SILVER STAGE ELEMENTARY SCHOOL	Xduty - Webmaster Site	STAHLY, THOMAS
40	SILVER STAGE ELEMENTARY SCHOOL	Xduty - Yearbook Elementary -.5 FTE	SWIGER, DAWN
41	SILVER STAGE MIDDLE SCHOOL	Xduty - A.D. Middle School	WASS, JUSTIN
42	SILVER STAGE MIDDLE SCHOOL	Xduty - Academic Fair School	LEACH, RACHEL
43	SILVER STAGE MIDDLE SCHOOL	Xduty - Academic Team Middle School	JOHNSON, LAUREN K
44	SILVER STAGE MIDDLE SCHOOL	Xduty - Activity Director Middle School - .5 FTE	LEACH, RACHEL
45	SILVER STAGE MIDDLE SCHOOL	Xduty - Activity Director Middle School - .5 FTE	WASS, JUSTIN
46	SILVER STAGE MIDDLE SCHOOL	Xduty - Band Director Middle School	DENHAM, HILARY E
47	SILVER STAGE MIDDLE SCHOOL	Xduty - MTSS Program Facilitator	GULA, VIRGINIA
48	SILVER STAGE MIDDLE SCHOOL	Xduty - National Junior Honor Society	GULA, VIRGINIA
49	SILVER STAGE MIDDLE SCHOOL	Xduty - School Tech - .3 FTE	LEACH, RACHEL
50	SILVER STAGE MIDDLE SCHOOL	Xduty - School Tech - .3 FTE	COPPLE, MONICA M
51	SILVER STAGE MIDDLE SCHOOL	Xduty - School Tech - .3 FTE	HORNING, SAMANTHA
52	SILVER STAGE MIDDLE SCHOOL	Xduty - Webmaster Site	SCHWARTZ, MARY
53	SILVER STAGE MIDDLE SCHOOL	Xduty - Yearbook Middle School	LEACH, RACHEL
54	SILVERLAND MIDDLE SCHOOL	Xduty - National Junior Honor Society	JENKINS, DANIELLE M
55	SMITH VALLEY SCHOOLS	Xduty - A.D. Small High School	SCEIRINE, ALLY
56	SMITH VALLEY SCHOOLS	Xduty - Class Advisor 10,11& 12 - .5 FTE	ACCIARI, CHRISTY
57	SUTRO ELEMENTARY SCHOOL	Xduty - School Tech	TAYLOR, HEATHER
58	SUTRO ELEMENTARY SCHOOL	Xduty - Webmaster Site	TAYLOR, HEATHER

DAC	Description	Name	
59	SUTRO ELEMENTARY SCHOOL	Xduty - Yearbook Elementary -.5 FTE	TAYLOR, HEATHER
60	SUTRO ELEMENTARY SCHOOL	Xduty - Yearbook Elementary -.5 FTE	DOLL, TERI
61	YERINGTON ELEMENTARY SCHOOL	Xduty - Academic Fair Elementary	JEKA, LYNN
62	YERINGTON ELEMENTARY SCHOOL	Xduty - MTSS Program Facilitator .5FTE	JEKA, LYNN
63	YERINGTON ELEMENTARY SCHOOL	Xduty - MTSS Program Facilitator .5FTE	PAGE, MARILEE J
64	YERINGTON ELEMENTARY SCHOOL	Xduty - School Tech	COOMBS, SHANNON
65	YERINGTON ELEMENTARY SCHOOL	Xduty - Webmaster Site - .5 FTE	COOPER, BLAKE R
66	YERINGTON ELEMENTARY SCHOOL	Xduty - Webmaster Site - .5 FTE	COOMBS, SHANNON
67	YERINGTON HIGH SCHOOL	Xduty - A.D. High School	WULFEKUHLE, PATRICK
68	YERINGTON HIGH SCHOOL	Xduty - Activity Director High	MC KINLEY, REBEKAH M
69	YERINGTON HIGH SCHOOL	Xduty - Activity Director High School - .5 FTE	SEXSON, JENIFER L
70	YERINGTON HIGH SCHOOL	Xduty - Class Advisor 10,11&12	FARINA, MICHELLE
71	YERINGTON HIGH SCHOOL	Xduty - Class Advisor 10,11&12	CHILDS, CARA
72	YERINGTON HIGH SCHOOL	Xduty - Class Advisor 10,11&12	HALL, RACHELE
73	YERINGTON HIGH SCHOOL	Xduty - Class Advisor 9 - .5 FTE	ALDRIDGE, AMANDA
74	YERINGTON HIGH SCHOOL	Xduty - Class Advisor 9 - .5 FTE	MATTICE, CRYSTAL
75	YERINGTON HIGH SCHOOL	Xduty - Department Head	HALL, RACHELE
76	YERINGTON HIGH SCHOOL	Xduty - Department Head	ALDRIDGE, AMANDA
77	YERINGTON HIGH SCHOOL	Xduty - Department Head	FARINA, MICHELLE
78	YERINGTON HIGH SCHOOL	Xduty - Department Head	MOREDA, IGINIA
79	YERINGTON HIGH SCHOOL	Xduty - Department Head	ACCIARI, LINDA
80	YERINGTON HIGH SCHOOL	Xduty - FBLA Advisor	HALL, RACHELE
81	YERINGTON HIGH SCHOOL	Xduty - FFA Advisor	SEXSON, JENIFER L
82	YERINGTON HIGH SCHOOL	Xduty - HOSA	MATTICE, CRYSTAL
83	YERINGTON HIGH SCHOOL	Xduty - Library Inventory Director	WULFEKUHLE, PATRICK
84	YERINGTON HIGH SCHOOL	Xduty - National Honor Society	CHILDS, CARA
85	YERINGTON HIGH SCHOOL	Xduty - School Tech	HALL, RACHELE
86	YERINGTON HIGH SCHOOL	Xduty - Shop Maintenance	CALHOUN, MARK
87	YERINGTON HIGH SCHOOL	Xduty - Shop Maintenance	CALHOUN, MARK
88	YERINGTON HIGH SCHOOL	Xduty - Webmaster Site	HUNT, TODD

Lyon County School District
Volunteer Report

September 22, 2020

	School Site	Volunteer Position	Name
1	Fernley High	Music Booster, Colorguard	Tamara Thomas-Funcannon

**Information Technology
Service Ticket Report
8/1/2020 - 8/31/2020**

Created 8/1/2020 - 8/31/2020

Ticket Type	DO	Adult	B&G	CES	DES	DHS	DIS	ERHS	EVES	FES	FHS	FIS	PLC	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
High	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
Medium	4	1	0	8	1	6	4	0	3	7	19	3	0	7	2	12	6	1	7	2	4	7	3	107
Normal	70	29	0	42	26	31	38	1	20	35	123	38	1	34	72	62	23	24	28	30	61	64	40	892
Project	4	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	5
Total	78	30	0	49	27	37	42	1	23	42	142	41	1	41	75	75	29	25	35	32	65	71	43	1005

Closed 8/1/2020 - 8/31/2020

Ticket Type	DO	Adult	B&G	CES	DES	DHS	DIS	ERHS	EVES	FES	FHS	FIS	PLC	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
	Cancelled	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
	Total	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	1	0	0	0	0	0	0	0	1
	Cancelled	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
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1						
Medium	Closed	4	0	0	6	1	5	4	0	3	5	14	3	6	2	11	6	0	6	1	4	5	3	89
	Cancelled	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
	Total	4	0	0	6	1	5	4	0	3	5	14	3	6	2	11	6	0	6	1	4	5	3	89
Normal	Closed	39	27	0	25	18	26	22	1	17	25	90	22	1	18	29	25	17	14	21	12	47	42	29
	Cancelled	1	0	0	0	0	0	2	0	0	1	2	0	0	2	1	0	1	1	1	1	1	0	14
	Resolved	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total	40	27	0	25	18	26	24	1	17	26	92	22	1	18	31	26	17	15	22	13	48	43	583
Project	Closed	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6
	Cancelled	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
	Total	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6
Total	Closed	51	27	0	31	19	31	26	1	20	30	104	25	1	24	31	37	23	14	27	13	51	47	32
	Cancelled	1	0	0	0	0	2	0	0	1	2	0	0	0	2	1	0	1	1	1	1	1	0	14
	Resolved	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total	52	27	0	31	19	31	28	1	20	31	106	25	1	24	33	38	23	15	28	14	52	48	32

**Information Technology
Service Ticket Report
8/1/2020 - 8/31/2020**

Closed by Site/District Tech

Technician Type		DO	Adult	B&G	CES	DES	DHS	DIS	ERHS	EVES	FES	FHS	FIS	PLC	RES	SES	SMS	SSES	SSHS	SSMS	SVS	YES	YHS	YIS	Total
Site Tech		2	0	0	9	4	5	10	0	2	5	11	1	0	2	6	9	10	3	1	8	8	11	10	117
I. T. Tech		47	27	0	22	15	26	18	1	18	26	95	24	1	22	27	29	13	12	27	6	44	37	22	559
Oasis Support		3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3

Open as of 8/31/20

Ticket Type		DO	Adult	B&G	CES	DES	DHS	DIS	ERHS	EVES	FES	FHS	FIS	PLC	RES	SES	SMS	SSES	SSHS	SSMS	SVS	YES	YHS	YIS	Total	
Urgent	Open	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Pending	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	On Hold	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
High	Open	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Pending	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	On Hold	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Medium	Open	0	0	0	0	0	0	0	0	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	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	2
	Total	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	2
Normal	Open	6	0	0	1	1	0	0	0	1	2	2	1	0	0	1	1	1	1	1	1	5	2	5	32	
	Pending	1	0	0	0	1	0	0	0	1	0	4	1	0	0	1	0	0	1	1	0	0	0	0	11	
	On Hold	15	0	0	0	1	0	0	0	0	2	3	0	0	1	0	2	1	0	0	0	2	1	0	28	
	Total	22	0	0	1	3	0	0	0	2	4	9	2	0	1	2	3	2	2	2	2	1	7	3	5	71
Project	Open	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	2	
	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	
	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	
	Total	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	2
Total	Open	7	0	0	1	1	0	0	0	1	2	2	1	0	0	2	1	1	1	1	1	5	2	5	34	
	Pending	1	0	0	0	1	0	0	0	1	0	4	1	0	0	1	0	0	1	1	0	0	0	0	11	
	On Hold	15	0	0	1	1	0	0	0	0	2	3	0	0	1	0	2	1	0	0	1	2	1	0	30	
	Total	23	0	0	2	3	0	0	0	2	4	9	2	0	1	3	3	2	2	2	2	7	3	5	75	

**Lyon County School District
Board Memo**

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: District Restorative Discipline Plan

Recommendation

That the Board of Trustees approve the annual review of the District Restorative Discipline Plan

Background Information

As of 2019, AB 168 requires all districts to develop a single 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.

This restorative discipline plan was developed by a team made up of all school levels and included principals, assistant principals, teachers, and parent. This plan is to be reviewed annually with the team (last meeting was 9/15/20) and school board and will be modified as laws and expectations change.

Budget Considerations

None

Discussed at Previous Meeting

Progressive Discipline/Restorative Practice Plan was approved on October 22, 2019 and reviewed again on 4-28-20

Attachment(s)

LCSD Progressive Discipline/Restorative Practice Plan

*Respectfully Submitted,
Wayne Workman, Superintendent*



LYON COUNTY SCHOOL DISTRICT

LYON COUNTY SCHOOL DISTRICT: RESTORATIVE DISCIPLINE PLAN

ELEMENTARY SCHOOLS:

COTTONWOOD, DAYTON, EAST VALLEY, FERNLEY, 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

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 supports as needed.

CHRONIC MISBEHAVIORS¹:
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 no, 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 the 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?
- Does the student have a **behavior contract** or **Behavior Support Plan (BSP)**?
- 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 anti-social behavior. Students with chronic behavior concerns, will require interventions which are thoughtfully constructed and routinely evaluated for effectiveness.

¹ Adapted from SBCUSD

Restorative Questions I²

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?

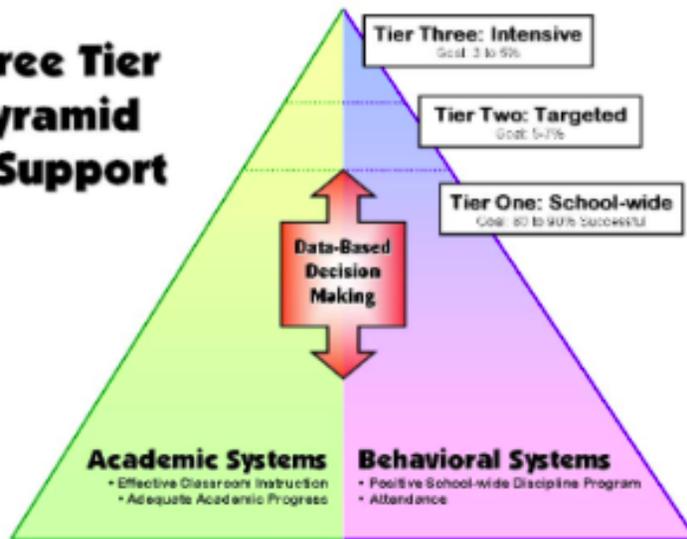
Restorative Questions II²

To help those harmed by another's actions.

- ★ What did you think when you realized what had happened?
- ★ What impact had this incident had 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

Three Tier Pyramid of Support



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

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.

TIER ONE BEHAVIOR SUPPORTS	TIER TWO BEHAVIOR SUPPORTS	TIER THREE BEHAVIOR SUPPORTS
<ul style="list-style-type: none"> <input type="checkbox"/> Commitment to PBIS <input type="checkbox"/> Universal Expectations & Rules <input type="checkbox"/> Office Referral Procedures <input type="checkbox"/> School-Wide Acknowledgement System <input type="checkbox"/> School-Wide Social Skills Instruction <input type="checkbox"/> Active Supervision <input type="checkbox"/> Enforcement of Expectations <input type="checkbox"/> Data-Based Decision Making <input type="checkbox"/> Safe and Welcoming Climate 	<ul style="list-style-type: none"> <input type="checkbox"/> Strategic Skill Development <ul style="list-style-type: none"> ● School Success <ul style="list-style-type: none"> ○ Attendance ○ Classroom Survival Skills ○ Interacting with Confidence ○ Organization ● Targeted Skill Development <ul style="list-style-type: none"> ○ Anti-Social ○ Conflict with Authority ○ Drug/Alcohol ○ Impulse Control ○ Problems with Peers ○ Withdrawal <input type="checkbox"/> Function-Based Intervention <ul style="list-style-type: none"> ● Gain <ul style="list-style-type: none"> ○ Check In/Check Out ○ Mentoring ● Escape <ul style="list-style-type: none"> ○ Academic support ○ Accommodations <input type="checkbox"/> School-Based Network of Support <ul style="list-style-type: none"> ● Planned staff collaboration ● Intentional staff/student interactions ● Increased monitoring & feedback 	<ul style="list-style-type: none"> <input type="checkbox"/> Analysis of Behavior Function & Creation of Behavior Support Plan <ul style="list-style-type: none"> ● Environmental modifications ● Replacement Behaviors ● Curriculum modifications ● Reinforcement system ● Proactive strategies ● Reactive strategies ● Behavior goals ● Communication systems <input type="checkbox"/> Wrap Around Support(s) <ul style="list-style-type: none"> ● School-based network of support ● Inter-agency collaboration ● Continuous monitoring & feedback <input type="checkbox"/> District-Based Structured Alternative/Resource Setting <ul style="list-style-type: none"> ● School-wide Behavior Management System <ul style="list-style-type: none"> ○ Proactive supervision and monitoring ○ On-site community agency personnel (school resource officer, social worker, mental health)

Adapted from SBCUSD

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 materials, push in all 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 anti-social 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

Lyon County School District				
Elementary School				
2020-2021 RESTORATIVE DISCIPLINE PLAN				
INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Battery/Controlled Substances				
Under the influence or possession of alcohol or controlled substances	5-7 days ISS, notify LCSO, p/g notification; Restorative practice must be used here and for all progressive discipline tiers	7-10 days OSS/ISS, notify LCSO	10 days OSS/ISS, notify LCSO	Report to DO One-to-one counseling Research paper Read aloud/modeling stories Positive Role Play
Distribution of illegal/Controlled substances NRS 392.466(1)	Notify LCSO, 10 days ISS/OSS, Possible 90 Day Long Term Suspension; Restorative practice must be used here and for all progressive discipline tiers	10 days OSS/ISS, Possible Expulsion	10 days OSS/ISS, Permanent Expulsion	Report to DO One-to-one counseling Research paper Read aloud/modeling stories Positive Role Play
Battery that results in the injury of an employee NRS 392.46 (1)	Notify LCSO, possible Long Term Suspension or Expulsion; Restorative practice must be used here and for all progressive discipline tiers	Notify LCSO, possible Long Term Suspension or Expulsion		Report to DO Staff Training Instructional Assessment/refer to ICAT One-to-one counseling Re-teaching expected school behaviors Mediation
Tobacco, e-cigarettes	3 - 5 days ISS, P/G notification; Restorative practice must be used here and for all progressive discipline tiers	5 - 7 days ISS, notify LCSO, P/G notification	10 days OSS/ISS, P/G conference, LCSD contacted	report to DO One-to-one counseling Research paper Read aloud/modeling stories Positive Role Play

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Bus/Transportation *Bus Safety Violation	Warning by driver, P/G contact, 1 - 3 lunch detentions, possible bus suspension; Restorative practice must be used here and for all progressive discipline tiers	1st bus write up turned into office, 1 - 3 detentions, Admin calls P/G. Bus suspension 1-5 days	2nd bus write up turned into office, 3-5 days suspension, conference with P/G, bus driver, administrator, and student, behavior contract review with documented interventions and collected data. 3rd bus write up, possible permanent suspension from the bus *Pursuant to NRS 392.140 suspension from transportation privileges does not excuse a student from school attendance	<ul style="list-style-type: none"> • Reteach bus behaviors • School-wide transportation assembly • Mediation • Pre-correction
Electronic Devices Cell Phones/Pagers/Musical Device/Etc.	Teacher confiscates device and returns at end of class, electronic referral contact P/G; Restorative practice must be used here and for all progressive discipline tiers	Teacher confiscates device and turns into the office. Returned at end of day at discretion of admin/ e-referral/ 1 - 3 days detention contact P/G	Teacher confiscates device, turns into office, parent/guardian conference and returned only to P/G; 1 - 2 days ISS Additional infractions = 3-10 days ISS, P/G correspondence letter sent home device returned end of school year	<ul style="list-style-type: none"> • Parent/Guardian conference • Cell Phone contract
Refer to LCSO Policy EDBB that covers the use of cellular telephones & other electronic devices Please refer to Lyon County School District website for Internet Use Policy. This policy is signed by all parents and students at the beginning of each school year.				

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Classroom/Campus violations				
Cheating/Plagiarism	Parent contact; 1-3 days detention; completion of assignment at alternate time/location, P/G notification; Restorative practice must be used here and for all progressive discipline tiers	3-5 days detention, redo assignment for partial credit, P/G notification	1-3 days ISS; loss of credit on assignment. P/G notification	<ul style="list-style-type: none"> ● Make-up assignment ● Instructional intervention ● Alternate assignment ● research on cheating/plagiarism
Disrespect to Employee/Student/Property	1-3 days detention for minor offenses; 3-5 days detention for more serious offenses: Restorative practice must be used here and for all progressive discipline tiers	3-5 days detention for minor offences; 0.5-3 ISS for serious offenses. Behavior contract.	3-5 days ISS or 1-5 days OSS and review Behavior Contract	<ul style="list-style-type: none"> ● Apology letter/in person ● Mediation ● Service opportunities ● Social skills groups
Disruptive Behavior	Verbal warning; 1-3 days detention, P/G notification: Restorative practice must be used here and for all progressive discipline tiers	3-5 days detention, P/G notification	1-5 days ISS; behavior contract, P/G conference	<ul style="list-style-type: none"> ● Reteach appropriate behavior ● Make up lost time ● Refocus area
Insubordination	1-3 days detention, P/G notification; Restorative practice must be used here and for all progressive discipline tiers	3-5 days detention, P/G notification	1-5 days ISS; behavior contract; P/G conference	<ul style="list-style-type: none"> ● Reteach appropriate expectations ● Make up lost time/work ● Refocus area ● Refer to school counselor

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Throwing/Flicking Rocks	1-3 days detention, P/G notification; Restorative practice must be used here and for all progressive discipline tiers	3-5 days detention, P/G notification	1-5 days ISS; behavior contract; P/G conference	<ul style="list-style-type: none"> ● Reteach ● Model playground expectations ● School-wide expectation assembly
Vandalism/Destruction of Property	Less than \$150: student pays or fixes and 1-5 days detention. Over \$150: LCSO may be notified 1-3 days ISS; Restorative practice must be used here and for all progressive discipline tiers	Less than \$150, student pays/fixes & 3-5 days ISS. Over \$150: LCSO notified. 3-5 days OSS.	Less than \$150: Student pays or fixes and 1-5 days OSS Over \$150 LCSO notified, 5-10 days OSS.	<ul style="list-style-type: none"> ● Service opportunities ● campus beautification
Serious Disruption	1-5 days detention, possible LCSO notification for citation of "Disturbance of School". P/G notification; Restorative practice must be used here and for all progressive discipline tiers	Possible LCSO notification for citation for "Disturbance of School". 1-5 days ISS, behavior contract. P/G conference.	Possible LCSO notification for "Disturbance of School" 1-5 days OSS, P/G conference.	<ul style="list-style-type: none"> ● Reteach appropriate behavior ● Make up lost time ● Refocus area ● Plan of assistance ● Safety plan
Bullying/Cyberbullying (as defined by NRS 388.121-129)	Refer to LCSD Policy JFCC, Safe and Respectful learning environment- anti-bullying, that covers this infraction.			

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Bullying/Cyber Bullying/Harassment/Intimidation	<p>1. 1-5 Days Detention/1-3 Days ISS depending on nature and severity of incident.*</p> <p>2. Mandatory notification of parents by telephone and/or writing. Brief social/behavioral intervention with school counselor to inform student of unacceptable behaviors and socially acceptable alternative behaviors. Student must complete an oral or written reflection about his or her behavior and identify acceptable alternatives. 3. Restorative practice must be used here and for all progressive discipline tiers</p>	<p>1. 1-3 Days ISS/OSS (in-school or out-of-school), depending on nature/severity of incident.*</p> <p>2. Notification of parents by telephone and/or writing. Brief social/behavioral intervention with counselor to inform student of unacceptable behaviors and socially acceptable alternative behaviors. Student must complete an oral or written reflection about his or her behavior and identify acceptable alternatives.</p>	<p>1. 4-10 Days ISS/OSS depending on severity of incident.*</p> <p>2. Notify parents by phone/writing. Brief social/behavioral intervention with counselor to inform student of unacceptable behaviors and socially acceptable alternative behaviors. Student completes oral or written reflection about his/her behavior and identify acceptable alternatives. Mandatory parent conference and behavioral contract (student remains in detention until conference is held and contract is signed).</p>	<p>*As required by LCSD policy JGA, law enforcement will be contacted if the student's actions constitute a Section A offense under the policy. Nature and severity of the infractions will determine actions taken.</p>
Bullying-False Reporting (SB 164)	<p>1-5 days lunch detention contact P/G; Restorative practice must be used here and for all progressive discipline tiers</p>	<p>5-10 days lunch detention; behavior contract; contact P/G</p>	<p>1-5 days ISS/OSS; behavior contract; contact P/G</p>	
Dress Code Violations	<p>Warning, corrected; Restorative practice must be used here and for all progressive discipline tiers</p>	<p>1-3 days lunch detention; P/G contact</p>	<p>3-5 days lunch detention; P/G contact</p>	<ul style="list-style-type: none"> ● School provided items ● make up missed time
<p>Please refer to Lyon County School District website for clarification of our Dress Code Policy</p>				

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Dishonesty to Administrator	Consequence doubles depending on infraction Parent contact made; Restorative practice must be used here and for all progressive discipline tiers	To be determined by administration, Parent contact made	To be determined by administration/ISS/OSS/LCSD contacted	
Fireworks or Similar Devices	1-10 days ISS, depending on severity & usage - notify LCSO, P/G notification; Restorative practice must be used here and for all progressive discipline tiers	5-10 days OSS - notify LCSO, P/G notification	Possible Expulsion	<ul style="list-style-type: none"> ● report to DO
False Fire Alarm	3-5 days ISS, notify LCSO, P/G notification ; Restorative practice must be used here and for all progressive discipline tiers	1-5 days OSS, notify LCSO, P/G notification	5-10 days OSS, notify LCSO, P/G notification	<ul style="list-style-type: none"> ● report to DO ● Education with first responders
Fighting/inciting/threatening students	3-5 days detention or 1-3 days ISS or OSS, Behavior Contract, P/G notification; Restorative practice must be used here and for all progressive discipline tiers	3-5 days ISS or 1-3 days OSS, possible deemed habitual disciplinary problem, behavior contract, parent meeting with dean and counselor	3-5 days OSS; notify LCSO; behavior contract, P/G notification	<ul style="list-style-type: none"> ● Anger management group ● social stories ● mediation
Forgery/altering school docs	1-3 days detention, P/G conference; Restorative practice must be used here and for all progressive discipline tiers	1-3 days ISS; P/G conference	1-10 days OSS; P/G conference	

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Gang Identifiers: Parent Conference on all Gang Identifiers	1-5 days ISS, Gang/ Behavior Contract, notify LCSO, P/G notification; Restorative practice must be used here and for all progressive discipline tiers	5-10 days ISS, Gang/Behavior contract, notify LCSO, P/G notification	5-10 days OSS, notify LCSO, possible expulsion	
Off Campus against Parent Request	P/G notified and administration decides on consequence; Restorative practice must be used here and for all progressive discipline tiers	3-5 days detention; P/G notified	1-3 days ISS, P/G notified	
Profanity/Offensive Language: written & oral				
Directed at a peer	1-3 days detention, P/G notification; Restorative practice must be used here and for all progressive discipline tiers	1-3 days ISS, P/G notification	3-5 days ISS, P/G notification	<ul style="list-style-type: none"> ● Reteach expectations ● Apology ● Brainstorm use of alternate words ● Model appropriate dialogue ● Mediation ● Research paper/essay
Directed at a LCSD Employee	1-3 days ISS, P/G conference; Restorative practice must be used here and for all progressive discipline tiers	3-5 days ISS, P/G conference, behavior contract	1-3 days OSS, LCSO citation, behavior contract, P/G conference	<ul style="list-style-type: none"> ● Reteach expectations ● Apology ● Brainstorm use of alternate words ● Model appropriate dialogue ● Mediation ● Research paper/essay

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Public Display of Affection	Warning	1-3 days detention; P/G notification; Restorative practice must be used here and for all progressive discipline tiers	1-3 days ISS; P/G notification	
Rough play/horseplay	Warning	1-3 days detention; P/G notification; Restorative practice must be used here and for all progressive discipline tiers	1-3 days ISS; P/G notification	<ul style="list-style-type: none"> ● Reteach expectations ● Model appropriate behavior ● Alternate activity
Physical Aggression	1-3 days detention, P/G notification; Restorative practice must be used here and for all progressive discipline tiers	3-5 days detention, P/G notification	1-5 days ISS; P/G notification	<ul style="list-style-type: none"> ● Refer to school counselor ● Anger management ● Social groups
Inappropriate/Vulgar Touching/Gestures/Exposure	To be determined by Administration. P/G notification. School Resource Officer Notification; Restorative practice must be used here and for all progressive discipline tiers	To be determined by Administration. P/G notification. School Resource Officer Notification.	To be determined by Administration. P/G notification. School Resource Officer Notification.	<ul style="list-style-type: none"> ● Refer to school counselor ● Refer to outside resource agency
Attendance/Tardies	See attendance/tardy policy for 2019-2020 school year	See attendance/tardy policy for 2019-2020 school year	See attendance/tardy policy for 2019-2020 school year	
Truant	1-3 detentions, P/G notification; Restorative practice must be used here and for all progressive discipline tiers	3-5 days detention, P/G notification	5-10 days detention or 1-3 days ISS; P/G conference	

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Without pass	Conference/Warning	1-3 detentions; Restorative practice must be used here and for all progressive discipline tiers	3-5 days detention; P/G conference	
Out of Assigned Area	1-5 detentions; Restorative practice must be used here and for all progressive discipline tiers	5-10 days, P/G notification	1-3 days ISS, P/G notification	
Firearm/Dangerous Weapons NRS 392.466(2)	Expulsion for a period of not less than one year; notify LCSO; Restorative practice must be used here and for all progressive discipline tiers	Permanent Expulsion		
Weapons	5-10 days OSS possible long term suspension, Notify Law Enforcement; Restorative practice must be used here and for all progressive discipline tiers	10 days OSS, expulsion, Notify Law Enforcement	10 days OSS, permanent expulsion, Notify Law Enforcement	<ul style="list-style-type: none"> ● Report to DO
Stolen Property/ Possession of Stolen Property/ Larceny	3-5 days detention for any item stolen under \$250, restitution, P/G notification; Restorative practice must be used here and for all progressive discipline tiers	1-3 days ISS, notify LCSO, PG notification	1-5 days OSS, notify LCSO, P/G notification	<ul style="list-style-type: none"> ● Restitution ● Restore or replace property

- *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 LCSO.
- *School is not responsible for lost or stolen items
- *Bus/transportation -student will not be removed from bus on the same trip of infraction
- *School implements several proactive measures to support student success
- *School promotes a learning approach regarding disciplinary infractions & exercises 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.

Temporary Alternative Placement

Should a student reach the end of the classroom discipline ladder and in the judgment of the teacher has 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 (SB 386) dealing with temporary removal from the classroom will be specifically followed.

**** An instructional intervention plan must be started with the teacher.**

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.

<p><u>Restorative Practices:</u> Campus Beautification Meet with counselor Lunchroom Clean-up</p>	<p>Mediation verbal apology Refocus form with adult write a letter</p>	<p>restorative questions (https://t.ly/7XJlb) teach and role play Check-in/Check-out w/adult</p>
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Lyon County School District Intermediate/Middle School 2020-2021 RESTORATIVE DISCIPLINE PLAN				
INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Alcohol/Controlled Substances				
Under the Influence or In Possession of...	5 days AP, mandatory referral for intervention and law enforcement contacted; Restorative practice must be used here and for all progressive discipline tiers	10 days AP, mandatory referral for intervention and law enforcement contacted		<ul style="list-style-type: none"> • Meet with counselor • Educational Project • Service opportunities
Distribution of...	10 days AP pending possible long-term suspension, mandatory intervention counseling and law enforcement contacted; Restorative practice must be used here and for all progressive discipline tiers	10 days AP pending possible expulsion, mandatory intervention counseling and law enforcement contacted	10 days AP pending possible permanent expulsion, mandatory intervention counseling and law enforcement contacted	<ul style="list-style-type: none"> • Meet with counselor • Educational project
Altering School Records (attendance, grades, etc.)				
	1-3 days AP; Restorative practice must be used here and for all progressive discipline tiers	3-5 days AP, behavior plan implemented	5-10 days of AP, 2nd behavior plan implemented	<ul style="list-style-type: none"> • Educational project
Bullying/Cyberbullying/Harassment Confirmed				
	Parent contacted, 3-5 days detention or 1-3 days AP; Restorative practice must be used here and for all progressive discipline tiers	Parent meeting, behavior contract, 3-5 days of AP	5-10 days of AP with possible long-term suspension. Notify LCSO for possible citation.	<ul style="list-style-type: none"> • Meet with counselor • Educational Project

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Cheating/Plagiarism				
	Student will be required to demonstrate mastery of assignment standards; Restorative practice must be used here and for all progressive discipline tiers	Required student intervention team/parent teacher conference meeting.	Administrator Discretion	<ul style="list-style-type: none"> Meet with counselor
Disruptive Behavior				
	Follow classroom progressive discipline plan	Follow classroom progressive discipline plan. Teacher notifies parents; Restorative practice must be used here and for all progressive discipline tiers; Instructional intervention must be put into place now.	Follow classroom progressive discipline plan. SST/parent teacher conference required.	<ul style="list-style-type: none"> PBIS Tier 1 Strategies
Conduct prohibited by city, state, and federal law				
	TBD by Deputy Superintendent and notification of SRO; Restorative practice must be used here and for all progressive discipline tiers	TBD by Deputy Superintendent and notification of SRO	TBD by Deputy Superintendent and notification of SRO	
Disorderly Conduct (A minor disorderly and disruptive behavior not responsive to discipline or control)				
Unsafe Behavior	1-5 days LD; Restorative practice must be used here and for all progressive discipline tiers	1-3 days AP	3-5 days AP and behavior plan implemented	<ul style="list-style-type: none"> Meet with Counselor Educational project Apology Letter Mediation
Aggressive Behavior <i>(Includes Pushing, Shoving, and Kicking)</i>	1-5 days LD; Restorative practice must be used here and for all progressive discipline tiers	1-3 days AP	3-5 days AP and behavior plan implemented	<ul style="list-style-type: none"> Meet with Counselor Educational Project Apology Letter Mediation

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Unwanted Physical Contact	1-5 days LD; Restorative practice must be used here and for all progressive discipline tiers	1-3 days AP	3-5 days AP and behavior plan implemented	<ul style="list-style-type: none"> • Meet with Counselor • Educational project • Apology Letter • Mediation
False Fire Alarm	5-10 days AP; LCSO & LCFD notified; Restorative practice must be used here and for all progressive discipline tiers	10 days AP pending possible long-term suspension; LCSO and LCFD notified		<ul style="list-style-type: none"> • Meet with Counselor • Educational Project
Threat To School	10 days AP pending possible long-term suspension; LCSO; Restorative practice must be used here and for all progressive discipline tiers			<ul style="list-style-type: none"> • Meet with Counselor • Educational Project • Apology Letter
Willful Disobedience/Insubordination				
	1-5 days LD: Restorative practice must be used here and for all progressive discipline tiers; Instructional interventions need to be put into place now and all progressive discipline tiers	1-3 days AP	3-5 days AP and behavior plan implemented	<ul style="list-style-type: none"> • Meet with Counselor • Educational Project • Apology Letter • Mediation
Damaging School Property/Vandalism/Theft				
< \$250	3-5 days AP; Restorative practice must be used here and for all progressive discipline tiers	5-10 days AP	Administrator Discretion	<ul style="list-style-type: none"> • Meet with Counselor • Educational Project • Service Opportunities

INFRACTION	1st OFFENSE	2nd OFFENSE	3rd OFFENSE	RESTORATIVE PRACTICES
> \$250	3-5 days AP; cited with LCSO; Restorative practice must be used here and for all progressive discipline tiers	5-10 days AP; cited with LCSO	5-10 days AP; cited with LCSO	<ul style="list-style-type: none"> Meet with Counselor Apology Letters Community Service
Dishonesty to Administrator				
	Consequences double based on infraction; Restorative practice must be used here and for all progressive discipline tiers	Consequences double based on infraction	Consequences double based on infraction	<ul style="list-style-type: none"> Apology Letter
Firearm/Dangerous Weapon*				
	5-10 days short term suspension, possible long term suspension, Notify Law Enforcement, Possible expulsion; Restorative practice must be used here and for all progressive discipline tiers	10 days OSS, Notify Law Enforcement, Possible expulsion		<ul style="list-style-type: none"> Counselor support SRO support
<p>Possession of knives or weapons that are not defined as dangerous under NRS 392.466(8), including but not limited to pocket knives</p> <p><i>Brandishing or displaying such a weapon may result in additional consequences</i></p>	<p>Confiscated/ Parents must retrieve;</p> <p><i>1-5 days APEP, possible law enforcement contact</i></p>	<p>Confiscated/ Parents must retrieve/ 1 day APEP</p> <p><i>5-7 days APEP, possible law enforcement contact</i></p>	<p>Confiscated/ Parents must retrieve/ 2 day APEP</p> <p><i>10 days APEP, possible law enforcement contact</i></p>	<ul style="list-style-type: none"> Reflection inquiry School safety research Counselor support SRO support <p>Restorative practice must be used here and for all progressive discipline tiers. The purpose of the weapon must be taken into account when disciplining.</p>

INFRACTION	1st OFFENSE	2nd OFFENSE	3rd OFFENSE	RESTORATIVE PRACTICES
Forgery				
	3-5 days LD or 1 day AP; Restorative practice must be used here and for all progressive discipline tiers	2-3 days AP	Administrator Discretion	<ul style="list-style-type: none"> Meet with Counselor Mediation
Gang Activity/Identifiers				
	1-3 days AP; notification of LCSO; Restorative practice must be used here and for all progressive discipline tiers	3-5 days AP; notification of LCSO	10 days AP with possible long-term suspension; possible notification of LCSO	<ul style="list-style-type: none"> Meet with Counselor
Habitual Disciplinary Problem				
5 suspensions in a school year of 3 or more days	10 days AP pending possible long-term suspension; Restorative practice must be used here and for all progressive discipline tiers; Instructional interventions must be in place here and all progressive discipline tiers			
Imitation of Controlled Substance				
Use or Possession	3-10 days AP; Restorative practice must be used here and for all progressive discipline tiers	10 days AP behavior plan implemented	10 days AP; behavior plan revised/reviewed; possible notification of LCSO	<ul style="list-style-type: none"> Meet with Counselor Educational Project
Distribution of	10 days AP; behavior plan implemented Restorative practice must be used here and for all progressive discipline tiers	10 days AP pending possible long-term suspension		<ul style="list-style-type: none"> Meet with Counselor Educational Project

INFRACTION	1st OFFENSE	2nd OFFENSE	3rd OFFENSE	RESTORATIVE PRACTICES
Incendiary Device (lighters, snappers, poppers, firecrackers, stink bombs)				
	1-5 days LD or 1-3 days AP depending on severity; possible notification of LCSO; Restorative practice must be used here and for all progressive discipline tiers	3-5 days AP; possible notification of LCSO; behavior contract implemented	10 days AP; possible notification of LCSO; behavior contract reviewed/revised	<ul style="list-style-type: none"> • Meet with Counselor • Educational Projects • Apology Letters • Service Opportunities
Inappropriate Dress				
	Warning-corrected; Parent contacted; Restorative practice must be used here and for all progressive discipline tiers	1-3 days LD-corrected	1-3 days APEP	<ul style="list-style-type: none"> • Educational Project • Service Opportunity • Meet with resource coordinator
Laser Pointer				
	1-3 days of LD; laser pointer is taken and parent can pick it up; Restorative practice must be used here and for all progressive discipline tiers	1-3 days of AP, parent notified and laser pointer is not returned.	3-5 days of AP, parent notified, laser pointer is not returned, behavior contract.	<ul style="list-style-type: none"> • Educational Project • Apology Letter
Public Display of Affection				
	Warning	1-3 days LD; Restorative practice must be used here and for all progressive discipline tiers	Administrator Discretion	<ul style="list-style-type: none"> • Meet with Counselor • Tier 1 PBIS strategies

INFRACTION	1st OFFENSE	2nd OFFENSE	3rd OFFENSE	RESTORATIVE PRACTICES
Serious School Disruption				
	3-5 days AP; possible notification of LCSO; behavior plan; Restorative practice AND Instructional interventions must be used here and for all progressive discipline tiers	5-10 days AP; 2nd behavior plan; possible notification of LCSO	10 days AP; behavior plan is reviewed/revised; possible notification of LCSO	<ul style="list-style-type: none"> Meet with Counselor Educational Project Apology Letter Mediation
Tardies				
	See Tardy Policy	See Tardy Policy	See Tardy Policy	<ul style="list-style-type: none"> Educational Project
Technology Violations/Internet Violations				
Accessing Unapproved Website	1-5 days LD; Restorative practice must be used here and for all progressive discipline tiers	1-3 days AP	3-5 days AP	
Pornographic/Unsuitable Material	1-5 days AP; parent conference; Restorative practice must be used here and for all progressive discipline tiers	5-10 days AP; computer privileges revoked for 30 days, parent conference	10 days AP and computer privileges revoked for a time TBD by administration	<ul style="list-style-type: none"> Meet with Counselor Educational Project
Tobacco and Related Products (Possession or Consumption)				
	3 days AP; Restorative practice must be used here and for all progressive discipline tiers	5 days AP	10 days AP	<ul style="list-style-type: none"> Meet with Counselor Educational Project
Transportation/Bus Stop Violation				
	1-5 days LD; possible 1-5 days off bus; Restorative practice must be used here and for all progressive discipline tiers	3-5 days LD or 1-3 days AP; possible bus removal	3-5 days of AP and bus privilege revoked for a time TBD by administration.	<ul style="list-style-type: none"> Meet with Counselor Educational Project Mediation Service Opportunity

INFRACTION	1st OFFENSE	2nd OFFENSE	3rd OFFENSE	RESTORATIVE PRACTICES
Truancy				
	5 days LD; Restorative practices AND Instructional interventions must be used here and for all progressive discipline tiers.	5-10 days LD or 1 day AP	3 days AP; notify LCSO for citation	<ul style="list-style-type: none"> • Meet with Counselor • Service Opportunities
Unauthorized Area				
Without a Hall Pass	Warning; possible truancy; Restorative practice must be used here and for all progressive discipline tiers; Instructional interventions must be in place now and all progressive discipline tiers.	1-3 days LD; possible truancy	3-5 days LD; possible truancy	<ul style="list-style-type: none"> • Educational Project • Service Opportunities
Out of Assigned Area	1-5 days LD; possible truancy; Restorative practice must be used here and for all progressive discipline tiers; Instructional interventions must be in place in here and all progressive discipline tiers.	1-3 days AP; possible truancy	3-5 days AP; possible truancy	<ul style="list-style-type: none"> • Educational Project (Poster, Research, Essay, Refocus Form, Etc.) • Apology letters
Violence to Student				
One sided	5 days AP with fight contract; possible notification of LCSO; Restorative practice must be used here and for all progressive discipline tiers	10 days AP pending possible long-term suspension or expulsion depending on severity; 2nd behavior plan; possible notification of LCSO	10 days AP pending possible long-term suspension or expulsion depending on severity; 3rd behavior plan; possible notification of LCSO	<ul style="list-style-type: none"> • Meet with Counselor (School, Project Success, Etc.) • Educational Project (Poster, Research, Essay, Refocus Form, Etc.) • Apology letters • Service Opportunities

INFRACTION	1st OFFENSE	2nd OFFENSE	3rd OFFENSE	RESTORATIVE PRACTICES
Fight	1 to 5 days AP; fight contract implemented; possible notification of LCSO; Restorative practice must be used here and for all progressive discipline tiers	5 to 10 days AP 2nd fight contract; possible notification of LCSO	10 days AP with possible long-term suspension; possible notification of LCSO	<ul style="list-style-type: none"> • Meet with Counselor (School, Project Success, Etc.) • Educational Project (Poster, Research, Eassy, Refocus Form, Etc.) • Apology letters • Service Opportunities
Inciting/Threatening/Videotaping/ Distribution of a videoed Fight	1-5 days AP; Restorative practice must be used here and for all progressive discipline tiers	5-10 days AP; behavior plan implemented	10 days AP; behavior plan revised/reviewed; possible notification of LCSO	<ul style="list-style-type: none"> • Meet with Counselor (School, Project Success, Etc.) • Educational Project (Poster, Research, Eassy, Refocus Form, Etc.) • Apology letters • Service Opportunities
Violence to Staff				
Threat to staff	5-10 days AP; possible law enforcement contact depending on severity; behavior plan implemented; Restorative practice must be used here and for all progressive discipline tiers; instructional interventions must be place now and all progressive discipline tiers	10 days AP pending possible long term suspension; LCSO notified; behavior plan revised/reviewed	10 days AP pending possible long term suspension; LCSO notified; behavior plan revised/reviewed	<ul style="list-style-type: none"> • Meet with Counselor (School, Project Success, Etc.) • Educational Project (Poster, Research, Eassy, Refocus Form, Etc.) • Mediation • Service Opportunities

INFRACTION	1st OFFENSE	2nd OFFENSE	3rd OFFENSE	RESTORATIVE PRACTICES
Battery that results in the bodily injury of an employee of the school	10 days AP pending possible long term suspension; LCSO contacted depending on severity; Restorative practice must be used here and for all progressive discipline tiers; Instructional interventions must be in place here and for all progressive discipline tiers.	10 days AP pending possible permanent expulsion; law enforcement contacted depending on severity		<ul style="list-style-type: none"> • Meet with Counselor (School, Project Success, Etc. • Educational Project (Poster, Research, Eassy, Refocus Form, Etc.) • Apology letters • Service Opportunities
Vulgar Language/Obscenities/Profanity				
Non-direct outside classroom	Warning	2-5 days LD; Restorative practice must be used here and for all progressive discipline tiers	1-2 days AP	<ul style="list-style-type: none"> • Meet with Counselor (School, Project Success, Etc. • Educational Project (Poster, Research, Eassy, Refocus Form, Etc.) • Apology letters • Mediation • Service Opportunities
Non-direct inside classroom	1-3 days LD or 1-3 days AP depending on severity; Restorative practice must be used here and for all progressive discipline tiers	1-3 days AP	3-5 days AP	<ul style="list-style-type: none"> • Meet with Counselor (School, Project Success, Etc. • Educational Project (Poster, Research, Eassy, Refocus Form, Etc.) • Apology letters • Mediation • Service Opportunities
Directed at peer	1-3 days LD or 1-3 days AP depending on severity; Restorative practice must be used here and for all progressive discipline tiers	1-3 days AP	3-5 days AP	<ul style="list-style-type: none"> • Meet with Counselor (School, Project Success, Etc. • Educational Project (Poster, Research, Eassy, Refocus Form, Etc.) • Apology letters • Mediation

INFRACTION	1st OFFENSE	2nd OFFENSE	3rd OFFENSE	RESTORATIVE PRACTICES
Directed at LCSO employee	1-3 days AP; Restorative practice must be used here and for all progressive discipline tiers; Instructional interventions must be in place here and for all progressive discipline tiers.	3-5 days AP	5-10 days AP	<ul style="list-style-type: none"> • Meet with Counselor (School, Project Success, Etc. • Educational Project (Poster, Research, Eassy, Refocus Form, Etc.) • Apology letters • Mediation • Service Opportunities
Indecent Exposure	1-5 days AP, parent conference, possible behavior plan, LCSO notified; Restorative practice must be used here and for all progressive discipline tiers	5-10 days AP; behavior plan; LCSO notified	10 days AP; possible notification of LCSO; behavior contract reviewed/revised	<ul style="list-style-type: none"> • Meet with Counselor (School, Project Success, Etc. • Educational Project (Poster, Research, Eassy, Refocus Form, Etc.) • Apology letters • Mediation Service Opportunities
*The severity of some discipline infractions may dictate more serious consequences.		*All consequences are administered at the discretion of the LCSD designated administrator.		
ISS = In School Suspension \ OSS = Out of School Suspension APEP = Alternative Placement Education Program		Alternative Placement (AP) = ISS/APEP/OSS (administrator discretion)		
Parent contacted when student receives administrative consequences		Parent conference required on 2nd and 3rd offenses for most infractions/behavior plan		
See LCSD Policy JG for definition of long term suspension, expulsion, & permanent expulsion				
Temporary Alternative Placement				
Should a student reach the end of the classroom discipline ladder and in the judgement 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 293.4645 dealing with temporary removal from the classroom will be specifically followed. Restorative practice AND instructional interventions must be used here and for all progressive discipline tiers.				

Proactive Measures/Positive Behavior Systems (PBS)			
Lyon County School District implements several proactive measures to support student success.			
Restorative Justice			
Lyon County School District promotes a learning approach regarding disciplinary infractions & exercises restorative justice opportunities.			
Lyon County School District's progressive discipline plan addresses all incidents as outlined in Section VII of the LCSD Discipline Policy JG			
*Consequences may not apply to all students.			

Lyon County School District High School 2020-2021 RESTORATIVE DISCIPLINE PLAN				
INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Alcohol (and/or Drugs/illegal substance)				
Under influence or possession of	7 days short-term suspension, may be reduced with completion of project success; Notify Law Enforcement for citation; Restorative practice must be used here and for all progressive discipline tiers	10 days short-term, Notify Law Enforcement	10 days short-term suspension, Notify Law Enforcement. Possible long-term suspension	<ul style="list-style-type: none"> • Report to NIAA • Completion of Drug and Alcohol Packet • Project success/ Counseling
Distribution of illegal substances	Notify LCSO, 10 days short-term suspension, Send home with P/G; Possible long-term suspension/expulsion. Behavior Success Plan; Restorative practice must be used here and for all progressive discipline tiers	Notify LCSO, 10 days short-term suspension, Send home with P/G; Possible Long Term Suspension/Expulsion	Notify LCSD, 10 days short-term suspension, Send home with P/G; Possible Long Term Suspension/Expulsion	<ul style="list-style-type: none"> • Project success/ Counseling
Electronic Devices: Cell Phones, etc. viewable by staff while class is in session unless permission given	Teacher confiscates device and returns at end of class, electronic referral. Loss of early out; Restorative practice and instructional intervention must be used here and for all progressive discipline tiers	Teacher confiscates device and turns into office/returned end of day at discretion of administrator/e-referral/3-5 days detention. Loss of early out	Teacher confiscates device, turns into office, parent/ guardian conference and returned only to P/G; 1-3 days APEP. Loss of early out	<ul style="list-style-type: none"> • Re-teach technology use expectations. • Reflection inquiry

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Cheating/Plagiarism (Academic Dishonesty)	Possible loss of credit on assign/test and/or 1-3 days of APEP/Teacher contacts parent; Restorative practice and instructional intervention must be used here and for all progressive discipline tiers	1-5 days of APEP, possible loss of credit on assign/test; Teacher contacts parent or guardian	5-10 days of APEP, possible loss of credit on assign, Parent Conference	<ul style="list-style-type: none"> ● Student still completes assignment/exam ● Conference with admin/counselor ● Research assignment ● Reflection inquiry
Classroom/Campus violations				
Disrespect to Employee	3-5 days detention; Restorative practice and instructional intervention must be used here and for all progressive discipline tiers	1-3 days APEP	3-5 days APEP and Student Success Plan	<ul style="list-style-type: none"> ● Conference with admin/counselor ● Apology letter ● Positive role playing ● Reflection inquiry
Disruptive Behavior	1-5 days detention; Restorative practice and instructional intervention must be used here and for all progressive discipline tiers	1-3 days APEP	3-5 days APEP and Student Success Plan	<ul style="list-style-type: none"> ● Conference with admin/counselor ● Reflection inquiry ● Make up missed instructional time ● Apology letter
Insubordination	1-5 days detention; Restorative practice and instructional intervention must be used here and for all progressive discipline tiers	1-3 days APEP	3-5 days APEP and Student Success Plan	<ul style="list-style-type: none"> ● Conference with admin/counselor ● Reflection inquiry ● Apology letter ● Meeting with staff member/parent
Bullying/Cyber-bullying/Harassment/Hazing/Racial Slur	1-3 days short-term suspension/OSS depending on Severity and possible Student Success Plan P/G Notified; Restorative practice must be used here and for all progressive discipline tiers	Notify LCSO for possible citation, 3-5 days short-term suspension, Habitual Discipline Behavior Contract, P/G	Notify LCSO for citation, 5-10 days OSS,P/G Notified, Possible long-term suspension	<ul style="list-style-type: none"> ● Conference with admin/counselor ● Completion of education on bullying/harassment/hazing/racial slurs ● Bullying laws research and ramifications

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
False Bullying Reporting	1-3 days short-term suspension, P/G Notified; Restorative practice must be used here and for all progressive discipline tiers	3-5 days short-term suspension, possible behavior contract, P/G Notified	10 days short-term suspension, behavior contract, P/G Notified	<ul style="list-style-type: none"> • Conference with admin/counselor or SRO to discuss false reporting
Vandalism/Destruction of Property	Less than \$150: Student pays or fixes and 1-5 days short-term suspension, P/G Notified; Over \$150: LCSO notified, 1-5 days short-term suspension or possible long-term suspension P/G Notified; Restorative practice must be used here and for all progressive discipline tiers	Less than \$150: Student pays or fixes and 3-7 days short-term suspension, P/G Notified; Over \$150: LCSO notified, 3-7 days short-term suspension, P/G Notified. Possible long-term suspension.	Less than \$150: Student pays or fixes and 5-10 days short-term suspension, P/G Notified; Over \$150 LCSO notified, 5-10 days short-term suspension, P/G Notified. Possible long-term suspension	<ul style="list-style-type: none"> • Community and/or School Service • Restitution • Repair damages
Serious Disruption: LCSO Student Discipline Policy JG	Notify LCSO for citation of "Disturbance of School". 1-10 days short-term suspension, Behavior Contract, P/G Notified; Restorative practice and instructional intervention must be used here and for all progressive discipline tiers	Notify LCSO for citation of "Disturbance of School". 1-10 days short-term suspension, Habitual Discipline Behavior Contract, P/G Notified. Possible long-term suspension	Notify LCSO for citation of "Disturbance of School". 1-10 days short-term suspension, P/G Notified. Possible Permanent long-term suspension/expulsion for contract violations.	<ul style="list-style-type: none"> • Conference with admin/SRO. • Student to create plan of re-entry • Make up time missed
Dress Code Violations	Warning, corrected to appropriate clothing	3-5 days detention, corrected, contact parent/guardian; Restorative practice must be used here and for all progressive discipline tiers	1-3 days APEP, parent/guardian conference, student sent home	<ul style="list-style-type: none"> • Conference with admin/counselor • Time for time • Educational poster/pamphlet
Unauthorized Area	1-3 days lunch detention; Restorative practice must be used here and for all progressive discipline tiers; Instructional intervention to be discussed	1 day APEP.	2 days APEP, student success plan.	<ul style="list-style-type: none"> • Conference with Admin

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Dishonesty to Administrator	Consequence doubles depending on infraction; Restorative practice must be used here and for all progressive discipline tiers	Consequence doubles dependent on infraction	To be determined by administration/OSS	<ul style="list-style-type: none"> • Conference with admin/counselor
Fireworks/Explosive Devices	5 days short-term suspension, depending on severity & usage, P/G Notified - notify LCSO, possible long-term suspension/expulsion; Restorative practice must be used here and for all progressive discipline tiers	5-10 days short-term suspension, P/G Notified with possible long-term suspension/expulsion. notify LCSO	10 days short-term suspension pending long-term suspension/expulsion. notify LCSO	<ul style="list-style-type: none"> • Conference with admin/SRO
False Fire Alarm	5-10 days short-term suspension, P/G Notified notify LCSO; Restorative practice must be used here and for all progressive discipline tiers; instructional intervention to be discussed	10 days short-term suspension, P/G Notified, Notify LCSO, with possible long-term suspension	10 days short-term suspension pending long-term suspension, Notify LCSO	<ul style="list-style-type: none"> • Conference with admin/SRO • Educational meeting with fire department staff
Fighting/inciting/Threatening Student or Employee	3-10 days APEP, Habitual Discipline Behavior Contract; Restorative practice must be used here and for all progressive discipline tiers; 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	<ul style="list-style-type: none"> • Referred to project success for anger management. • Peer mediation
Filming of a student in a vulnerable state	1-3 days short-term suspension, P/G Notified, Possible Bullying Investigation; Restorative practice must be used here and for all progressive discipline tiers	3-5 days short-term suspension, P/G Notified, Possible Bullying Investigation	5-7 days short-term suspension, P/G Notified, Possible Bullying Investigation	<ul style="list-style-type: none"> • Conference with admin/counselor • Research on impact to victims • Legal implications

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Pre-Arranged Fight/Attack	5-10 days APEP / Contact LCSO/ Contract/ Possible Disturbance of School/ Possible long term suspension; Restorative practice must be used here and for all progressive discipline tiers	10 days APEP/ Contact LCSO/ possible long term suspension/ Contact LCSO/ Possible Disturbance of School	10 days OSS with possible permanent or long term suspension expulsion/ Contact LCSO	<ul style="list-style-type: none"> • Referred to project success for anger management. • JPO/SRO intervention meeting
Forgery/altering school docs	1-3 days APEP, parent/guardian conference; Restorative practice must be used here and for all progressive discipline tiers. Instructional intervention to be discussed.	5-10 days APEP, parent/guardian conference	10 days OSS, possible expulsion	<ul style="list-style-type: none"> • Conference with admin/SRO • Educational packet • Legal ramifications research
Gang Identifiers: Parent Conference on all Gang Identifiers	3-5 days short-term suspension, P/G Notified, Gang/Behavior Contract, Notify LCSO; Restorative practice must be used here and for all progressive discipline tiers	5-10 days short-term suspension, P/G Notified, 2nd Gang/Behavior contract, Notify LCSO, Possible long-term suspension	10 days short-term suspension, P/G Notified, Notify LCSO, long-term suspension/expulsion	<ul style="list-style-type: none"> • Referred to LCSO gang unit. • Conference with admin/counselors/SRO
Hallway Violations	Conference/Warning	1-3 days detention; Restorative practice must be used here and for all progressive discipline tiers	1 day APEP	<ul style="list-style-type: none"> • Conference with admin
Internet: Misuse/Pornography	1 day detention/short-term suspension and possible denial of privileges depending on severity; Restorative practice must be used here and for all progressive discipline tiers	1-3 days detention/short-term suspension and possible denial of privileges depending on severity, P/G contact.	3-5 days detention/short-term suspension and possible denial of privileges depending on severity, P/G contact.	<ul style="list-style-type: none"> • Re-teach technology use expectations • Referred to school counselor.

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Lighter/Matches	1-3 days lunch detention; confiscated; Restorative practice must be used here and for all progressive discipline tiers	1-3 days suspension; confiscated	3-5 days suspension; confiscated; Behavior Contract	<ul style="list-style-type: none"> • Conference with admin/counselor/SRO depending upon severity
Off Campus against Parent Request (form on file w/office)	Parent notified and parent/guardian/administration decides on consequence; Restorative practice must be used here and for all progressive discipline tiers	1 day APEP, parent/guardian notified	3-5 days APEP, parent/guardian notified	
Profanity: written, gestured & oral				
Non-directed-outside classroom	Admin. warning	1-3 days detention; Restorative practice must be used here and for all progressive discipline tiers	1-3 days suspension	<ul style="list-style-type: none"> • Referred to project success for anger management. • Reflection inquiry
Directed at a peer	1-3 days lunch detention; Restorative practice must be used here and for all progressive discipline tiers	1-3 days suspension	3-5 days suspension	<ul style="list-style-type: none"> • Referred to project success for anger management. • Reflection inquiry • Meeting with counselor
Directed at a LCSD Employee	1-3 days suspension; Parent Conf.; Student Success Plan; Restorative practice AND instructional intervention must be used here and for all progressive discipline tiers	3-5 days suspension; Parent Conf.; Student Success Plan	5-10 days suspension; Parent Conf.; Student Success Plan	<ul style="list-style-type: none"> • Referred to project success for anger management. • Parent conference with teacher and student. • Apology letter • Reflection inquiry
Within classroom/disruption	1-3 days lunch detention and/or 1-3 days suspension depending on severity; Restorative practice AND instructional intervention must be used here and for all progressive discipline tiers	3-5 days suspension, Parent Conf.; Student Success Plan	5-10 days suspension; Parent Conf.; Student Success Plan	<ul style="list-style-type: none"> • Referred to project success for anger management. • Reflection inquiry

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Public Display of Affection	Warning	1-3 days detentions; Restorative practice must be used here and for all progressive discipline tiers	1-3 days APEP	<ul style="list-style-type: none"> • Reflection inquiry • Conference with admin.
Rough play/horseplay	Warning	1-3 days detention, parent/guardian notified; Restorative practice must be used here and for all progressive discipline tiers	1-3 days APEP: parent/guardian notified	<ul style="list-style-type: none"> • Conference with Admin • Safety in school reteaching
Stolen Property/Possession	3-5 days short-term suspension for any item stolen under \$250, restitution, P/G Notified, Notify LCSO; Restorative practice must be used here and for all progressive discipline tiers	5-7 days short-term suspension, restitution, P/G Notified, Notify LCSO., possible long-term suspension	10 days short-term suspension, restitution, P/G Notified, Notify LCSO, possible long-term suspension	<ul style="list-style-type: none"> • Conference with Admin/SRO/Counselors • Restitution
Burglary	10 x OSS/APEP pending Long Term Suspension. Restorative practice must be used here and for all progressive discipline tiers			<ul style="list-style-type: none"> • Project success counselor/school counselor meeting • Restitution
Tardies (Each 9 weeks - Cumulative)	WARNING	2nd=1 day lunch detention; Restorative practice must be used here and for all progressive discipline tiers AND instructional intervention discussed	3rd = two lunch detentions 4th=Lunch detentions; possible behavior contract; possible instructional interventions	<ul style="list-style-type: none"> • Time for time
Teacher's Detention-no show	Referred to administration, 2-5 days detention; Restorative practice must be used here and for all progressive discipline tiers; Instructional intervention discussed.	Referred to administration, 1-3 days APEP	Referred to administration, 3-5 days APEP	<ul style="list-style-type: none"> • Conference with admin/counselor • Conference with teacher

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Theft/Possession	1-3 days suspension for any item stolen under \$250; Restitution; Restorative practice must be used here and for all progressive discipline tiers	3-5 days suspension; LCSO Notified	10 days OSS, notify LCSO, possible expulsion	<ul style="list-style-type: none"> ● Restitution ● Reflection inquiry ● Conference with SRO ● Conference with PSC/counselor
Tobacco/Imitation Tobacco Products (including vapes)				
Possession or Consumption	3 days short-term suspension, P/G Notified; Restorative practice must be used here and for all progressive discipline tiers	5 days short-term suspension, P/G Notified	10 days short-term suspension, P/G Notified	<ul style="list-style-type: none"> ● Check NIAA ● Completion of Tobacco Education with Project Success ● Research/presentation
Traffic violations on campus				
Excessive speed, reckless	Loss of parking privileges for one week, 1-5 days detention; Restorative practice must be used here and for all progressive discipline tiers	Loss of parking privileges for two weeks, 1-5 days APEP	Loss of parking privileges for school year, 5-10 days APEP	<ul style="list-style-type: none"> ● Completion of online DMV exam ● Conference with admin/SRO ● Research/presentation
Parking Violations	Warning	Loss of parking privileges for two weeks, 1-5 days APEP; Restorative practice must be used here and for all progressive discipline tiers	Loss of parking privileges for school year, 5-10 days APEP	<ul style="list-style-type: none"> ● Completion of online DMV exam ● Conference with admin/SRO ● Research/presentation
Violating school bus rules or other school traffic/transportation rules	* Violation of bus rules will be addressed as if they took place in the classroom setting; Restorative practice must be used here and for all progressive discipline tiers		* Students will not be removed at the time of incident, but may lose future bus privileges.	<ul style="list-style-type: none"> ● Review of transportation pamphlet

INFRACTION	1ST OFFENSE	2ND OFFENSE	3RD OFFENSE	RESTORATIVE PRACTICES
Truant	1 - 3 days Lunch Detention, parent/guardian notified Loss of early out; Restorative practice AND Instructional intervention must be used here and for all progressive discipline tiers	1 day Thursday School/Campus Beautification or 1 day short-term suspension, P/G Notified, Loss of Early out	1-3 days or 3 days short-term suspension, P/G Notified, LCSO citation for habitual truancy, possible suspension of driver's license by the DMV.	<ul style="list-style-type: none"> • Conference with admin/SRO • Reflection inquiry • Thursday school/campus beautification • Review of bell schedule/plan of attendance
Focus	1 x APEP	2 x APEP, Behavior Contract.	5 x APEP.	
Lunch detention	Warning.	Extra day of LD.	APEP.	
Regular class	1 x After Hours School.	2 x After Hours School.	Administration Discretion.	
Weapons	5-10 days short term suspension, possible long term suspension, Notify Law Enforcement, Possible expulsion; Restorative practice must be used here and for all progressive discipline tiers	10 days OSS, Notify Law Enforcement, Possible expulsion	10 days OSS, permanent expulsion, Notify Law Enforcement, Possible expulsion	<ul style="list-style-type: none"> • Project success/counselor support • SRO support
<p>Possession of knives or weapons that are not defined as dangerous under NRS 392.466(8), including but not limited to pocket knives</p> <p><i>*Brandishing or displaying such a weapon may result in additional consequences</i></p>	<p>Confiscated/ Parents must retrieve;</p> <p><i>*1-5 days APEP, possible law enforcement contact</i></p>	<p>Confiscated/ Parents must retrieve/ 1 day APEP</p> <p><i>*5-7 days APEP, possible law enforcement contact</i></p>	<p>Confiscated/ Parents must retrieve/ 2 day APEP</p> <p><i>*10 days APEP, possible law enforcement contact</i></p>	<ul style="list-style-type: none"> • Reflection inquiry • School safety research • Project success/counselor support • SRO support <p>Restorative practice must be used here and for all progressive discipline tiers. .</p> <p>The purpose of the weapon must be taken into account when disciplining.</p>

<p>* The severity of some discipline infractions may dictate more serious consequences.</p>	<p>* Section A/Criminal offenses will be reported to LCSO</p>	<p>* All consequences are administered at the discretion of the LCSD designated administrator.</p>		
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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.

Temporary Alternative Placement

**Should a student reach the end of the classroom discipline ladder and in the judgment of the teacher has 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. As outlined in NRS 392.4645-47, a student may be removed by the teacher to an alternative site until a conference with the parent(s), teacher, student and administrator is held within 3 days of the removal.

As outlined in NRS 392.4647 , the 2 teachers chosen are by the certified staff to serve on the safety team

They will review with you any alternative placement & plan if a teacher requests temporary removal of a student.

****Any alternative placement must include Restorative practice AND Instructional intervention for all progressive discipline tiers**

*** 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.

Suspensions:

*All consequences are at discretion of administration

*Early out may be revoked in addition to other consequences.

*All suspensions (APEP, ISS, OSS) will result in parent notification

Restorative Practices include (but are not limited to):

Campus Beautification

Meet with counselor

Lunchroom Clean-up

Mediation

verbal apology

Refocus form with adult

write a letter

restorative questions (<https://t.ly/7XJlb>)

teach and role play

Check-in/Check-out w/adult

Meet with Counselor (School, Project Success, Etc.)

Educational Project (Poster, Research, Essay, Refocus Form. etc.)

PBIS

Apology letters

Mediation

Community Service/School Beautification/Fix the Harm

Meet with resource coordinator

**Lyon County School District
Board Memo**

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: Dual Credit Courses in Lyon County School District

Recommendation

That the board approves the following list of dual credit course offerings during the 2020-2021 school year

Background Information

Per NRS 389.160, “A pupil enrolled in high school, including, without limitation, a pupil enrolled in grade 9, 10, 11 or 12 in a charter school or a pupil enrolled in a program designed to meet the requirements of an adult standard diploma, who successfully completes a course of education offered by a community college, state college or university in this State which has been approved pursuant to subsection 2, must be allowed to apply the credit received for the course so completed to the total number of credits required for graduation from the high school or the charter school in which the pupil is enrolled or the credits required for receipt of an adult standard diploma, as applicable.”

Subsection 2 states that, “With the approval of the State Board, the board of trustees of each county school district and the governing body of each charter school shall prescribe the courses for which credits may be received pursuant to subsection 1, including occupational courses for academic credit, and the amount of credit allowed for the completion of those courses.” In order to be compliant with NRS 389.160, it is the recommendation that the LCSD Board of trustees approve the attached list of courses for our students to take in order to receive the aforementioned dual credits and that we may submit this list to the State Board for approval. Many of our students have already enrolled in many of these courses in order to attain their Associates Degree from Western Nevada College, with whom Lyon County School District has a Memorandum of Understanding.

Budget Considerations

N/A

Discussed at Previous Meeting

N/A

Attachment(s)

MOU – Lyon County School District Dual Enrollment
DCC Courses

*Respectfully Submitted,
Wayne Workman, Superintendent*

MEMORANDUM OF UNDERSTANDING BETWEEN
WESTERN NEVADA COLLEGE AND
LYON COUNTY SCHOOL DISTRICT, 2020-2021

AGREEMENT AND PROPOSAL FOR THE DELIVERY OF DUAL
ENROLLMENT COURSEWORK TO “HIGH SCHOOLS”

May 21, 2020

Western Nevada College (WNC) desires to work together with the **LYON COUNTY SCHOOL DISTRICT (“LCSD”)** to offer college courses that qualify for dual credit to **LCSD** students at **LYON COUNTY HIGH SCHOOLS** during and after public school hours. This agreement describes the mutual understanding of WNC and **LCSD**. This agreement will be reviewed and revisions made as necessary. Any renewal will be subject to further negotiation and agreement.

The following statute supplies the legislative mandate for dual credit (NRS. 389.160):

NRS 389.160 Credit toward graduation from high school for courses taken at community college, state college or university.

1. A pupil enrolled in high school, including, without limitation, a pupil enrolled in grade 9, 10, 11 or 12 in a charter school or a pupil enrolled in a program designed to meet the requirements of an adult standard diploma, who successfully completes a course of education offered by a community college, state college or university in this State which has been approved pursuant to subsection 2, must be allowed to apply the credit received for the course so completed to the total number of credits required for graduation from the high school or the charter school in which the pupil is enrolled or the credits required for receipt of an adult standard diploma, as applicable.

2. With the approval of the State Board, the board of trustees of each county school district and the governing body of each charter school shall prescribe the courses for which credits may be received pursuant to subsection 1, including occupational courses for academic credit, and the amount of credit allowed for the completion of those courses.

3. The State Board must not unreasonably limit the number of dual credit courses in which a pupil may enroll or for which a pupil may receive credit.

(Added to NRS by 1989.1089; A 199L 1700; 1993. 103; 1999.3313; 2007. 1997; 2017. 445)

And

NRS 389.310 Cooperative agreements with certain entities to offer dual credit courses; copy of agreement to be provided to Nevada System of Higher Education and the Department.

1. Each school district and charter school shall enter into cooperative agreements with one or more community colleges, state colleges and universities to offer dual credit courses to pupils enrolled in the school district or charter school.

2. Each cooperative agreement entered into pursuant to this section must include, without limitation:

(a) Provisions specifying the amount of credit to be awarded for the successful completion of the dual credit course;

(b) A requirement that any credits earned by a pupil for the successful completion of a dual credit course must be applied toward earning a credential, certificate or degree, as applicable, at the community college, state college or university that provides the dual credit course;

(c) An explanation of the manner in which the tuition for the dual credit course will be paid, including, without limitation, whether:

MEMORANDUM OF UNDERSTANDING BETWEEN
WESTERN NEVADA COLLEGE AND
LYON COUNTY SCHOOL DISTRICT, 2020-2021

- (1) The school district or charter school will pay all or a portion of the tuition for the dual credit course;
 - (2) A pupil is responsible for paying all or a portion of the tuition for the dual credit course;
 - (3) Grants from the Department are available and will be applied to pay all or a portion of the tuition for the dual credit course; and
 - (4) Any other funding source, including federal funding sources or sources from private entities, will be applied by the school district or charter school to pay all or a portion of the tuition for the dual credit course;
 - (d) A requirement that the school district or charter school establish an academic program for each pupil enrolled in the dual credit course that includes, as applicable, the academic plan developed for the pupil pursuant to NRS 388.205;
 - (e) Assignment by the school district or charter school of a unique identification number to each pupil who is enrolled in the dual credit course;
 - (f) A requirement that the community college, state college or university that provides the dual credit course retain the unique identification number assigned to each pupil pursuant to paragraph (e);
 - (g) A written consideration and identification of the ways in which a pupil who is enrolled in a dual credit course can remain eligible for interscholastic activities; and
 - (h) Any other financial or other provisions that the school district or charter school and the community college, state college or university that provides the dual credit course deem appropriate.
3. A community college, state college or university that offers a dual credit course shall provide to the Nevada System of Higher Education and the Department a copy of each cooperative agreement entered into by the community college, state college or university pursuant to subsection 1.
 4. The Nevada System of Higher Education and the Department shall retain a copy of each cooperative agreement entered into pursuant to this section.
(Added to NRS by 2017.444)

Concept

During the traditional school day and after regular public school hours, **LCSD** students may earn dual credit for courses taken at WNC that qualify for college credit from a common menu of courses approved by the **LYON COUNTY SCHOOL DISTRICT** Board of Trustees. **LCSD** students may enroll in a course at WNC and receive both elective high school and college credit. The process for receiving high school credit for a college course is governed by NRS 389.160.

Specific agreements regarding arrangements for teaching faculty, locations, or additional support for cohort programs (e.g. Jump Start College) will be addressed in separate agreements as needed.

The following guidelines must be applied in all cases:

Courses Available

- College/Community College courses may be taken for college credit only, high school credit only (in the case of remedial college courses), or for dual (high school/college) credit.

MEMORANDUM OF UNDERSTANDING BETWEEN
WESTERN NEVADA COLLEGE AND
LYON COUNTY SCHOOL DISTRICT, 2020-2021

- Any course offered through WNC and approved by both the **LYON COUNTY SCHOOL DISTRICT** Board of Trustees and the Nevada State Board of Education is available for dual credit. Those courses will appear on the List of Approved Dual Credit Courses. The Department of Curriculum and Instruction will determine course equivalency. Community Service courses are not available for dual credit.

Who may take Dual Credit Courses:

- Dual credit courses are available only to high school freshmen, sophomores, juniors and seniors.

Credit for Dual Credit Courses:

- The charter school or school district will determine which courses may be taken for dual credit.

Process:

- Students choosing to take any college course, for college or dual credit, must submit an application online using the WNC Application for Admission.
- Students must also fill out the WNC High School Authorization Form for each semester intending to enroll in WNC courses. For freshmen and sophomores the high school is also required to provide the student's GPA on the form.
- Students choosing to take any college course, must be in good standing at their high school.

Responsibility of the student:

- Complete and submit the appropriate form(s) prior to enrolling in a college class (NRS 389.300);
- Meet all college pre-requisites for the dual credit course;
- Abide by all WNC institutional policies and procedures;
- Inform the high school if he/she drops the college class during the semester (college classes dropped anytime within the semester will not have the course posted to the high school transcript. Students who wish to drop a Dual Credit course which is part of the academic load requirement must consult with his/her counselor to ensure that the academic load requirement is met);
- Determine if dual credit earned through this program will transfer to another institution of higher education.
- If the student has an Individualized Education Plan in **LCSD**, notify WNC Disability Support Services to develop an ADA plan for supports offered by WNC.

Responsibility of the high school:

- Advise the student if the courses will apply to the number of credits required for graduation including developing an academic plan for the student (NRS 389.310 (2)(d));
- Enter the title of the course taken for dual credit;
- Post the dual credit course on the student's high school transcript within 3 weeks of completion of the course. Update the student's high school transcript when presented with official grades from WNC.

Responsibility of the College, Community College or University:

- WNC will comply with FERPA regulations.
- WNC will comply with ADA regulations.
- Tuition will be refunded pursuant to the refund policies of WNC if the student elects to drop a course or if the student is administratively dropped.

MEMORANDUM OF UNDERSTANDING BETWEEN
WESTERN NEVADA COLLEGE AND
LYON COUNTY SCHOOL DISTRICT, 2020-2021

- Unlike a student's high school, WNC is not required to provide Free Appropriate Public Education for students with disabilities. WNC is required to meet the obligations of the Americans with Disabilities Act and as such will work with a student to develop an ADA plan that may or may not include modifications.
- WNC will use the NSHE student identification number as a unique identification number and retain that identification number required by NRS 389.310 (2)(e-t).
- Provide official grades to the student's high school, with pupil permission, no less than 3 weeks after the end of the term in which the dual credit course was taken.
- Apply credits earned by the pupil for the successful completion of a dual credit course toward earning a credential, certificate or degree, as applicable, at the community college, state college or university that provides the dual credit course as required by NRS 389.310 (2)(b). Remedial courses are not considered dual credit.

Program Characteristics

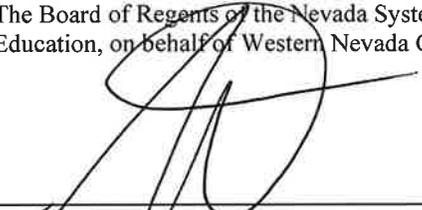
A menu of courses identified by each institution will be offered to the charter school or school district. These courses will be approved by the District Office, and the Board of Trustees before being offered to students.

Curriculum and Course-taking Pattern

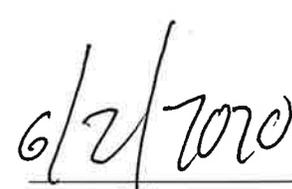
Students must meet all prerequisites as stated in the College Catalog to enroll in a WNC course. Qualified LCSD students may enroll in up to five courses per academic semester. The curriculum of the college level courses taken by high school students as part of their dual enrollment programs will be the same as regular college students.

Signatures:

The Board of Regents of the Nevada System of Higher Education, on behalf of Western Nevada College.



Western Nevada College
President, Dr. Vincent R. Solis



Date

Lyon County School District
Superintendent, Wayne Workman

Date

Course Name and Number	Credit Type
DCC ENG 223 Themes & Literatur	English
DCC Math 283 Calculus III	Math
DCC Math 285 Differen Equation	Math
DCC Math 110 Math For Industry	Math
DCC Geo 106 Intro Cultural Geo	World History or Geography
DCC Mus 121 Music Appreciation	Humanities
DCC PHIL 210 Philosophy	Electives
DCC Nutri 205 Sports Nutrition	Electives
DCC Grc 103 Intro Comp Graphic	Electives
DCC Eng 98 Basic Wrtg III	English
DCC English 98	English
DCC Journalism 120 S1	English
DCC Fin 101 Personal Finance	Electives
DCC Chem 122 Chemistry II	Science
DCC Into to Physics 100	Science
DCC AIT 121: Electrical Contro	Electives
DCC Edu 214 Teacher Technology	Electives
DCC AIT 101: Fund of Apld Indu	Electives
DCC AIT 155: Applied Industria	Electives
DCC AIT 200: Applied Industria	Electives
DCC Econ 102 Prin of MicroEco	Economics
DCC AM 254 Deaf History	Electives
DCC Communications 102	Electives
DCC CONS 205 Const Site Safety	Electives
DCC CONS 108 Materls & Methods	Electives
DCC HGPS 201 Holocaust Concept	Electives
DCC ANTH 201 Anthropology	Electives
DCC PHIL 101 Intro Philosphy	Humanities
DCC Bus 101 Intro to Business	Electives
DCC CRJ 101 Intro Crim Just	Humanities
DCC CONS 118 Contract Docs	Electives
DCC EDU 203 Intro Special Educ	Electives
DCC English 101 Composition I	English
DCC EPY 150: Educational Psych	Electives
DCC English 102 Composition II	English
DCC Math 126 Precalculus I	Math
DCC Math 127 Precalculus II	Math
DCC Hist 101 US Hist to 1877	U.S. History
DCC Hist 102 US Hist since1877	Government
DCC Bio 190 Intro Cell & Molc	Science
DCC Math 181 Calculus I	Math
DCC AM 140 Am Sign Lang I & II	Electives
DCC Art 101 Drawing I	Electives
DCC Geo100 Earthquakes&Volcano	Science
DCC Art 141 IntroDigital Photo	Electives
DCC PSY 101 General Psychology	Humanities

DCC Engineering Design 100	Science
DCC Intro to Statistics 152	Math
DCC AST 109 Planetary Astronomy	Humanities
DCC CH 201 Core Hum Anct	Humanities
DCC CADD 100 Intro to Drafting	Electives
DCC SOC 101 Principles of Soci	Humanities
DCC AM 145 Am Sign Lang I	Electives
DCC ART 261 Art Hist II	Electives
DCC Art 211 Ceramics I	Electives
DCC Art 127 Watercolor I	Electives
DCC ECON 100 Intro to Economic	Economics
DCC Math 182 Calculus II	Math
DCC Mus 125 Hist of Rock Music	Electives
DCC Art 160 Art Appreciation	Electives
DCC CS 135 Computer Science I	Computer Education and Technology
DCC Communications 101	Electives
DCC CEM 100 Fund Constrctn Mgt	Electives
DCC ART 231 Painting I	Electives
DCC GRC 156 Dsgn w/ Illistratr	Electives
DCC ART 260 Srvy Art History I	Electives
DCC Eng 95 Basic Wrtnng II	English
DCC HIST 290 The Roaring 20's	Electives
DCC CS 202 Computer Science II	Computer Education and Technology
DCC MKT 210 Marketing Principl	Electives
DCC ENG 205 Intro Creative Wrt	Electives
DCC CRJ 211 Police in America	Electives
DCC EDU 201 Intro to Elemen Ed	Electives
DCC EPY 150 Strat Academi Succ	Electives
DCC CONS 198 Spcl Tpcs Constru	Electives
DCC HIST 285 Hist Witchcraft	Electives
DCC THTR 105 Intro to Acting I	Electives
DCC SPAN 111	Electives
DCC Mus 124 Hist Amer Mus Thtr	Electives
DCC CPD 116 Substance Abuse	Electives
DCC EDU 202 Intro Secondary Ed	Electives
DCC GRC 116 Intro Digital Art	Electives
DCC GRC 282 Motion Graphic Vid	Electives
DCC THTR 100 Intro to Theater	Electives
DCC ENG 266 Popular Literature	English
DCC English 223 Themes of Lit	English
DCC Eng 200 Novel Film	English
DCC ENG 107 Tech Communication	English
DCC CHS 102 Fnd Prnl Hlth & W	Health
DCC Nutr 121 Human Nutri	Humanities
DCC Anth 102 Intro Ph Anthro	Humanities
DCC CH 202 The Modern World	Humanities
DCC Art 100 Vis Foundations	Humanities

DCC Mus 111 Piano	Humanities
DCC PHIL 207 Intro Political Ph	Humanities
DCC PHIL 135 Intro to Ethics	Humanities
DCC THTR 247 Beg Improvisation	Humanities
DCC MUS 107 Guitar Class 1	Humanities
DCC CRJ 102 Intro Crim Just	Humanities
DCC CRJ 222 Crmnl Law & Prcd	Humanities
DCC AST 120 Intro Astrobiolog	Humanities
DCC PHIL 210 World Religions	Humanities
DCC AM 141 Am Sign Lang III/IV	Humanities
DCC AM 146 Am Sign II	Humanities
DCC AM 253 Deaf Culture	Humanities
DCC PSY 234 Adlscnt Psychology	Humanities
DCC Span 211 2nd Yr Spanish I	Humanities
DCC SPAN 212 2nd Year Spanish	Humanities
DCC AM 151 Fingerspelling I	Humanities
DCC AM 152 Fingerspelling II	Humanities
DCC AGSC Sp Tpc Agriculture	Humanities
DCC ECE 129 Env for Infant/Tdl	Humanities
DCC SW 101 Intro to Social Wor	Humanities
DCC PSY 102 Persl/Sci Adjstmt	Humanities
DCC Humanities 101	Humanities
DCC Anth 215 Faith Witchcraft	Humanities
DCC PSY 210 Into to Stat Metho	Math
DCC Math 120 Math Fundamentals	Math
DCC Math 95	Math
DCC Math 96	Math
DCC Math 176 Intro Calculus	Math
DCC ENV100 Humans/Environment	Science
DCC Biol 251 Gen Microbiology	Science
DCC PSY 241 Intro Abnormal Psy	Science
DCC NUTR 223 Prin of Nutrition	Science
DCC Biology 100 I S1	Science
DCC Bio 191 Intro Orgnsml Biol	Science
DCC ENV 101 Intro Env Science	Science
DCC BIOL 113 Life in Oceans	Science
DCC AST 110 Stellar Astronomy	Science
DCC GEOG 103 Physical Geogrphy	Science
DCC PHYS 180 Physcs Scienc/Eng	Science
DCC BIOL 223 Human Anat/Phys	Science
DCC GEOL 102 Earth & Life Tlme	Science
DCC ANTH 101 Intro Cult Anthro	Science
DCC PHYS 151 Gen Physics I	Science
DCC Geol 101 Expl Planet Earth	Science
DCC HDFS 201 Life Span Hum Dev	Science
DCC Chem 121 Gen Chem I	Science
DCC Hist 105 Euro Civ to 1648	World History or Geography

DCC Hist 106 Euro Civ sinc1648	World History or Geography
DCC HIST 111 Srvy Amr Cnst Hst	Government
DCC SPAN 112 First Yr Spani II	Electives
DCC BUS 107 Bus Speech Communc	Electives
DCC CPD 123 Career Choice/Chng	Electives
DCC Art 111 Beginning Ceramics	Electives
DCC IS 101 Intro Infrmtn Systm	Electives
DCC PSC 101 Intro Amer Politic	Electives
DCC Math 123 Stat/Geom Cncpt	Math
DCC Phys 152 Gen Physics II	Science
DCC Chem 100 Molecules Modern	Science
DCC Geog 121 Climate Change	Science
DCC GEOG 104 Physical Geog Lab	Science
DCC EPY 101 Edu, Career, & PD	Electives
DCC CRJ 106 Correct and Intro	Humanities
DCC PSY 240 Research Methods	Humanities
DCC HDFS 202 Intro to Families	Humanities
DCC IS 101 Information Systems	Science
DCC HIST 217 Nevada History	U.S. History
DCC EDU 110 Society & Edu	Electives
DCC EDU 112 Edu Internship	Electives
DCC Geol 100 Natural Disasters	Science
DCC CRJ 104 Intro Admin of CRJ	Humanities

LYON COUNTY SCHOOL DISTRICT

Supplemental Pay Schedule for Unclassified Positions

School Year Licensed Positions Rate	effective duration of assignment Aug-Jun
Substitute Teacher	
Emergency Subs (NDE requires HS diploma/GED)	\$ 95.00 daily
Regular licensed subs with	
NDE Substitute License	\$ 100.00 daily
NDE Substitute License + STEDI/LCSD certificate	\$ 110.00 daily
Long-Term licensed subs (20 consecutive days in same assignment)	
NDE Substitute License + Enrolled in STEDI/LCSD certificate program	\$ 110.00 daily
NDE Substitute License + STEDI/LCSD certificate	\$ 150.00 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	\$ 25.00 hourly

Summer School/ESY Rates	effective duration of assignment Jun/July/Aug
Summer School Licensed Instructor	\$ 25.00 hourly
Summer School Paraprofessional – classroom or bus	(Grade 4, Step 1) \$ 15.86 hourly
Summer School Administration	\$ 36.00 hourly
Summer School Nurse	(Grade 8, Step 1) \$ 18.34 hourly
Summer Home Bound Teacher	\$ 25.00 hourly

Substitute Rates	Flat rate based on
Food Service Assistant	(95% Grade 2, Step 1) \$ 12.66 hourly
Grounds Helper	(95% Grade 2, Step 1) \$ 12.66 12.92 hourly
Food Service Cashier	(95% Grade 3, Step 1) \$ 14.36 hourly
Custodian	(95% Grade 3, Step 1) \$ 14.36 14.65 hourly
Courier	(95% Grade 3, Step 1) \$ 14.36 14.65 hourly
Maintenance	(95% Grade 3, Step 1) \$ 14.36 14.65 hourly
Paraprofessional – classroom or bus	(95% Grade 4, Step 1) \$ 15.07 15.37 hourly
Tech Aide	(95% Grade 4, Step 1) \$ 15.07 15.37 hourly
Bus Driver	(95% Grade 4, Step 1) \$ 15.07 15.37 hourly
Sign Language Interpreter (EIPA 0-1.9)	(95% Grade 4, Step 1) \$ 15.07 15.37 hourly
Secretary	(95% Grade 5, Step 1) \$ 16.16 16.48 hourly
Driver Trainer	(95% Grade 5, Step 1) \$ 16.16 16.48 hourly
School Health Aide	(95% Grade 5, Step 1) \$ 16.16 16.48 hourly
Sign Language Interpreter (EIPA 2-3.9)	(95% Grade 7, Step 1) \$ 16.61 16.94 hourly
LPN and RN	(95% Grade 8, Step 1) \$ 17.42 17.77 hourly
Mechanic	(95% Grade 11, Step 1) \$ 21.96 22.40 hourly
Computer Technician	(95% Grade 11, Step 1) \$ 21.96 22.40 hourly

Temporary/Special Positions Hourly Rate	effective through duration of assignment
Temporary Office Clerk	\$ 10.00 hourly
Groundskeeper – Student Summer helper	(95% Grade 2, Step 1) \$ 12.66 12.92 hourly
Summer Custodian	(95% Grade 3, Step 1) \$ 14.36 14.65 hourly
Bus Driver Trainee	(NV minimum wage) \$ 8.25 9.00 hourly
Lunchroom/Playground Supervisor	\$ 10.00 hourly
Staff Training Attendee	\$ 25.00 hourly
Special Projects	\$ 25.00 hourly
Specialist Therapists	\$ 31.00 hourly
Non-licensed Tutor Aide	\$ 10.00 hourly

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

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1544 Voucher Date: 06/30/2020 Prepared By: _____

Printed: 09/15/2020 03:13:27 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$229,533.94 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (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.

Neal E. McIntyre President

Holly Villines Clerk

Kimber LA Crabtree Member

Barbara Jones Member

Sherry Parsons Member

Bridget Peterson Member

John Stevens Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$89,135.11
240	State Grants	\$79,113.52
250	Special Education	\$209.53
280	Federal Funds	\$21,495.00
290	Food Service Funds	\$1,448.78
340	Governmental Services Tax (GST)	\$38,132.00
		<hr/> <hr/>
		\$229,533.94

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1544

06/30/2020

Fiscal Year: 2019-2020

Vendor Remit Name	Vendor #	Account	Description	Amount
A T & T MONTHLY STATEMENT	99712	100.136.0000.000.2410.532.10208.31.00	Voice/Voicemail	\$395.00
			Check #: 199837	
		100.136.0000.000.2410.533.10208.31.00	Telephone – Land Line phone services	\$78.06
			Check #: 199837	
			Vendor Total:	\$473.06
ADVANCED CLASSROOM TECH	102814	100.164.0000.100.1000.652.10604.32.00	Inventoried Supplies/Equipment – IT Related	\$9,596.00
			Check #: 199838	<\$5000
			Vendor Total:	\$9,596.00
ADVANCED INTEGRATED PEST MANAGEMENT		100.136.0000.000.2620.610.10208.31.00	General Supplies	\$450.00
			Check #: 199839	
			Vendor Total:	\$450.00
ALPHA CARD SYSTEMS, LLC	100943	100.133.0000.000.2410.610.10303.10.00	General Supplies	\$53.55
			Check #: 199840	
			Vendor Total:	\$53.55
AMAZON---FIS		250.133.0000.200.1000.610.10303.10.00	General Supplies	\$3.00
			Check #: 199841	
			Vendor Total:	\$3.00
AMAZON.COM	99456	100.162.0000.000.2410.610.10602.50.00	General Supplies	\$226.59
			Check #: 199842	
		100.162.0000.103.1000.610.10602.50.00	General Supplies	\$357.80
			Check #: 199842	
		100.162.0000.170.1000.610.10602.50.00	General Supplies	\$118.76
			Check #: 199842	
			Vendor Total:	\$703.15
ARAMARK UNIFORM SERVICES				

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1544

06/30/2020

Fiscal Year: 2019-2020

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.170.0000.000.2730.619.10000.00.00	Uniforms	\$181.77
		Check #: 199843		
			Vendor Total:	\$181.77
BAINS, HARMAN				
		100.101.0000.000.2510.534.10000.00.00	Telephone - Cell phone services	\$275.92
		Check #: 199844		
			Vendor Total:	\$275.92
BARNES & NOBLE INC.	1673			
		100.128.0000.000.2410.640.10211.10.00	Books and Periodicals	\$599.10
		Check #: 199845		
			Vendor Total:	\$599.10
BIG R FERNLEY				
		100.133.0000.000.2620.610.10303.10.00	General Supplies	\$23.80
		Check #: 199846		
			Vendor Total:	\$23.80
BSN SPORTS				
		100.163.0000.194.1000.610.10603.32.00	General Supplies	\$67.99
		Check #: 199847		
			Vendor Total:	\$67.99
C & L COATINGS, INC	2652			
		100.108.0000.000.2620.610.10000.00.00	General Supplies	\$20,856.00
		Check #: 199848		
			Vendor Total:	\$20,856.00
CLARK & ASSOCIATES OF NEVADA, INC.				
		100.102.0000.000.2570.340.10000.00.00	Other Professional Services	\$3,166.66
		Check #: 199849		
			Vendor Total:	\$3,166.66
CRIMSON IMAGING SUPPLIES	102995			
		100.127.0000.000.2410.610.10210.10.00	General Supplies	\$945.67
		Check #: 199850		
			Vendor Total:	\$945.67

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1544

06/30/2020

Fiscal Year: 2019-2020

Vendor Remit Name	Vendor #	Account	Description	Amount
CRYSTAL CREAMERY		290.185.0000.000.1000.630.10000.00.00	Food	\$1,448.78
		Check #: 199851		
			Vendor Total:	\$1,448.78
DAYTON INTERMEDIATE SCHOOL	5324	100.136.0000.000.2410.610.10208.31.00	General Supplies	\$325.00
		Check #: 199852		
		100.136.0000.100.1000.610.10208.31.00	General Supplies	\$35.34
		Check #: 199852		
		250.136.0000.200.1000.615.10208.31.00	Snacks, Food & Beverages	\$206.53
		Check #: 199852		
			Vendor Total:	\$566.87
DICKSON, DE SOTO		100.163.0000.000.2410.533.10603.32.00	Telephone – Land Line phone services	\$475.44
		Check #: 199853		
			Vendor Total:	\$475.44
DONNELLEY SPORTS	97433	100.135.0000.920.1000.610.10305.31.00	General Supplies	\$2,620.00
		Check #: 199854		
		100.163.0000.920.1000.610.10603.32.00	General Supplies	\$12,045.00
		Check #: 199854		
			Vendor Total:	\$14,665.00
FERNLEY ELEMENTARY SCHOOL_7240	7240	100.123.0000.000.2410.531.10203.10.00	Postage	\$33.05
		Check #: 199855		
			Vendor Total:	\$33.05
HAMMILL, MINDI		100.163.0000.000.2410.610.10603.32.00	General Supplies	\$300.00
		Check #: 199856		
			Vendor Total:	\$300.00
HEINEMANN	99284			

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1544

06/30/2020

Fiscal Year: 2019-2020

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.125.0000.000.2220.640.10205.10.00	Books and Periodicals	\$42.90
		Check #: 199857		
			Vendor Total:	\$42.90
HI TECH COMMERCIAL SERVICE	94855			
		100.161.0000.000.2620.610.10601.32.00	General Supplies	\$929.15
		Check #: 199858		
			Vendor Total:	\$929.15
HOME DEPOT	9654			
		100.164.0000.000.2620.610.10604.32.00	General Supplies	\$592.01
		Check #: 199859		
			Vendor Total:	\$592.01
INLAND SUPPLY CO., INC.	10000			
		100.122.0000.000.2620.610.10202.10.00	General Supplies	\$520.00
		Check #: 199860		
		100.123.0000.000.2620.610.10203.10.00	General Supplies	\$945.53
		Check #: 199860		
		100.129.0000.000.2620.610.10209.10.00	General Supplies	\$510.99
		Check #: 199860		
			Vendor Total:	\$1,976.52
JAMF SOFTWARE, LLC				
		280.639.0000.200.1000.653.10000.00.00	Web-based and similar programs	\$3,015.00
		Check #: 199861		
			Vendor Total:	\$3,015.00
JOSTENS_10600	10600			
		100.161.0000.100.1000.610.10601.32.00	General Supplies	\$20.34
		Check #: 199862		
			Vendor Total:	\$20.34
LEGO EDUCATION	101371			
		240.213.0000.100.2210.610.10000.00.00	General Supplies	\$134.95
		Check #: 199863		
			Vendor Total:	\$134.95
LYON COUNTY COMPTROLLER	11871			

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1544

06/30/2020

Fiscal Year: 2019-2020

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.170.0000.000.2730.622.10000.00.00	Electricity	\$3,009.51
		Check #: 199864		
			Vendor Total:	\$3,009.51
LYON COUNTY SHERIFF	P101			
		100.161.0000.100.1000.610.10601.32.00	General Supplies	\$247.50
		Check #: 199865		
		240.375.0000.000.2322.340.10000.00.00	Other Professional Services	\$78,978.57
		Check #: 199865		
			Vendor Total:	\$79,226.07
MCKILLICAN	12227			
		100.161.0000.383.1000.610.10601.32.00	General Supplies	\$4,998.78
		Check #: 199866		
			Vendor Total:	\$4,998.78
MILLER, MICHELLE				
		100.161.0000.100.1000.610.10601.32.00	General Supplies	\$5.00
		Check #: 199867		
			Vendor Total:	\$5.00
MOTION INDUSTRIES	102725			
		100.126.0000.000.2620.610.10206.10.00	General Supplies	\$86.97
		Check #: 199868		
			Vendor Total:	\$86.97
MOUND HOUSE HARDWARE & STORAGE	96223			
		100.127.0000.000.2620.610.10210.10.00	General Supplies	\$161.21
		Check #: 199869		
		100.136.0000.000.2620.610.10208.31.00	General Supplies	\$346.71
		Check #: 199869		
			Vendor Total:	\$507.92
N N B U A - BASEBALL	13589			
		100.101.0000.920.1000.340.10603.32.00	Other Professional Services	\$2,305.47
		Check #: 199870		
			Vendor Total:	\$2,305.47
NCS PEARSON, INC	98295			

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1544

06/30/2020

Fiscal Year: 2019-2020

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.126.0000.100.1000.640.10206.10.00	Books and Periodicals	\$892.50
		Check #: 199871		
		280.639.0000.200.2240.653.10000.00.00	Web-based and similar programs	\$18,480.00
		Check #: 199871		
			Vendor Total:	\$19,372.50
NORTHERN NEVADA IMAGING				
		100.136.0000.000.2410.610.10208.31.00	General Supplies	\$655.00
		Check #: 199872		
			Vendor Total:	\$655.00
NUTI, NANCY				
		100.162.0000.103.1000.610.10602.50.00	General Supplies	\$83.46
		Check #: 199873		
			Vendor Total:	\$83.46
O'KEEFE, KELLY				
		100.162.0000.000.2410.810.10602.50.00	Dues and Fees	\$350.00
		Check #: 199874		
			Vendor Total:	\$350.00
OFFICE DEPOT	15366			
		100.125.0000.100.1000.610.10205.10.00	General Supplies	\$1,734.73
		Check #: 199875		
			Vendor Total:	\$1,734.73
PDM STEEL SERVICE CENTER				
		100.163.0000.380.1000.610.10603.32.00	General Supplies	\$60.81
		Check #: 199876		
			Vendor Total:	\$60.81
PURCHASE POWER	16968			
		100.164.0000.000.2410.531.10604.32.00	Postage	\$500.00
		Check #: 199877		
			Vendor Total:	\$500.00
RICOH AMERICAS CORP	102825			
		100.125.0000.000.2410.430.10205.10.00	Repairs and Maintenance Services	\$670.48
		Check #: 199878		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1544

06/30/2020

Fiscal Year: 2019-2020

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.133.0000.100.1000.430.10303.10.00	Repairs and Maintenance Services	\$623.47
		Check #: 199878		
		100.136.0000.000.2410.430.10208.31.00	Repairs and Maintenance Services	\$693.43
		Check #: 199878		
		100.136.0000.100.1000.430.10208.31.00	Repairs and Maintenance Services	\$367.67
		Check #: 199878		
		100.170.0000.000.2710.430.10000.00.00	Repairs and Maintenance Services	\$54.35
		Check #: 199878		
			Vendor Total:	\$2,409.40
SCHOLASTIC STORE ONLINE	102530			
		100.129.0000.100.1000.640.10209.10.00	Books and Periodicals	\$155.86
		Check #: 199879		
			Vendor Total:	\$155.86
SCHOOL MATE	18452			
		100.161.0000.100.1000.610.10601.32.00	General Supplies	\$3,510.00
		Check #: 199880		
			Vendor Total:	\$3,510.00
SCHOOL OUTLET				
		100.162.0000.170.1000.610.10602.50.00	General Supplies	\$2,326.07
		Check #: 199881		
			Vendor Total:	\$2,326.07
SCHOOL SPECIALTY_103213	103213			
		100.127.0000.100.1000.610.10210.10.00	General Supplies	\$490.30
		Check #: 199882		
			Vendor Total:	\$490.30
SHRED-IT USA				
		100.161.0000.100.1000.610.10601.32.00	General Supplies	\$50.00
		Check #: 199883		
			Vendor Total:	\$50.00
STAPLES ADVANTAGE	99736			
		100.125.0000.000.2410.610.10205.10.00	General Supplies	\$1,125.47
		Check #: 199884		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1544

06/30/2020

Fiscal Year: 2019-2020

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.125.0000.100.1000.610.10205.10.00 Check #: 199884	General Supplies	\$2,136.17
			Vendor Total:	\$3,261.64
TAHOE SUPPLY CO.	11238			
		100.125.0000.000.2620.610.10205.10.00 Check #: 199885	General Supplies	\$2,580.18
		100.127.0000.000.2620.610.10210.10.00 Check #: 199885	General Supplies	\$96.17
		100.133.0000.000.2620.610.10303.10.00 Check #: 199885	General Supplies	\$425.52
		100.135.0000.000.2620.610.10305.31.00 Check #: 199885	General Supplies	\$71.70
		100.161.0000.000.2620.610.10601.32.00 Check #: 199885	General Supplies	\$58.00
			Vendor Total:	\$3,231.57
US MODULAR GROUP, INC				
		340.101.0000.000.4500.720.10000.00.00 Check #: 199886	Buildings	\$38,132.00
			Vendor Total:	\$38,132.00
WELLS FARGO VENDOR FINANCIAL SERVICES				
		100.136.0000.000.2410.442.10208.31.00 Check #: 199887	Rental of Equipment and Vehicles	\$374.19
		100.164.0000.000.2410.430.10604.32.00 Check #: 199887	Repairs and Maintenance Services	\$10.57
		100.164.0000.000.2410.442.10604.32.00 Check #: 199887	Rental of Equipment and Vehicles	\$641.06
			Vendor Total:	\$1,025.82
WENGER CORPORATION	95960			
		100.135.0000.000.2620.610.10305.31.00 Check #: 199888	General Supplies	\$35.50
			Vendor Total:	\$35.50
WINWARD, SPENCER				

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1544 06/30/2020

Fiscal Year: 2019-2020

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.101.0000.000.2510.533.10000.00.00	Telephone - Land Line phone services	\$413.88
		Check #: 199889		
			Vendor Total:	\$413.88
			Grand Total:	\$229,533.94

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1548 Voucher Date: 06/30/2020 Prepared By: _____

Printed: 09/15/2020 03:14:49 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$1,436.50 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (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.

Neal E. McIntyre President

Holly Villines Clerk

Kimber LA Crabtree Member

Barbara Jones Member

Sherry Parsons Member

Bridget Peterson Member

John Stevens Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$601.60
240	State Grants	\$834.90
		<hr/> <hr/>
		\$1,436.50

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1548

06/30/2020

Fiscal Year: 2019-2020

Vendor Remit Name	Vendor #	Account	Description	Amount
BLICK ART MATERIALS	5590	100.161.0000.000.0000.000.10000.00.42 5	Vouchers Payable	\$409.82
			Vendor Total:	\$409.82
J.W. PEPPER	102488	100.136.0000.000.0000.000.10000.00.42 5	Vouchers Payable	\$191.78
			Vendor Total:	\$191.78
RIVERSIDE INSIGHTS		240.213.0000.000.0000.000.10000.00.42 5	Vouchers Payable	\$834.90
			Vendor Total:	\$834.90
			Grand Total:	\$1,436.50

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1566 Voucher Date: 06/30/2020 Prepared By: _____

Printed: 09/15/2020 03:16:27 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$4,053.80 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (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.

Neal E. McIntyre President

Holly Villines Clerk

Kimber LA Crabtree Member

Barbara Jones Member

Sherry Parsons Member

Bridget Peterson Member

John Stevens Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$4,053.80
		<hr/>
		\$4,053.80

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1566 06/30/2020

Fiscal Year: 2019-2020

Vendor Remit Name	Vendor #	Account	Description	Amount
PDM STEEL SERVICE CENTER				
		100.163.0000.380.1000.610.10603.32.00	General Supplies	\$4,053.80
		Check #: 199979		
			Vendor Total:	\$4,053.80
			Grand Total:	\$4,053.80

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1007 Voucher Date: 08/26/2020 Prepared By: _____

Printed: 09/15/2020 03:03:32 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$266,860.23 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to June 30, 2021 (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.

Neal E. McIntyre President

Holly Villines Clerk

Kimber LA Crabtree Member

Barbara Jones Member

Sherry Parsons Member

Bridget Peterson Member

John Stevens Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$187,247.15
240	State Grants	\$1,110.00
250	Special Education	\$741.82
260	Gifts and Donations	\$7,560.07
280	Federal Funds	\$60,996.50
285	Medicaid Funds	\$630.00
290	Food Service Funds	\$6,804.02
360	Bond Issues	\$770.67
830	Private-Purpose Trust Funds	\$1,000.00
		<hr/> <hr/>
		\$266,860.23

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1007

08/26/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
A & A MOBILE LOCK & KEY	100730	100.161.0000.000.2620.610.10601.32.00 Check #: 199890	General Supplies	\$165.50
			Vendor Total:	\$165.50
A T & T MOBILTY	102829	100.101.0000.000.2310.535.10000.00.00 Check #: 199891	Data Communications, Internet, Video, T-lines, etc	\$20.00
			Vendor Total:	\$20.00
A T & T MONTHLY STATEMENT	99712	100.101.0000.000.2320.533.10000.00.00 Check #: 199892	Telephone – Land Line phone services	\$1,005.65
		100.101.0000.610.1000.533.10907.41.00 Check #: 199892	Telephone – Land Line phone services	\$32.88
		100.123.0000.000.2410.533.10203.10.00 Check #: 199892	Telephone – Land Line phone services	\$781.08
		100.164.0000.000.2410.533.10604.32.00 Check #: 199892	Telephone – Land Line phone services	\$120.02
			Vendor Total:	\$1,939.63
ACE HARDWARE	200	100.108.0000.000.2620.610.10000.00.00 Check #: 199893	General Supplies	\$74.19
		100.108.0000.000.2620.610.10210.10.00 Check #: 199893	General Supplies	\$168.38
		100.108.0000.000.2620.610.10604.32.00 Check #: 199893	General Supplies	\$21.59
		100.132.0000.000.2620.610.10302.20.00 Check #: 199893	General Supplies	\$60.04
		100.163.0000.000.2620.610.10603.32.00 Check #: 199893	General Supplies	\$291.93
		100.170.0000.000.2730.614.10000.00.00 Check #: 199893	Parts	\$45.95
			Vendor Total:	\$662.08

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1007

08/26/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
ACTION GLASS CARSON LLC	102563	100.170.0000.000.2730.430.10000.00.00	Repairs and Maintenance Services	\$185.00
		Check #: 199894		
			Vendor Total:	\$185.00
ADVANCED CHILD BEHAVIOR SOLUTIONS,LLC	102918	280.639.0000.240.2240.340.10000.00.00	Other Professional Services	\$3,942.50
		Check #: 199895		
			Vendor Total:	\$3,942.50
ALHAMBRA WATER	97540	100.104.0000.000.2210.615.10000.00.00	Snacks, Food & Beverages	\$15.98
		Check #: 199896		
		100.107.0000.000.2580.615.10000.00.00	Snacks, Food & Beverages	\$29.92
		Check #: 199896		
			Vendor Total:	\$45.90
AMAZON---FIS		100.133.0000.100.1000.610.10303.00.00	General Supplies	\$49.72
		Check #: 199897		
			Vendor Total:	\$49.72
AMAZON.COM	99456	100.134.0000.000.2620.610.10304.20.00	General Supplies	\$0.00
		Check #: 199898		
		100.136.0000.000.2130.610.10208.31.00	General Supplies	\$44.97
		Check #: 199898		
		100.136.0000.000.2410.610.10208.31.00	General Supplies	\$77.96
		Check #: 199898		
		100.136.0000.000.2410.615.10208.31.00	Snacks, Food & Beverages	\$50.11
		Check #: 199898		
		100.136.0000.000.2620.610.10208.31.00	General Supplies	\$811.80
		Check #: 199898		
		100.136.0000.100.1000.610.10208.31.00	General Supplies	\$219.39
		Check #: 199898		

Lyon County School District

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.161.0000.000.2620.610.10601.32.00	General Supplies	\$23.72
		Check #: 199898		
		100.165.0000.100.1000.610.10605.32.00	General Supplies	\$822.07
		Check #: 199898		
		100.170.0000.000.2710.610.10000.00.00	General Supplies	\$247.49
		Check #: 199898		
		250.136.0000.200.1000.610.10208.31.00	General Supplies	\$367.68
		Check #: 199898		
		250.136.0000.280.1000.610.10208.31.00	General Supplies	\$57.97
		Check #: 199898		
		250.136.0000.290.1000.610.10208.31.00	General Supplies	\$289.77
		Check #: 199898		
			Vendor Total:	\$3,012.93
AMERICAN CHILLER SERVICE, INC				
		100.108.0000.000.2620.430.10205.10.00	Repairs and Maintenance Services	\$1,300.00
		Check #: 199899		
		100.108.0000.000.2620.430.10605.32.00	Repairs and Maintenance Services	\$2,600.00
		Check #: 199899		
			Vendor Total:	\$3,900.00
AMERIPRIDE SERVICES INC	96741			
		100.121.0000.000.2620.422.10201.10.00	Janitorial / Custodial Services	\$315.19
		Check #: 199900		
			Vendor Total:	\$315.19
ARAMARK UNIFORM SERVICES				
		100.127.0000.000.2620.422.10210.10.00	Janitorial / Custodial Services	\$125.60
		Check #: 199901		
		100.136.0000.000.2620.422.10208.31.00	Janitorial / Custodial Services	\$144.66
		Check #: 199901		
		100.170.0000.000.2730.619.10000.00.00	Uniforms	\$637.67
		Check #: 199901		
		290.182.0000.000.3100.422.10000.00.00	Janitorial / Custodial Services	\$59.10
		Check #: 199901		
			Vendor Total:	\$967.03

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Vendor Remit Name	Vendor #	Account	Description	Amount
AUDIO ENHANCEMENT, INC	99350	360.021.0000.000.4300.340.10206.10.00	Other Professional Services Check #: 199902	\$770.67
Vendor Total:				\$770.67
BIG R FERNLEY		100.108.0000.000.2630.610.10000.00.00	General Supplies Check #: 199903	\$27.45
		100.129.0000.000.2620.610.10209.10.00	General Supplies Check #: 199903	\$166.35
		100.133.0000.000.2620.610.10303.10.00	General Supplies Check #: 199903	\$25.37
		100.170.0000.000.2730.614.10000.00.00	Parts Check #: 199903	\$21.87
Vendor Total:				\$241.04
BRADY INDUSTRIES		100.108.0000.000.2620.610.10604.32.00	General Supplies Check #: 199904	\$2,896.25
		100.121.0000.000.2620.430.10201.10.00	Repairs and Maintenance Services Check #: 199904	\$196.31
		100.136.0000.000.2620.610.10208.31.00	General Supplies Check #: 199904	\$34.21
Vendor Total:				\$3,126.77
BRYSON SALES & SERVICE	2380	100.170.0000.000.2730.614.10000.00.00	Parts Check #: 199905	\$147.42
Vendor Total:				\$147.42
BUS PARTS WAREHOUSE	2534	100.170.0000.000.2730.614.10000.00.00	Parts Check #: 199906	\$549.41
Vendor Total:				\$549.41
BUSWEST				

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.170.0000.000.2730.614.10000.00.00	Parts	\$2,650.32
		Check #: 199907		
			Vendor Total:	\$2,650.32
C & L COATINGS, INC	2652			
		100.164.0000.000.2410.430.10604.32.00	Repairs and Maintenance Services	\$6,425.00
		Check #: 199908		
			Vendor Total:	\$6,425.00
CARSON VALLEY OIL	3380			
		100.170.0000.000.2730.626.10000.00.00	Gasoline	\$1,222.88
		Check #: 199909		
			Vendor Total:	\$1,222.88
CLARK PEST CONTROL				
		100.108.0000.000.2630.340.10605.32.00	Other Professional Services	\$105.00
		Check #: 199910		
			Vendor Total:	\$105.00
CONNECTIONS SPEECH&LANGUAGE SERVICES LLC				
		280.639.0000.240.2150.340.10000.00.00	Other Professional Services	\$1,540.00
		Check #: 199911		
			Vendor Total:	\$1,540.00
D & S WASTE REMOVAL, INC	4960			
		100.122.0000.000.2410.421.10202.10.00	Garbage / Disposal	\$55.00
		Check #: 199912		
		100.163.0000.000.2620.421.10603.32.00	Garbage / Disposal	\$145.00
		Check #: 199912		
			Vendor Total:	\$200.00
DAYTON HIGH SCHOOL.				
		100.164.0000.000.2620.610.10604.32.00	General Supplies	\$520.19
		Check #: 199913		
			Vendor Total:	\$520.19
DAYTON VALLEY TIRE				

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.170.0000.000.2730.611.10000.00.00 Check #: 199914	Tires/Flooring	\$168.00
DECKER, INC.	5403		Vendor Total:	\$168.00
		100.161.0000.100.1000.610.10601.32.00 Check #: 199915	General Supplies	\$273.79
DELTA FIRE SYSTEMS, INC.			Vendor Total:	\$273.79
		100.108.0000.000.2620.430.10605.32.00 Check #: 199916	Repairs and Maintenance Services	\$2,632.50
DOS TERRA LLC DBA SIBME			Vendor Total:	\$2,632.50
		100.165.0000.100.1000.653.10605.32.00 Check #: 199917	Web-based and similar programs	\$2,200.00
FLYERS ENERGY, LLC	102216		Vendor Total:	\$2,200.00
		100.170.0000.000.2730.626.10000.00.00 Check #: 199918	Gasoline	\$104.52
FRONTIER	21702		Vendor Total:	\$104.52
		100.122.0000.000.2410.533.10202.10.00 Check #: 199919	Telephone - Land Line phone services	\$149.08
		100.163.0000.000.2410.533.10603.32.00 Check #: 199919	Telephone - Land Line phone services	\$256.25
GOALBOOK			Vendor Total:	\$405.33
		280.639.0000.200.1000.653.10000.00.00 Check #: 199920	Web-based and similar programs	\$55,335.00
GOVCONNECTION, INC	8584		Vendor Total:	\$55,335.00
		100.104.0000.000.2210.653.10000.00.00 Check #: 199921	Web-based and similar programs	\$60.00

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.107.0000.000.2580.651.10000.00.00 Check #: 199921	Supplies - Technology - Software	\$7,473.00
			Vendor Total:	\$7,533.00
GRAINGER	99826			
		100.122.0000.000.2620.610.10202.10.00 Check #: 199922	General Supplies	\$251.20
		100.132.0000.000.2620.610.10302.20.00 Check #: 199922	General Supplies	\$221.94
		100.162.0000.000.2620.610.10602.50.00 Check #: 199922	General Supplies	\$904.77
			Vendor Total:	\$1,377.91
GREENALCH, MICHELLE				
		290.184.1611.000.0000.000.10000.00.00 Check #: 199923	Daily Sales-School Lunch Program	\$73.95
			Vendor Total:	\$73.95
GREGERSEN, LAURETTE				
		100.126.0000.000.2410.615.10206.10.00 Check #: 199924	Snacks, Food & Beverages	\$35.94
			Vendor Total:	\$35.94
HERBST STATION REPAIR, INC	9383			
		100.170.0000.000.2730.430.10000.00.00 Check #: 199925	Repairs and Maintenance Services	\$188.75
			Vendor Total:	\$188.75
IMAGING CONCEPTS NORTH	101833			
		100.121.0000.000.2410.430.10201.10.00 Check #: 199926	Repairs and Maintenance Services	\$175.00
		100.125.0000.000.2410.430.10205.10.00 Check #: 199926	Repairs and Maintenance Services	\$491.94
		100.165.0000.000.2410.430.10605.32.00 Check #: 199926	Repairs and Maintenance Services	\$125.00
			Vendor Total:	\$791.94
INLAND LEASING				

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Vendor Remit Name	Vendor #	Account	Description	Amount
		290.182.0000.000.3100.442.10000.00.00	Rental of Equipment and Vehicles Check #: 199927	\$176.49
		290.184.0000.000.3100.442.10000.00.00	Rental of Equipment and Vehicles Check #: 199927	\$529.47
		290.185.0000.000.3100.442.10000.00.00	Rental of Equipment and Vehicles Check #: 199927	\$352.98
			Vendor Total:	\$1,058.94
INLAND SUPPLY CO., INC.	10000			
		100.108.0000.000.2620.610.10000.00.00	General Supplies Check #: 199928	\$44,356.22
		100.122.0000.000.2620.430.10202.10.00	Repairs and Maintenance Services Check #: 199928	\$221.58
		100.122.0000.000.2620.610.10202.10.00	General Supplies Check #: 199928	\$185.86
		100.123.0000.000.2620.610.10203.10.00	General Supplies Check #: 199928	\$3,637.20
		100.126.0000.000.2620.610.10206.10.00	General Supplies Check #: 199928	\$274.74
		100.133.0000.000.2620.610.10303.10.00	General Supplies Check #: 199928	\$3,689.18
		100.135.0000.000.2620.610.10305.31.00	General Supplies Check #: 199928	\$240.70
		100.161.0000.000.2620.610.10601.32.00	General Supplies Check #: 199928	\$1,134.84
		100.162.0000.000.2620.610.10602.50.00	General Supplies Check #: 199928	\$791.21
		100.163.0000.000.2620.610.10603.32.00	General Supplies Check #: 199928	\$215.10
			Vendor Total:	\$54,746.63
INTEGRITY PEST MANAGEMENT, LLC				
		100.108.0000.000.2630.340.10604.32.00	Other Professional Services Check #: 199929	\$250.00
			Vendor Total:	\$250.00

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Vendor Remit Name	Vendor #	Account	Description	Amount
INTERSTATE OIL COMPANY	10210	100.170.0000.000.2730.626.10000.00.00 Check #: 199930	Gasoline	\$1,524.69
			Vendor Total:	\$1,524.69
KIRK, KEVIN J		830.053.0000.000.2410.890.10000.00.00 Check #: 199931	Miscellaneous Expenditures	\$500.00
			Vendor Total:	\$500.00
KUTA SOFTWARE, LLC		100.161.0000.191.1000.610.10601.32.00 Check #: 199932	General Supplies	\$1,660.00
			Vendor Total:	\$1,660.00
LAWSON PRODUCTS		100.170.0000.000.2730.614.10000.00.00 Check #: 199933	Parts	\$329.58
			Vendor Total:	\$329.58
LOWE'S BUSINESS ACCOUNT	11835	100.121.0000.000.2620.610.10201.10.00 Check #: 199934	General Supplies	\$170.18
		100.123.0000.000.2620.610.10203.10.00 Check #: 199934	General Supplies	\$424.87
		100.126.0000.000.2620.610.10206.10.00 Check #: 199934	General Supplies	\$333.86
		100.129.0000.000.2620.610.10209.10.00 Check #: 199934	General Supplies	\$15.70
		100.133.0000.000.2620.610.10303.10.00 Check #: 199934	General Supplies	\$524.79
		100.134.0000.000.2620.610.10304.20.00 Check #: 199934	General Supplies	\$129.60
		100.135.0000.000.2620.610.10305.31.00 Check #: 199934	General Supplies	\$360.40
			Vendor Total:	\$1,959.40

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Vendor Remit Name	Vendor #	Account	Description	Amount
MASON VALLEY AUTO BODY		100.170.0000.000.2730.614.10000.00.00	Parts Check #: 199935	\$764.30
			Vendor Total:	\$764.30
MASON VALLEY PRINTING	96748	100.132.0000.000.2410.610.10302.20.00	General Supplies Check #: 199936	\$394.41
			Vendor Total:	\$394.41
MAUPIN, COX, & LEGOY	22060	100.101.0000.000.2320.340.10000.00.00	Other Professional Services Check #: 199937	\$4,375.00
			Vendor Total:	\$4,375.00
MAYES, CHRISTINE		280.633.0000.000.2100.610.10202.10.00	General Supplies Check #: 199938	\$179.00
			Vendor Total:	\$179.00
MOUND HOUSE HARDWARE & STORAGE	96223	100.108.0000.000.2630.610.10000.00.00	General Supplies Check #: 199939	\$159.13
		100.170.0000.000.2730.614.10000.00.00	Parts Check #: 199939	\$1.68
			Vendor Total:	\$160.81
NAPA AUTO & TRUCK PARTS_99614	99614	100.170.0000.000.2730.614.10000.00.00	Parts Check #: 199940	\$893.22
			Vendor Total:	\$893.22
NASSP/NHS	101272	100.164.0000.000.2410.810.10604.32.00	Dues and Fees Check #: 199941	\$635.00
			Vendor Total:	\$635.00
NEVADA ASSOC OF SCHOOL BOARDS	14340			

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.101.0000.000.2310.810.10000.00.00	Dues and Fees	\$13,564.29
		Check #: 199942		
			Vendor Total:	\$13,564.29
OASIS ONLINE		100.107.0000.000.2580.352.10000.00.00	Other Technical Services	\$10,000.00
		Check #: 199943		
			Vendor Total:	\$10,000.00
OFFICE DEPOT	15366	100.101.0000.000.2310.610.10000.00.00	General Supplies	\$91.29
		Check #: 199944		
		100.101.0000.000.2320.610.10000.00.00	General Supplies	\$52.57
		Check #: 199944		
		100.129.0000.000.2410.610.10209.10.00	General Supplies	\$281.61
		Check #: 199944		
		100.133.0000.100.1000.610.10303.00.00	General Supplies	\$1,547.06
		Check #: 199944		
		100.133.0000.100.1000.610.10303.10.00	General Supplies	\$858.27
		Check #: 199944		
		100.161.0000.100.1000.610.10601.32.00	General Supplies	\$1,521.46
		Check #: 199944		
		100.162.0000.103.1000.610.10602.50.00	General Supplies	\$942.78
		Check #: 199944		
		100.162.0000.103.1000.640.10602.50.00	Books and Periodicals	\$57.39
		Check #: 199944		
		100.162.0000.170.1000.610.10602.50.00	General Supplies	\$215.95
		Check #: 199944		
		100.170.0000.000.2710.610.10000.00.00	General Supplies	\$224.24
		Check #: 199944		
		250.133.0000.200.1000.610.10303.10.00	General Supplies	\$26.40
		Check #: 199944		
			Vendor Total:	\$5,819.02

PACIFIC STATES COMMUNICATIONS OF NV, INC

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.107.0000.000.2580.350.10000.00.00	Technical Services	\$6,046.00
		Check #: 199945		
			Vendor Total:	\$6,046.00
PITNEY BOWES GLOBAL FINANCIAL SERVICES	101970			
		100.127.0000.000.2410.442.10210.10.00	Rental of Equipment and Vehicles	\$82.74
		Check #: 199946		
		100.132.0000.000.2410.442.10302.20.00	Rental of Equipment and Vehicles	\$276.09
		Check #: 199946		
			Vendor Total:	\$358.83
PITNEY BOWES INC	98355			
		100.121.0000.000.2410.531.10201.10.00	Postage	\$45.00
		Check #: 199947		
			Vendor Total:	\$45.00
PLOTTER PROS. INC.	100201			
		100.132.0000.100.1000.610.10302.20.00	General Supplies	\$653.28
		Check #: 199948		
			Vendor Total:	\$653.28
PRAXAIR DISTRIBUTION, INC.				
		100.108.0000.000.2620.610.10000.00.00	General Supplies	\$143.10
		Check #: 199949		
			Vendor Total:	\$143.10
REFRIGERATION SUPPLIES DISTRIBUTOR	96586			
		100.108.0000.000.2620.610.10000.00.00	General Supplies	\$471.18
		Check #: 199950		
		100.108.0000.000.2620.610.10201.10.00	General Supplies	\$52.89
		Check #: 199950		
		100.108.0000.000.2620.610.10208.31.00	General Supplies	\$107.13
		Check #: 199950		
		100.108.0000.000.2620.610.10303.10.00	General Supplies	\$84.23
		Check #: 199950		
		100.108.0000.000.2620.610.10304.20.00	General Supplies	\$852.27
		Check #: 199950		

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.108.0000.000.2620.610.10601.32.00	General Supplies	(\$336.54)
		Check #: 199950		
		100.108.0000.000.2620.610.10604.32.00	General Supplies	\$351.31
		Check #: 199950		
			Vendor Total:	\$1,582.47
RENNER EQUIPMENT COMPANY	17400			
		100.108.0000.000.2630.610.10000.00.00	General Supplies	\$33.41
		Check #: 199951		
			Vendor Total:	\$33.41
RICOH AMERICAS CORP	102825			
		100.132.0000.100.1000.430.10302.20.00	Repairs and Maintenance Services	\$315.20
		Check #: 199952		
		100.164.0000.100.1000.430.10604.32.00	Repairs and Maintenance Services	\$62.49
		Check #: 199952		
		100.164.0000.100.1000.610.10604.32.00	General Supplies	\$156.56
		Check #: 199952		
		100.170.0000.000.2710.442.10000.00.00	Rental of Equipment and Vehicles	\$58.00
		Check #: 199952		
			Vendor Total:	\$592.25
ROBIN L. TITUS	102690			
		285.781.0000.200.2321.340.10000.00.00	Other Professional Services	\$630.00
		Check #: 199953		
			Vendor Total:	\$630.00
ROQUE, PEDRO				
		290.185.1611.000.0000.000.10000.00.00	Daily Sales-School Lunch Program	\$30.15
		Check #: 199954		
			Vendor Total:	\$30.15
rSCHOOLTODAY				
		100.164.0000.000.2410.653.10604.32.00	Web-based and similar programs	\$249.50
		Check #: 199955		
		100.164.0000.920.1000.653.10604.32.00	Web-based and similar programs	\$249.50
		Check #: 199955		

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Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$499.00
SCIARANI, ANGELA		260.084.0000.100.1000.610.10202.10.00 Check #: 199956	General Supplies	\$612.07
			Vendor Total:	\$612.07
SHERWIN-WILLIAMS	18882	100.164.0000.000.2620.610.10604.32.00 Check #: 199957	General Supplies	\$1,252.00
			Vendor Total:	\$1,252.00
SHRED-IT USA		100.121.0000.000.2410.421.10201.10.00 Check #: 199958	Garbage / Disposal	\$37.00
		100.122.0000.000.2410.421.10202.10.00 Check #: 199958	Garbage / Disposal	\$76.00
		100.126.0000.000.2410.421.10206.10.00 Check #: 199958	Garbage / Disposal	\$38.00
		100.127.0000.000.2410.421.10210.10.00 Check #: 199958	Garbage / Disposal	\$36.00
		100.164.0000.000.2410.421.10604.32.00 Check #: 199958	Garbage / Disposal	\$25.00
		100.165.0000.000.2410.421.10605.32.00 Check #: 199958	Garbage / Disposal	\$25.00
			Vendor Total:	\$237.00
SMITHS CUSTOMER CHARGES	19520	100.164.0000.100.1000.610.10604.32.00 Check #: 199959	General Supplies	\$17.00
		100.164.0000.100.1000.615.10604.32.00 Check #: 199959	Snacks, Food & Beverages	\$58.77
			Vendor Total:	\$75.77
SPINITAR PRESENTATION	101820	260.091.0000.000.2410.610.10209.10.00 Check #: 199960	General Supplies	\$6,948.00

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Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$6,948.00
STANISLAUS FARM SUPPLY	20031	240.270.0000.000.2620.421.10000.00.00	Garbage / Disposal	\$1,110.00
		Check #: 199961		
			Vendor Total:	\$1,110.00
STAPLES TECHNOLOGY SOLUTIONS		100.121.0000.000.2410.652.10201.10.00	Inventoried Supplies/Equipment – IT Related	\$1,299.00
		Check #: 199962	<\$5000	
			Vendor Total:	\$1,299.00
STEVENS, BONITA		100.170.0000.000.2710.615.10000.00.00	Snacks, Food & Beverages	\$94.81
		Check #: 199963		
			Vendor Total:	\$94.81
STRADLEY, TERRY		100.126.0000.000.2620.610.10206.10.00	General Supplies	\$15.51
		Check #: 199964		
			Vendor Total:	\$15.51
SUBSCRIPTION SERVICES OF AMERICA	99199	100.164.0000.000.2220.640.10604.32.00	Books and Periodicals	\$689.49
		Check #: 199965		
			Vendor Total:	\$689.49
SUMMIT COMPANIES		100.108.0000.000.2620.430.10201.10.00	Repairs and Maintenance Services	\$150.00
		Check #: 199966		
		100.108.0000.000.2620.430.10202.10.00	Repairs and Maintenance Services	\$150.00
		Check #: 199966		
		100.108.0000.000.2620.430.10203.10.00	Repairs and Maintenance Services	\$150.00
		Check #: 199966		
		100.108.0000.000.2620.430.10205.10.00	Repairs and Maintenance Services	\$150.00
		Check #: 199966		
		100.108.0000.000.2620.430.10206.10.00	Repairs and Maintenance Services	\$150.00
		Check #: 199966		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1007

08/26/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.108.0000.000.2620.430.10208.31.00 Check #: 199966	Repairs and Maintenance Services	\$150.00
		100.108.0000.000.2620.430.10209.10.00 Check #: 199966	Repairs and Maintenance Services	\$150.00
		100.108.0000.000.2620.430.10210.10.00 Check #: 199966	Repairs and Maintenance Services	\$150.00
		100.108.0000.000.2620.430.10211.10.00 Check #: 199966	Repairs and Maintenance Services	\$150.00
		100.108.0000.000.2620.430.10302.20.00 Check #: 199966	Repairs and Maintenance Services	\$0.00
		100.108.0000.000.2620.430.10303.10.00 Check #: 199966	Repairs and Maintenance Services	\$150.00
		100.108.0000.000.2620.430.10305.31.00 Check #: 199966	Repairs and Maintenance Services	\$150.00
		100.108.0000.000.2620.430.10601.32.00 Check #: 199966	Repairs and Maintenance Services	\$150.00
		100.108.0000.000.2620.430.10602.50.00 Check #: 199966	Repairs and Maintenance Services	\$300.00
		100.108.0000.000.2620.430.10603.32.00 Check #: 199966	Repairs and Maintenance Services	\$150.00
		100.108.0000.000.2620.430.10604.32.00 Check #: 199966	Repairs and Maintenance Services	\$500.00
		100.108.0000.000.2620.430.10605.32.00 Check #: 199966	Repairs and Maintenance Services	\$728.00
			Vendor Total:	\$3,478.00
TITAN SCHOOL SOLUTIONS		290.180.0000.000.3100.651.10000.00.00 Check #: 199967	Supplies – Technology – Software	\$5,500.00
			Vendor Total:	\$5,500.00
TURNING TECHNOLOGIES	102632	100.161.0000.192.1000.610.10601.32.00 Check #: 199968	General Supplies	\$199.00
			Vendor Total:	\$199.00

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1007

08/26/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
TYRES INTERNATIONAL INC	101998	100.170.0000.000.2730.611.10000.00.00 Check #: 199969	Tires/Flooring	\$834.93
			Vendor Total:	\$834.93
U S POSTAL SERVICE_3476	3476	100.126.0000.000.2410.531.10206.10.00 Check #: 199970	Postage	\$400.00
			Vendor Total:	\$400.00
VILLINES, RIVER		830.053.0000.000.2410.890.10000.00.00 Check #: 199971	Miscellaneous Expenditures	\$500.00
			Vendor Total:	\$500.00
WATERS VACUUM TRUCK SERVICE		100.108.0000.000.2620.430.10201.10.00 Check #: 199972	Repairs and Maintenance Services	\$7,090.00
			Vendor Total:	\$7,090.00
WELLS FARGO VENDOR FINANCIAL SERVICES		100.101.0000.000.2510.442.10000.00.00 Check #: 199973	Rental of Equipment and Vehicles	\$138.08
		100.101.0000.610.1000.442.10000.00.00 Check #: 199973	Rental of Equipment and Vehicles	\$206.12
		100.104.0000.000.2210.442.10000.00.00 Check #: 199973	Rental of Equipment and Vehicles	\$40.96
		100.122.0000.000.2410.442.10202.10.00 Check #: 199973	Rental of Equipment and Vehicles	\$556.40
		100.126.0000.000.2410.442.10206.10.00 Check #: 199973	Rental of Equipment and Vehicles	\$305.43
		100.126.0000.100.1000.430.10206.10.00 Check #: 199973	Repairs and Maintenance Services	\$155.79
		100.132.0000.000.2410.442.10302.20.00 Check #: 199973	Rental of Equipment and Vehicles	\$462.50

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1007

08/26/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		290.180.0000.000.3100.430.10000.00.00	Repairs and Maintenance Services	\$29.64
		Check #: 199973		
		290.180.0000.000.3100.442.10000.00.00	Rental of Equipment and Vehicles	\$52.24
		Check #: 199973		
			Vendor Total:	\$1,947.16
WILSON LANGUAGE TRAINING	100536			
		100.121.0000.100.1000.610.10201.10.00	General Supplies	\$3,058.78
		Check #: 199974		
			Vendor Total:	\$3,058.78
WISCONSIN CENTER FOR EDUCATION RESEARCH				
		100.104.0000.000.2210.653.10000.00.00	Web-based and similar programs	\$16,554.16
		Check #: 199975		
			Vendor Total:	\$16,554.16
WISE CONSULTING & TRAINING INC	22920			
		100.108.0000.000.2620.430.10303.10.00	Repairs and Maintenance Services	\$961.50
		Check #: 199976		
			Vendor Total:	\$961.50
YERINGTON AUTO PARTS	23100			
		100.170.0000.000.2730.614.10000.00.00	Parts	\$510.46
		Check #: 199977		
			Vendor Total:	\$510.46
YESCO				
		100.129.0000.000.2620.430.10209.10.00	Repairs and Maintenance Services	\$240.00
		Check #: 199978		
			Vendor Total:	\$240.00
			Grand Total:	\$266,860.23

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1008 Voucher Date: 09/02/2020 Prepared By: _____

Printed: 09/15/2020 03:04:51 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$54,552.55 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to June 30, 2021 (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.

Neal E. McIntyre President

Holly Villines Clerk

Kimber LA Crabtree Member

Barbara Jones Member

Sherry Parsons Member

Bridget Peterson Member

John Stevens Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$52,861.56
230	Adult Education	\$1,690.99
		<hr/> <hr/>
		\$54,552.55

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1008

09/02/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
APPERSON, INC	101056	P-Card Payee: COMMERCE BANK		
		100.165.0000.100.1000.610.10605.32.00 0	General Supplies	\$540.38
				Vendor Total:
				\$540.38
CAPITAL CITY AUTO PARTS	102852	P-Card Payee: COMMERCE BANK		
		100.170.0000.000.2730.614.10000.00.00 0	Parts	\$647.10
				Vendor Total:
				\$647.10
FAST GLASS-FALLON	101152	P-Card Payee: COMMERCE BANK		
		100.122.0000.000.2620.610.10202.10.00 0	General Supplies	\$215.00
				Vendor Total:
				\$215.00
FOLLETT LIBRARY RESOURCES	7820	P-Card Payee: COMMERCE BANK		
		100.104.0000.000.2210.651.10201.10.00 0	Supplies - Technology - Software	\$767.67
		100.104.0000.000.2210.651.10202.10.00 0	Supplies - Technology - Software	\$767.67
		100.104.0000.000.2210.651.10203.10.00 0	Supplies - Technology - Software	\$767.67
		100.104.0000.000.2210.651.10205.10.00 0	Supplies - Technology - Software	\$767.67
		100.104.0000.000.2210.651.10206.10.00 0	Supplies - Technology - Software	\$767.67
		100.104.0000.000.2210.651.10208.31.00 0	Supplies - Technology - Software	\$767.67
		100.104.0000.000.2210.651.10209.10.00 0	Supplies - Technology - Software	\$767.67
		100.104.0000.000.2210.651.10210.10.00 0	Supplies - Technology - Software	\$767.67
		100.104.0000.000.2210.651.10211.10.00 0	Supplies - Technology - Software	\$767.67
		100.104.0000.000.2210.651.10302.20.00 0	Supplies - Technology - Software	\$767.67
		100.104.0000.000.2210.651.10303.10.00 0	Supplies - Technology - Software	\$767.67

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1008

09/02/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.104.0000.000.2210.651.10304.20.00 0	Supplies – Technology – Software	\$767.67
		100.104.0000.000.2210.651.10305.31.00 0	Supplies – Technology – Software	\$767.67
		100.104.0000.000.2210.651.10601.32.00 0	Supplies – Technology – Software	\$767.67
		100.104.0000.000.2210.651.10602.50.00 0	Supplies – Technology – Software	\$767.67
		100.104.0000.000.2210.651.10603.32.00 0	Supplies – Technology – Software	\$767.67
		100.104.0000.000.2210.651.10604.32.00 0	Supplies – Technology – Software	\$767.67
		100.104.0000.000.2210.651.10605.32.00 0	Supplies – Technology – Software	\$767.67
			Vendor Total:	\$13,818.06
HEINEMANN	99284	P-Card Payee: COMMERCE BANK		
		100.126.0000.100.1000.640.10206.10.00 0	Books and Periodicals	\$1,141.65
		100.129.0000.100.1000.640.10209.10.00 0	Books and Periodicals	\$603.90
		100.162.0000.103.1000.610.10602.50.00 0	General Supplies	\$379.50
			Vendor Total:	\$2,125.05
JOSTENS_10600	10600	P-Card Payee: COMMERCE BANK		
		100.164.0000.100.1000.610.10604.32.00 0	General Supplies	\$14.73
			Vendor Total:	\$14.73
LAKESHORE LEARNING MATERIALS	11240	P-Card Payee: COMMERCE BANK		
		100.121.0000.100.1000.610.10201.10.00 0	General Supplies	\$66.11
			Vendor Total:	\$66.11
LEARNING A-Z	100607	P-Card Payee: COMMERCE BANK		
		100.121.0000.100.1000.653.10201.10.00 0	Web-based and similar programs	\$61.22
			Vendor Total:	\$61.22

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1008

09/02/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
O'REILLY AUTO PARTS	102278	P-Card Payee: COMMERCE BANK		
		100.170.0000.000.2730.614.10000.00.00 0	Parts	\$9.98
				Vendor Total:
				\$9.98
ROCHESTER 100 INC.		P-Card Payee: COMMERCE BANK		
		100.126.0000.100.1000.610.10206.10.00 0	General Supplies	\$1,980.75
		100.133.0000.100.1000.610.10303.00.00 0	General Supplies	\$270.00
				Vendor Total:
				\$2,250.75
SAFETY-KLEEN SYSTEMS, INC	18119	P-Card Payee: COMMERCE BANK		
		100.170.0000.000.2730.430.10000.00.00 0	Repairs and Maintenance Services	\$494.12
				Vendor Total:
				\$494.12
SCHOLASTIC CLASSROOM MAGAZINES	102740	P-Card Payee: COMMERCE BANK		
		100.127.0000.100.1000.640.10210.10.00 0	Books and Periodicals	\$2,827.66
				Vendor Total:
				\$2,827.66
SCHOOL MATE	18452	P-Card Payee: COMMERCE BANK		
		100.122.0000.100.1000.610.10202.10.00 0	General Supplies	\$728.00
				Vendor Total:
				\$728.00
STAPLES ADVANTAGE	99736	P-Card Payee: COMMERCE BANK		
		100.104.0000.000.2213.610.10000.00.00 0	General Supplies	\$212.92
		100.106.0000.000.2515.610.10000.00.00 0	General Supplies	\$249.90
		100.122.0000.000.2410.610.10202.10.00 0	General Supplies	\$19.70
		100.122.0000.100.1000.610.10202.10.00 0	General Supplies	\$2,980.75
		100.129.0000.000.2410.650.10209.10.00 0	Supplies-Information Technology-related	\$380.98
100.129.0000.100.1000.610.10209.10.00 0	General Supplies	\$2,091.39		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1008

09/02/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.133.0000.100.1000.610.10303.00.00	General Supplies	\$2,455.02
		0		
		100.165.0000.100.1000.610.10605.32.00	General Supplies	\$1,413.54
		0		
		100.170.0000.000.2710.610.10000.00.00	General Supplies	\$143.16
		0		
		230.231.0000.610.1000.610.10907.41.00	General Supplies	\$1,690.99
		0		
			Vendor Total:	\$11,638.35
TAHOE SUPPLY CO.	11238	P-Card Payee: COMMERCE BANK		
		100.128.0000.000.2620.610.10211.10.00	General Supplies	\$180.17
		0		
		100.134.0000.000.2620.610.10304.20.00	General Supplies	\$35.00
		0		
		100.161.0000.000.2620.610.10601.32.00	General Supplies	\$731.84
		0		
		100.164.0000.000.2620.610.10604.32.00	General Supplies	\$760.50
		0		
		100.165.0000.000.2620.610.10605.32.00	General Supplies	\$808.80
		0		
			Vendor Total:	\$2,516.31
UNITED RENTALS	21374	P-Card Payee: COMMERCE BANK		
		100.129.0000.000.2620.610.10209.10.00	General Supplies	\$815.70
		0		
			Vendor Total:	\$815.70
WEDCO INC.	22320	P-Card Payee: COMMERCE BANK		
		100.108.0000.000.2620.610.10304.20.00	General Supplies	\$83.98
		0		
		100.108.0000.000.2620.610.10604.32.00	General Supplies	\$965.19
		0		
		100.135.0000.000.2620.610.10305.31.00	General Supplies	\$597.42
		0		
		100.162.0000.000.2620.610.10602.50.00	General Supplies	\$708.48
		0		
		100.164.0000.000.2620.610.10604.32.00	General Supplies	\$85.04
		0		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1008

09/02/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$2,440.11
WESTERN NEVADA KENWORTH	103203	P-Card Payee: COMMERCE BANK		
		100.170.0000.000.2730.614.10000.00.00	Parts	\$3,170.88
		0		
			Vendor Total:	\$3,170.88
WESTERN NEVADA SUPPLY	22580	P-Card Payee: COMMERCE BANK		
		100.108.0000.000.2620.610.10203.10.00	General Supplies	\$6,113.00
		0		
		100.108.0000.000.2620.610.10206.10.00	General Supplies	\$195.98
		0		
		100.108.0000.000.2620.610.10304.20.00	General Supplies	\$675.00
		0		
		100.108.0000.000.2620.610.10603.32.00	General Supplies	\$493.10
		0		
		100.127.0000.000.2620.610.10210.10.00	General Supplies	\$291.35
		0		
		100.161.0000.000.2620.610.10601.32.00	General Supplies	\$159.05
		0		
		100.164.0000.000.2620.610.10604.32.00	General Supplies	\$276.64
		0		
		100.165.0000.000.2620.610.10605.32.00	General Supplies	\$673.72
		0		
			Vendor Total:	\$8,877.84
WILLIAM V. MACGILL & CO.	22793	P-Card Payee: COMMERCE BANK		
		100.121.0000.000.2130.610.10201.10.00	General Supplies	\$201.01
		0		
		100.133.0000.000.2130.610.10303.10.00	General Supplies	\$377.94
		0		
		100.136.0000.000.2130.610.10208.31.00	General Supplies	\$397.51
		0		
		100.161.0000.000.2120.610.10601.32.00	General Supplies	\$20.19
		0		
		100.161.0000.000.2130.610.10601.32.00	General Supplies	\$137.28
		0		
		100.161.0000.000.2220.610.10601.32.00	General Supplies	\$10.00
		0		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1008 09/02/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.165.0000.100.1000.610.10605.32.00 0	General Supplies	\$151.27
			Vendor Total:	\$1,295.20
			Grand Total:	\$54,552.55

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1016 Voucher Date: 09/03/2020 Prepared By: _____

Printed: 09/15/2020 03:06:03 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$184,681.06 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to June 30, 2021 (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.

Neal E. McIntyre President

Holly Villines Clerk

Kimber LA Crabtree Member

Barbara Jones Member

Sherry Parsons Member

Bridget Peterson Member

John Stevens Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$86,053.79
230	Adult Education	\$1,400.00
240	State Grants	\$105.25
250	Special Education	\$208.53
280	Federal Funds	\$11,373.13
290	Food Service Funds	\$37.56
340	Governmental Services Tax (GST)	\$1,099.50
360	Bond Issues	\$83,903.30
830	Private-Purpose Trust Funds	\$500.00
		<hr/> <hr/>
		\$184,681.06

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1016

09/03/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
A & A MOBILE LOCK & KEY	100730	100.161.0000.000.2620.610.10601.32.00 Check #: 199980	General Supplies	\$71.50
			Vendor Total:	\$71.50
A T & T MONTHLY STATEMENT	99712	100.108.0000.000.2620.532.10000.00.00 Check #: 199981	Voice/Voicemail	\$20.92
		100.121.0000.000.2410.533.10201.10.00 Check #: 199981	Telephone – Land Line phone services	\$1,325.20
		100.129.0000.000.2410.533.10209.10.00 Check #: 199981	Telephone – Land Line phone services	\$108.92
			Vendor Total:	\$1,455.04
ACE HARDWARE	200	100.170.0000.000.2730.614.10000.00.00 Check #: 199982	Parts	\$60.15
			Vendor Total:	\$60.15
ADVANCED INTEGRATED PEST MANAGEMENT		100.121.0000.000.2620.422.10201.10.00 Check #: 199983	Janitorial / Custodial Services	\$125.00
		100.136.0000.000.2620.430.10208.31.00 Check #: 199983	Repairs and Maintenance Services	\$150.00
			Vendor Total:	\$275.00
AGC EDUCATION		100.136.0000.000.2410.610.10208.31.00 Check #: 199984	General Supplies	\$576.00
			Vendor Total:	\$576.00
AIR FILTER SALES AND SERVICE	98789	100.165.0000.000.2620.610.10605.32.00 Check #: 199985	General Supplies	\$905.35
			Vendor Total:	\$905.35
ALBERT M. LOWRY HIGH SCHOOL				

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1016

09/03/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.164.0000.920.1000.810.10604.32.00	Dues and Fees	\$150.00
		Check #: 199986		
			Vendor Total:	\$150.00
ALEXANDER & ASSOCIATED, INC.		100.102.0000.000.2570.340.10000.00.00	Other Professional Services	\$2,700.00
		Check #: 199987		
			Vendor Total:	\$2,700.00
ALHAMBRA WATER	97540	100.170.0000.000.2730.411.10000.00.00	Water / Sewer	\$227.41
		Check #: 199988		
			Vendor Total:	\$227.41
ALL IN GRAPHIX		100.133.0000.000.2410.610.10303.10.00	General Supplies	\$28.00
		Check #: 199989		
		100.134.0000.000.2410.610.10304.20.00	General Supplies	\$112.00
		Check #: 199989		
		100.134.0000.100.1000.610.10304.20.00	General Supplies	\$2,542.00
		Check #: 199989		
			Vendor Total:	\$2,682.00
AMERIPRIDE SERVICES INC	96741	100.121.0000.000.2620.422.10201.10.00	Janitorial / Custodial Services	\$77.58
		Check #: 199990		
			Vendor Total:	\$77.58
ARAMARK UNIFORM SERVICES		100.170.0000.000.2730.619.10000.00.00	Uniforms	\$243.69
		Check #: 199991		
			Vendor Total:	\$243.69
BANKS, JEAN		100.129.0000.000.2620.610.10209.10.00	General Supplies	\$72.80
		Check #: 199992		
			Vendor Total:	\$72.80
BATTERIES PLUS	98052			

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1016

09/03/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.135.0000.000.2620.610.10305.31.00	General Supplies	\$459.00
		Check #: 199993		
		100.161.0000.000.2620.610.10601.32.00	General Supplies	\$37.90
		Check #: 199993		
			Vendor Total:	\$496.90
BIG KID SCHOOL CONSULTANT		280.633.0000.000.2100.330.10201.10.00	Professional Employee Training & Development Serv	\$2,000.00
		Check #: 199994		
			Vendor Total:	\$2,000.00
BIO CORPORATION		100.165.0000.100.1000.610.10605.32.00	General Supplies	\$291.65
		Check #: 199995		
			Vendor Total:	\$291.65
BLENDER, HEATHER		100.170.0000.000.2710.810.10000.00.00	Dues and Fees	\$112.25
		Check #: 199996		
			Vendor Total:	\$112.25
BOYS & GIRLS CLUB OF MASON VALLEY	97650	280.770.0000.490.2100.340.10205.10.00	FY18 AMENDMENT- 21st Century SSES	\$7,974.08
		Check #: 199997		
			Vendor Total:	\$7,974.08
BRADY INDUSTRIES		100.123.0000.000.2620.610.10203.10.00	General Supplies	\$488.33
		Check #: 199998		
		100.127.0000.000.2620.610.10210.10.00	General Supplies	\$1,717.34
		Check #: 199998		
		100.133.0000.000.2620.610.10303.10.00	General Supplies	\$1,586.35
		Check #: 199998		
			Vendor Total:	\$3,792.02
BRAZOS URETHANE, INC		360.021.0000.000.4700.430.10202.10.00	Repairs and Maintenance Services	\$7,221.58
		Check #: 199999		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1016

09/03/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		360.021.0000.000.4700.430.10203.10.00	Repairs and Maintenance Services	\$1,583.34
		Check #: 199999		
		360.021.0000.000.4700.430.10603.32.00	Repairs and Maintenance Services	\$66,106.38
		Check #: 199999		
			Vendor Total:	\$74,911.30
BRYSON SALES & SERVICE	2380			
		100.170.0000.000.2730.614.10000.00.00	Parts	\$2,647.10
		Check #: 200000		
			Vendor Total:	\$2,647.10
BUS PARTS WAREHOUSE	2534			
		100.170.0000.000.2730.614.10000.00.00	Parts	\$386.51
		Check #: 200001		
			Vendor Total:	\$386.51
BUSINESSU				
		100.164.0000.360.1000.610.10604.32.00	General Supplies	\$945.00
		Check #: 200002		
			Vendor Total:	\$945.00
CARLSON, HEATHER				
		100.102.0000.000.2570.334.10000.00.00	Training & Development – Admin Non-Licensed	\$300.00
		Check #: 200003		
			Vendor Total:	\$300.00
CARSON MASONRY & STEEL	3150			
		100.108.0000.000.2620.610.10302.20.00	General Supplies	\$60.00
		Check #: 200004		
			Vendor Total:	\$60.00
CED - PHOENIX	4240			
		100.127.0000.000.2620.610.10210.10.00	General Supplies	\$363.00
		Check #: 200005		
		100.128.0000.000.2620.610.10211.10.00	General Supplies	\$99.00
		Check #: 200005		
			Vendor Total:	\$462.00
CINDERLITE TRUCKING CORP	3830			

Lyon County School District

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.108.0000.000.2620.610.10000.00.00	General Supplies	\$256.88
		Check #: 200006		
		100.108.0000.000.2620.610.10302.20.00	General Supplies	\$95.43
		Check #: 200006		
			Vendor Total:	\$352.31
COOMBS, SHANNON		100.122.0000.000.2410.615.10202.10.00	Snacks, Food & Beverages	\$31.39
		Check #: 200007		
			Vendor Total:	\$31.39
COOPER, BLAKE		100.122.0000.000.2410.615.10202.10.00	Snacks, Food & Beverages	\$44.55
		Check #: 200008		
			Vendor Total:	\$44.55
CRAMER AUTOMOTIVE		100.170.0000.000.2730.611.10000.00.00	Tires/Flooring	\$18.00
		Check #: 200009		
			Vendor Total:	\$18.00
CROSS, CHANEN		100.123.0000.000.2410.532.10203.10.00	Voice/Voicemail	\$475.44
		Check #: 200010		
		100.123.0000.000.2410.615.10203.10.00	Snacks, Food & Beverages	\$90.82
		Check #: 200010		
			Vendor Total:	\$566.26
CUMMINGS, CHERYL		100.127.0000.000.2620.610.10210.10.00	General Supplies	\$21.40
		Check #: 200011		
			Vendor Total:	\$21.40
CXTEC CORPORATION	100944	100.107.0000.000.2580.610.10000.00.00	General Supplies	\$360.08
		Check #: 200012		
			Vendor Total:	\$360.08

Lyon County School District

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Vendor Remit Name	Vendor #	Account	Description	Amount
DAYTON ELEMENTARY SCHOOL--STUDENT		100.121.0000.000.2410.610.10201.10.00 Check #: 200013	General Supplies	\$33.91
			Vendor Total:	\$33.91
DIGIPRINT	102311	100.133.0000.000.2410.550.10303.10.00 Check #: 200014	Printing and Binding	\$66.50
			Vendor Total:	\$66.50
ESENTIA SYSTEMS, INC	98182	100.121.0000.000.2660.650.10201.10.00 Check #: 200015	Supplies--Information Technology--related	\$2,051.19
		100.136.0000.000.2410.610.10208.31.00 Check #: 200015	General Supplies	\$3,144.97
		100.136.0000.000.2410.652.10208.31.00 Check #: 200015	Inventoried Supplies/Equipment - IT Related <\$5000	\$1,895.96
			Vendor Total:	\$7,092.12
EVASOVIC, TREVOR		830.053.0000.000.2410.890.10000.00.00 Check #: 200016	Miscellaneous Expenditures	\$500.00
			Vendor Total:	\$500.00
FAGUNDES, CARLIE		240.390.0000.100.2213.610.10000.00.00 Check #: 200017	FY20 GYO--AB309 Budget Load--REVISED	\$105.25
			Vendor Total:	\$105.25
FARR WEST ENGINEERING		340.101.0000.000.4300.340.10201.10.00 Check #: 200018	Other Professional Services	\$1,099.50
			Vendor Total:	\$1,099.50
FATBEAM, LLC		100.107.0000.000.2580.535.10000.00.00 Check #: 200019	Data Communications, Internet, Video, T-lines, etc	\$298.70

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Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$298.70
FERGUSON ENTERPRISES, INC	99119	100.135.0000.000.2620.610.10305.31.00	General Supplies	\$364.95
		Check #: 200020		
			Vendor Total:	\$364.95
FLYERS ENERGY, LLC	102216	100.170.0000.000.2730.626.10000.00.00	Gasoline	\$146.25
		Check #: 200021		
			Vendor Total:	\$146.25
FP MAILING SOLUTIONS		100.134.0000.000.2410.531.10304.20.00	Postage	\$78.00
		Check #: 200022		
			Vendor Total:	\$78.00
FRONTIER	21702	100.101.0000.000.2320.533.10000.00.00	Telephone – Land Line phone services	\$965.91
		Check #: 200023		
		100.132.0000.000.2410.533.10302.20.00	Telephone – Land Line phone services	\$245.71
		Check #: 200023		
		100.163.0000.000.2410.533.10603.32.00	Telephone – Land Line phone services	\$260.13
		Check #: 200023		
			Vendor Total:	\$1,471.75
GENE WATSON	22210	100.108.0000.000.2620.422.10000.00.00	Janitorial / Custodial Services	\$1,256.67
		Check #: 200024		
			Vendor Total:	\$1,256.67
GORE, REBECCA		280.633.0000.000.2213.330.10000.00.00	Professional Employee Training & Development Serv	\$270.00
		Check #: 200025		
			Vendor Total:	\$270.00
GREATAMERICA FINANCIAL SERVICES		100.165.0000.000.2410.442.10605.32.00	Rental of Equipment and Vehicles	\$373.42
		Check #: 200026		

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Vendor Remit Name	Vendor #	Account	Description	Amount
				Vendor Total:
HARDER, MELISSA				\$373.42
		100.127.0000.000.2410.615.10210.10.00	Snacks, Food & Beverages	\$24.16
		Check #: 200027		
				Vendor Total:
HDS WHITE CAP CONST SUPPLY	95880			\$24.16
		100.135.0000.000.2620.610.10305.31.00	General Supplies	\$404.84
		Check #: 200028		
				Vendor Total:
HIDALGO, NICOLE				\$404.84
		100.165.0000.100.1000.610.10605.32.00	General Supplies	\$321.22
		Check #: 200029		
				Vendor Total:
HOME DEPOT	9654			\$321.22
		100.121.0000.000.2620.610.10201.10.00	General Supplies	\$1,231.86
		Check #: 200030		
		100.127.0000.000.2620.610.10210.10.00	General Supplies	\$159.81
		Check #: 200030		
		100.128.0000.000.2620.610.10211.10.00	General Supplies	\$57.12
		Check #: 200030		
		100.136.0000.000.2620.610.10208.31.00	General Supplies	\$353.00
		Check #: 200030		
		100.164.0000.000.2620.610.10604.32.00	General Supplies	\$619.06
		Check #: 200030		
				Vendor Total:
IMAGING CONCEPTS NORTH	101833			\$2,420.85
		100.135.0000.100.1000.430.10305.31.00	Repairs and Maintenance Services	\$564.39
		Check #: 200031		
				Vendor Total:
INTERSTATE OIL COMPANY	10210			\$564.39
		100.170.0000.000.2730.626.10000.00.00	Gasoline	\$1,478.00
		Check #: 200032		

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Vendor Remit Name	Vendor #	Account	Description	Amount
				Vendor Total:
JOHN'S SPRING SERVICE, INC.				\$1,478.00
		100.170.0000.000.2730.430.10000.00.00	Repairs and Maintenance Services	\$1,327.62
		Check #: 200033		
				Vendor Total:
LOGMEIN USA, INC				\$1,327.62
		280.709.0000.000.2213.651.10000.00.00	FY18 Title IIA Budget Load AMENDMENT	\$798.00
		Check #: 200034		
				Vendor Total:
LOWE'S BUSINESS ACCOUNT	11835			\$798.00
		100.108.0000.000.2620.610.10000.00.00	General Supplies	\$1,381.66
		Check #: 200035		
		100.126.0000.000.2620.610.10206.10.00	General Supplies	\$630.28
		Check #: 200035		
		100.129.0000.000.2620.610.10209.10.00	General Supplies	\$155.32
		Check #: 200035		
		100.133.0000.000.2620.610.10303.10.00	General Supplies	\$77.02
		Check #: 200035		
		100.135.0000.000.2620.610.10305.31.00	General Supplies	\$330.62
		Check #: 200035		
		100.135.0000.100.1000.610.10305.31.00	General Supplies	\$232.64
		Check #: 200035		
		100.136.0000.000.2620.610.10208.31.00	General Supplies	\$91.13
		Check #: 200035		
		100.161.0000.000.2620.610.10601.32.00	General Supplies	\$56.84
		Check #: 200035		
				Vendor Total:
LUMOS AND ASSOCIATES, INC	11860			\$2,955.51
		360.021.0000.000.2660.340.10601.32.00	Other Professional Services	\$1,517.00
		Check #: 200036		
		360.021.0000.000.4300.340.10206.10.00	Other Professional Services	\$575.00
		Check #: 200036		

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Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$2,092.00
M S C INDUSTRIAL SUPPLY_98633	98633	100.134.0000.000.2620.610.10304.20.00	General Supplies Check #: 200037	\$483.51
			Vendor Total:	\$483.51
MOUND HOUSE HARDWARE & STORAGE	96223	100.121.0000.000.2620.610.10201.10.00	General Supplies Check #: 200038	\$202.81
		100.164.0000.000.2620.610.10604.32.00	General Supplies Check #: 200038	\$157.05
			Vendor Total:	\$359.86
NASSP/NHS	101272	100.135.0000.000.2410.810.10305.31.00	Dues and Fees Check #: 200039	\$385.00
		100.163.0000.000.2410.810.10603.32.00	Dues and Fees Check #: 200039	\$480.00
			Vendor Total:	\$865.00
NEVADA STATE HEALTH DIV	97621	100.162.0000.000.2620.430.10602.50.00	Repairs and Maintenance Services Check #: 200040	\$225.00
			Vendor Total:	\$225.00
PAUL CAVIN ARCHITECT LLC		360.021.0000.000.4300.340.10206.10.00	Other Professional Services Check #: 200041	\$6,900.00
			Vendor Total:	\$6,900.00
PETERS, PATRICK		100.165.0000.000.2410.610.10605.32.00	General Supplies Check #: 200042	\$50.96
		100.165.0000.000.2410.615.10605.32.00	Snacks, Food & Beverages Check #: 200042	\$53.34
		100.165.0000.000.2620.610.10605.32.00	General Supplies Check #: 200042	\$661.76

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.165.0000.100.1000.610.10605.32.00	General Supplies	\$1,381.35
		Check #: 200042		
			Vendor Total:	\$2,147.41
PONDEROSA RUBBER STAMP	16551			
		100.121.0000.000.2410.610.10201.10.00	General Supplies	\$10.00
		Check #: 200043		
			Vendor Total:	\$10.00
PURCELL TIRE COMPANY	4916			
		100.170.0000.000.2730.611.10000.00.00	Tires/Flooring	\$26.75
		Check #: 200044		
			Vendor Total:	\$26.75
QUADIENT LEASING USA, INC				
		100.101.0000.000.2500.442.10000.00.00	Rental of Equipment and Vehicles	\$352.26
		Check #: 200045		
			Vendor Total:	\$352.26
QUALITY CONTROL SYSTEMS	17051			
		100.108.0000.000.2620.430.10305.31.00	Repairs and Maintenance Services	\$190.00
		Check #: 200046		
			Vendor Total:	\$190.00
REALLY GOOD STUFF	17338			
		100.126.0000.100.1000.610.10206.10.00	General Supplies	\$346.43
		Check #: 200047		
		100.132.0000.100.1000.610.10302.20.00	General Supplies	\$470.66
		Check #: 200047		
		100.133.0000.100.1000.610.10303.00.00	General Supplies	\$37.99
		Check #: 200047		
		100.133.0000.100.1000.610.10303.10.00	General Supplies	\$473.93
		Check #: 200047		
			Vendor Total:	\$1,329.01
RENNER EQUIPMENT COMPANY	17400			
		100.170.0000.000.2730.614.10000.00.00	Parts	\$40.43
		Check #: 200048		

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Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$40.43
RICK'S AEC REPROGRAPHICS, INC.		100.165.0000.100.1000.430.10605.32.00	Repairs and Maintenance Services	\$316.21
		Check #: 200049		
			Vendor Total:	\$316.21
RICOH AMERICAS CORP	102825	100.104.0000.000.2210.430.10000.00.00	Repairs and Maintenance Services	\$6.57
		Check #: 200050		
		100.121.0000.000.2410.430.10201.10.00	Repairs and Maintenance Services	\$11.98
		Check #: 200050		
		100.122.0000.100.1000.430.10202.10.00	Repairs and Maintenance Services	\$398.64
		Check #: 200050		
		100.125.0000.000.2410.430.10205.10.00	Repairs and Maintenance Services	\$163.30
		Check #: 200050		
		100.126.0000.100.1000.430.10206.10.00	Repairs and Maintenance Services	\$47.25
		Check #: 200050		
		100.133.0000.100.1000.430.10303.10.00	Repairs and Maintenance Services	\$145.99
		Check #: 200050		
		100.134.0000.000.2410.430.10304.20.00	Repairs and Maintenance Services	\$316.36
		Check #: 200050		
		100.136.0000.000.2410.430.10208.31.00	Repairs and Maintenance Services	\$454.19
		Check #: 200050		
			Vendor Total:	\$1,544.28
RICOH USA, INC		100.101.0000.000.2500.442.10000.00.00	Rental of Equipment and Vehicles	\$96.32
		Check #: 200051		
		100.104.0000.000.2210.430.10000.00.00	Repairs and Maintenance Services	\$32.04
		Check #: 200051		
		100.106.0000.000.2515.442.10000.00.00	Rental of Equipment and Vehicles	\$48.16
		Check #: 200051		
		100.107.0000.000.2580.442.10000.00.00	Rental of Equipment and Vehicles	\$29.00
		Check #: 200051		

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.165.0000.000.2410.442.10605.32.00	Rental of Equipment and Vehicles	\$36.62
		Check #: 200051		
		100.170.0000.000.2710.442.10000.00.00	Rental of Equipment and Vehicles	\$66.54
		Check #: 200051		
			Vendor Total:	\$308.68
ROJAS, ETE				
		250.129.0000.200.1000.610.10209.10.00	General Supplies	\$9.72
		Check #: 200052		
			Vendor Total:	\$9.72
ROUND UP AWARDS LLC	17901			
		100.132.0000.100.1000.610.10302.20.00	General Supplies	\$301.00
		Check #: 200053		
		100.163.0000.000.2410.610.10603.32.00	General Supplies	\$60.00
		Check #: 200053		
			Vendor Total:	\$361.00
ROYAL CARPET ONE FLOOR & HOME				
		100.108.0000.000.2620.430.10605.32.00	Repairs and Maintenance Services	\$150.00
		Check #: 200054		
			Vendor Total:	\$150.00
SANDBERG, CORY				
		100.129.0000.000.2620.610.10209.10.00	General Supplies	\$9.60
		Check #: 200055		
			Vendor Total:	\$9.60
SCHOLASTIC INC_18360	18360			
		100.135.0000.100.1000.610.10305.31.00	General Supplies	\$2,822.30
		Check #: 200056		
			Vendor Total:	\$2,822.30
SCHOOL DATEBOOKS	103098			
		100.134.0000.100.1000.610.10304.20.00	General Supplies	\$1,387.24
		Check #: 200057		
			Vendor Total:	\$1,387.24
SHRED-IT USA				

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.101.0000.610.1000.421.10000.00.00	Garbage / Disposal Check #: 200058	\$16.00
		100.106.0000.000.2515.421.10000.00.00	Garbage / Disposal Check #: 200058	\$42.00
		100.127.0000.000.2410.421.10210.10.00	Garbage / Disposal Check #: 200058	\$36.00
		100.129.0000.100.1000.421.10209.10.00	Garbage / Disposal Check #: 200058	\$135.45
			Vendor Total:	\$229.45
SILVER STATE INDUSTRIES_19209	19209			
		100.170.0000.000.2710.550.10000.00.00	Printing and Binding Check #: 200059	\$741.00
			Vendor Total:	\$741.00
SUMMIT COMPANIES				
		100.108.0000.000.2620.430.10201.10.00	Repairs and Maintenance Services Check #: 200060	\$525.00
		100.108.0000.000.2620.430.10202.10.00	Repairs and Maintenance Services Check #: 200060	\$525.00
		100.108.0000.000.2620.430.10203.10.00	Repairs and Maintenance Services Check #: 200060	\$525.00
		100.108.0000.000.2620.430.10205.10.00	Repairs and Maintenance Services Check #: 200060	\$525.00
		100.108.0000.000.2620.430.10206.10.00	Repairs and Maintenance Services Check #: 200060	\$525.00
		100.108.0000.000.2620.430.10208.31.00	Repairs and Maintenance Services Check #: 200060	\$525.00
		100.108.0000.000.2620.430.10209.10.00	Repairs and Maintenance Services Check #: 200060	\$525.00
		100.108.0000.000.2620.430.10210.10.00	Repairs and Maintenance Services Check #: 200060	\$525.00
		100.108.0000.000.2620.430.10211.10.00	Repairs and Maintenance Services Check #: 200060	\$525.00

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.108.0000.000.2620.430.10302.20.00 Check #: 200060	Repairs and Maintenance Services	\$525.00
		100.108.0000.000.2620.430.10303.10.00 Check #: 200060	Repairs and Maintenance Services	\$525.00
		100.108.0000.000.2620.430.10305.31.00 Check #: 200060	Repairs and Maintenance Services	\$775.00
		100.108.0000.000.2620.430.10601.32.00 Check #: 200060	Repairs and Maintenance Services	\$775.00
		100.108.0000.000.2620.430.10602.50.00 Check #: 200060	Repairs and Maintenance Services	\$775.00
		100.108.0000.000.2620.430.10603.32.00 Check #: 200060	Repairs and Maintenance Services	\$625.00
		100.108.0000.000.2620.430.10604.32.00 Check #: 200060	Repairs and Maintenance Services	\$775.00
		100.108.0000.000.2620.430.10605.32.00 Check #: 200060	Repairs and Maintenance Services	\$775.00
			Vendor Total:	\$10,275.00
THE BASIX		100.163.0000.000.2410.610.10603.32.00 Check #: 200061	General Supplies	\$70.91
			Vendor Total:	\$70.91
TRUCKEE-CARSON IRRIGATION	21020	100.108.0000.000.2620.810.10000.00.00 Check #: 200062	Dues and Fees	\$2,593.64
			Vendor Total:	\$2,593.64
TRUE VALUE HARDWARE_21030	21030	100.163.0000.000.2620.610.10603.32.00 Check #: 200063	General Supplies	\$15.86
			Vendor Total:	\$15.86
TYRES INTERNATIONAL INC	101998	100.170.0000.000.2730.611.10000.00.00 Check #: 200064	Tires/Flooring	\$537.48

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Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$537.48
VERIZON WIRELESS_21703	21703	100.101.0000.000.2320.532.10000.00.00	Voice/Voicemail Check #: 200065	\$51.33
		100.101.0000.000.2510.534.10000.00.00	Telephone – Cell phone services Check #: 200065	\$77.97
		100.101.0000.000.2520.534.10000.00.00	Telephone – Cell phone services Check #: 200065	\$37.56
		100.104.0000.000.2210.534.10000.00.00	Telephone – Cell phone services Check #: 200065	\$275.93
		100.104.0000.000.2210.535.10000.00.00	Data Communications, Internet, Video, T-lines, etc Check #: 200065	\$122.02
		100.106.0000.000.2515.534.10000.00.00	Telephone – Cell phone services Check #: 200065	\$51.33
		100.107.0000.000.2580.534.10000.00.00	Telephone – Cell phone services Check #: 200065	\$630.69
		100.108.0000.000.2620.534.10000.00.00	Telephone – Cell phone services Check #: 200065	\$893.87
		100.125.0000.000.2410.533.10205.10.00	Telephone – Land Line phone services Check #: 200065	\$77.97
		100.170.0000.000.2710.534.10000.00.00	Telephone – Cell phone services Check #: 200065	\$3,467.44
		250.105.0000.000.2321.535.10000.00.00	Data Communications, Internet, Video, T-lines, etc Check #: 200065	\$161.64
		280.639.0000.200.1000.535.10000.00.00	Data Communications, Internet, Video, T-lines, etc Check #: 200065	\$40.55
		290.180.0000.000.3100.534.10000.00.00	Telephone – Cell phone services Check #: 200065	\$37.56
			Vendor Total:	\$5,925.86
VIDEO COMMUNICATIONS	21731	100.170.0000.000.2730.810.10000.00.00	Dues and Fees Check #: 200066	\$299.00

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1016

09/03/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
Vendor Total:				\$299.00
WALKER LAKE DISPOSAL INC.	102157			
		100.108.0000.000.2620.421.10205.10.00	Garbage / Disposal	\$500.00
		Check #: 200067		
		100.108.0000.000.2620.421.10305.31.00	Garbage / Disposal	\$1,000.00
		Check #: 200067		
Vendor Total:				\$1,500.00
WELLS FARGO VENDOR FINANCIAL SERVICES				
		100.104.0000.000.2210.442.10000.00.00	Rental of Equipment and Vehicles	\$79.46
		Check #: 200068		
		100.122.0000.000.2410.442.10202.10.00	Rental of Equipment and Vehicles	\$556.40
		Check #: 200068		
		100.123.0000.000.2410.442.10203.10.00	Rental of Equipment and Vehicles	\$705.43
		Check #: 200068		
		100.123.0000.100.1000.430.10203.10.00	Repairs and Maintenance Services	\$488.80
		Check #: 200068		
		100.125.0000.000.2410.442.10205.10.00	Rental of Equipment and Vehicles	\$949.44
		Check #: 200068		
		100.127.0000.000.2410.442.10210.10.00	Rental of Equipment and Vehicles	\$623.67
		Check #: 200068		
		100.127.0000.100.1000.430.10210.10.00	Repairs and Maintenance Services	\$29.66
		Check #: 200068		
		100.129.0000.000.2410.442.10209.10.00	Rental of Equipment and Vehicles	\$1,185.56
		Check #: 200068		
		100.129.0000.100.1000.430.10209.10.00	Repairs and Maintenance Services	\$639.10
		Check #: 200068		
		100.133.0000.000.2410.442.10303.10.00	Rental of Equipment and Vehicles	\$48.21
		Check #: 200068		
		100.134.0000.000.2410.442.10304.20.00	Rental of Equipment and Vehicles	\$1,527.65
		Check #: 200068		
		100.135.0000.000.2410.442.10305.31.00	Rental of Equipment and Vehicles	\$574.14
		Check #: 200068		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1016

09/03/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.135.0000.100.1000.430.10305.31.00	Repairs and Maintenance Services	\$266.48
		Check #: 200068		
		100.161.0000.000.2120.430.10601.32.00	Repairs and Maintenance Services	\$2.51
		Check #: 200068		
		100.161.0000.000.2120.442.10601.32.00	Rental of Equipment and Vehicles	\$37.00
		Check #: 200068		
		100.161.0000.100.1000.430.10601.32.00	Repairs and Maintenance Services	\$75.85
		Check #: 200068		
		100.161.0000.100.1000.442.10601.32.00	Rental of Equipment and Vehicles	\$216.26
		Check #: 200068		
		100.161.0000.190.1000.430.10601.32.00	Repairs and Maintenance Services	\$9.81
		Check #: 200068		
		100.161.0000.190.1000.442.10601.32.00	Rental of Equipment and Vehicles	\$142.26
		Check #: 200068		
		100.161.0000.191.1000.430.10601.32.00	Repairs and Maintenance Services	\$19.20
		Check #: 200068		
		100.161.0000.191.1000.442.10601.32.00	Rental of Equipment and Vehicles	\$137.90
		Check #: 200068		
		100.163.0000.000.2410.442.10603.32.00	Rental of Equipment and Vehicles	\$477.00
		Check #: 200068		
		100.163.0000.100.1000.430.10603.32.00	Repairs and Maintenance Services	\$78.27
		Check #: 200068		
		100.165.0000.000.2410.442.10605.32.00	Rental of Equipment and Vehicles	\$110.67
		Check #: 200068		
		100.170.0000.000.2710.442.10000.00.00	Rental of Equipment and Vehicles	\$94.89
		Check #: 200068		
		250.161.0000.200.1000.430.10601.32.00	Repairs and Maintenance Services	\$0.17
		Check #: 200068		
		250.161.0000.200.1000.442.10601.32.00	Rental of Equipment and Vehicles	\$37.00
		Check #: 200068		
		280.633.0000.000.2100.610.10601.32.00	FY19 Title IA FHS Budget Load	\$131.58
		Check #: 200068		
		280.633.0000.000.2515.442.10000.00.00	Rental of Equipment and Vehicles	\$79.46
		Check #: 200068		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1016

09/03/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		280.709.0000.000.2212.442.10000.00.00	Rental of Equipment and Vehicles	\$79.46
		Check #: 200068		
			Vendor Total:	\$9,403.29
WILD WEST MOTORS, INC	8442	100.170.0000.000.2730.430.10000.00.00	Repairs and Maintenance Services	\$704.38
		Check #: 200069		
			Vendor Total:	\$704.38
YERINGTON READY MIX	23350	100.108.0000.000.2620.610.10603.32.00	General Supplies	\$334.00
		Check #: 200070		
			Vendor Total:	\$334.00
YERINGTON THEATRE FOR THE ARTS	100157	230.231.0000.610.1000.441.10909.41.00	Renting Land and Buildings	\$1,400.00
		Check #: 200071		
			Vendor Total:	\$1,400.00
			Grand Total:	\$184,681.06

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1031 Voucher Date: 08/04/2020 Prepared By: _____

Printed: 09/15/2020 03:07:23 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$54,153.83 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to June 30, 2021 (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.

Neal E. McIntyre President

Holly Villines Clerk

Kimber LA Crabtree Member

Barbara Jones Member

Sherry Parsons Member

Bridget Peterson Member

John Stevens Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
703	Workers Compensation	\$54,153.83
		<hr/>
		\$54,153.83

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1031 08/04/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
CCMSI		703.102.0000.000.2570.270.10000.00.00 0	Workers" Compensation	\$54,153.83
Vendor Total:				\$54,153.83
Grand Total:				\$54,153.83

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1041 Voucher Date: 09/09/2020 Prepared By: _____

Printed: 09/15/2020 03:08:52 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$15,437.64 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to June 30, 2021 (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.

Neal E. McIntyre President

Holly Villines Clerk

Kimber LA Crabtree Member

Barbara Jones Member

Sherry Parsons Member

Bridget Peterson Member

John Stevens Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
703	Workers Compensation	\$15,437.64
		<hr/>
		\$15,437.64

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1041 09/09/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
CCMSI		703.102.0000.000.2570.270.10000.00.00 0	Workers" Compensation	\$15,437.64
Vendor Total:				\$15,437.64
Grand Total:				\$15,437.64

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1042 Voucher Date: 09/11/2020 Prepared By: _____

Printed: 09/15/2020 03:10:12 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$216,728.06 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to June 30, 2021 (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.

Neal E. McIntyre President

Holly Villines Clerk

Kimber LA Crabtree Member

Barbara Jones Member

Sherry Parsons Member

Bridget Peterson Member

John Stevens Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$207,361.40
205	Nv Education Funding plan as per SB178 (2017)	\$1,086.78
230	Adult Education	\$113.43
240	State Grants	\$2,975.00
250	Special Education	\$201.51
280	Federal Funds	\$1,400.12
285	Medicaid Funds	\$164.33
290	Food Service Funds	\$3,425.49
		<hr/> <hr/>
		\$216,728.06

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1042

09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
A T & T MONTHLY STATEMENT	99712	100.127.0000.000.2410.533.10210.10.00	Telephone – Land Line phone services Check #: 200073	\$464.42
		100.135.0000.000.2410.533.10305.31.00	Telephone – Land Line phone services Check #: 200073	\$123.99
		100.161.0000.000.2410.533.10601.32.00	Telephone – Land Line phone services Check #: 200073	\$583.14
			Vendor Total:	\$1,171.55
ACTION GLASS CARSON LLC	102563	100.170.0000.000.2730.430.10000.00.00	Repairs and Maintenance Services Check #: 200074	\$25.00
			Vendor Total:	\$25.00
ADVANCED CLASSROOM TECH	102814	100.125.0000.100.1000.430.10205.10.00	Repairs and Maintenance Services Check #: 200075	\$265.00
			Vendor Total:	\$265.00
AIR FILTER SALES AND SERVICE	98789	100.122.0000.000.2620.610.10202.10.00	General Supplies Check #: 200076	\$384.63
		100.163.0000.000.2620.610.10603.32.00	General Supplies Check #: 200076	\$964.63
			Vendor Total:	\$1,349.26
ALHAMBRA WATER	97540	100.101.0000.000.2500.615.10000.00.00	Snacks, Food & Beverages Check #: 200077	\$77.84
		100.107.0000.000.2580.615.10000.00.00	Snacks, Food & Beverages Check #: 200077	\$45.90
			Vendor Total:	\$123.74
AMAZON.COM	99456	100.102.0000.000.2570.610.10000.00.00	General Supplies Check #: 200078	\$386.22

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1042

09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.103.0000.300.1000.610.10603.32.00	General Supplies Check #: 200078	\$59.98
		100.129.0000.100.1000.610.10209.10.00	General Supplies Check #: 200078	\$528.80
		100.129.0000.100.1000.651.10209.10.00	Supplies – Technology – Software Check #: 200078	\$22.99
		100.134.0000.000.2410.610.10304.20.00	General Supplies Check #: 200078	\$209.82
		100.161.0000.100.1000.610.10601.32.00	General Supplies Check #: 200078	\$1,102.86
		100.170.0000.000.2710.610.10000.00.00	General Supplies Check #: 200078	\$326.10
		250.105.0000.000.2321.610.10000.00.00	General Supplies Check #: 200078	\$164.33
		285.781.0000.200.2321.610.10000.00.00	General Supplies Check #: 200078	\$164.33
			Vendor Total:	\$2,965.43
ANDERSON, JACQUE		290.184.1611.000.0000.000.10000.00.00	Daily Sales–School Lunch Program Check #: 200079	\$201.85
			Vendor Total:	\$201.85
ARAMARK UNIFORM SERVICES		100.127.0000.000.2620.422.10210.10.00	Janitorial / Custodial Services Check #: 200080	\$55.45
		100.127.0000.000.2620.430.10210.10.00	Repairs and Maintenance Services Check #: 200080	\$75.25
		100.136.0000.000.2620.422.10208.31.00	Janitorial / Custodial Services Check #: 200080	\$72.33
		100.170.0000.000.2730.619.10000.00.00	Uniforms Check #: 200080	\$320.73
		290.182.0000.000.3100.422.10000.00.00	Janitorial / Custodial Services Check #: 200080	\$909.17

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1042

09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		290.185.0000.000.3100.422.10000.00.00	Janitorial / Custodial Services	\$954.10
		Check #: 200080		
			Vendor Total:	\$2,387.03
BIG R FERNLEY		100.108.0000.000.2620.610.10000.00.00	General Supplies	\$10.84
		Check #: 200081		
		100.123.0000.000.2620.610.10203.10.00	General Supplies	\$56.38
		Check #: 200081		
		100.129.0000.000.2620.610.10209.10.00	General Supplies	\$52.11
		Check #: 200081		
		100.133.0000.000.2620.610.10303.10.00	General Supplies	\$34.89
		Check #: 200081		
		100.161.0000.000.2620.610.10601.32.00	General Supplies	\$43.75
		Check #: 200081		
			Vendor Total:	\$197.97
BRYSON SALES & SERVICE	2380	100.170.0000.000.2730.614.10000.00.00	Parts	\$468.52
		Check #: 200082		
			Vendor Total:	\$468.52
BUSINESSU		240.300.0000.394.1000.651.10603.32.00	Supplies - Technology - Software	\$1,487.50
		Check #: 200083		
		240.300.0000.394.1000.651.10605.32.00	Supplies - Technology - Software	\$1,487.50
		Check #: 200083		
			Vendor Total:	\$2,975.00
CARSON VALLEY OIL	3380	100.170.0000.000.2730.626.10000.00.00	Gasoline	\$829.36
		Check #: 200084		
			Vendor Total:	\$829.36
CITY OF YERINGTON	23080	100.101.0000.000.2322.340.10000.00.00	Other Professional Services	\$30,000.00
		Check #: 200085		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1042

09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
				Vendor Total:
CLARK & ASSOCIATES OF NEVADA, INC.				\$30,000.00
		100.102.0000.000.2570.340.10000.00.00	Other Professional Services	\$6,333.32
		Check #: 200086		
				Vendor Total:
CONCENTRA				\$6,333.32
		100.170.0000.000.2710.810.10000.00.00	Dues and Fees	\$82.50
		Check #: 200087		
				Vendor Total:
COOMBS, SHANNON				\$82.50
		100.122.0000.000.2130.610.10202.10.00	General Supplies	\$54.58
		Check #: 200088		
		100.122.0000.000.2220.610.10202.10.00	General Supplies	\$10.69
		Check #: 200088		
		100.122.0000.000.2410.610.10202.10.00	General Supplies	\$17.78
		Check #: 200088		
		100.122.0000.100.1000.610.10202.10.00	General Supplies	\$50.97
		Check #: 200088		
				Vendor Total:
CRAMER AUTOMOTIVE				\$134.02
		100.170.0000.000.2730.614.10000.00.00	Parts	\$21.75
		Check #: 200089		
				Vendor Total:
CURTIS, ANNA				\$21.75
		290.185.1611.000.0000.000.10000.00.00	Daily Sales-School Lunch Program	\$107.10
		Check #: 200090		
				Vendor Total:
D & S WASTE REMOVAL, INC	4960			\$107.10
		100.108.0000.000.2620.421.10000.00.00	Garbage / Disposal	\$227.00
		Check #: 200091		
		100.108.0000.000.2620.421.10202.10.00	Garbage / Disposal	\$790.48
		Check #: 200091		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1042

09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.108.0000.000.2620.421.10302.20.00 Check #: 200091	Garbage / Disposal	\$263.50
		100.108.0000.000.2620.421.10602.50.00 Check #: 200091	Garbage / Disposal	\$892.94
		100.108.0000.000.2620.421.10603.32.00 Check #: 200091	Garbage / Disposal	\$944.48
		100.170.0000.000.2730.421.10000.00.00 Check #: 200091	Garbage / Disposal	\$258.99
		290.182.0000.000.3100.421.10000.00.00 Check #: 200091	Garbage / Disposal	\$1,053.92
			Vendor Total:	\$4,431.31
DAYTON AUTO PART-NAPA		100.170.0000.000.2730.614.10000.00.00 Check #: 200092	Parts	\$117.79
			Vendor Total:	\$117.79
DECKER, INC.	5403	100.161.0000.100.1000.610.10601.32.00 Check #: 200093	General Supplies	\$550.09
			Vendor Total:	\$550.09
DELTA EDUCATION		100.133.0000.100.1000.610.10303.00.00 Check #: 200094	General Supplies	\$36.30
			Vendor Total:	\$36.30
DELTA FIRE SYSTEMS, INC.		100.108.0000.000.2620.430.10210.10.00 Check #: 200095	Repairs and Maintenance Services	\$230.00
		100.108.0000.000.2620.430.10211.10.00 Check #: 200095	Repairs and Maintenance Services	\$345.00
		100.108.0000.000.2620.430.10604.32.00 Check #: 200095	Repairs and Maintenance Services	\$345.00
		100.108.0000.000.2620.610.10210.10.00 Check #: 200095	General Supplies	\$280.00

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1042

09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.108.0000.000.2620.610.10211.10.00	General Supplies	\$200.00
		Check #: 200095		
		100.108.0000.000.2620.610.10604.32.00	General Supplies	\$1,410.00
		Check #: 200095		
			Vendor Total:	\$2,810.00
DONNELLEY SPORTS	97433			
		100.161.0000.920.1000.610.10601.32.00	General Supplies	\$5,738.31
		Check #: 200096		
			Vendor Total:	\$5,738.31
EASY ROOTER PLUMBING	5999			
		100.135.0000.000.2620.430.10305.31.00	Repairs and Maintenance Services	\$190.00
		Check #: 200097		
			Vendor Total:	\$190.00
ETERNAL IMAGE SIGN & DESIGN	96742			
		100.135.0000.100.1000.610.10305.31.00	General Supplies	\$540.00
		Check #: 200098		
			Vendor Total:	\$540.00
FERNLEY CHIROPRACTIC, INC.				
		100.170.0000.000.2710.810.10000.00.00	Dues and Fees	\$400.00
		Check #: 200099		
			Vendor Total:	\$400.00
FLINN SCIENTIFIC	7765			
		100.132.0000.100.1000.610.10302.20.00	General Supplies	\$68.96
		Check #: 200100		
			Vendor Total:	\$68.96
FLYERS ENERGY, LLC	102216			
		100.170.0000.000.2730.626.10000.00.00	Gasoline	\$643.48
		Check #: 200101		
			Vendor Total:	\$643.48
FP MAILING SOLUTIONS				
		100.125.0000.000.2410.531.10205.10.00	Postage	\$86.85
		Check #: 200102		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1042

09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
Vendor Total:				\$86.85
GENE WATSON	22210	100.108.0000.000.2620.422.10000.00.00	Janitorial / Custodial Services	\$705.00
		Check #: 200103		
Vendor Total:				\$705.00
HDS WHITE CAP CONST SUPPLY	95880	100.129.0000.000.2620.610.10209.10.00	General Supplies	\$380.00
		Check #: 200104		
Vendor Total:				\$380.00
HEIMBRUCH, MARIA		290.184.1611.000.0000.000.10000.00.00	Daily Sales-School Lunch Program	\$69.15
		Check #: 200105		
Vendor Total:				\$69.15
HOME DEPOT	9654	100.127.0000.000.2620.610.10210.10.00	General Supplies	\$179.28
		Check #: 200106		
Vendor Total:				\$179.28
INLAND SUPPLY CO., INC.	10000	100.108.0000.000.2620.610.10000.00.00	General Supplies	\$44,954.62
		Check #: 200107		
		100.126.0000.000.2620.610.10206.10.00	General Supplies	\$310.50
		Check #: 200107		
		100.129.0000.000.2620.430.10209.10.00	Repairs and Maintenance Services	\$120.00
		Check #: 200107		
		100.129.0000.000.2620.610.10209.10.00	General Supplies	\$3,140.86
		Check #: 200107		
		100.132.0000.000.2620.610.10302.20.00	General Supplies	\$8,587.61
		Check #: 200107		
		100.135.0000.000.2620.430.10305.31.00	Repairs and Maintenance Services	\$167.99
		Check #: 200107		
		100.135.0000.000.2620.610.10305.31.00	General Supplies	\$996.96
		Check #: 200107		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1042

09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.161.0000.000.2620.610.10601.32.00	General Supplies	\$1,289.12
		Check #: 200107		
		100.163.0000.000.2620.610.10603.32.00	General Supplies	\$53.00
		Check #: 200107		
			Vendor Total:	\$59,620.66
IRONCLAD BUILDERS, LLC				
		100.108.0000.000.2620.430.10303.10.00	Repairs and Maintenance Services	\$2,250.00
		Check #: 200108		
			Vendor Total:	\$2,250.00
J & S ASSESSMENTS, L.L.C.				
		280.639.0000.200.2140.340.10000.00.00	Other Professional Services	\$637.50
		Check #: 200109		
			Vendor Total:	\$637.50
JIM MENESINI PETROLEUM				
		100.170.0000.000.2730.613.10000.00.00	Oil & Lubricants	\$78.76
		Check #: 200110		
			Vendor Total:	\$78.76
JUST, KIM				
		290.182.1611.000.0000.000.10000.00.00	Daily Sales-School Lunch Program	\$47.00
		Check #: 200111		
			Vendor Total:	\$47.00
KING, CYNTHIA				
		290.185.1611.000.0000.000.10000.00.00	Daily Sales-School Lunch Program	\$22.75
		Check #: 200112		
			Vendor Total:	\$22.75
LAWSON PRODUCTS				
		100.170.0000.000.2730.610.10000.00.00	General Supplies	\$77.36
		Check #: 200113		
		100.170.0000.000.2730.614.10000.00.00	Parts	\$345.52
		Check #: 200113		
			Vendor Total:	\$422.88

LEVEL DATA

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1042

09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.107.0000.000.2580.735.10000.00.00	Technology Software	\$32,175.00
		Check #: 200114		
			Vendor Total:	\$32,175.00
LOWE'S BUSINESS ACCOUNT	11835			
		100.108.0000.000.2630.610.10000.00.00	General Supplies	\$14.58
		Check #: 200115		
		100.123.0000.000.2620.610.10203.10.00	General Supplies	\$75.55
		Check #: 200115		
		100.125.0000.000.2620.610.10205.10.00	General Supplies	\$34.44
		Check #: 200115		
		100.129.0000.000.2620.610.10209.10.00	General Supplies	\$1,045.46
		Check #: 200115		
		100.133.0000.000.2620.610.10303.10.00	General Supplies	\$976.84
		Check #: 200115		
		100.135.0000.000.2620.610.10305.31.00	General Supplies	\$90.12
		Check #: 200115		
		100.136.0000.000.2620.610.10208.31.00	General Supplies	\$357.69
		Check #: 200115		
			Vendor Total:	\$2,594.68
M.F. BARCELLOS, INC	1560			
		100.108.0000.000.2620.623.10602.50.00	Bottled Gas	\$345.15
		Check #: 200116		
		100.170.0000.000.2730.613.10000.00.00	Oil & Lubricants	\$216.00
		Check #: 200116		
		100.170.0000.000.2730.626.10000.00.00	Gasoline	\$3,730.73
		Check #: 200116		
			Vendor Total:	\$4,291.88
MARTINEZ, DIANA				
		290.182.1611.000.0000.000.10000.00.00	Daily Sales-School Lunch Program	\$24.85
		Check #: 200117		
			Vendor Total:	\$24.85
MOUND HOUSE HARDWARE & STORAGE	96223			

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1042

09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.121.0000.000.2620.610.10201.10.00	General Supplies	\$193.36
		Check #: 200118		
		100.127.0000.000.2620.610.10210.10.00	General Supplies	\$494.45
		Check #: 200118		
		100.128.0000.000.2620.610.10211.10.00	General Supplies	\$238.27
		Check #: 200118		
		100.136.0000.000.2620.610.10208.31.00	General Supplies	\$91.23
		Check #: 200118		
		100.164.0000.000.2620.610.10604.32.00	General Supplies	\$170.05
		Check #: 200118		
			Vendor Total:	\$1,187.36
NAPA AUTO & TRUCK PARTS_99614	99614			
		100.135.0000.000.2620.610.10305.31.00	General Supplies	\$135.27
		Check #: 200119		
		100.161.0000.000.2620.610.10601.32.00	General Supplies	\$28.88
		Check #: 200119		
		100.170.0000.000.2730.614.10000.00.00	Parts	\$1,508.27
		Check #: 200119		
			Vendor Total:	\$1,672.42
OFFICE DEPOT	15366			
		100.121.0000.100.1000.610.10201.10.00	General Supplies	\$626.28
		Check #: 200120		
		100.123.0000.100.1000.610.10203.10.00	General Supplies	\$879.78
		Check #: 200120		
		100.125.0000.000.2410.610.10205.10.00	General Supplies	\$636.61
		Check #: 200120		
		100.126.0000.100.1000.610.10206.10.00	General Supplies	\$444.30
		Check #: 200120		
		100.127.0000.000.2410.610.10210.10.00	General Supplies	\$223.26
		Check #: 200120		
		100.127.0000.100.1000.610.10210.10.00	General Supplies	\$271.72
		Check #: 200120		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1042

09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.128.0000.100.1000.610.10211.10.00 Check #: 200120	General Supplies	\$190.22
		100.133.0000.000.2410.610.10303.10.00 Check #: 200120	General Supplies	\$41.12
		100.133.0000.100.1000.610.10303.00.00 Check #: 200120	General Supplies	\$555.93
		100.133.0000.100.1000.610.10303.10.00 Check #: 200120	General Supplies	\$108.88
		100.162.0000.103.1000.610.10602.50.00 Check #: 200120	General Supplies	\$229.03
		100.164.0000.100.1000.610.10604.32.00 Check #: 200120	General Supplies	\$1,151.86
		100.165.0000.100.1000.610.10605.32.00 Check #: 200120	General Supplies	\$372.47
			Vendor Total:	\$5,731.46
PACIFIC STATES COMMUNICATIONS OF NV, INC		100.104.0000.000.2210.610.10000.00.00 Check #: 200121	General Supplies	\$519.55
			Vendor Total:	\$519.55
PIONEER ATHLETICS		100.163.0000.920.1000.610.10603.32.00 Check #: 200122	General Supplies	\$2,120.00
			Vendor Total:	\$2,120.00
PITNEY BOWES GLOBAL FINANCIAL SERVICES	101970	100.161.0000.100.1000.610.10601.32.00 Check #: 200123	General Supplies	\$573.81
			Vendor Total:	\$573.81
PULIZ RECORDS MGT. RENO		100.135.0000.000.2410.421.10305.31.00 Check #: 200124	Garbage / Disposal	\$75.00
			Vendor Total:	\$75.00

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1042

09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
RALEY'S				
		100.163.0000.000.2410.615.10603.32.00	Snacks, Food & Beverages	\$50.35
		Check #: 200125		
			Vendor Total:	\$50.35
REFRIGERATION SUPPLIES DISTRIBUTOR 96586				
		100.108.0000.000.2620.610.10000.00.00	General Supplies	\$2,969.96
		Check #: 200126		
		100.108.0000.000.2620.610.10202.10.00	General Supplies	\$620.65
		Check #: 200126		
		100.108.0000.000.2620.610.10303.10.00	General Supplies	\$343.57
		Check #: 200126		
		100.108.0000.000.2620.610.10603.32.00	General Supplies	\$124.22
		Check #: 200126		
		100.108.0000.000.2620.610.10604.32.00	General Supplies	\$350.66
		Check #: 200126		
		100.108.0000.000.2620.610.10605.32.00	General Supplies	\$1,204.50
		Check #: 200126		
		100.136.0000.000.2620.610.10208.31.00	General Supplies	\$282.01
		Check #: 200126		
		290.185.0000.000.3100.610.10000.00.00	General Supplies	(\$70.00)
		Check #: 200126		
			Vendor Total:	\$5,825.57
RICOH AMERICAS CORP 102825				
		100.101.0000.610.1000.430.10909.41.00	Repairs and Maintenance Services	\$27.52
		Check #: 200127		
		100.104.0000.000.2210.430.10000.00.00	Repairs and Maintenance Services	\$6.21
		Check #: 200127		
		100.170.0000.000.2710.430.10000.00.00	Repairs and Maintenance Services	\$9.69
		Check #: 200127		
			Vendor Total:	\$43.42
RICOH USA, INC				
		100.126.0000.000.2410.442.10206.10.00	Rental of Equipment and Vehicles	\$404.98
		Check #: 200128		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1042

09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.135.0000.000.2410.442.10305.31.00	Rental of Equipment and Vehicles	\$189.23
		Check #: 200128		
			Vendor Total:	\$594.21
ROGERS, BRITTNEY		290.184.1611.000.0000.000.10000.00.00	Daily Sales-School Lunch Program	\$35.40
		Check #: 200129		
			Vendor Total:	\$35.40
SCHOOL SPECIALTY_103213	103213	100.121.0000.100.1000.640.10201.10.00	Books and Periodicals	\$232.96
		Check #: 200130		
		100.127.0000.100.1000.610.10210.10.00	General Supplies	\$119.98
		Check #: 200130		
		100.133.0000.100.1000.610.10303.00.00	General Supplies	\$3,140.12
		Check #: 200130		
			Vendor Total:	\$3,493.06
SHRED-IT USA		100.136.0000.000.2410.421.10208.31.00	Garbage / Disposal	\$376.00
		Check #: 200131		
		100.161.0000.100.1000.610.10601.32.00	General Supplies	\$100.00
		Check #: 200131		
		100.163.0000.000.2410.421.10603.32.00	Garbage / Disposal	\$25.00
		Check #: 200131		
		100.164.0000.000.2410.421.10604.32.00	Garbage / Disposal	\$25.00
		Check #: 200131		
			Vendor Total:	\$526.00
SILVER SPRINGS G.I.D	19181	100.108.0000.000.2620.411.10205.10.00	Water / Sewer	\$760.00
		Check #: 200132		
		100.108.0000.000.2620.411.10304.20.00	Water / Sewer	\$500.00
		Check #: 200132		
		100.108.0000.000.2620.411.10605.32.00	Water / Sewer	\$660.00
		Check #: 200132		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1042

09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$1,920.00
SILVER SPRINGS MUTUAL WATER CO	19183	100.108.0000.000.2620.411.10205.10.00	Water / Sewer	\$3,070.56
		Check #: 200133		
		100.108.0000.000.2620.411.10304.20.00	Water / Sewer	\$885.28
		Check #: 200133		
		100.108.0000.000.2620.411.10605.32.00	Water / Sewer	\$7,237.72
		Check #: 200133		
		100.170.0000.000.2730.411.10000.00.00	Water / Sewer	\$63.00
		Check #: 200133		
			Vendor Total:	\$11,256.56
SILVERLAND MIDDLE SCHOOL_101992	101992	100.135.0000.000.2410.615.10305.31.00	Snacks, Food & Beverages	\$93.61
		Check #: 200134		
			Vendor Total:	\$93.61
STUDIO 33	103250	100.122.0000.000.2410.610.10202.10.00	General Supplies	\$33.00
		Check #: 200135		
			Vendor Total:	\$33.00
THOM, CARLY		280.639.0000.240.1000.519.10000.00.00	Student Transportation Purchased From	\$631.04
		Check #: 200136	Other Source	
			Vendor Total:	\$631.04
THOMAS, LAURA		290.185.1611.000.0000.000.10000.00.00	Daily Sales-School Lunch Program	\$5.40
		Check #: 200137		
			Vendor Total:	\$5.40
TREETOP PUBLISHING, INC	20949	100.132.0000.100.1000.610.10302.20.00	General Supplies	\$100.00
		Check #: 200138		
			Vendor Total:	\$100.00
ULINE	102057			

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1042

09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.129.0000.000.2620.610.10209.10.00	General Supplies	\$445.79
		Check #: 200139		
		100.133.0000.000.2620.610.10303.10.00	General Supplies	\$163.85
		Check #: 200139		
			Vendor Total:	\$609.64
VEGAS, SHARI		290.184.1611.000.0000.000.10000.00.00	Daily Sales-School Lunch Program	\$64.80
		Check #: 200140		
			Vendor Total:	\$64.80
WALKER LAKE DISPOSAL INC.	102157	100.108.0000.000.2620.421.10305.31.00	Garbage / Disposal	\$500.00
		Check #: 200141		
			Vendor Total:	\$500.00
WASTE MANAGEMENT	22180	100.136.0000.000.2620.421.10208.31.00	Garbage / Disposal	\$711.37
		Check #: 200142		
			Vendor Total:	\$711.37
WELLS FARGO VENDOR FINANCIAL SERVICES		100.101.0000.000.2320.430.10000.00.00	Repairs and Maintenance Services	\$647.25
		Check #: 200143		
		100.101.0000.000.2320.442.10000.00.00	Rental of Equipment and Vehicles	\$370.79
		Check #: 200143		
		100.121.0000.000.2410.442.10201.10.00	Rental of Equipment and Vehicles	\$662.26
		Check #: 200143		
		100.127.0000.000.2410.442.10210.10.00	Rental of Equipment and Vehicles	\$513.00
		Check #: 200143		
		100.127.0000.100.1000.430.10210.10.00	Repairs and Maintenance Services	\$30.61
		Check #: 200143		
		100.128.0000.000.2410.430.10211.10.00	Repairs and Maintenance Services	\$601.24
		Check #: 200143		
		100.132.0000.000.2410.442.10302.20.00	Rental of Equipment and Vehicles	\$462.50
		Check #: 200143		

Lyon County School District

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Voucher Batch Number: 1042

09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.133.0000.000.2410.442.10303.10.00	Rental of Equipment and Vehicles	\$481.65
		Check #: 200143		
		100.136.0000.000.2410.442.10208.31.00	Rental of Equipment and Vehicles	\$372.70
		Check #: 200143		
		100.161.0000.000.2120.430.10601.32.00	Repairs and Maintenance Services	\$2.62
		Check #: 200143		
		100.161.0000.000.2120.442.10601.32.00	Rental of Equipment and Vehicles	\$37.00
		Check #: 200143		
		100.161.0000.100.1000.430.10601.32.00	Repairs and Maintenance Services	\$34.68
		Check #: 200143		
		100.161.0000.100.1000.442.10601.32.00	Rental of Equipment and Vehicles	\$216.26
		Check #: 200143		
		100.161.0000.190.1000.430.10601.32.00	Repairs and Maintenance Services	\$10.25
		Check #: 200143		
		100.161.0000.190.1000.442.10601.32.00	Rental of Equipment and Vehicles	\$142.26
		Check #: 200143		
		100.161.0000.191.1000.430.10601.32.00	Repairs and Maintenance Services	\$31.24
		Check #: 200143		
		100.161.0000.191.1000.442.10601.32.00	Rental of Equipment and Vehicles	\$137.90
		Check #: 200143		
		100.162.0000.000.2410.430.10602.50.00	Repairs and Maintenance Services	\$294.76
		Check #: 200143		
		100.162.0000.103.1000.610.10602.50.00	General Supplies	\$57.38
		Check #: 200143		
		100.162.0000.170.1000.610.10602.50.00	General Supplies	\$57.37
		Check #: 200143		
		100.163.0000.000.2410.442.10603.32.00	Rental of Equipment and Vehicles	\$477.00
		Check #: 200143		
		100.163.0000.100.1000.430.10603.32.00	Repairs and Maintenance Services	\$20.79
		Check #: 200143		
		100.164.0000.000.2410.430.10604.32.00	Repairs and Maintenance Services	\$2.03
		Check #: 200143		
		100.164.0000.000.2410.442.10604.32.00	Rental of Equipment and Vehicles	\$559.03
		Check #: 200143		

Lyon County School District

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09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		205.280.0000.100.1000.610.10601.32.00	General Supplies	\$1,086.78
		Check #: 200143		
		250.161.0000.200.1000.430.10601.32.00	Repairs and Maintenance Services	\$0.18
		Check #: 200143		
		250.161.0000.200.1000.442.10601.32.00	Rental of Equipment and Vehicles	\$37.00
		Check #: 200143		
		280.633.0000.000.2100.610.10601.32.00	FY19 Title IA FHS Budget Load	\$131.58
		Check #: 200143		
			Vendor Total:	\$7,478.11
XCAST LABS, INC.		100.107.0000.000.2580.533.10000.00.00	Telephone – Land Line phone services	\$37.87
		Check #: 200144		
		100.121.0000.000.2410.533.10201.10.00	Telephone – Land Line phone services	\$37.81
		Check #: 200144		
		100.122.0000.000.2410.533.10202.10.00	Telephone – Land Line phone services	\$37.81
		Check #: 200144		
		100.123.0000.000.2410.533.10203.10.00	Telephone – Land Line phone services	\$37.81
		Check #: 200144		
		100.125.0000.000.2410.533.10205.10.00	Telephone – Land Line phone services	\$37.81
		Check #: 200144		
		100.126.0000.000.2410.533.10206.10.00	Telephone – Land Line phone services	\$37.81
		Check #: 200144		
		100.127.0000.000.2410.533.10210.10.00	Telephone – Land Line phone services	\$37.81
		Check #: 200144		
		100.128.0000.000.2410.533.10211.10.00	Telephone – Land Line phone services	\$37.81
		Check #: 200144		
		100.129.0000.000.2410.533.10209.10.00	Telephone – Land Line phone services	\$37.81
		Check #: 200144		
		100.132.0000.000.2410.533.10302.20.00	Telephone – Land Line phone services	\$37.81
		Check #: 200144		
		100.133.0000.000.2410.533.10303.10.00	Telephone – Land Line phone services	\$37.81
		Check #: 200144		
		100.134.0000.000.2410.533.10304.20.00	Telephone – Land Line phone services	\$37.81
		Check #: 200144		

Lyon County School District

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09/11/2020

Fiscal Year: 2020-2021

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.135.0000.000.2410.533.10305.31.00 Check #: 200144	Telephone – Land Line phone services	\$37.81
		100.136.0000.000.2410.533.10208.31.00 Check #: 200144	Telephone – Land Line phone services	\$37.81
		100.161.0000.000.2410.533.10601.32.00 Check #: 200144	Telephone – Land Line phone services	\$37.81
		100.162.0000.000.2410.533.10602.50.00 Check #: 200144	Telephone – Land Line phone services	\$37.81
		100.163.0000.000.2410.533.10603.32.00 Check #: 200144	Telephone – Land Line phone services	\$37.81
		100.164.0000.000.2410.533.10604.32.00 Check #: 200144	Telephone – Land Line phone services	\$37.81
		100.165.0000.000.2410.533.10605.32.00 Check #: 200144	Telephone – Land Line phone services	\$37.81
		100.170.0000.000.2710.533.10000.00.00 Check #: 200144	Telephone – Land Line phone services	\$37.81
		230.231.0000.610.1000.533.10601.41.00 Check #: 200144	Telephone – Land Line phone services	\$37.81
		230.231.0000.610.1000.533.10907.41.00 Check #: 200144	Telephone – Land Line phone services	\$37.81
		230.231.0000.610.1000.533.10909.41.00 Check #: 200144	Telephone – Land Line phone services	\$37.81
			Vendor Total:	\$869.69
YERINGTON AUTO PARTS	23100	100.170.0000.000.2730.614.10000.00.00 Check #: 200145	Parts	\$1,256.35
			Vendor Total:	\$1,256.35
			Grand Total:	\$216,728.06

End of Report

**Lyon County School District
Board Memo**

Date: September 22, 2020
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 of school supplies, valued at \$400 to RES, from Carson City Walmart.
- A donation of masks, spray bottles and sanitizer to RES, from Mound House Hardware and Storage.
- A donation of a Pearl Drum set to FHS Band/Music department from Mr. Derek Wideriksen.

*Respectfully Submitted,
Wayne Workman, Superintendent*

MEMO

TO: Mr. Wayne Workman, LCSD Superintendent

FROM: Laura Malkovich, RES Principal 

DATE: September 11, 2020

RE: Donation

Riverview Elementary School has received a donation of \$400 worth of supplies from Walmart on Market Street in Carson City.



1200 Ferretto Parkway
Dayton, NV 89403
Phone (775) 246-6170
Fax (775)246-6299

Laura Malkovich, Principal
Eric Clifford, Assistant Principal
Rebecca Carlisle, Counselor

September 11, 2020

Walmart

Manager: James

3200 Market Street

Carson City, NV 89706

Dear Walmart,

On behalf of Riverview Elementary School, I would like to thank you for your generous donation of \$400.00 to benefit our school.

Thank you for your dedication and thoughtfulness. This letter also serves as your documentation for tax purposes; Lyon County School District's Tax ID number is: 88-6000999.

Sincerely,

Laura Malkovich

Principal

MEMO

TO: Mr. Wayne Workman, LCSD Superintendent

FROM: Laura Malkovich, RES Principal 

DATE: September 11, 2020

RE: Donation

Riverview Elementary School has received a donation of \$400 worth of supplies from Walmart near Topsy Lane in Carson City.



1200 Ferretto Parkway
Dayton, NV 89403
Phone (775) 246-6170
Fax (775)246-6299

Laura Malkovich, Principal
Eric Clifford, Assistant Principal
Rebecca Carlisle, Counselor

September 11, 2020

Walmart

Manager: Blake

3770 US-395 S

Carson City, NV 89705

Dear Walmart,

On behalf of Riverview Elementary School, I would like to thank you for your generous donation of \$400.00 to benefit our school.

Thank you for your dedication and thoughtfulness. This letter also serves as your documentation for tax purposes; Lyon County School District's Tax ID number is: 88-6000999 (Walmart customer 1797389).

Sincerely,

Laura Malkovich

Principal

MEMO

TO: Mr. Wayne Workman, LCSD Superintendent

FROM: Laura Malkovich, RES Principal *LM*

DATE: September 11, 2020

RE: Donation

Riverview Elementary School has received a donation of face masks, spray, bottles, and sanitizer from Mound House Hardware & Storage.



1200 Ferretto Parkway
Dayton, NV 89403
Phone (775) 246-6170
Fax (775)246-6299

Laura Malkovich, Principal
Eric Clifford, Assistant Principal
Rebecca Carlisle, Counselor

September 11, 2020

Mound House Hardware & Storage
10189 Highway 50 East
Carson City, NV 89706

Dear Mound House Hardware & Storage,

On behalf of Riverview Elementary School, I would like to thank you for your generous donation of face masks, spray bottles, and sanitizer to help make our school a safe and healthy learning environment.

Thank you for your dedication and thoughtfulness. This letter also serves as your documentation for tax purposes; Lyon County School District's Tax ID number is: 88-600099.

Sincerely,

Laura Malkovich
Principal

Fernley High School

Memorandum

Date: September 1, 2020

To: Mr. Wayne Workman, LCSD Superintendent

From: Michelle Miller

Cc: Kent Jones, Principal FHS

RE: Derek Wideriksen – Drum Set

Mr. Workman,

Fernley High School is greatly appreciative to Mr. Derek Wideriksen for the donation of a Pearl Drum Set to the FHS Band/Music Program. We are extremely grateful for his generosity.

Thank You,

Michelle Miller

Fernley High School

Principals Secretary



Lyon County School District Board Memo

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: LCSD Health Insurance Renewal January 1, 2021

Recommendation

That the Board of Trustees approve the recommendation from the Health Insurance Committee to change the LCSD health plan to Aetna Open Access Managed Choice Plans including Aetna Dental and Vision and continue the existing Guardian Life Insurance professional services agreement effective January 1, 2021 through December 31, 2021.

Background Information

In working with the District's insurance brokers, Valerie Clark with Clark & Associates, the Health Insurance Committee requested new proposals for both self-insured and fully insured health benefit professional services for plan year 2021. The committee met on January 27, 2020, April 20, 2020, and June 15, 2020. The committee met again on August 3, 2020 to review the final proposals for both self-insured and fully insured plans from vendors. On August 21, 2020, the District Insurance Committee held an emergency meeting because the self-insured rates were unaffordable based on reinsurance rates. The committee voted to move forward with the two best offers for fully insured options in order to keep within the insurance rate cap. The committee heard in-person presentations from the two selected fully insured finalists (Hometown Health and Aetna) on August 31, 2020. The committee was provided material to distribute to their constituents for review. The committee then solicited feedback from employees via the insurance committee members for two weeks. The Insurance Committee met again on September 14, 2020, to provide their recommending votes. The committee member votes were as follows:

- 5 Aetna
- 2 Hometown Health

As noted by the votes, the insurance committee is recommending the Aetna proposal for calendar year 2021. Employee informational meetings were held at four area high schools to answer questions from employees.

It is significant to note that the Insurance Committee requested the proposals match the current plan design.

Rates for the carriers (Aetna and Hometown Health) are attached. A buy-up option is also provided to employees to reduce their deductible costs and out-of-pocket maximums. Additionally, a Qualified High Deductible Health Savings Account (QHDHSA) is offered.

Budget Considerations

Currently, LCSD provides insurance to approximately 1000 employees who work 5+ hours/day. The negotiated agreements with the classified, certified and administrator employee groups require the District to support up to \$625 towards employee health benefits. Employees have an option of covering their dependents at their own cost.

HOMETOWN HEATH FULLY INSURED WITH GUARDIAN DENTAL, VISION & LIFE:

If the Board selects the fully insured Hometown Health plan with Guardian ancillary benefits, the District will pay \$625 of the total **\$593.38** per month for each eligible employee during the 2021 calendar year. The employee would pay \$0 monthly for employee only coverage on the base plan.

The Hometown/Guardian proposal includes the following savings, which will be used towards the run-out claims on the self-funded plan:

- Guardian is offering a premium holiday on dental and vision which equates to an annual savings of approximately \$72,271
- Maximum additional annual savings of \$379,440 (difference between \$625 monthly district contribution and actual per employee premium cost.)

AETNA FULLY INSURED MEDICAL, DENTAL & VISION WITH GUARDIAN LIFE:

If the Board selects the fully insured Aetna plan, the District will pay \$625 of the total **\$580.76** per month for each eligible employee during the 2021 calendar year. The employees would pay \$0 monthly for employee only coverage on the base plan.

The Aetna proposal includes the following savings, which will be used towards the run-out claims on the self-funded plan:

- A premium holiday of \$377,636 (estimated half month premium)
- Bundling discount savings of \$240,887 (medical, dental, vision)
- Maximum additional annual savings of \$530,880 (difference between \$625 monthly district contribution and actual per employee premium cost.)

The Aetna proposal also includes a second-year rate cap guarantee as follows:

- *Medical:* 1/1/2022 medical renewal will not increase by more than 11% over 2021 rates. If 60% usage of Aetna Navigator app is achieved, rates will not increase more than 8.8%
- *Dental:* 1/1/2022 dental renewal will have a 0% increase over 2021 rates. The maximum increase for the 1/1/2023 renewal will be 5%.

Aetna has a comprehensive national network as well as contracts with all local hospital systems.

Discussed at Previous Meeting

September 24, 2019

Attachment(s):

Health Insurance Plan Rates 2021

*Respectfully Submitted,
Wayne Workman, Superintendent*



Lyon County School District 2021 Fully Insured Benefit Analysis



Carrier Options: *Aetna* or *Hometown Health Plan*

All carriers will match the current benefits listed below.

Some things will vary based on carrier. Examples include: Provider & pharmacy network, prescription formulary, prescription mail-order service, prior-authorization requirements, wellness programs.

Benefits	Base Plan		Buy-Up Plan		HDHP Plan	
	PPO \$3,500		PPO \$2,000		HDHP \$4,000	
	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network
Deductible						
Individual	\$3,500	\$7,000	\$2,000	\$4,000	\$4,000	\$8,000
Family	\$7,000	\$14,000	\$4,000	\$8,000	\$8,000	\$16,000
Coinsurance	80%	50%	80%	60%	100%	70%
Out-of-Pocket Maximum (includes ded)						
Individual	\$6,600	\$13,200	\$5,000	\$10,000	\$4,000	\$8,000
Family	\$13,200	\$26,400	\$10,000	\$20,000	\$8,000	\$16,000
Inpatient Hospital/ Facility and Physician	Ded + Coins	Ded + Coins	Ded + Coins	Ded + Coins	Ded	Ded + Coins
Outpatient Hospital	Ded + Coins	Ded + Coins	\$500	Ded + Coins	Ded	Ded + Coins
Emergency Room/ Facility and Physician	\$350	Same as in network	\$350	Same as in network	Ded	Same as in network
Urgent Care	\$50	Ded + Coins	\$50	Ded + Coins	Ded	Ded + Coins
Ground Ambulance	\$200	Same as in network	\$200	Same as in network	Ded	Ded + Coins
Air Ambulance	\$500	Same as in network	\$200	Same as in network	Ded	Ded + Coins
Laboratory	\$35	Ded + Coins	\$15	Ded + Coins	Ded	Ded + Coins
Advanced Imaging (MRI PET CT)	\$300	Ded + Coins	\$200	Ded + Coins	Ded	Ded + Coins
X-ray	\$60	Ded + Coins	\$40	Ded + Coins	Ded	Ded + Coins
Routine Services						
Office Visit	\$35	Ded + Coins	\$20	Ded + Coins	Ded	Ded + Coins
Preventive Care	No Charge	Ded + Coins	No Charge	Ded + Coins	Ded	Ded + Coins
Specialist	\$60	Ded + Coins	\$40	Ded + Coins	Ded	Ded + Coins
Prescription Drugs						
Generic	\$15		\$15		Ded	
Preferred Brand	\$40		\$40		Ded	
Non-Preferred Brand	\$60		\$60		Ded	
Specialty	20%		20%		Ded	
Mail-Order	2 Copays for 90 Day Supply	175	2 Copays for 90 Day Supply			

This is a brief summary of benefits for illustrative purposes only. For FINAL benefits please see carrier benefit summaries.

Lyon County School District
BASE Plan - 2021 FULLY INSURED Employee Cost Summary Page

Lyon County School District FULLY INSURED	Medical (Base Plan)*	Dental	Vision	Life	TOTAL	EMPLOYEE MONTHLY COST *
Aetna/Guardian Life (Dental & vision bundle disc incl)	Aetna	Aetna	Aetna	Guardian		
Employee	\$531.38	\$38.98	\$6.20	\$4.20	\$580.76 (\$625)**	\$0.00
Additional Spouse	\$531.38	\$35.19	\$7.25	N/A	\$573.82	\$573.82
Additional Child(ren)	\$425.10	\$35.76	\$7.46	N/A	\$468.32	\$468.32
Additional Family	\$1,062.75	\$64.40	\$16.70	N/A	\$1,143.85	\$1,143.85
					Annual Grand Total (See note)	\$9,340,804
Hometown Health Plan / Guardian	Hometown Health	Guardian	Guardian (VSP network)	Guardian		
Employee	\$540.97	\$41.78	\$6.43	\$4.20	\$593.38 (\$625)**	\$0.00
Additional Spouse	\$562.66	\$37.72	\$7.52	N/A	\$607.90	\$607.90
Additional Child(ren)	\$440.44	\$38.32	\$7.74	N/A	\$486.50	\$486.50
Additional Family	\$1,106.29	\$69.01	\$17.33	N/A	\$1,192.63	\$1,192.63
					Annual Grand Total (See note)	\$9,894,410

Aetna is offering a half month premium holiday which equates to an annual savings of approximately \$377,636

Aetna 2nd Year MEDICAL Rate Cap: 1/1/2022 medical renewal will not increase by more than 11% over 2021 rates. If 60% usage of Aetna Navigator app is achieved, rates will not increase more than 8.8%

Aetna DENTAL Rate Cap: 1/1/2022 dental renewal will have a 0% increase over 2021 rates. The maximum increase for the 1/1/2023 renewal will be 5%.

Guardian is offering a one month premium holiday on dental and vision which equates to an annual savings of approximately \$72,271.

* Buy-Up plans require additional employee contribution

**The District contributes \$625/employee for all benefits into the Insurance Trust Fund monthly.

NOTE: totals displayed are a combination of all three medical plans (base, buy-up and HDHP), includes employees & dependents, includes premium holiday and discounts

All medical, dental, vision and life benefits match the current benefit plans.

Lyon County School District
BUY-UP Plan - 2021 FULLY INSURED Employee Cost Summary Page

Lyon County School District FULLY INSURED	Medical (Buy-Up Plan)	Dental	Vision	Life	TOTAL	EMPLOYEE MONTHLY COST *
Aetna / Guardian (Dental & vision bundle disc incl)	Aetna	Aetna	Aetna	Guardian		
Employee	\$624.00	\$38.98	\$6.20	\$4.20	\$673.38 (\$625)**	\$48.38
Additional Spouse	\$624.00	\$35.19	\$7.25	N/A	\$666.44	\$666.44
Additional Child(ren)	\$499.20	\$35.76	\$7.46	N/A	\$542.42	\$542.42
Additional Family	\$1,248.00	\$64.40	\$16.70	N/A	\$1,329.10	\$1,329.10
					Annual Grand Total (See note)	\$9,340,804
Hometown Health Plan / Guardian	Hometown Health	Guardian	Guardian (VSP network)	Guardian		
Employee	\$627.75	\$41.78	\$6.43	\$4.20	\$680.16 (\$625)**	\$55.16
Additional Spouse	\$654.08	\$37.72	\$7.52	N/A	\$699.32	\$699.32
Additional Child(ren)	\$510.35	\$38.32	\$7.74	N/A	\$556.41	\$556.41
Additional Family	\$1,290.94	\$69.01	\$17.33	N/A	\$1,377.28	\$1,377.28
					Annual Grand Total (See note)	\$9,894,410

Aetna is offering a half month premium holiday which equates to an annual savings of approximately \$377,636

Aetna 2nd Year MEDICAL Rate Cap: 1/1/2022 medical renewal will not increase by more than 11% over 2021 rates. If 60% usage of Aetna Navigator app is achieved, rates will not increase more than 8.8%

Aetna DENTAL Rate Cap: 1/1/2022 dental renewal will have a 0% increase over 2021 rates. The maximum increase for the 1/1/2023 renewal will be 5%.

Guardian is offering a one month premium holiday on dental and vision which equates to an annual savings of approximately \$72,271.

**The District contributes \$625/employee for all benefits into the Insurance Trust Fund monthly.

NOTE: totals displayed are a combination of all three medical plans (base, buy-up and HDHP), includes employees & dependents, includes premium holiday and discounts

All medical, dental, vision and life benefits match the current benefit plans.

Lyon County School District
HDHP Plan - 2021 FULLY INSURED Employee Cost Summary Page

Lyon County School District FULLY INSURED	Medical (HDHP Plan)	Dental	Vision	Life	TOTAL	EMPLOYEE MONTHLY COST *
Aetna / Guardian (<i>Dental & vision bundle disc incl</i>)	Aetna	Aetna	Aetna	Guardian		
Employee	\$509.44	\$38.98	\$6.20	\$4.20	\$558.82 (\$625)**	\$0.00
Additional Spouse	\$509.44	\$35.19	\$7.25	N/A	\$551.88	\$551.88
Additional Child(ren)	\$407.55	\$35.76	\$7.46	N/A	\$450.77	\$450.77
Additional Family	\$1,018.88	\$64.40	\$16.70	N/A	\$1,099.97	\$1,099.97
					Annual Grand Total (See note)	\$9,340,804
Hometown Health Plan/ Guardian	Hometown Health	Guardian	Guardian (VSP network)	Guardian		
Employee	\$519.75	\$41.78	\$6.43	\$4.20	\$572.16 (\$625)**	\$0.00
Additional Spouse	\$539.55	\$37.72	\$7.52	N/A	\$584.79	\$584.79
Additional Child(ren)	\$419.21	\$38.32	\$7.74	N/A	\$465.27	\$465.27
Additional Family	\$1,067.28	\$69.01	\$17.33	N/A	\$1,153.62	\$1,153.62
					Annual Grand Total (See note)	\$9,894,410

Aetna is offering a half month premium holiday which equates to an annual savings of approximately \$377,636

Aetna 2nd Year MEDICAL Rate Cap: 1/1/2022 medical renewal will not increase by more than 11% over 2021 rates. If 60% usage of Aetna Navigator app is achieved, rates will not increase more than 8.8%

Aetna DENTAL Rate Cap: 1/1/2022 dental renewal will have a 0% increase over 2021 rates. The maximum increase for the 1/1/2023 renewal will be 5%.

Guardian is offering a one month premium holiday on dental and vision which equates to an annual savings of approximately \$72,271.

**The District contributes \$625/employee for all benefits into the Insurance Trust Fund monthly.

NOTE: totals displayed are a combination of all three medical plans (base, buy-up and HDHP), includes employees & dependents, includes premium holiday and discounts

All medical, dental, vision and life benefits match the current benefit plans.



LCSD Fully Insured Annual Cost Comparison 2021



Aetna (Medical, Dental & Vision) Guardian (Life)	
MEDICAL Annual Total	\$9,075,516
2% bundle discount savings w/ dental	\$181,510
0.5% bundle discount savings w/ vision	\$45,378
MEDICAL Annual Total (with bundle discount)	\$8,848,628
DENTAL Annual Total	\$699,966
2% bundle discount savings w/ medical	\$13,999
DENTAL Annual Total (with bundle discount)	\$685,967
VISION Annual Total	\$127,357
LIFE Annual Total (Guardian)	\$55,768
Premium Holiday* (1/2 month medical premium) *credit can be applied to any invoice throughout the year	\$377,636
TOTAL ANNUAL PREMIUM WITH DISCOUNTS	\$9,340,084

Hometown Health (Medical) Guardian (Dental, Vision & Life)	
(no bundle discount available)	
Medical Annual Total	\$9,043,656
DENTAL Annual Total (Guardian)	\$735,152
VISION Annual Total (Guardian)	\$132,105
LIFE Annual Total (Guardian)	\$55,768
Premium Holiday (Guardian dental & vision)	\$72,271
TOTAL ANNUAL PREMIUM WITH DISCOUNTS	\$9,894,410

Aetna 2nd Year MEDICAL Rate Cap: 1/1/2022 medical renewal will not increase by more than 11% over 2021 rates. If 60% usage of Aetna Navigator app is achieved, rates will not increase more than 8.8%

Aetna DENTAL Rate Cap: 1/1/2022 dental renewal will have a 0% increase over 2021 rates. The maximum increase for the 1/1/2023 renewal will be 5%.

Note: Guardian uses the VSP vision network

Annual premium estimates based on current enrollment in three different medical plans. Incls employees & dependents.

LCSD 2021 Fully-Insured Carrier Comparison



Network (Nevada)	Aetna Managed Choice POS Open Access (Link)	Hometown Health PPO (Link)
Network Hospitals	St. Mary's / NNMC / Renown / Carson Tahoe	Renown / Carson Tahoe
National Network	Aetna (Incls National Advantage Program)	PHCS (in negotiations to change national network effect 1/1/2021)
Pharmacy Benefit Manager (PBM)	CVS/Aetna	HometownRx
Drug Formulary	Formulary Link	Formulary Link
Wellness Allowance	Up to \$5,000 reimbursement for wellness svcs from third party vendor (ex: wellness fairs, biometric screenings, on-site flu vaccinations)	Willing to negotiate additional wellness services for lower or no cost.
Wellness Program	Core Wellness includes: 24/7 nurse-line, member discounts, online health risk assessment and digital coaching tools. Access to a wellness expert, Erin West, who will help design and work with you to execute a custom wellness plan.	Healthy Tracks program incl in rates, buy-up options for other packages avail.
Telemedicine	Teladoc	Teladoc and/or Renown TeleHealth Virtual Visits
Implementation Allowance	Up to \$20,000 reimbursement for implementation/communication expenses to offset expenses incurred as a result of moving to Aetna.	N/A (see premium holiday)
Premium Holiday	A one-time premium reduction of \$377,636 or amount equal to a 1/2 month of premium, whichever is less	We are willing to consider changing our approach and look for either change to benefits or changes to rates to accommodate a premium holiday. If you are just looking for help accommodating cash flow we can discuss extended premium due date etc.
Bundle Discount	2% savings on medical and dental premiums if both products are purchased. 0.5% savings on medical premiums if vision is purchased. Estimated bundle savings annual total: \$240,887	N/A (HHP does not offer dental, vision or life)
2nd Year Rate Cap Guarantee	1/1/2022 medical renewal will not increase by more than 11% over 2021 rates. If 60% usage of Aetna Navigator app is achieved, rates will not increase more than 8.8%	
Member Mobile App	Aetna Health Mobile App	myHometown Mobile App
Customer Service	Dedicated Plan Sponsor Liaison (PSL) for HR rep and broker. PSL has direct access to claims data, mbr svc team, Rx, etc. to help with escalated issues immediately. Members have access to the standard customer service team.	Dedicated Account Management Team. Members have access to the standard customer service team.
Customer Service Hours (Pacific)	8am - 6pm / Mon-Fri	7am - 8pm / Mon-Fri

180
All of the above statements are summaries from the carrier's proposal. Please refer to full proposal for details, limits, exclusions, etc.

Lyon County School District Board Memo

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: Continued Monitoring of Budgetary Concerns

Requested by:

Harman Bains, Director of Business Services
Spencer Winward, Finance Manager/Comptroller

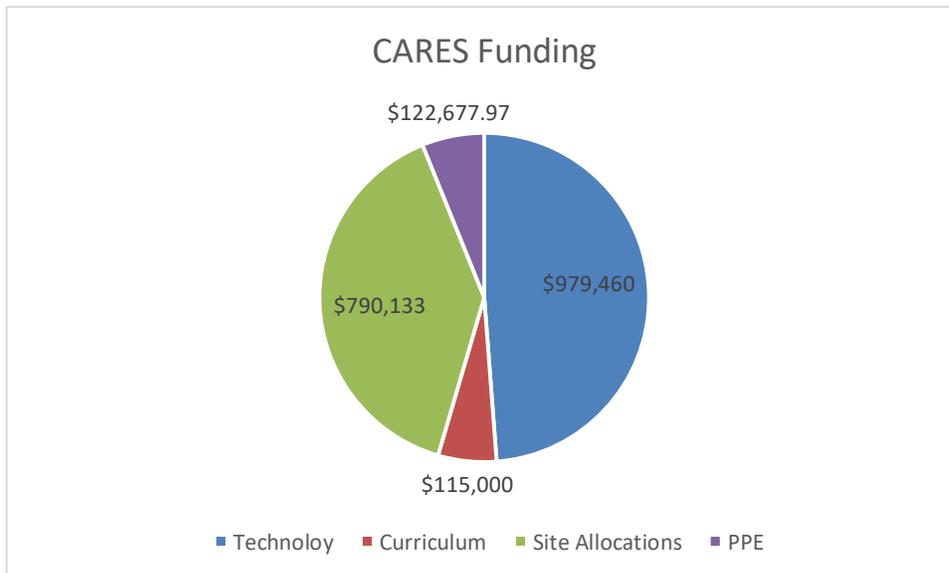
Recommendation

That the Board of Trustees be made aware of updates potential fiscal impacts to the Fiscal Year 21 (FY 21) budget.

Background Information

We would like to provide the Board of Trustees an update, along with the opportunity to ask any questions about the financial implications associated with both Covid-19 and current enrollment numbers.

We have received some grant funding to offset some of the expected additional costs for cleaning and sanitizing due to Covid-19 as well as other needs of the students and district from this event. While the exact number is still fluid we would like to share some of the costs associated with this that have been covered by grants to this point:



Future grant funding opportunities include; Lyon County, Lyon County Health and Human Services, ESSER Competitive and William N. Pennington Foundation. Total amounts available/awarded have yet to be determined.

As a reminder from last meeting, our current FY21 budget was built last spring using the most accurate enrollment data trends. We would like to provide our most up-to-date enrollment numbers and associated projections. Our September 11, 2020 count of enrolled individuals for DSA purposes is 8,867. In comparison with the same time frame last year, our count of enrolled individuals was 8,791 with Pre-k removed for an accurate comparison. However, this September's number compared against the end of last year, June 1, 2020, we are seeing a decrease in enrollment of 1.5 - 2% and it continues to be fluid.

In summary, when comparing this year's start to the school year to last year's, enrollment has started flat but when comparing this year's start, to last year end, we have seen an impactful decrease.

In anticipation of these budget reductions, we built a conservative budget, kept vacated positions vacant, and have trimmed site budgets to align with student building use. We will continue to monitor enrollment and make strategic adjustments with personnel as necessary due to the decrease in enrollment.

Budget Considerations

N/A

Attachments

N/A

*Respectfully Submitted,
Harman Bains, Director of Business Services and
Spencer Winward, Comptroller/Finance Manager*

Lyon County School District Board Memo

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: Facilities Projects Update

Requested by:

Harman Bains, Director of Business Services
Jim Gleason, Operations and Maintenance Supervisor

Recommendation

An update item for the Board of Trustees regarding the Facilities Projects throughout Lyon County School District (LCSD).

Background Information

Summer 2020 completed projects:

- DES School Septic
- FES, YES and DIS roof upgrades
- DHS and SSMS bleachers
- FIS external door repairs

Current Projects under way:

- EVES Addition: Project started off with short delay due to permitting but since has gotten underway. Anticipate completion Spring 2021.
- FHS Track and Field: On August 26th, a severe weather system caused flash flooding in the Fernley area. This resulted in Fernley High School's football field, track and baseball field to be flooded. Fernley High School was able to withstand water from its own campus but unfortunately the water collected from neighboring areas and highway was unanticipated and caused flooding. Quotes are being collected for both cleanup costs and potentially a brand-new field. These quotes will be submitted as an insurance claim. Drainage under the football field being damaged along with the football field failing to pass an impact test are two major areas of concern.
- FHS Gymnasium: LCSD has contracted with Lumos & Associates for their professional services to begin creating a conceptual-level site layout for a new gymnasium and various campus improvements. District Facilities Committee and the Board of Trustees approved a project design budget of \$1.5 million to be paid from "Series 2020A School Improvement Bond".
- Adult Education Satellite office roof: LCSD has contracted with Kodiak to repair Adult Ed roof. Anticipated completion date is October 1st.
- Silver Springs Modular: Modular was delivered and set August 24th. Anticipated completion date is November 2nd.

December 2019, Board of Trustees approved the recommendations provided by the District Facilities Committee. Of the top 10 projects approved, two have been completed and six are in progress. Planning for Silver Stage Bus Yard, FHS and DHS Outdoor Bleachers, YHS Locker Room, and further HVAC/Boiler upgrades will be focused on this fall and winter.

Budget Considerations

All projects approved by the Facilities Committee to be paid from the “Series 2020A School Improvement Bond”.

Discussed at Previous Meeting

June 23, 2020

January 28, 2020

Attachment(s)

N/A

*Respectfully Submitted,
Harman Bains, Director of Business Services*

**Lyon County School District
Board Memo**

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: LCSD Performance Plan 2020-21

Recommendation

That the Board of Trustees approve the 2020-21 Lyon County School District Performance Plan.

Background Information

Annually, the Nevada Department of Education requires the submission of a District Performance Plan (DPP). The plan is revised each year based on the previous year's student achievement and survey data. The LCSD Cabinet has modified the plan to reflect the goals and objectives for the 2020-21 school year. A one-page summary is also included and outlines the main components of the plan.

Budget Considerations

None.

Discussed at Previous Meeting

No

Attachment(s)

Lyon County School District Performance Plan 2020-21
Lyon County School District Performance Plan 2020-21 One Page Summary

*Respectfully Submitted,
Wayne Workman, Superintendent*

Lyon County School District

District Performance Plan One Page Summary

2020-21

Goal 1: Provide a high quality learning experience for all students in a safe, equitable, inclusive, respectful, positive, and culturally responsive environment.

Measurable objectives:

- 1) From Spring 2019 to Spring 2021 Lyon CSD will increase the District Relationship score from 337 to 364, Emotional Safety score from 323 to 356, Physical Safety score from 340 to 369, Cultural and Linguistic Competence score from 349 to 377 as indicated through the NV-SCSEL Survey.
- 2) From Fall 2019 to Spring 2021, Lyon CSD will increase by 5% the District Relationship score (Q6, Q7, Q12, Q16) currently at 85.54%, the District Emotional Safety score (Q11, Q14) currently at 70.44%, the District Physical Safety score (Q9, Q13, Q16) currently at 75.26% and the District Cultural and Linguistic Competence score (Q8, Q10) currently at 94.22%.

Action Steps:

1.1) Develop and personalize to LCSD the collective teacher efficacy training modules

1.2.1) Implement social emotional learning (SEL) curriculum K-12

1.2.2) Continue training and implementation of PBIS/MTSS at all schools

1.3.1) Continue equity and diversity policy training/student bill of rights at the District and school sites

1.3.2) One LCSD student summit

1.3.3) School student focus group meetings

Goal 2: Providing healthy and physically safe schools in which our students can be educated throughout the year using three learning models: 1) In-Person, 2) Distance and 3) Hybrid

Measurable objectives: From July 2020 to June 2021, LCSD will create, implement and communicate a comprehensive plan that provides ongoing learning opportunities while meeting current restrictions during the pandemic as measured by continuous operations

Action Steps:

2.1) Create, monitor and adjust the LCSD Reopening Schools Implementation Plan

2.2) When adjustments are made, communicate the LCSD Reopening Schools Implementation Plan to applicable staff

District Performance Plan (DPP)

School District

Address (City, State, Zip Code, Telephone):

Superintendent/Academic Manager:

For Implementation During The Following Years:

(Note: District plans must be developed in consultation with parents, teachers, administrators & other appropriate school personnel §1112(d)(1))

Name of Member	Position	Name of Member	Position

Guidelines For Priority Needs/Goals: Based on the review and analysis of the district's data (including the NCCAT-D, if available), identify at least 1 and up to 3 priorities (goals) that focus on the specific achievement gap(s) identified for the district.

COMPONENT I: COMPREHENSIVE NEEDS ASSESSMENT (CNA)

DATA REVIEWED & ANALYZED:

Select all district data reviewed and analyzed in preparation and development of the District Performance Plan (DPP).

District Data For General Education Including FRL	English Language Learner (ELL) Data	Special Education Data
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Other	<input type="checkbox"/> Other	<input type="checkbox"/> Other
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Other	<input type="checkbox"/> Other	<input type="checkbox"/> Other
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Summary Statement: Please provide a description for how the analyzed data will impact your Inquiry and Action Planning process.

HIGH SCHOOL GRADUATION RATES

Please fill in the High School graduation rates for all subpopulations.

[The following data can be found by clicking here](#)

Subpopulation	Percentage of Students	
<input type="checkbox"/> Am In/AK Native	Percentage	<input type="text"/>
<input type="checkbox"/> Asian	Percentage	<input type="text"/>
<input type="checkbox"/> Black	Percentage	<input type="text"/>
<input type="checkbox"/> Hispanic	Percentage	<input type="text"/>
<input type="checkbox"/> Two or More Races	Percentage	<input type="text"/>
<input type="checkbox"/> Pacific Islander	Percentage	<input type="text"/>
<input type="checkbox"/> White	Percentage	<input type="text"/>
<input type="checkbox"/> FRL	Percentage	<input type="text"/>
<input type="checkbox"/> IEP	Percentage	<input type="text"/>
<input type="checkbox"/> ELL	Percentage	<input type="text"/>

Notes:

COMPONENT II: Inquiry Process & Action Plan Design- Priority Need/Goal 1

Based on the CNA, identify all that apply:

- General Education
 FRL
 ELL
 IEP
 Other

Identify an Area of Focus:

- Curriculum & Instruction
 Assessment & Accountability
 Leadership

**Priority Need/
Goal 1:**

Root Cause(s)

Measurable Objective(s):

ACTION PLAN		MONITORING PLAN		
Action Step <small>(please only list one action step per box)</small>	Resources and Amount Needed for Implementation <small>(people, time, materials, funding sources)</small>	List Artifacts/Evidence of Progress: <small>Information (Data) that will verify the action step is in progress or has occurred.</small>	List Timeline, Benchmarks, and Position Responsible	Monitoring Status
1.1		<input type="checkbox"/> Continuation From Last Year	NCCAT-D Indicators:	

Comments:

Action Step	Resources/Amount Needed	Artifacts/Evidence	Timeline and Position Responsible	Monitoring Status
1.2		<input type="checkbox"/> Continuation From Last Year	NCCAT-D Indicators:	

Comments:

1.3		<input type="checkbox"/> Continuation From Last Year	NCCAT-D Indicators:	

Comments:

1.4		<input type="checkbox"/> Continuation From Last Year	NCCAT-D Indicators:	

Comments:

COMPONENT II: Inquiry Process & Action Plan Design- Priority Need/Goal 2

Based on the CNA, identify all that apply:

- General Education
 FRL
 ELL
 IEP
 Other

Identify an Area of Focus:
 Curriculum & Instruction
 Assessment & Accountability
 Leadership

Priority Need/ Goal 2:

Root Cause(s)

Measurable Objective(s):

ACTION PLAN		MONITORING PLAN		
Action Step <small>(please only list one action step per box)</small>	Resources and Amount Needed for Implementation <small>(people, time, materials, funding sources)</small>	List Artifacts/Evidence of Progress: <small>Information (Data) that will verify the action step is in progress or has occurred.</small>	List Timeline, Benchmarks, and Position Responsible	Monitoring Status
2.1		<input type="checkbox"/> Continuation From Last Year	NCCAT-D Indicators:	

Comments:

Action Step	Resources/Amount Needed	Artifacts/Evidence	Timeline and Position Responsible	Monitoring Status
2.2		<input type="checkbox"/> Continuation From Last Year	NCCAT-D Indicators:	

Comments:

2.3		<input type="checkbox"/> Continuation From Last Year	NCCAT-D Indicators:	

Comments:

2.4		<input type="checkbox"/> Continuation From Last Year	NCCAT-D Indicators:	

Comments:

COMPONENT III: Budget Plan

COORDINATION OF FUNDS TO SUPPORT THE PLAN WITH OTHER PROGRAMS: Provide the sources of funds your school is currently receiving and identify the purposes for which those funds are spent. Sources of funds may include General Budget, Title I , Title II, Title III, Migrant, Immigrant, Neglected & Delinquent, 21st Century After School Programs, Gear Up, IDEA, McKinney-Vento/Homeless, Head Start, state-funded Pre-Kindergarten, Teacher Incentive Fund, Striving Readers, and other state/federal funds.

Source of Funds applicable to Priority Need/Goal	Amount Received for this School Year	Purposes for which funds are used (include targeted audience, specific activities, intended outcomes, etc.)	Applicable Goal(s)
		194	

COMPONENT IV: Summary of District Title I Services:

1. Provide an overview of how the district will provide additional educational assistance to struggling students (e.g., RTI, Interventions, Supports, etc.). Describe (If applicable) of how teachers, in consultation with parents, administrators and pupil services personnel, in **targeted assistance schools** will identify the eligible children most in need of services:

2. Provide a general description of services to be provided to PK-12 students in each Title I served school:

Other Required Elements:

All Title I districts MUST complete items 1-8.

Title I District Requirements:	Identify location or page within the District Plan where this item is addressed, if applicable:	If requirement is not embedded or fully addressed within the district plan, identify the policies, practices and/or strategies the district employs to implement the Title I requirements.
1. Effective parental involvement and support.		
2. District-wide coordination of professional development with programs under Title II.		
3. Assisting the district's lowest achieving schools.		
4. Description of how the LEA will coordinate and integrate Title I-A services provided to eligible migratory children, homeless children, Limited English Proficient students, Children with disabilities, Neglected or delinquent youth, American Indian children (Title VII A) and Immigrant children with other educational services in order to increase program effectiveness, eliminate duplication and reduce fragmentation.	196	

Other Required Elements: (Continued)

Title I District Requirements:	Identify location or page within the District Plan where this item is addressed, if applicable:	If requirement is not embedded or fully addressed within the district plan, identify the policies, practices and/or strategies the district employs to implement the Title I requirements.
5. Coordination with other Pre-K programs, and, if applicable, description of Title I funded Pre-K program.		
6. Title I funded before, after and/or summer school program(s) description, if applicable.		
7. Description of poverty criteria used to select participating schools attendance areas.		
8. All core content teachers are highly qualified.	197	

Lyon County School District Board Memo

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: A report on assessment results for the 2019-2020 school year.

Recommendation

That the board approves a report on the assessment results for the 2019-2020 school year.

Background Information

Each year students in grades Kindergarten through 12th grade participate in a variety of assessments, the results of which help district personnel determine any number of needs. As the board is aware, the 2019-2020 school year provided a number of challenges, in turn resulting in the signing of waivers, releasing the district and state from the normal requirements of testing. There were some tests that we were able to administer and gain results from, however one must look at these results with the understanding that the year was cut short and therefore some data incomplete.

The information gathered reflects student achievement on the MAPs (Measure of Academic Progress) test in grades K-8 showing growth from winter 2019 to winter of 2020 as well as proficiency in the winter of 2020. Teachers and site personnel are able to take this data and determine needs based on individual student performance. As we enter the fall of 2020, staff anticipate there to be some regression due to school closures in the spring.

The WIDA ACCESS for ELLs (ACCESS) is the summative English language proficiency assessment taken annually by English language learners in Kindergarten through Grade 12. The WIDA ACCESS assesses the four language domains of Listening, Speaking, Reading and Writing, providing proficiency levels (1-6) for each domain. A student is proficient and exits the EL Program when an Overall (Composite) EL Level of 4.5 has been achieved. LCSD will focus on the Speaking Domain with an emphasis on student to student extended discourse and the WIDA Discourse Moves.

ACT Tests were administered in February of 2020 state wide. Keep in mind that this exam is required for all 11th graders to participate in, and is a college entrance exam. Students take this exam regardless of their intentions following graduation. As we look at survey data that is compiled for the district, we note that 47% of students gave no response as to what they plan to do after high school (trade school, 2 year college, 4 year college, etc.). From experience, we know that many students who plan to participate in post-secondary education opportunities may take the ACT more than once, however those results are not factored into the results presented here. Students who have no plans for post-secondary education participate in this examination but may not place a great deal of effort into these exams due to plans that will not depend on these results.

Career and Technical Education (CTE) completer results are presented here and show the number of students eligible to receive a certificate and the percent of those who did. The data also shows the percent of students at each site that passed the Work Place Readiness (WPR) exam. The CTECS exam had to be taken from home this past spring for many students unless Counselors were able to make arrangements for testing at the school site. This was due to the pandemic and a number of students were unable to complete what was needed for a variety of reasons. There are some students who will attempt to test this fall that had taken a completer course as juniors last year.

Overall, Lyon CSD was successful in completing the assessments that we were able to complete and personnel will make decisions based on the data collected. The state of Nevada has not indicated that waivers will be made available this year, so we are making plans as if testing will return to normal for the 2020-2021 school year.

Budget Considerations

N/A

Discussed at Previous Meeting

N/A

Attachment(s)

Spring 2020 Data Graphs

2020 WIDA Data

2019-2020 ACT District Profile Report

Respectfully Submitted,

Wayne Workman, Superintendent



Profile Report - District

Nevada State Testing 2019-2020
Grade 11 Tested Students
LYON COUNTY SCHOOL DISTRICT

297020
District Test Coordinator
LYON COUNTY SCHOOL DISTRICT
25 E. GOLDFIELD AVE.

YERINGTON, NV 89447



New to your 2019-2020 Profile Report

Upon registration, students are now given the option to select gender values that include Male, Female, Another Gender, and Prefer Not to Respond. With this change, ACT Profile Reports will report outcomes for Males, Females, and those students providing Other Responses.

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This report provides information about the performance of your students who took the ACT as part of the Nevada State Testing (Grade 11 Tested Students).

This report focuses on:

Performance - student test performance in the context of college readiness

Access - number of your graduates exposed to college entrance testing and the percent of race/ethnicity participation

Course Selection - percent of students pursuing a core curriculum

Course Rigor - impact of rigorous coursework on achievement

College Readiness - percent of students meeting ACT College Readiness Benchmark Scores in each content area

Awareness - extent to which student aspirations match performance

Articulation - colleges and universities to which your students send test results

Each year, test data for a school, district, and the state represents a different cohort of students. ACT encourages educators to focus on trends (3, 5, 10 years), not year-to-year changes. Such changes can represent normal – even expected – fluctuations. On the other hand, trend lines offer more insight into what is happening in a school, district, or the state.

Furthermore, ACT encourages educators to measure student performance in the context of college readiness measures. The focus should be on the number and percentage of students who met or exceeded ACT's College Readiness Benchmark Scores, a measure that is much more meaningful and understandable than an average composite score for a group of students.

The ACT is a curriculum-based measure of college readiness. ACT components include:

- Tests of academic achievement in English, math, reading, science, STEM, and (optional) ELA and writing
- High school grade and course information
- Student Profile Section
- Career Interest Inventory

The ACT:

Every few years, ACT conducts the **ACT National Curriculum Survey** to ensure its curriculum-based assessment tools accurately measure the skills high school teachers teach and instructors of entry-level college courses expect. The ACT is the only college readiness test designed to reflect the results of such a survey.

ACT's **College and Career Readiness Standards** are sets of statements intended to help students, parents and educators understand the meaning of test scores. The standards relate test scores to the types of skills needed for success in high school and beyond. They serve as a direct link between what students have learned and what they are ready to do next. The ACT is the only college readiness test for which scores can be tied directly to standards. College and Career Readiness Standards to the Classroom interpretive guides can be found at www.act.org/content/act/en/education-and-career-planning/college-and-career-readiness-standards.html.

Only the ACT reports **College Readiness Benchmark Scores** – A benchmark score is the minimum score needed on an ACT subject-area test to indicate a 50% chance of obtaining a B or higher or about a 75% chance of obtaining a C or higher in the corresponding credit-bearing college courses, which include English Composition, Algebra, Social Science, Biology, STEM and ELA. These scores were empirically derived based on the actual performance of students in college.

College Course/Course Area	ACT Score	Benchmark Score
English Composition	English	18
Algebra	Mathematics	22
Social Sciences	Reading	22
Biology	Science	23
STEM	STEM	26
ELA	ELA	20

How to Improve Scores and Increase College Readiness

8% of your students met all four ACT College Readiness Benchmark Scores (Table 1.1). To improve students' scores and increase the percentage of students identified as college ready, ACT suggests:

PROVIDING ACCESS FOR ALL STUDENTS TO TAKE THE ACT: 601 of your students are included in this report (the 'cohort'). Increasing access insures that more students have the opportunity to consider college and allows the reader to use this report to evaluate how well courses and instructional programs are preparing students for college and work.

MAKING CORE CURRICULUM A PRIORITY: Emphasize the need for all students to develop college and work ready skills, regardless of postsecondary aspirations. 23% of the students in the cohort reported taking courses that would be considered 'Core or More' (Table 1.4).

MAKING SURE STUDENTS ARE TAKING THE RIGHT KINDS OF COURSES: Table 3.8 reports 10% of the cohort took less than three years of math courses. Of these students, 0% were college ready. 15% of the cohort reported taking a course sequence of Algebra I, Algebra II, and Geometry. 7% of these students were college ready. In comparison, 28% of the students who took 3 or more years of math beyond Algebra I, Algebra II, and Geometry were college ready. Getting more students ready for Algebra prior to 9th grade will increase the chances that students will be prepared for and take advanced-level math courses.

Similarly, Table 3.8 reports 38% of the cohort took less than three years of natural science courses. 15% of these students were college ready. In comparison, 24% of students who took at least three years of science coursework were college ready.

EVALUATING RIGOR OF COURSES: Table 3.1 reports the percentage of students falling in each of the ACT College and Career Readiness Standards score ranges. For example, approximately 78% of the cohort fall into the lowest three Mathematics score ranges. To increase these students' achievement, identify the standards they should focus on next by accessing ACT's College and Career Readiness Standards at www.act.org/content/act/en/education-and-career-planning/college-and-career-readiness-standards.html.

PLAN GUIDANCE ACTIVITIES BASED ON STUDENTS' CAREER AND COLLEGE ASPIRATIONS: Data in Tables 4.1 and 4.2 enable the reader to determine if aspirations are consistent with academic performance and whether, among students with similar aspirations, academic performance is consistent across racial/ethnic groups.

For more information on interpreting data in this report, or to learn how ACT can help your students improve their readiness for college and the workplace, contact ACT Customer Service at 319-337-1365 or customerservices@act.org.

Section I

Executive Summary

Figure 1.1. Average Composite Scores: 5 Years of Testing*

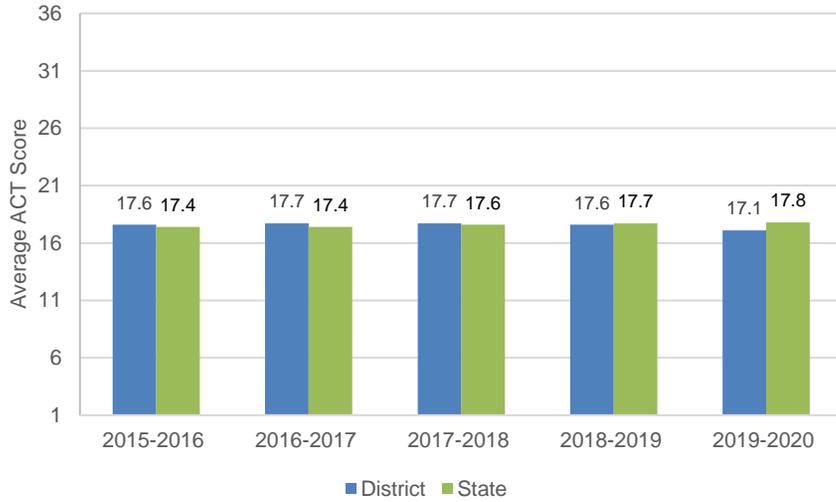


Figure 1.2. Percent Meeting 3 or 4 Benchmarks: 5 Years of Testing*

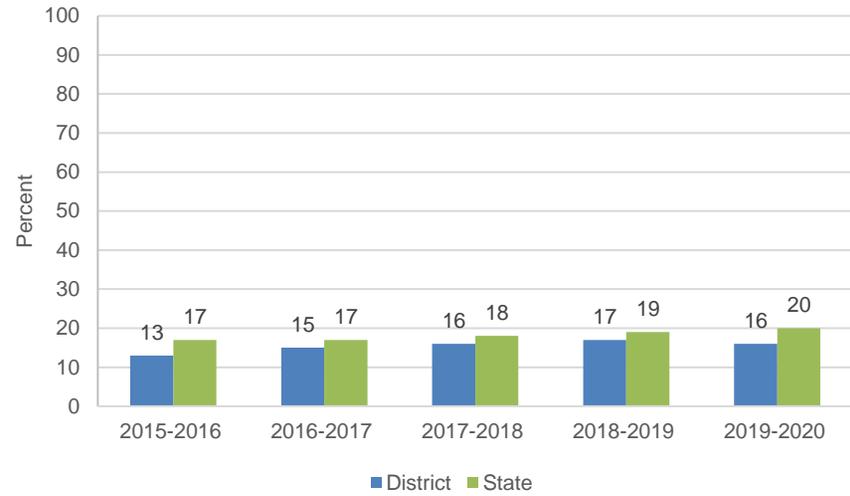


Figure 1.3. Percent Meeting STEM Benchmark: 5 Years of Testing*

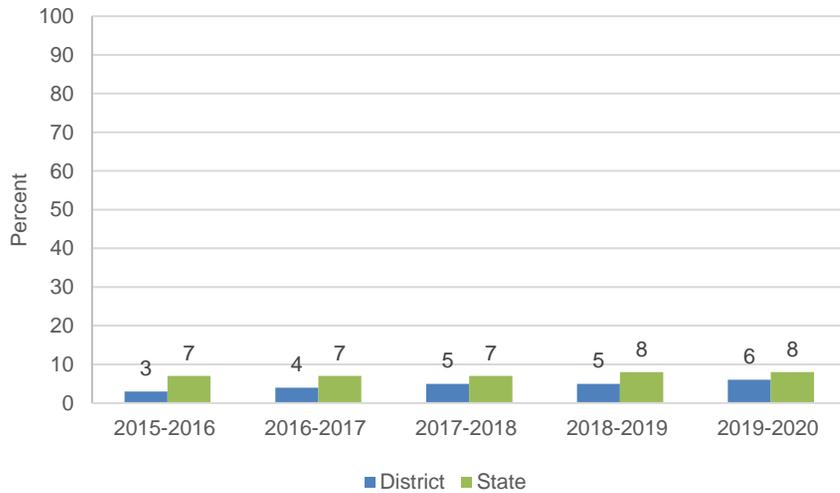
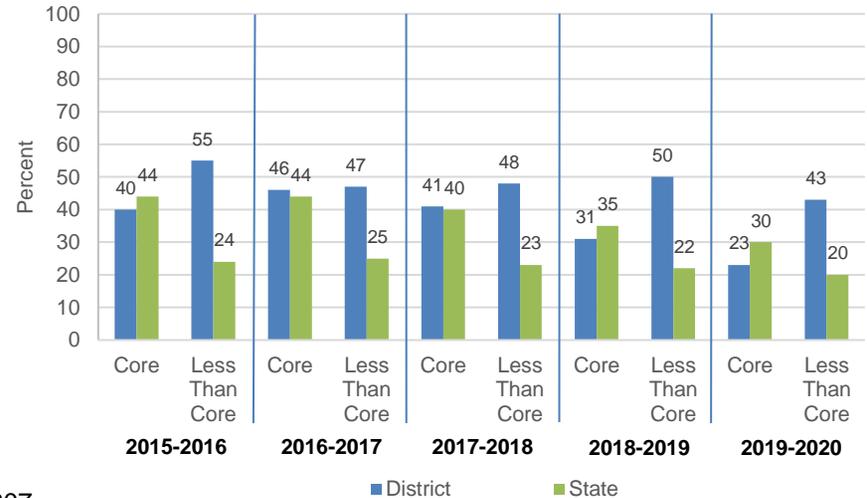


Figure 1.4. Percent Taking A Core Curriculum: 5 Years of Testing*



* Missing columns in above graphs reflect years in which no students were tested.

Table 1.1. Five Year Trends—Percent of Students Who Met College Readiness Benchmarks

Year	Number of Students Tested		Percent Who Met Benchmarks									
	District	State	English		Mathematics		Reading		Science		Met All Four	
			District	State	District	State	District	State	District	State	District	State
2015-2016	558	31,851	37	35	14	19	20	24	14	17	6	10
2016-2017	550	33,181	40	35	17	19	23	24	13	15	8	10
2017-2018	541	33,082	35	35	22	21	23	25	16	17	9	11
2018-2019	616	33,582	33	37	17	19	26	26	17	19	8	11
2019-2020	601	33,601	29	39	16	20	25	28	15	19	8	12

Table 1.2. Five Year Trends—Average ACT Scores

Year	Number of Students Tested		Average ACT Scores									
	District	State	English		Mathematics		Reading		Science		Composite	
			District	State	District	State	District	State	District	State	District	State
2015-2016	558	31,851	16.4	15.8	17.7	17.7	17.7	17.7	18.0	18.0	17.6	17.4
2016-2017	550	33,181	16.9	16.1	17.6	17.6	17.7	17.6	17.8	17.7	17.7	17.4
2017-2018	541	33,082	16.4	16.4	18.0	17.8	17.8	17.9	18.1	17.7	17.7	17.6
2018-2019	616	33,582	16.1	16.3	17.7	17.8	18.0	18.1	18.0	17.9	17.6	17.7
2019-2020	601	33,601	15.3	16.6	17.4	17.7	17.5	18.1	17.9	18.1	17.1	17.8

Table 1.3. Five Year Trends—Average ACT Scores Statewide

Year	Number of Students Tested	Average ACT Scores				
		English	Mathematics	Reading	Science	Composite
2015-2016	31,851	15.8	17.7	17.7	18.0	17.4
2016-2017	33,181	16.1	17.6	17.6	17.7	17.4
2017-2018	33,082	16.4	17.8	17.9	17.7	17.6
2018-2019	33,582	16.3	17.8	18.1	17.9	17.7
2019-2020	33,601	16.6	17.7	18.1	18.1	17.8

Table 1.4. Five Year Trends—Average ACT Scores by Level of Preparation

Year	Number of Students Tested		Percent ²		Average ACT Scores									
	Core or More ¹	Less than Core	Core or More	Less than Core	English		Mathematics		Reading		Science		Composite	
					Core or More	Less than Core	Core or More	Less than Core	Core or More	Less than Core	Core or More	Less than Core	Core or More	Less than Core
2015-2016	221	305	40	55	17.6	15.9	18.7	17.2	18.5	17.5	19.0	17.5	18.6	17.2
2016-2017	252	260	46	47	18.3	15.9	18.7	16.7	18.8	16.9	19.1	16.8	18.9	16.7
2017-2018	223	261	41	48	18.1	15.1	19.2	17.0	19.2	16.7	19.7	16.9	19.2	16.6
2018-2019	193	311	31	50	17.1	15.9	18.6	17.6	19.2	17.7	18.8	17.8	18.6	17.4
2019-2020	141	260	23	43	16.4	15.4	18.8	17.2	18.6	17.9	19.1	18.1	18.4	17.3

¹"Core or More" results correspond to students taking four or more years of English AND three or more years each of math, social studies, and natural science.

²Percent of all students tested. Numbers will not add up to 100% due to student non-response.

Table 1.5. Five Year Trends—Percent and Average Composite Score by Race/Ethnicity

Race/Ethnicity	2015-2016			2016-2017			2017-2018			2018-2019			2019-2020		
	N	%	Avg												
All Students	558	100	17.6	550	100	17.7	541	100	17.7	616	100	17.6	601	100	17.1
Black/African American	2	0	17.5	5	1	15.8	7	1	14.1	5	1	19.0	4	1	14.0
American Indian/Alaska Native	12	2	16.9	20	4	15.5	16	3	16.8	13	2	15.5	16	3	13.6
White	299	54	18.2	295	54	18.3	282	52	18.7	332	54	18.3	322	54	17.9
Hispanic/Latino	147	26	16.7	148	27	16.4	150	28	16.4	179	29	16.6	164	27	16.3
Asian	6	1	18.2	7	1	19.6	6	1	19.5	5	1	16.4	3	0	19.0
Native Hawaiian/Other Pacific Islander	5	1	17.4	1	0	22.0	3	1	13.7	4	1	18.0	5	1	15.2
Two or more races	34	6	16.6	37	7	18.0	33	6	17.9	42	7	18.5	45	7	17.0
Prefer not to respond/No response	53	9	17.3	37	7	18.0	44	8	16.6	36	6	15.4	42	7	16.6

Table 1.6. Five Year Trends—Achievement in STEM¹

Year	All Tested Students						Students Meeting STEM Benchmarks			
	Number of Students Tested		Avg. STEM Score		Percent Meeting STEM Benchmark		Avg. Mathematics Score		Avg. Science Score	
	District	State	District	State	District	State	District	State	District	State
2015-2016	558	31,851	18.1	18.1	3	7	28.3	28.2	28.3	27.6
2016-2017	550	33,181	17.9	17.9	4	7	26.7	27.9	30.6	28.1
2017-2018	541	33,082	18.3	18.0	5	7	27.4	28.3	29.2	27.9
2018-2019	616	33,582	18.1	18.1	5	8	26.4	28.1	27.2	28.4
2019-2020	601	33,601	17.9	18.2	6	8	26.4	28.4	28.4	28.4

¹The STEM score describes students' overall proficiency in mathematics and science.

Table 1.7. Proficiency In Understanding Complex Texts¹

Year	Text Complexity Proficiency Level																	
	Below Proficient						Proficient						Above Proficient					
	N		Percent		Avg. Reading		N		Percent		Avg. Reading		N		Percent		Avg. Reading	
District	State	District	State	District	State	District	State	District	State	District	State	District	State	District	State	District	State	
2015-2016	390	21,858	70	69	15.1	14.6	125	7,414	22	23	21.7	22.5	43	2,579	8	8	29.7	29.8
2016-2017	416	24,752	76	75	15.5	15.0	89	5,200	16	16	22.8	23.1	45	3,229	8	10	28.1	29.3
2017-2018	393	23,550	73	71	15.5	15.0	119	6,731	22	20	22.6	22.9	29	2,801	5	8	29.8	29.7
2018-2019	461	24,440	75	73	15.5	15.2	110	6,222	18	19	23.5	23.3	45	2,920	7	9	30.4	30.5
2019-2020	459	23,924	76	71	15.0	15.1	95	6,380	16	19	23.5	23.2	47	3,297	8	10	29.1	30.3

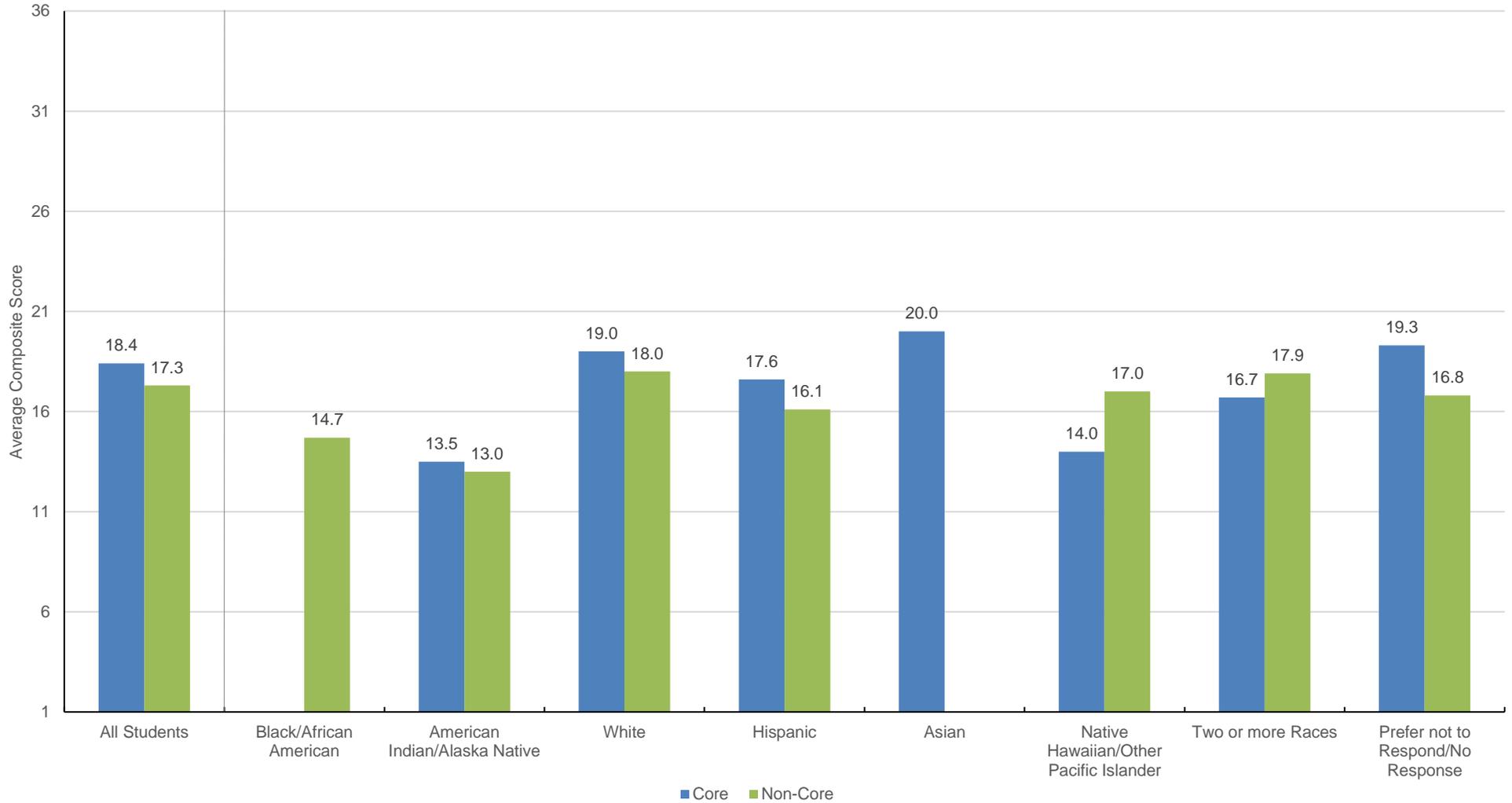
¹The text complexity indicator, beginning in Fall 2015, represents students' progress toward understanding complex written material often encountered in college and careers.

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Section II

Academic Achievement

Figure 2.1. Average ACT Composite Scores by Race and Core Curriculum Status*



*Missing columns reflect combinations of race/ethnicity and core course-taking status in which one or both indicators are missing.

Table 2.1. ACT Score Distributions, Cumulative Percents (CP¹), and Score Averages

ACT Scale Score	English		Mathematics		Reading		Science		Composite		STEM		ELA ²		ACT Scale Score
	N	CP	N	CP	N	CP	N	CP	N	CP	N	CP	N	CP	
36	0	100	0	100	1	100	0	100	0	100	0	100	0	100	36
35	2	100	0	100	4	99	0	100	0	100	0	100	0	100	35
34	0	99	0	100	4	99	1	100	0	100	0	100	0	100	34
33	2	99	0	100	4	99	5	99	1	100	0	100	0	100	33
32	3	99	0	100	3	98	2	99	0	99	0	100	0	100	32
31	3	99	0	100	4	97	1	99	3	99	3	100	2	100	31
30	1	98	1	100	5	97	4	99	6	99	3	99	0	99	30
29	3	98	1	99	8	96	5	98	3	98	5	99	2	99	29
28	2	98	7	99	12	95	0	97	4	98	4	98	4	99	28
27	4	97	7	99	9	93	12	97	4	97	10	98	7	99	27
26	4	97	23	97	0	91	2	95	10	97	9	96	4	97	26
25	3	96	11	94	12	91	13	95	9	95	15	94	11	97	25
24	14	96	15	92	34	89	15	93	13	93	12	92	14	95	24
23	14	93	23	89	13	83	33	90	22	91	19	90	12	93	23
22	16	91	11	85	35	81	33	85	22	88	27	87	19	91	22
21	18	88	24	84	22	75	16	79	30	84	24	82	29	87	21
20	22	85	14	80	15	72	53	76	28	79	37	78	25	82	20
19	27	82	32	77	49	69	55	68	31	74	35	72	26	78	19
18	36	77	32	72	25	61	50	58	41	69	69	66	42	74	18
17	33	71	59	67	24	57	68	50	49	62	71	55	38	67	17
16	25	66	97	57	34	53	43	39	65	54	76	43	28	60	16
15	57	61	115	41	29	47	44	32	71	43	70	30	54	56	15
14	66	52	80	21	79	42	39	24	61	31	52	19	49	46	14
13	48	41	43	8	72	29	39	18	71	21	44	10	73	38	13
12	52	33	3	1	30	17	26	11	42	9	12	3	51	26	12
11	61	24	3	1	47	12	29	7	12	2	4	1	39	17	11
10	47	14	0	1	14	4	7	2	2	1	0	1	20	11	10
9	13	6	0	1	7	2	5	1	1	1	0	1	18	7	9
8	13	4	0	1	3	1	0	1	0	1	0	1	16	4	8
7	9	2	0	1	1	1	1	1	0	1	0	1	5	2	7
6	2	1	0	1	1	1	0	1	0	1	0	1	3	1	6
5	1	1	0	1	1	1	0	1	0	1	0	1	1	1	5
4	0	1	0	1	0	1	0	1	0	1	0	1	0	1	4
3	0	1	0	1	0	1	0	1	0	1	0	1	0	1	3
2	0	1	0	1	0	1	0	1	0	1	0	1	0	1	2
1	0	1	0	1	0	1	0	1	0	1	0	1	0	1	1
Avg (SD)	15.3 (5.0)		17.4 (3.9)		17.5 (5.8)		17.9 (4.6)		17.1 (4.3)		17.9 (3.9)		15.7 (4.8)		Avg (SD)

¹ CP is the cumulative percent of students at or below a score point.

² ELA scores are derived only for students with a valid writing score.

Note: Shaded portions of columns identify the students who met/exceeded the ACT College Readiness Benchmark Scores.

Figure 2.2. English Reporting Categories

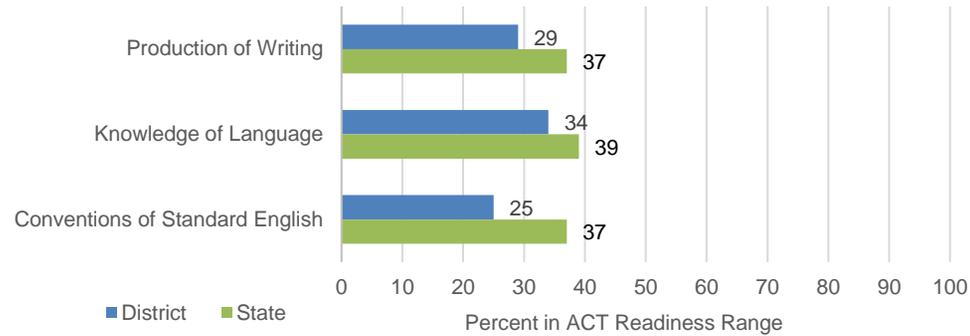


Figure 2.3. Math Reporting Categories

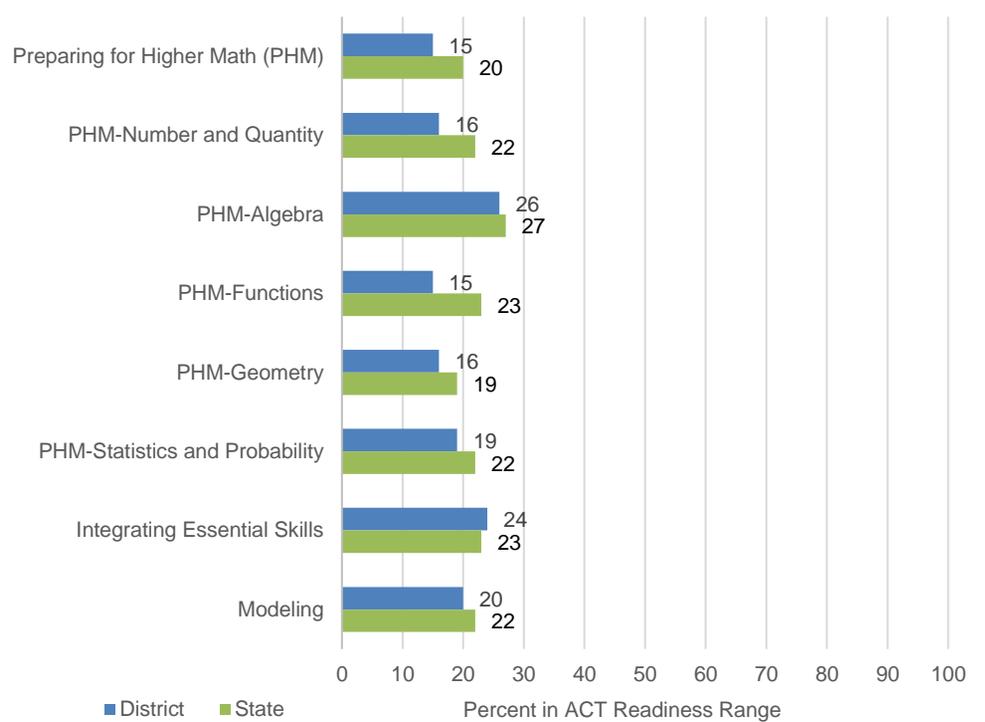


Figure 2.4. Reading Reporting Categories

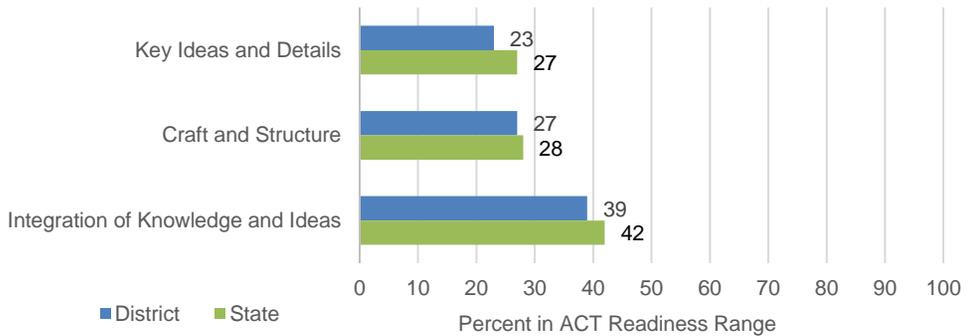
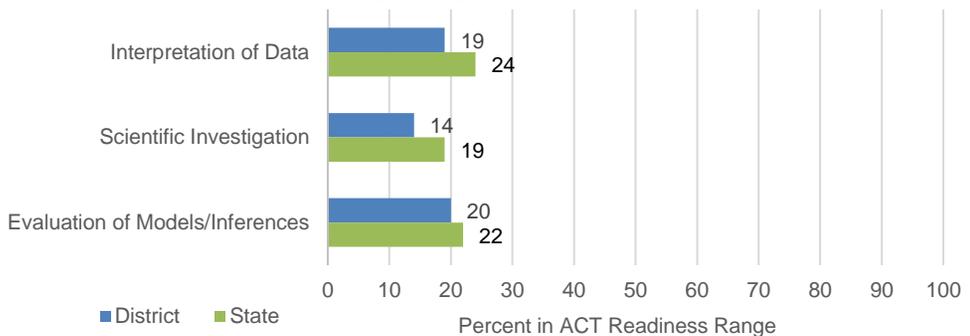


Figure 2.5. Science Reporting Categories



The charts on this page show the percent of students whose reporting category scores fall within associated ACT Readiness Ranges. ACT Readiness Ranges reflect where a student who has met a particular subject area's ACT College Readiness Benchmark would typically perform within the associated reporting category.

Table 2.2. Average ACT Composite Scores for Race/Ethnicity by Level of Preparation

Student Group	Race/Ethnicity	Number of Students Tested	Percent Taking Core or More ¹	Average ACT Composite Score	
				Core or More	Less Than Core
District	All Students	601	23	18.4	17.3
	Black/African American	4	0	.	14.7
	American Indian/Alaska Native	16	13	13.5	13.0
	White	322	26	19.0	18.0
	Hispanic/Latino	164	18	17.6	16.1
	Asian	3	67	20.0	.
	Native Hawaiian/Other Pacific Islander	5	20	14.0	17.0
	Two or More Races	45	29	16.7	17.9
	Prefer not/No Response	42	21	19.3	16.8
State	All Students	33,601	30	20.1	17.9
	Black/African American	2,549	23	17.3	16.0
	American Indian/Alaska Native	211	21	17.0	15.5
	White	8,779	41	21.6	19.2
	Hispanic/Latino	12,455	29	18.5	16.6
	Asian	1,809	45	22.6	20.7
	Native Hawaiian/Other Pacific Islander	380	31	18.4	16.6
	Two or More Races	2,561	38	20.8	18.6
	Prefer not/No Response	4,857	8	19.2	17.1

¹ "Core or More" results correspond to students taking four or more years of English AND three or more years each of math, social studies, and natural science.

Table 2.3. Average ACT Scores by Race/Ethnicity

Student Group	Race/Ethnicity	N	Percent	English	Mathematics	Reading	Science	Composite	STEM
District	All Students	601	100	15.3	17.4	17.5	17.9	17.1	17.9
	Black/African American	4	1	11.5	15.8	14.0	14.8	14.0	15.5
	American Indian/Alaska Native	16	3	11.3	14.4	13.9	14.4	13.6	14.6
	White	322	54	16.2	18.0	18.3	18.5	17.9	18.5
	Hispanic/Latino	164	27	14.2	16.9	16.5	17.3	16.3	17.3
	Asian	3	0	17.7	15.3	21.7	20.3	19.0	18.3
	Native Hawaiian/Other Pacific Islander	5	1	12.8	16.2	15.2	15.2	15.2	16.0
	Two or More Races	45	7	15.5	17.2	17.1	17.8	17.0	17.8
	Prefer not/No Response	42	7	14.6	16.2	17.4	17.7	16.6	17.2
State	All Students	33,601	100	16.6	17.7	18.1	18.1	17.8	18.2
	Black/African American	2,549	8	14.3	15.6	15.7	16.1	15.6	16.1
	American Indian/Alaska Native	211	1	13.7	15.5	15.5	16.4	15.4	16.2
	White	8,779	26	19.1	19.5	20.6	20.1	20.0	20.1
	Hispanic/Latino	12,455	37	15.4	16.7	16.9	17.2	16.7	17.2
	Asian	1,809	5	20.5	21.3	21.1	21.0	21.1	21.4
	Native Hawaiian/Other Pacific Islander	380	1	15.8	17.0	16.7	17.0	16.8	17.3
	Two or More Races	2,561	8	18.3	18.7	19.6	19.4	19.1	19.3
	Prefer not/No Response	4,857	14	14.6	16.1	16.0	16.4	15.9	16.5

Table 2.4. Average ACT Composite Scores for Gender by Level of Preparation

Student Group	Gender ¹	Number of Students Tested	Percent Taking Core or More ²	Average ACT Composite Score	
				Core or More	Less Than Core
District	Males	300	24	17.9	17.5
	Females	278	23	18.8	17.1
	Other Responses	23	17	20.0	17.0
State	Males	15,182	31	20.2	17.6
	Females	14,726	35	20.1	18.1
	Other Responses	3,693	5	19.8	17.4

Table 2.5. Average ACT Scores by Gender

Student Group	Gender ¹	N	Percent	English	Mathematics	Reading	Science	Composite	STEM
District	Males	300	50	15.1	17.6	17.1	18.1	17.1	18.1
	Females	278	46	15.6	17.3	17.9	17.7	17.2	17.7
	Other Responses	23	4	15.4	15.7	17.7	17.3	16.7	16.8
State	Males	15,182	45	16.4	18.0	17.9	18.4	17.8	18.5
	Females	14,726	44	17.4	17.7	18.8	18.3	18.2	18.3
	Other Responses	3,693	11	14.6	16.0	16.1	16.4	15.9	16.4

Table 2.6. ACT Score Quartile Values

Quartile	English	Mathematics	Reading	Science	Composite
Q3 (75th Percentile)	18	19	21	20	20
Q2 (50th Percentile)	14	16	16	17	16
Q1 (25th Percentile)	12	15	13	15	14

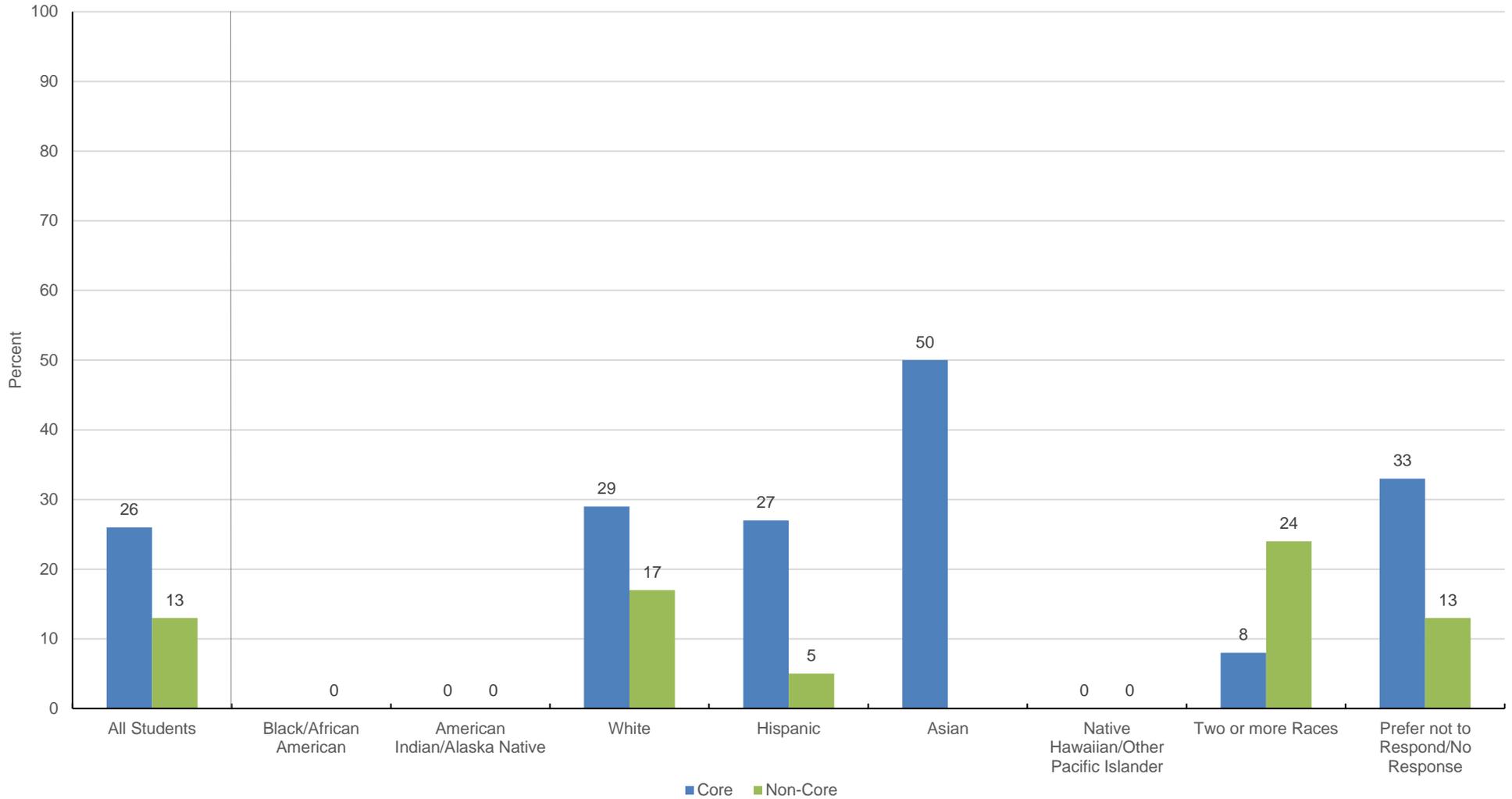
¹ 'Other Responses' include 'Another Gender', 'Prefer Not to Respond', and missing values.

² "Core or More" results correspond to students taking four or more years of English AND three or more years each of math, social studies, and natural science.

Section III

College and Career Readiness and the Impact of Course Rigor

Figure 3.1. Percent of Students Meeting 3 or 4 College Readiness Benchmarks by Core College Curriculum Status*



*Missing columns reflect combinations of race/ethnicity and core course-taking status in which one or both indicators are missing.

Table 3.1. Percent of Students in College and Career Readiness Standards (CCRS) Score Ranges

Student Group	CCRS Range	English		Mathematics		Reading		Science	
		N	%	N	%	N	%	N	%
District	33 to 36	4	1	0	0	13	2	6	1
	28 to 32	12	2	9	1	32	5	12	2
	24 to 27	25	4	56	9	55	9	42	7
	20 to 23	70	12	72	12	85	14	135	22
	16 to 19	121	20	220	37	132	22	216	36
	13 to 15	171	28	238	40	180	30	122	20
	01 to 12	198	33	6	1	104	17	68	11
State	33 to 36	753	2	369	1	1,041	3	421	1
	28 to 32	1,247	4	1,101	3	2,268	7	1,001	3
	24 to 27	2,684	8	3,498	10	3,080	9	3,297	10
	20 to 23	5,324	16	3,648	11	5,697	17	7,306	22
	16 to 19	6,230	19	10,811	32	7,069	21	10,576	31
	13 to 15	7,605	23	12,863	38	8,418	25	6,585	20
	01 to 12	9,758	29	1,311	4	6,028	18	4,415	13

Table 3.2. Percent of Students Who Met College Readiness Benchmark Scores by Gender

Student Group	Gender ¹	Percent of Students				Met All Four
		English	Mathematics	Reading	Science	
District	Males	27	18	23	16	9
	Females	31	15	26	14	7
	Other Responses	26	4	30	17	0
State	Males	37	23	27	22	14
	Females	44	20	33	19	12
	Other Responses	24	10	17	10	5

¹ 'Other Responses' include 'Another Gender', 'Prefer Not to Respond', and missing values.

Table 3.3. Percent of Students Who Met ACT College Readiness Benchmark Scores by Race/Ethnicity

Student Group	Race/Ethnicity	N	English %	Mathematics %	Reading %	Science %	All Four %	STEM %
District	All Students	601	29	16	25	15	8	6
	Black/African American	4	0	0	0	0	0	0
	American Indian/Alaska Native	16	6	0	6	0	0	0
	White	322	34	19	29	19	10	8
	Hispanic/Latino	164	23	15	19	10	5	4
	Asian	3	33	0	33	33	0	0
	Native Hawaiian/Other Pacific Islander	5	0	20	0	0	0	0
	Two or More Races	45	33	18	24	18	7	4
	Prefer Not to Respond	42	26	10	29	17	7	2
State	All Students	33,601	39	20	28	19	12	8
	Black/African American	2,549	23	7	16	7	3	2
	American Indian/Alaska Native	211	21	6	13	10	3	2
	White	8,779	55	32	44	32	21	15
	Hispanic/Latino	12,455	30	13	21	12	7	4
	Asian	1,809	64	44	46	37	27	22
	Native Hawaiian/Other Pacific Islander	380	32	13	21	10	6	4
	Two or More Races	2,561	50	27	38	27	17	11
	Prefer Not to Respond	4,857	24	11	17	10	6	4

Table 3.4. Likely ACT National Career Readiness Certificate (NCRC) Level Based Upon ACT Composite Score¹

Student Group	ACT NCRC Level	N	%	Average Composite
District	Platinum	21	3	29.2
	Gold	76	13	23.5
	Silver	179	30	18.7
	Bronze	268	45	14.5
	Needs Improvement	57	9	11.7
State	Platinum	2,292	7	29.7
	Gold	4,989	15	23.7
	Silver	9,714	29	18.8
	Bronze	12,868	38	14.4
	Needs Improvement	3,738	11	11.5

¹ The ACT Composite scores associated with at least a 50% chance of earning each ACT NCRC level or higher are: 13 for Bronze, 17 for Silver, 22 for Gold, and 27 for Platinum. Based on those cut scores, students who earned an ACT Composite score of less than 13 are classified as 'Needs improvement' as they are unlikely to obtain an ACT NCRC. Students with an ACT Composite score of 13 to 16 are classified as 'Bronze' as they are likely to obtain a Bronze NCRC, 17 to 21 as 'Silver', 22 to 26 as 'Gold', and 27 or above as 'Platinum'.

Table 3.5. College Readiness Benchmark Percent and Average ACT Scores by Overall High School Curriculum

Student Group	Curriculum Taken ¹	N	English		Mathematics		Reading		Science		Composite ⁴		STEM	
			%	Avg	%	Avg	%	Avg	%	Avg	%	Avg	%	Avg
District	Core or More ²	141	36	16.4	30	18.8	30	18.6	27	19.1	14	18.4	12	19.3
	Less than Core	260	30	15.4	13	17.2	27	17.9	15	18.1	8	17.3	5	17.9
	Missing ³	200	23	14.4	11	16.6	18	16.1	9	16.7	4	16.1	3	16.9
State	Core or More	10,028	57	19.3	34	19.7	43	20.6	32	20.3	21	20.1	15	20.3
	Less than Core	6,837	38	16.7	20	17.8	30	18.3	20	18.2	12	17.9	8	18.2
	Missing	16,736	27	15.0	12	16.4	19	16.5	11	16.8	6	16.3	4	16.9

¹ "Curriculum Taken" reflects overall high school curriculum in this table.

² "Core or More" results correspond to students taking four or more years of English AND three or more years each of math, social studies, and natural science.

³ Zero years or no coursework information reported in one or more content areas.

⁴ Composite College Readiness Benchmark % results reflect students who met all four subject-area benchmarks.

Table 3.6. College Readiness Benchmark Percent and Average ACT Scores by Content-Specific Curriculum

Student Group	Curriculum Taken ¹	English			Mathematics			Reading			Science		
		N	%	Avg	N	%	Avg	N	%	Avg	N	%	Avg
District	Core or More ²	346	33	15.9	346	23	18.2	314	29	18.4	180	24	18.8
	Less than Core	64	27	14.7	61	0	15.2	91	23	17.3	226	15	18.1
	Missing ³	191	23	14.4	194	11	16.6	196	18	16.1	195	9	16.8
State	Core or More	15,118	52	18.6	15,965	29	19.2	13,740	40	20.1	12,842	29	19.9
	Less than Core	2,288	28	15.1	1,263	6	15.4	3,418	26	17.8	4,201	20	18.0
	Missing	16,195	27	15.0	16,373	12	16.4	16,443	19	16.5	16,558	11	16.8

¹ "Curriculum Taken" reflects content-specific curriculum in this table.

² "Core or More" results correspond to students taking four or more years of English or three or more years of math, social studies, or natural science, respectively.

For instance, Reading "Core or More" results correspond to students taking three or more years of social studies, regardless of courses taken in other content areas.

³ Zero years or no coursework information reported in the specified content area.

Table 3.7. College Readiness Benchmark (CRB) Percent and Average ACT Scores by Common Course Patterns

Course Pattern	District				State			
	N	Percent Taking Pattern	Avg ACT English	Percent Who Met Benchmark	N	Percent Taking Pattern	Avg ACT English	Percent Who Met Benchmark
ENGLISH COURSE PATTERN								
Eng 9, Eng 10, Eng 11, Eng 12, & Other English	21	3	15.9	43	1,461	4	20.1	63
Eng 9, Eng 10, Eng 11, Eng 12	325	54	15.9	32	13,657	41	18.4	51
Less than 4 years of English	64	11	14.7	27	2,288	7	15.1	28
Zero years / no English courses reported	191	32	14.4	23	16,195	48	15.0	27
MATHEMATICS COURSE PATTERN								
Alg 1, Alg 2, Geom, Trig, & Calc	11	2	18.6	18	632	2	21.3	49
Alg 1, Alg 2, Geom, Trig, & Other Adv Math	19	3	21.3	37	590	2	21.1	46
Alg 1, Alg 2, Geom, & Trig	18	3	17.5	17	769	2	18.0	20
Alg 1, Alg 2, Geom, & Other Adv Math	62	10	18.4	19	3,767	11	18.6	23
Other comb of 4 or more years of Math	108	18	19.8	40	5,733	17	21.3	46
Alg 1, Alg 2, & Geom	88	15	16.1	7	2,947	9	16.1	7
Other comb of 3 or 3.5 years of Math	40	7	16.9	13	1,527	5	17.5	17
Less than 3 years of Math	61	10	15.2	0	1,263	4	15.4	6
Zero years / no Math courses reported	194	32	16.6	11	16,373	49	16.4	12
SOCIAL SCIENCE COURSE PATTERN								
US Hist, World Hist, Am Gov, & Other Hist	1	0	13.0	0	372	1	19.0	32
Other comb of 4 or more years Social Science	124	21	19.6	35	3,714	11	20.5	43
US Hist, World Hist, & Am Gov	40	7	16.0	10	4,729	14	19.3	34
Other comb of 3 or 3.5 years of Social Science	149	25	18.0	29	4,925	15	20.7	44
Less than 3 years of Social Science	91	15	17.3	23	3,418	10	17.8	26
Zero years / no Social Science courses reported	196	33	16.1	18	16,443	49	16.5	19
NATURAL SCIENCE COURSE PATTERN								
Gen Sci ¹ , Bio, Chem, & Phys	59	10	18.0	19	4,322	13	19.9	30
Bio, Chem, Phys	16	3	22.7	56	2,931	9	21.9	45
Gen Sci ¹ , Bio, Chem	92	15	19.0	24	5,027	15	18.9	21
Other comb of 3 years of Natural Science	13	2	16.5	8	562	2	17.6	16
Less than 3 years of Natural Science	226	38	18.1	15	4,201	13	18.0	20
Zero years / no Natural Science courses reported	195	32	16.8	9	16,558	49	16.8	11

¹Includes General, Physical and Earth Sciences.

Table 3.8. College Readiness Benchmark (CRB) Percent and Average ACT Scores for Gender by Common Course Patterns

Course Pattern	Males				Females				Other Responses ¹			
	N	Percent	ACT English	% Who Met Benchmark	N	Percent	ACT English	% Who Met Benchmark	N	Percent	ACT English	% Who Met Benchmark
ENGLISH COURSE PATTERN												
Eng 9, Eng 10, Eng 11, Eng 12, & Other English	8	3	15.9	38	12	4	15.5	42	1	4	20.0	100
Eng 9, Eng 10, Eng 11, Eng 12	163	54	15.4	29	153	55	16.5	35	9	39	15.9	22
Less than 4 years of English	24	8	15.6	25	36	13	14.0	25	4	17	15.5	50
Zero years / no English courses reported	105	35	14.3	24	77	28	14.5	23	9	39	14.4	11
MATHEMATICS COURSE PATTERN												
Alg 1, Alg 2, Geom, Trig, & Calc	4	1	18.0	25	7	3	19.0	14	0	0	.	.
Alg 1, Alg 2, Geom, Trig, & Other Adv Math	7	2	21.0	43	12	4	21.4	33	0	0	.	.
Alg 1, Alg 2, Geom, & Trig	10	3	17.5	10	7	3	17.9	29	1	4	15.0	0
Alg 1, Alg 2, Geom, & Other Adv Math	32	11	18.7	25	29	10	17.9	14	1	4	21.0	0
Other comb of 4 or more years of Math	53	18	19.7	36	52	19	19.9	44	3	13	20.3	33
Alg 1, Alg 2, & Geom	44	15	16.4	11	38	14	15.9	3	6	26	15.2	0
Other comb of 3 or 3.5 years of Math	19	6	18.1	26	21	8	15.9	0	0	0	.	.
Less than 3 years of Math	26	9	15.6	0	32	12	14.9	0	3	13	14.3	0
Zero years / no Math courses reported	105	35	16.9	12	80	29	16.5	10	9	39	14.6	0
SOCIAL SCIENCE COURSE PATTERN												
US Hist, World Hist, Am Gov, & Other Hist	0	0	.	.	1	0	13.0	0	0	0	.	.
Other comb of 4 or more years Social Science	52	17	18.6	31	70	25	20.2	39	2	9	20.5	50
US Hist, World Hist, & Am Gov	23	8	15.5	9	15	5	16.3	13	2	9	18.0	0
Other comb of 3 or 3.5 years of Social Science	70	23	18.3	31	74	27	17.7	26	5	22	18.8	40
Less than 3 years of Social Science	47	16	17.1	23	39	14	17.2	18	5	22	20.4	60
Zero years / no Social Science courses reported	108	36	15.8	17	79	28	16.7	22	9	39	15.0	11
NATURAL SCIENCE COURSE PATTERN												
Gen Sci ² , Bio, Chem, & Phys	32	11	17.3	19	27	10	18.9	19	0	0	.	.
Bio, Chem, Phys	7	2	23.3	57	9	3	22.2	56	0	0	.	.
Gen Sci ¹ , Bio, Chem	44	15	19.5	25	44	16	18.1	18	4	17	23.3	75
Other comb of 3 years of Natural Science	6	2	18.0	17	6	2	14.7	0	1	4	18.0	0
Less than 3 years of Natural Science	103	34	18.6	15	114	41	17.8	16	9	39	16.8	0
Zero years / no Natural Science courses reported	108	36	17.1	11	78	28	16.5	5	9	39	15.2	11

¹ 'Other Responses' include 'Another Gender', 'Prefer Not to Respond', and missing values.

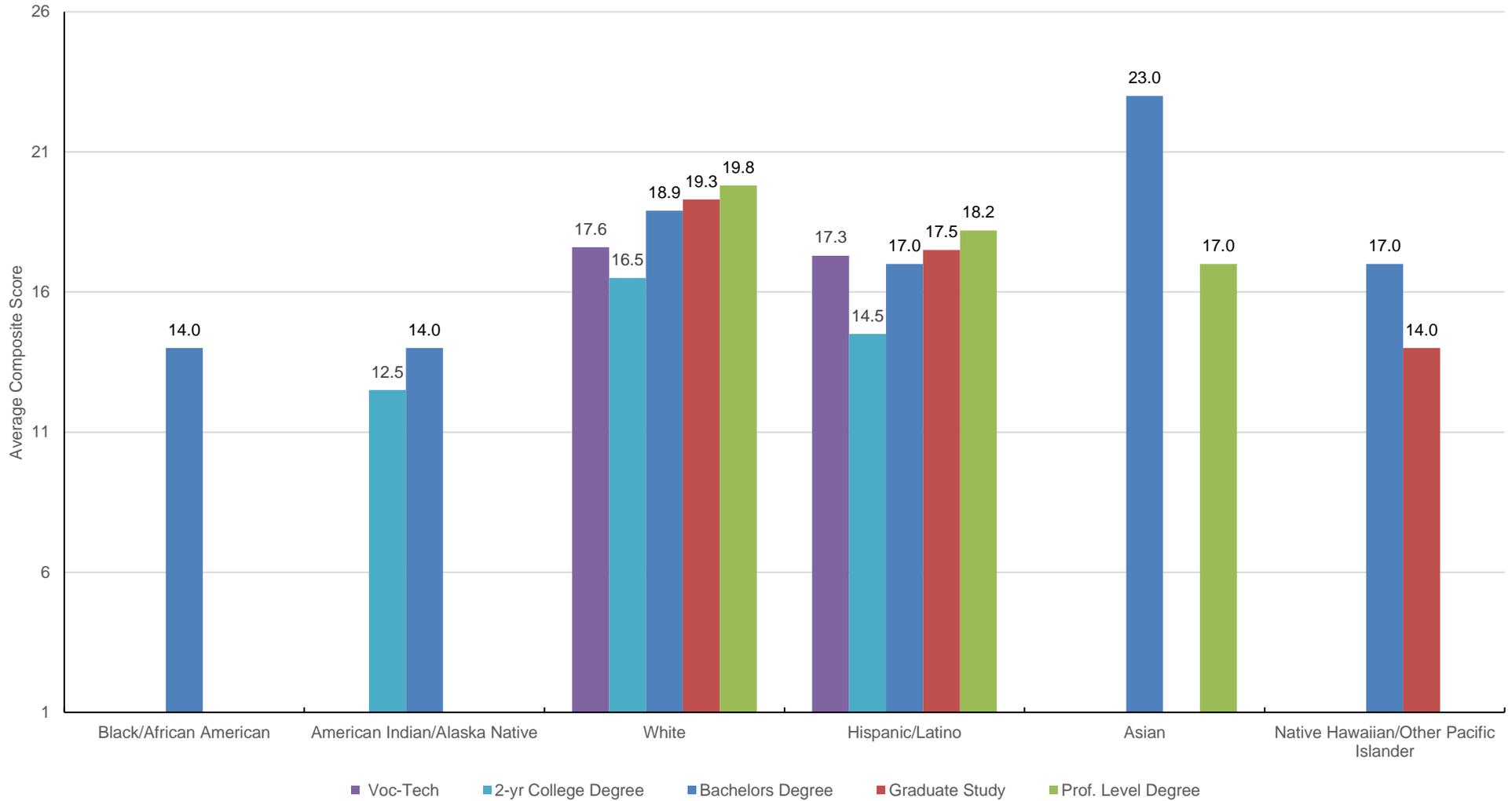
² Includes General, Physical and Earth Sciences.

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Section IV

Career and Educational Aspirations

Figure 4.1. Average ACT Composite Scores by Race and Student Postsecondary Aspirations*



*Missing columns reflect combinations of race/ethnicity and postsecondary aspiration in which one or both indicators are missing.

Table 4.1. Distribution of Planned Educational Majors for All Students by College Plans

Planned Educational Major	All Students			Plan on 2 Years or Less of College			Plan on 4 Years or More of College		
	N ¹	Percent ²	Avg ACT Comp	N	Percent	Avg ACT Comp	N	Percent	Avg ACT Comp
Agriculture & Natural Resources Conservation	11	2	18.2	2	3	18.0	9	3	18.2
Architecture	5	1	15.8	0	0	.	3	1	17.0
Area, Ethnic, & Multidisciplinary Studies	0	0	.	0	0	.	0	0	.
Arts: Visual & Performing	34	6	15.9	10	14	14.7	22	8	16.9
Business	22	4	18.4	6	8	18.8	15	6	18.4
Communications	5	1	20.0	0	0	.	4	2	21.8
Community, Family, & Personal Services	26	4	15.9	7	9	16.1	16	6	16.3
Computer Science & Mathematics	12	2	21.5	1	1	11.0	11	4	22.5
Education	12	2	18.9	1	1	14.0	11	4	19.4
Engineering	26	4	20.3	6	8	17.7	19	7	21.1
Engineering Technology & Drafting	5	1	19.6	2	3	16.5	3	1	21.7
English & Foreign Languages	0	0	.	0	0	.	0	0	.
Health Administration & Assisting	10	2	15.5	0	0	.	9	3	15.6
Health Sciences & Technologies	58	10	18.4	11	15	14.6	42	16	19.5
Philosophy, Religion, & Theology	1	0	21.0	0	0	.	1	0	21.0
Repair, Production, & Construction	13	2	16.8	8	11	17.1	5	2	16.4
Sciences: Biological & Physical	16	3	17.5	1	1	12.0	12	5	18.6
Social Sciences & Law	36	6	19.6	1	1	10.0	34	13	19.9
Undecided	28	5	17.7	7	9	16.7	14	5	17.1
No Response	280	47	16.0	11	15	16.3	30	12	17.3

¹2-Year and 4-Year "N" counts do not reflect "Missing" and "Other" college plans, therefore they may not add up to the N count for All Students.

²Percent of students tested within College Plan groups (All Students, 2-Year, 4-Year).

Table 4.2. Average ACT Composite Scores for Racial/Ethnic Groups by Post-Secondary Educational Aspirations

Educational Degree Aspirations	All Racial/Ethnic Groups Combined		Black/African American		American Indian/ Alaska Native		White		Hispanic/Latino	
	N	Average	N	Average	N	Average	N	Average	N	Average
Voc-Tech	20	17.2	0	.	0	.	14	17.6	3	17.3
2-yr College Degree	54	15.7	0	.	2	12.5	30	16.5	13	14.5
Bachelors Degree	158	18.3	2	14.0	1	14.0	95	18.9	42	17.0
Graduate Study	39	19.4	0	.	0	.	26	19.3	8	17.5
Prof. Level Degree	63	19.2	0	.	0	.	38	19.8	18	18.2
Other	33	16.1	0	.	0	.	16	16.4	11	14.8
No Response	234	15.9	2	14.0	13	13.7	103	16.5	69	15.8

Educational Degree Aspirations	All Racial/Ethnic Groups Combined		Asian		Native Hawaiian/ Other Pacific Islander		Two or more races		Prefer not to respond/ No Response	
	N	Average	N	Average	N	Average	N	Average	N	Average
Voc-Tech	20	17.2	0	.	0	.	2	17.0	1	11.0
2-yr College Degree	54	15.7	0	.	0	.	4	14.8	5	15.6
Bachelors Degree	158	18.3	1	23.0	1	17.0	9	17.2	7	20.3
Graduate Study	39	19.4	0	.	1	14.0	1	20.0	3	26.7
Prof. Level Degree	63	19.2	1	17.0	0	.	5	19.6	1	17.0
Other	33	16.1	0	.	0	.	4	19.5	2	14.0
No Response	234	15.9	1	17.0	3	15.0	20	16.1	23	14.9

Table 4.3. Students' Score Report Preferences at Time of Testing

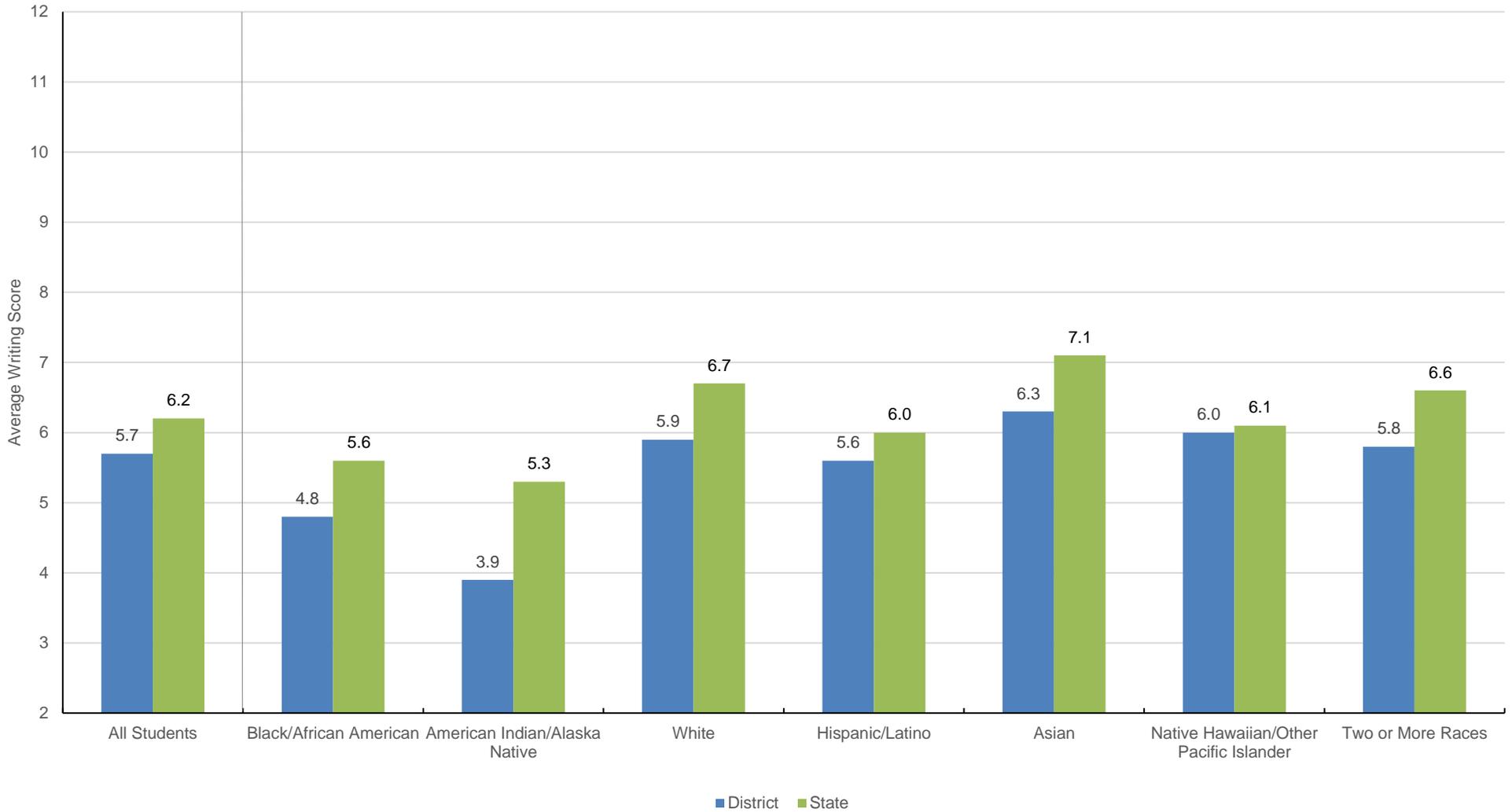
Name	State	Number of Students			Percent of Students in College Readiness Standards Ranges						
		Total	1st Choice	2nd-6th Choice	01-12	13-15	16-19	20-23	24-27	28-32	33-36
UNIVERSITY OF NEVADA-RENO	Nevada	293	146	147	4	31	32	19	9	4	0
WESTERN NEVADA COMMUNITY COLLEGE	Nevada	130	48	82	7	35	32	18	6	2	1
TRUCKEE MEADOWS COMMUNITY COLLEGE	Nevada	110	36	74	5	35	32	22	5	1	0
STATE-NO COLLEGE PLANS	Iowa	95	95	0	22	43	24	9	1	0	0
UNIVERSITY OF NEVADA-LAS VEGAS	Nevada	68	11	57	3	34	34	19	9	1	0
OREGON STATE UNIVERSITY	Oregon	34	9	25	0	38	29	21	12	0	0
ARIZONA STATE UNIVERSITY	Arizona	30	10	20	0	27	53	13	7	0	0
UNIVERSITY OF OREGON	Oregon	23	7	16	0	30	30	30	9	0	0
ART INSTITUTE OF LAS VEGAS THE	Nevada	19	3	16	11	32	42	11	5	0	0
SIERRA NEVADA UNIVERSITY	Nevada	19	1	18	5	26	26	32	5	5	0
BOISE STATE UNIVERSITY	Idaho	18	5	13	0	17	39	22	11	11	0
GREAT BASIN COLLEGE	Nevada	18	5	13	6	33	33	11	11	6	0
NEVADA STATE COLLEGE	Nevada	18	4	14	11	33	11	33	0	11	0
SAN DIEGO STATE UNIVERSITY	California	17	2	15	6	53	18	12	6	6	0
UNIVERSITY OF CALIFORNIA-LOS ANGELES	California	14	4	10	0	21	43	21	14	0	0
CALIFORNIA STATE UNIV-SACRAMENTO	California	13	5	8	8	23	46	15	8	0	0
BRIGHAM YOUNG UNIVERSITY-IDAHO	Idaho	12	3	9	0	8	33	8	25	25	0
UNIVERSITY OF SAN DIEGO	California	11	2	9	9	45	18	9	9	9	0
BRIGHAM YOUNG UNIVERSITY	Utah	10	4	6	0	0	10	20	20	50	0
PORTLAND STATE UNIVERSITY	Oregon	10	2	8	10	20	0	30	40	0	0
CALIFORNIA STATE UNIV-LOS ANGELES	California	9	4	5	22	44	11	22	0	0	0
EASTERN OREGON UNIVERSITY	Oregon	9	2	7	11	56	11	22	0	0	0
STANFORD UNIVERSITY	California	9	2	7	0	0	0	56	22	22	0
UNIVERSITY OF WASHINGTON	Washington	9	3	6	0	22	11	67	0	0	0
NCAA ELIGIBILITY CENTER	Indiana	8	0	8	13	38	25	13	13	0	0
UNIVERSITY OF CALIFORNIA-BERKELEY	California	8	1	7	13	13	13	25	25	13	0
UNIVERSITY OF SAN FRANCISCO	California	8	0	8	13	13	50	25	0	0	0
CALIFORNIA STATE UNIV-LONG BEACH	California	7	2	5	0	57	29	14	0	0	0
OHIO STATE UNIVERSITY THE	Ohio	7	0	7	0	14	57	14	14	0	0
SOUTHERN OREGON UNIVERSITY	Oregon	7	1	6	0	57	0	14	14	14	0
All Other Institutions		563	130	433	7	28	36	19	7	3	0
Total		2,606	547	1,059	6	31	32	19	7	3	0

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Section V

Optional Writing Test Results

Figure 5.1. Average ACT Writing Scores by Race/Ethnicity*



*Missing columns reflect race/ethnicity groupings that are missing.

Table 5.1. Average ACT English Language Arts Constituent Scores by Race/Ethnicity and Gender¹ for Students Who Took ACT Writing

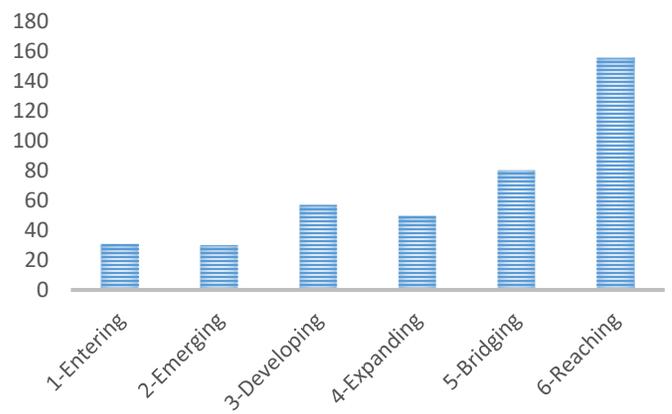
	N		Average ACT Scores					
			English		Reading		Writing	
			District	State	District	State	District	State
All Students	592	33,258	15.4	16.7	17.5	18.2	5.7	6.2
Black/African American	4	2,510	11.5	14.4	14.0	15.8	4.8	5.6
American Indian/Alaska Native	16	210	11.3	13.7	13.9	15.5	3.9	5.3
White	319	8,715	16.2	19.1	18.3	20.7	5.9	6.7
Hispanic/Latino	163	12,350	14.2	15.4	16.5	17.0	5.6	6.0
Asian	3	1,800	17.7	20.6	21.7	21.2	6.3	7.1
Native Hawaiian/Other Pacific Islander	4	375	13.3	15.9	16.3	16.8	6.0	6.1
Two or More Races	43	2,546	15.5	18.3	17.0	19.6	5.8	6.6
Prefer not/No Response	40	4,752	14.8	14.7	17.7	16.1	5.7	5.5
Males	293	14,980	15.1	16.5	17.1	18.0	5.3	5.9
Females	278	14,662	15.6	17.4	17.9	18.9	6.1	6.6
Other Responses	21	3,616	15.9	14.7	18.3	16.2	5.3	5.5

Table 5.2. Average ACT English Language Arts Outcomes by Race/Ethnicity and Gender¹ for Students Who Took ACT Writing

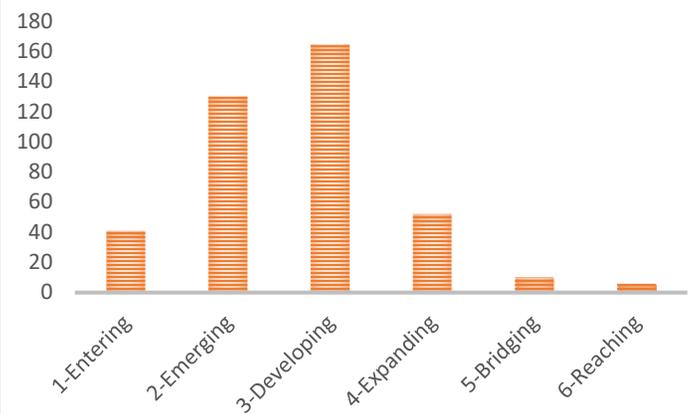
	N		Average ACT Scores			
			Average ELA Score		Percent Who Met ELA Benchmark	
			District	State	District	State
All Students	592	33,258	15.7	16.9	22	31
Black/African American	4	2,510	12.0	14.7	0	16
American Indian/Alaska Native	16	210	10.7	14.0	0	14
White	319	8,715	16.5	19.2	26	47
Hispanic/Latino	163	12,350	14.9	15.9	15	23
Asian	3	1,800	18.3	20.3	33	55
Native Hawaiian/Other Pacific Islander	4	375	15.0	16.1	0	25
Two or More Races	43	2,546	15.6	18.4	26	41
Prefer not/No Response	40	4,752	15.5	14.8	25	17
Males	293	14,980	15.0	16.5	20	28
Females	278	14,662	16.5	18.0	23	37
Other Responses	21	3,616	15.5	14.7	24	17

¹ 'Other Responses' include 'Another Gender', 'Prefer Not to Respond', and missing values.

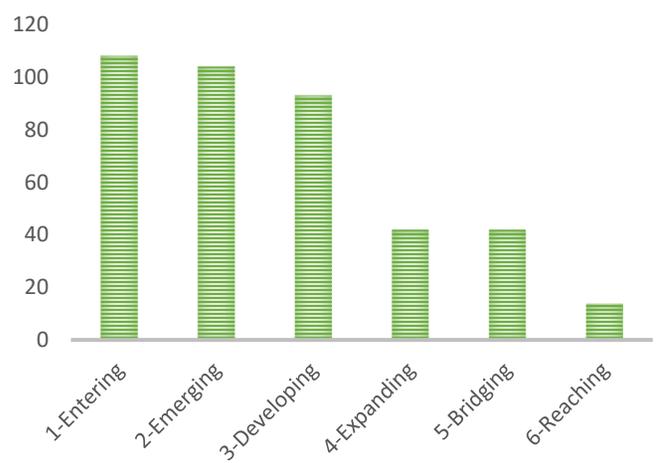
LISTENING DOMAIN



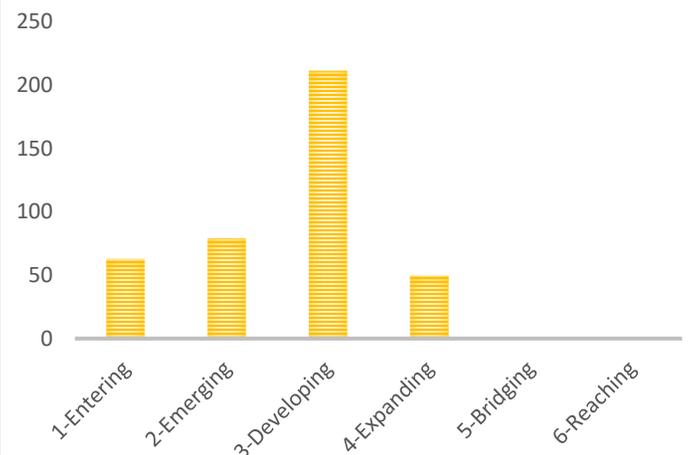
SPEAKING DOMAIN



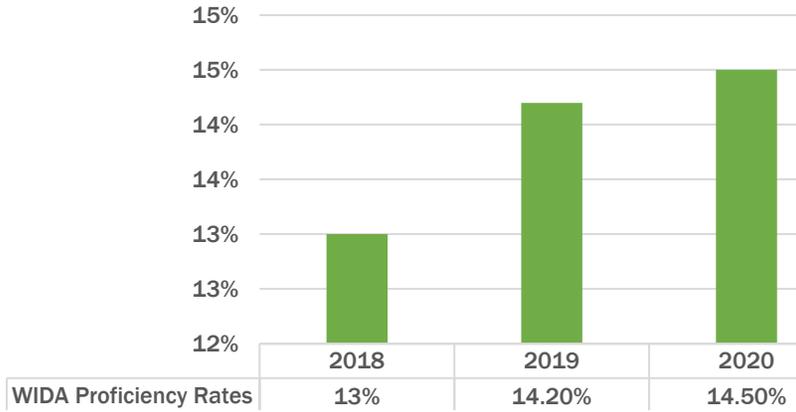
READING DOMAIN



WRITING DOMAIN



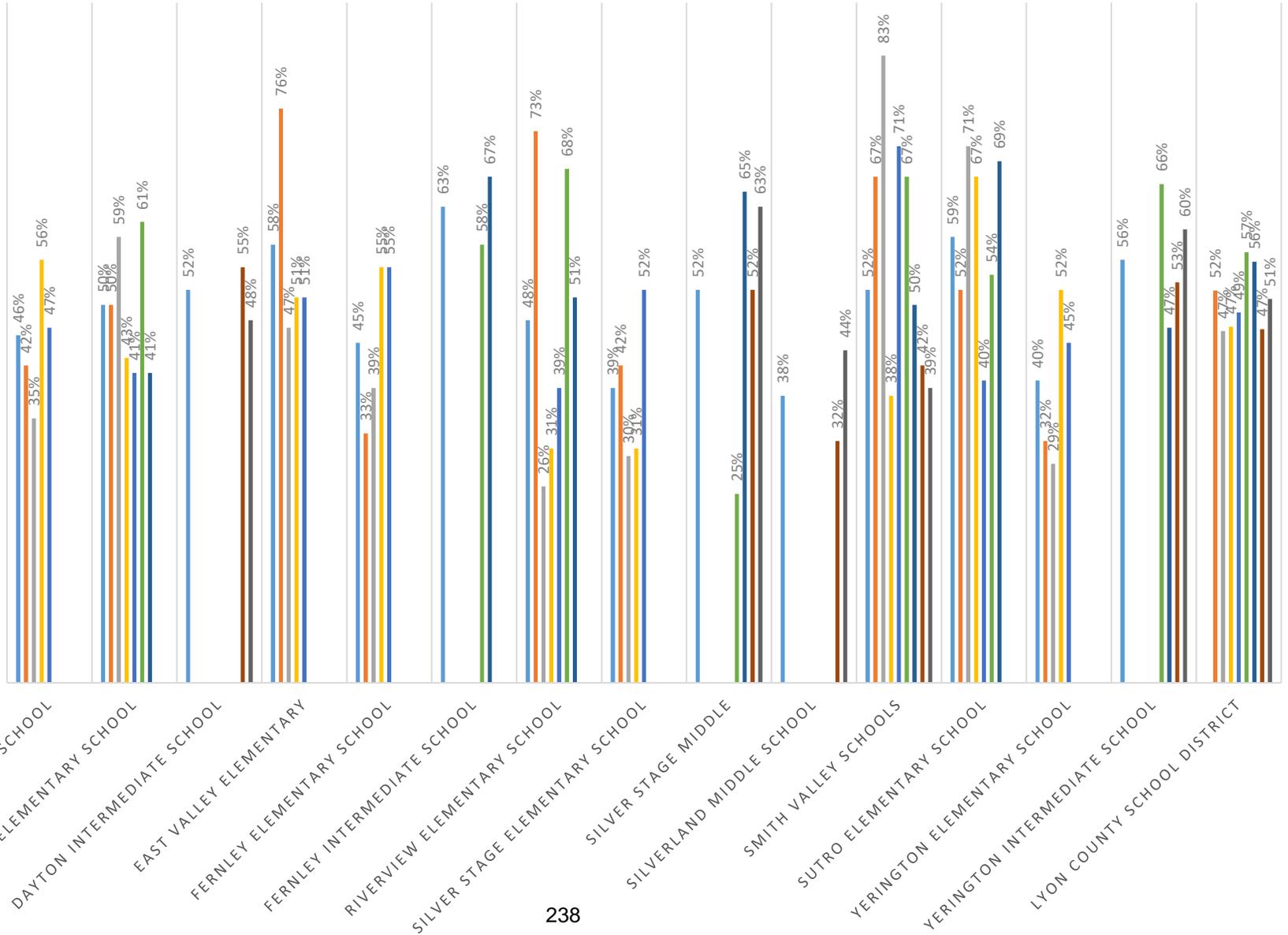
2020 LCSD WIDA ACCESS for ELLs Proficiency Rates



LYON CSD READING MAP GROWTH GOALS (WINTER 19 TO WINTER 20)

Legend: Overall (Blue), 1 (Orange), 2 (Grey), 3 (Yellow), 4 (Light Blue), 5 (Green), 6 (Dark Blue), 7 (Brown), 8 (Black)

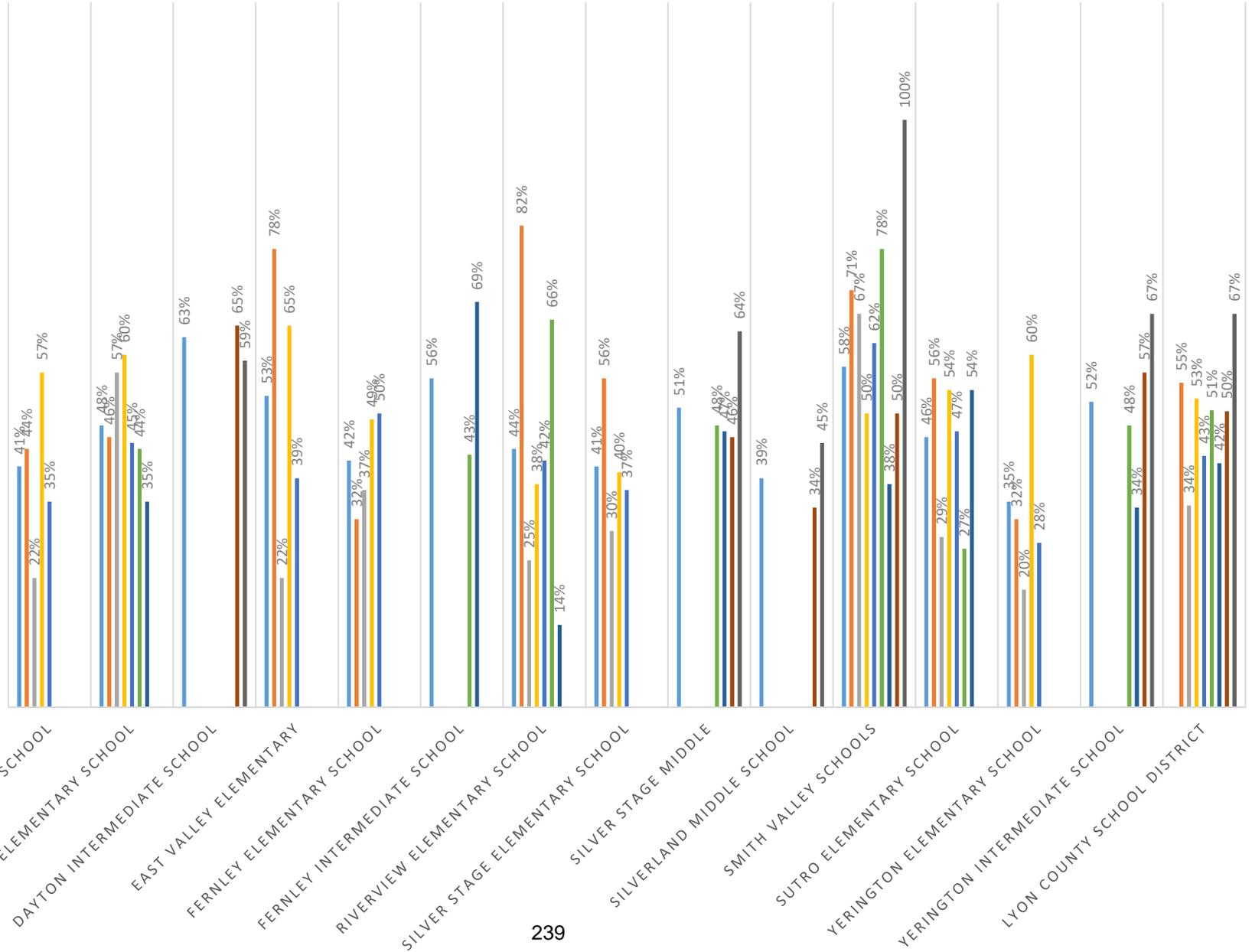
PERCENTAGE OF STUDENTS WHO MET GROWTH GOAL



LYON CSD MATH MAP GROWTH GOALS (WINTER 19 TO WINTER 20)

Overall 1 2 3 4 5 6 7 8

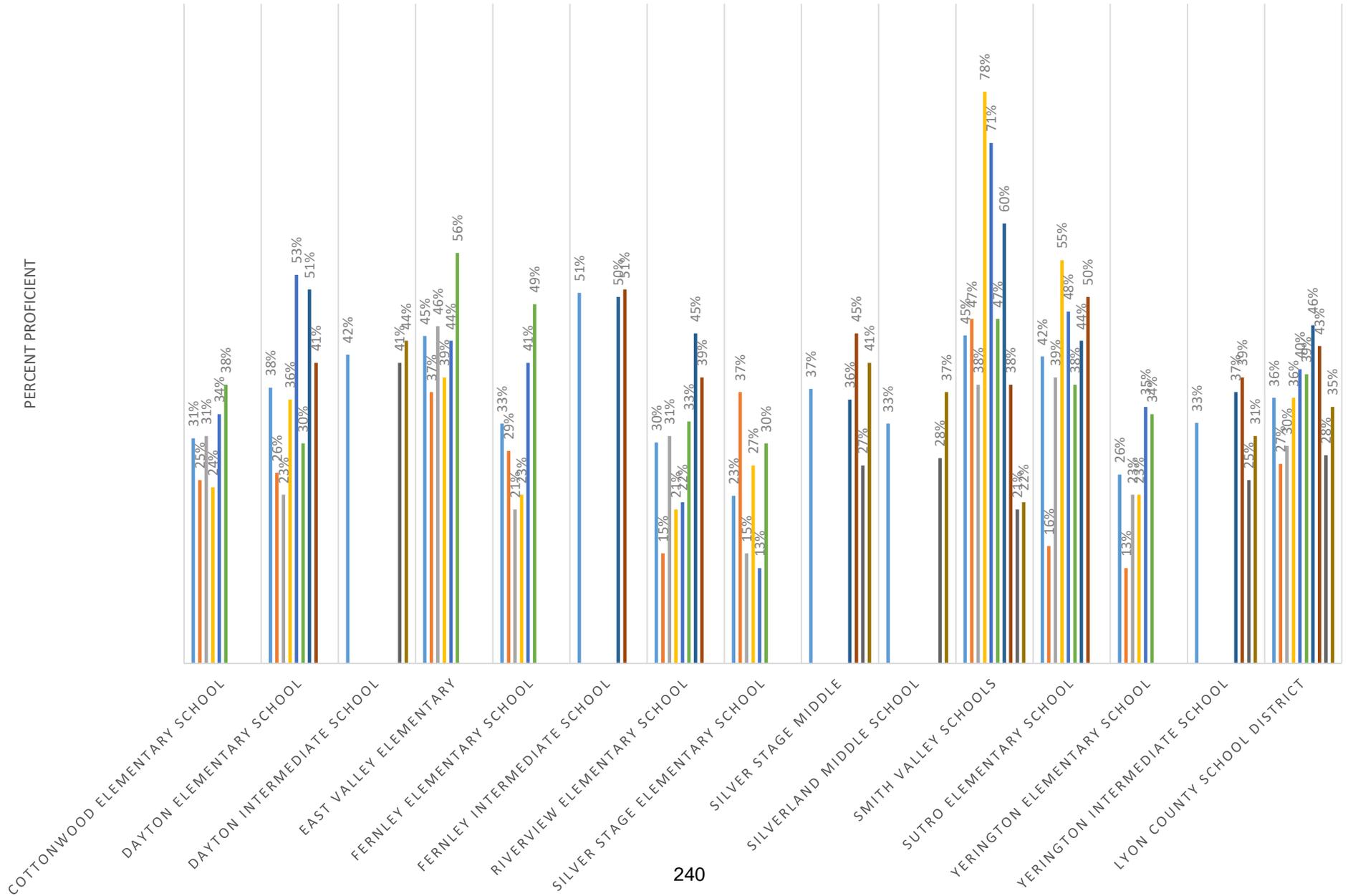
PERCENTAGE OF STUDENTS WHO MET GROWTH GOAL



LYON CSD WINTER 2020 READING MAP PROFICIENCY

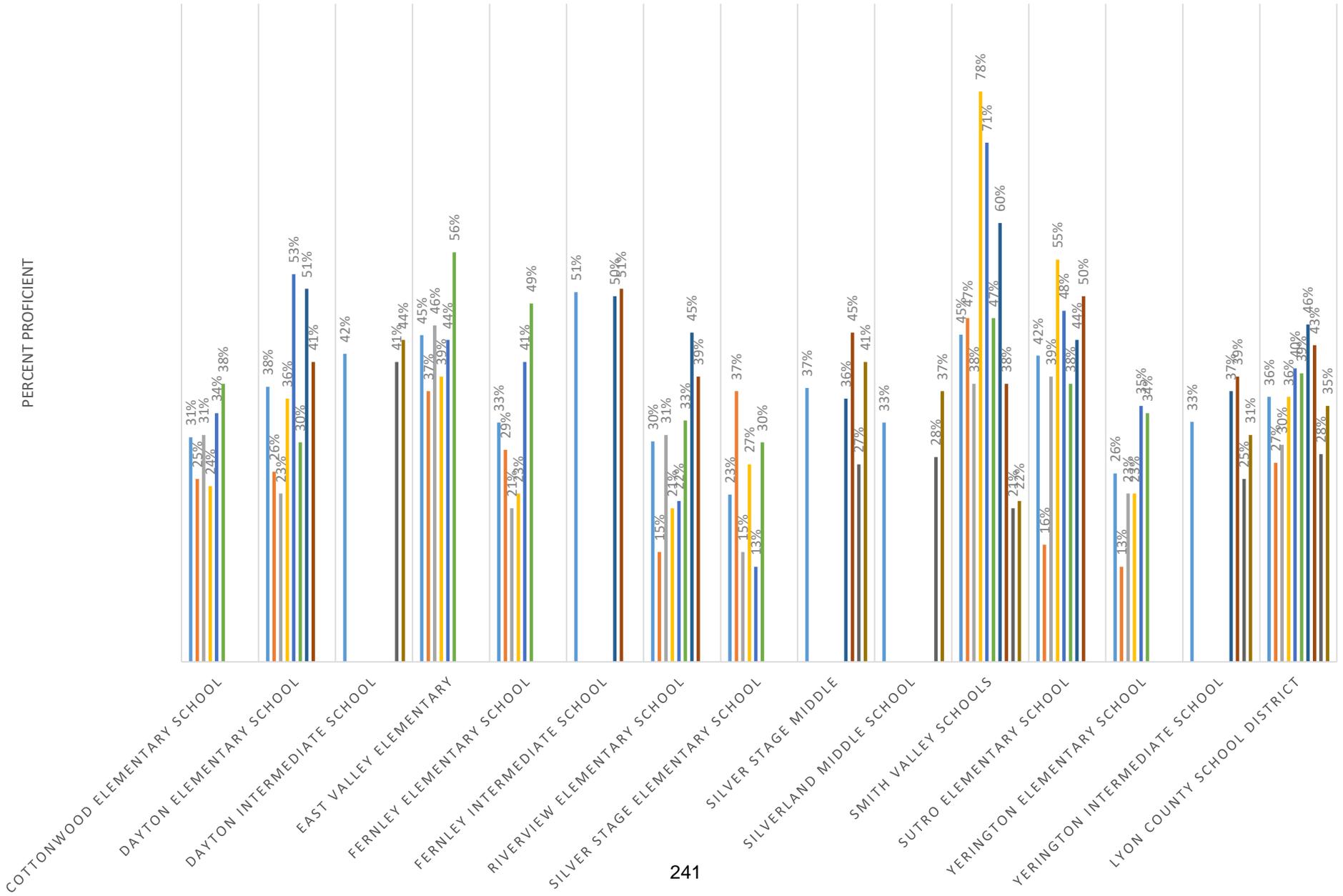
Overall K 1 2 3 4 5 6 7 8

PERCENT PROFICIENT



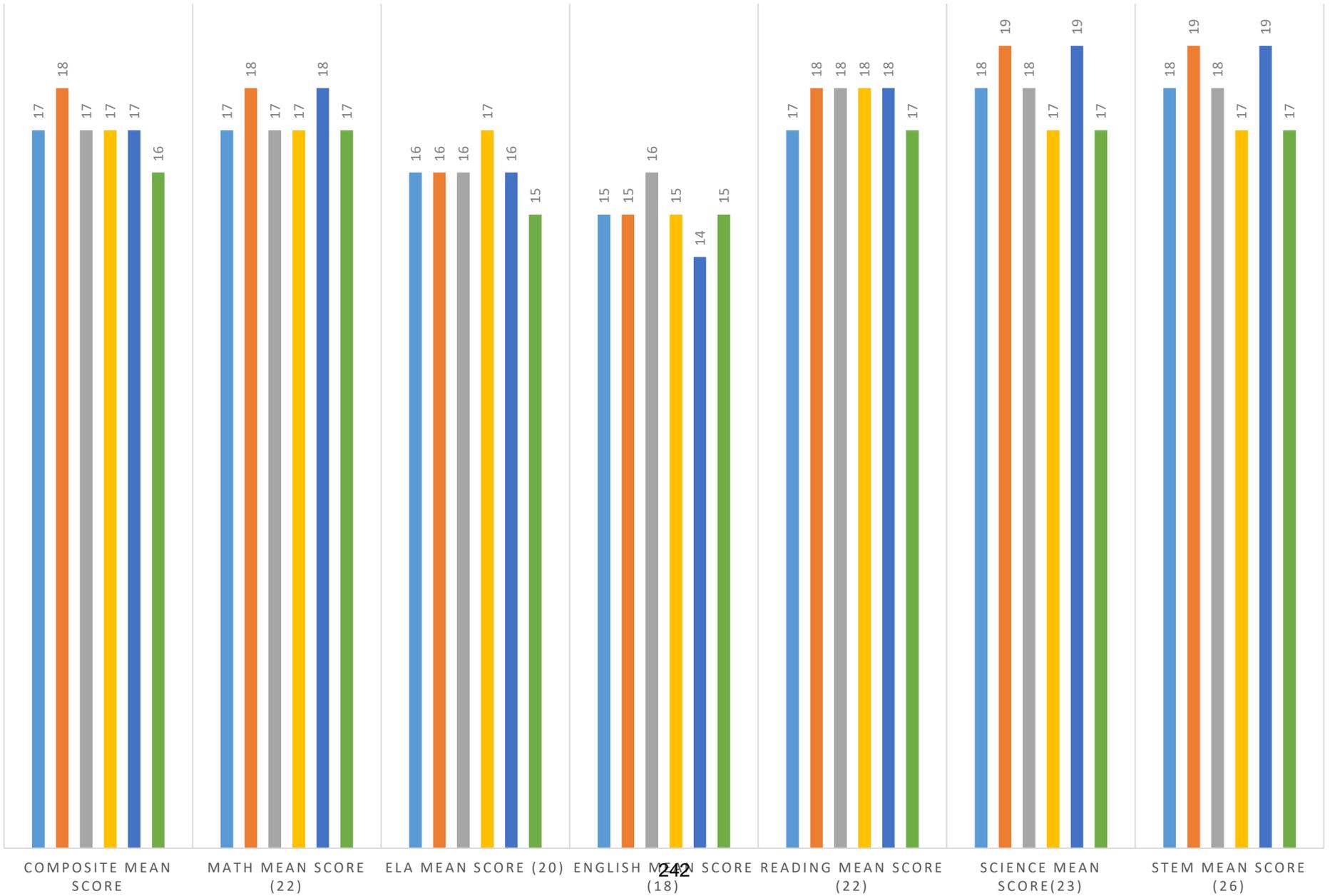
LYON CSD WINTER 2020 MATH MAP PROFICIENCY

Overall K 1 2 3 4 5 6 7 8

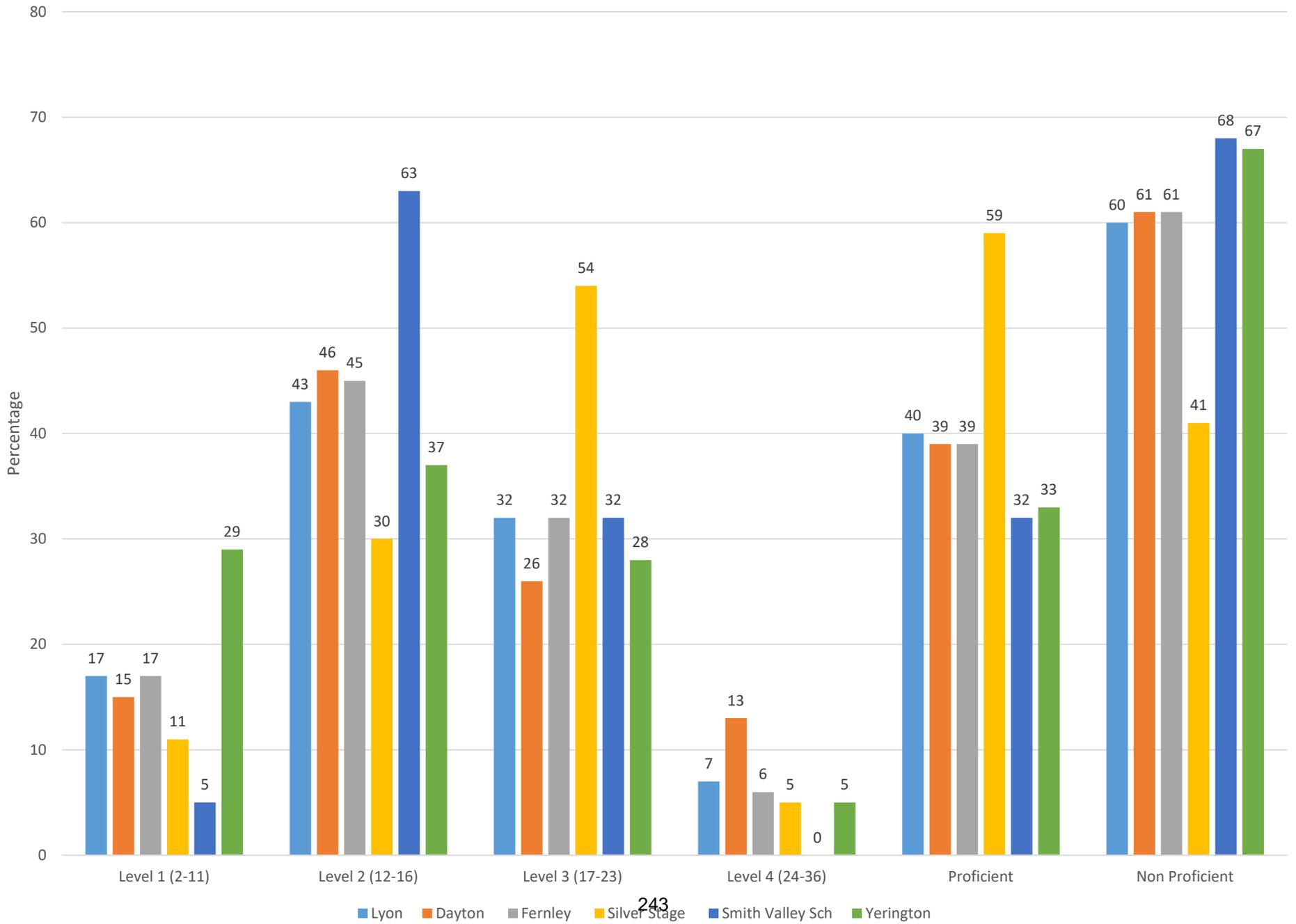


LYON CSD ACT MEAN SCORES 2019-2020

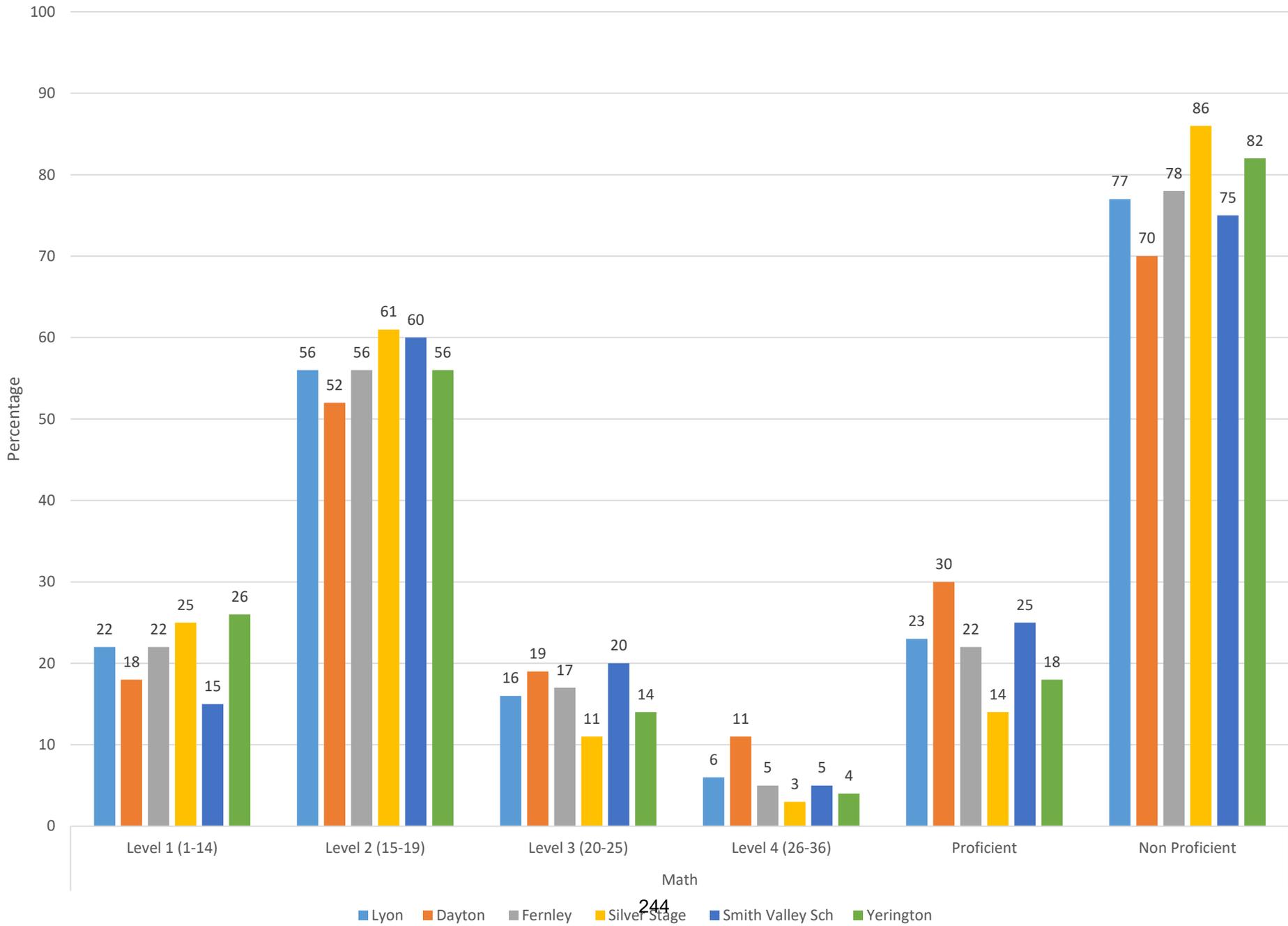
■ Lyon
 ■ Dayton
 ■ Fernley
 ■ Silver Stage
 ■ Smith Valley Sch
 ■ Yerington



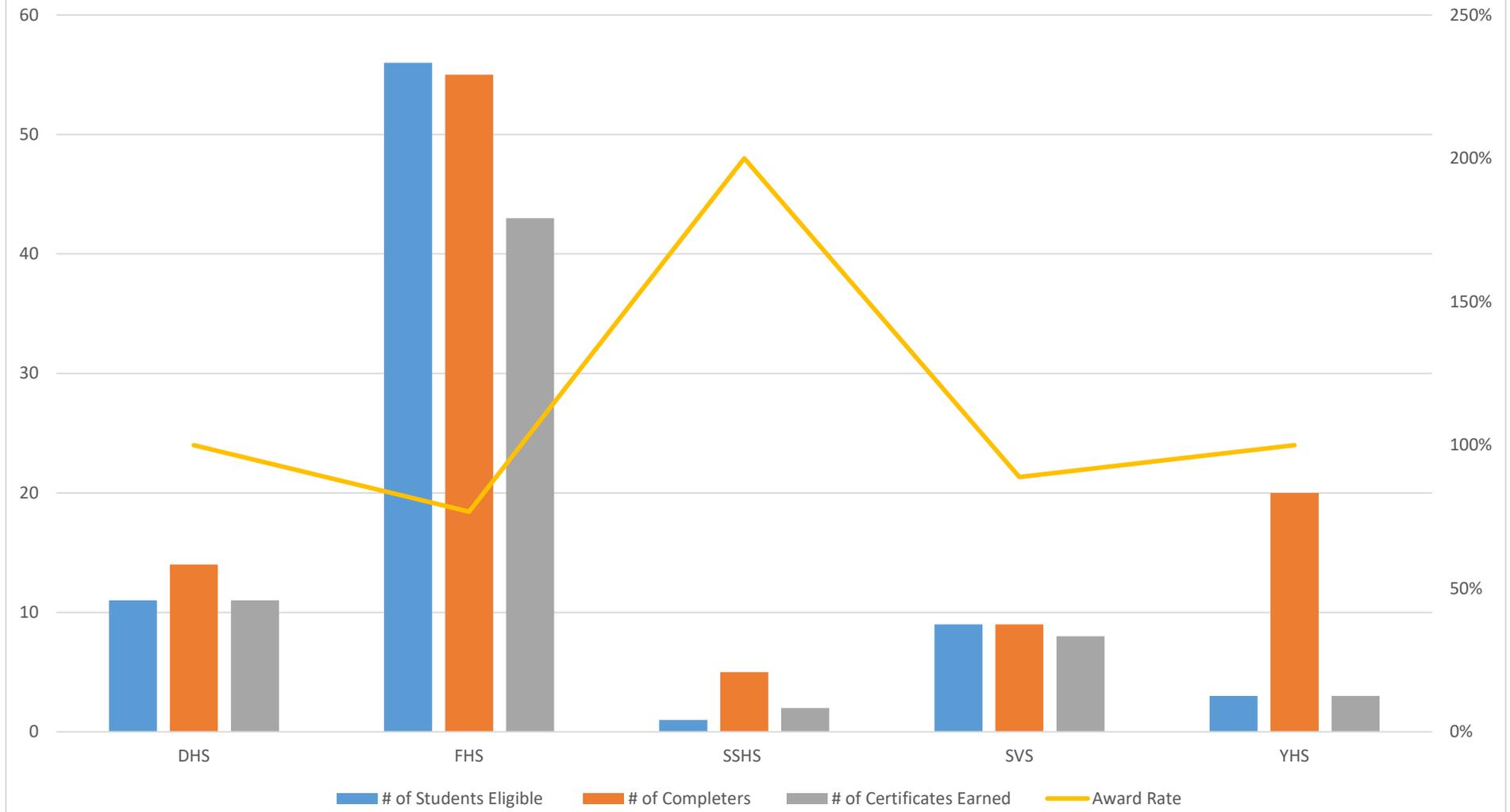
Lyon CSD ELA ACT Results 2019-2020



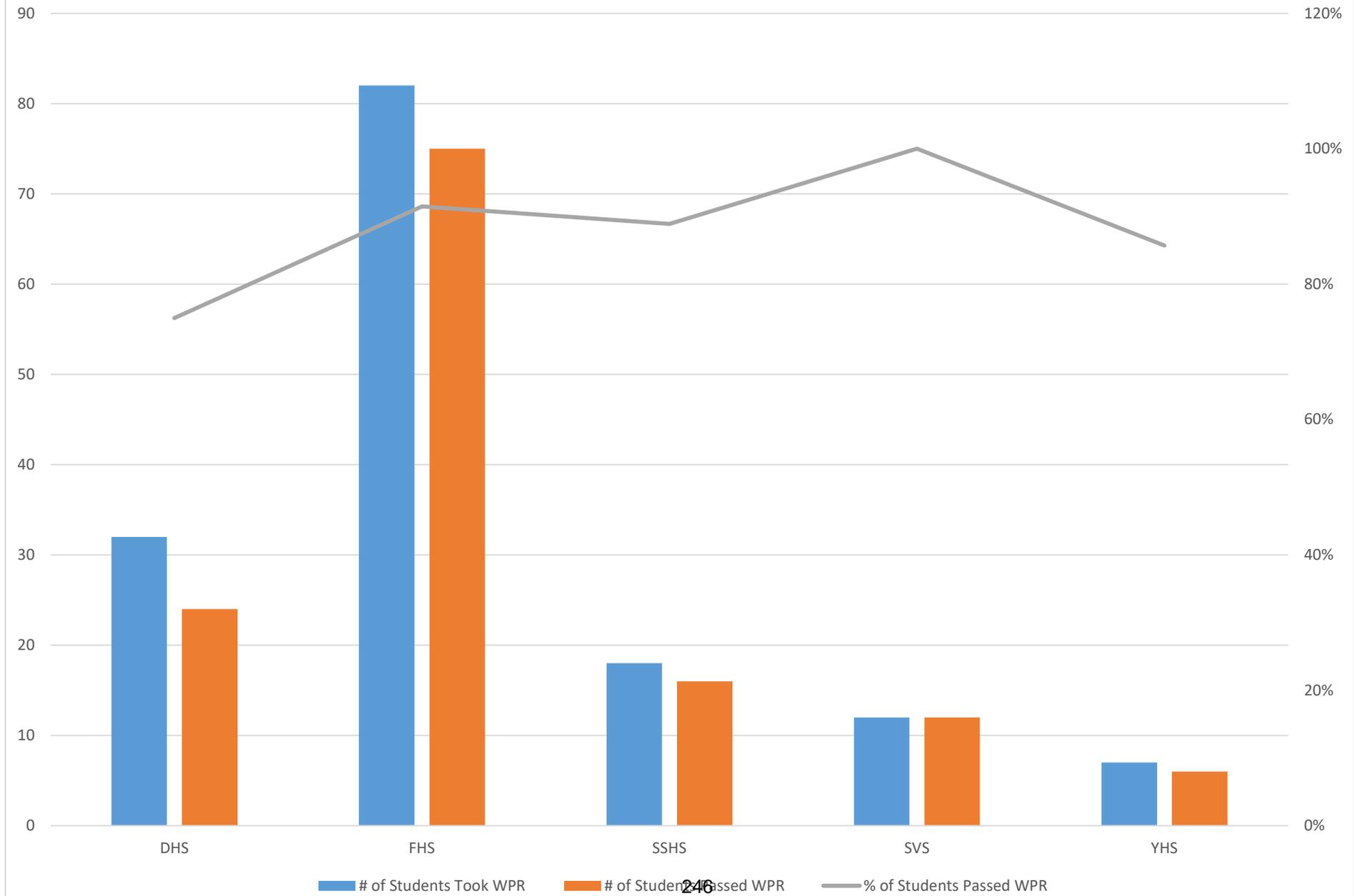
Lyon CSD Math ACT Results 2019-2020



CTE Award Rate 2019-2020



Work Place Readiness Pass Rate



**Lyon County School District
Board Memo**

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: LCSD Policy revisions to GBCBA Emergency Leave Under the Family First Coronavirus Response Act

Recommendation

That the Board of Trustees approves the new LCSD Policy GBCBA Emergency Leave Under the Family First Coronavirus Response Act as a second and final reading.

Background Information

Staff is recommending a new policy to comply with the federal Emergency Family Medical Leave Act for COVID-19 related child care issues. The policy provides federally mandated coverage and protection for employees whose children's daycare are closed. The temporary policy is in effect until December 31, 2020.

Budget Considerations

This is a federally unfunded mandate

Discussed at Previous Meeting

None

Attachment(s)

Policy GBCBA Emergency Family Medical Leave
Rights and Notification Letter
Designation Notice

Respectfully Submitted,

Wayne Workman, Superintendent

EMERGENCY LEAVE UNDER THE FAMILY FIRST CORONAVIRUS RESPONSE ACT

The Lyon County School District (school district) recognizes the importance of support to employees through the Emergency Leave Under the Coronavirus Response Act policy. This policy complies with the FFCRA to grant eligible employees emergency protected leave for qualified reasons and advise employees if they meet the eligibility requirement.

All schools are required to post and keep posted Form WH-1422: Employee Rights: Paid Sick Leave and Expanded Family and Medical Leave under the Families First Coronavirus Response Act in a conspicuous place that can readily be seen by employees and applicants alike, even if no employees are eligible.

This policy will remain in effect until 12:00 p.m. on December 31, 2020 unless it is extended by the federal government. It does not apply retroactively.

Approved 9/22/20

EMERGENCY FAMILY MEDICAL LEAVE (EFML) - ADMINISTRATIVE REGULATION

Eligibility

With exceptions, employees who have been employed by the school district for 30-calendar days are eligible for Emergency Family Medical Leave (EFML) leave. All employees meeting the above qualification qualify for EFML, regardless of their seasonal, temporary, etc., status.

Health care providers and emergency responders may be excluded from the provision of this policy. Each health care provider's and emergency responder's eligibility will be individually assessed. To minimize the spread of the virus associated with COVID-19, the school district will be judicious when using the definitions below to exempt health care providers and emergency responders from the provisions of the FFCRA.

- A health care provider is anyone employed at any doctor's office, hospital, health care center, clinic, local health department or agency, nursing facility, retirement facility, nursing home, home health care provider, any facility that performs laboratory or medical testing, pharmacy, or any similar institution, employer, or entity. This includes any permanent or temporary institution, facility, location, or site where medical services are provided that are similar to such institutions.
- An emergency responder is anyone necessary for the provision of transport, care, healthcare, comfort, and nutrition of such patients, or others needed for the response to COVID-19. This includes but is not limited to law enforcement officers, correctional institution personnel, fire fighters, emergency medical services personnel, physicians, nurses, public health personnel, emergency medical technicians, paramedics, emergency management personnel, 911 operators, child welfare workers and service providers, public works personnel, persons with skills or training in operating specialized equipment or other skills needed to provide aid in a declared emergency, and individuals who work for such facilities employing these individuals and whose work is necessary to maintain the operation of the facility.

Duration of Leave

Any eligible employee, as defined above, may be granted a total of 12 weeks of FMLA leave, including EFML leave during a 12-month period. This period is measured backward from the date an employee uses any FMLA leave, including EFML leave. A "week" is defined as a calendar week, regardless of the number of days the employee normally works. Twelve weeks does not entitle a part-time employee working three days a week to 60-leave days, but rather 12 weeks.

Reasons for Leave

EFML may be granted for the following reason:

The employee is unable to work or telework due to a need for leave to care for a his/her son or daughter whose school or place of care has been closed, or the childcare provider is unavailable, for reasons related to COVID-19 only if no other suitable person is available to care for the son or daughter during the period of such leave.

Compensation During Leave

The first two weeks of EFML leave will be unpaid leave unless the employee has accrued paid leave and is otherwise eligible to use the leave. Employees who are eligible for Emergency Paid Sick Leave may elect to use EPSL during the first two weeks.

Weeks 3 through 12 of EFML leave will be compensated at 2/3 the employee's regular rate of pay, up to \$200 a day and \$10,000 in the aggregate.

Intermittent Leave

Employees may take EFML leave intermittently while working at the regular worksite or teleworking, and leave may be taken in any increments agreed upon by the employer and employee.

Notice of Leave

An employee intending to take EFML leave shall give written notice as soon as practicable.

Certification of Leave

Employees requesting leave under this policy are required to provide the following supporting documentation:

- The employee's name,
- The date(s) for which leave is requested,
- Qualifying reason for requesting leave, and
- Statement that the employee is unable to work, including telework, for that reason,
- The name of the Son or Daughter being cared for;
- The name of the school, place of care, or childcare provider that has closed or become unavailable; and
- A representation that no other suitable person will be caring for the child during the period for which the employee takes EFML leave.

Benefits Coverage During Leave

During a period of EFML leave, an employee will be retained on the school district's health plan under the same conditions that would apply if the employee was not on EFML leave. To continue health coverage, the employee must continue to make any contributions that s/he would otherwise be required to make. Failure of the employee to pay his/her share of the health insurance premium may result in loss of coverage.

If the employee fails to return to work after the expiration of the EFML leave, the employee may be required to reimburse the school district for payment of health insurance premiums during the leave, unless the reason the employee cannot return is due to circumstances beyond the employee's control. The definition of "beyond the employee's control" includes a large variety of situations such as: the employee being subject to layoff; continuation, recurrence, or the onset of an FMLA-qualifying event; or the employee's spouse's unexpected worksite relocation of more than 75 miles from the current worksite.

Employees will not accrue sick, annual paid leave for each regularly scheduled hour on paid leave while on EFML.

Anti-Retaliation

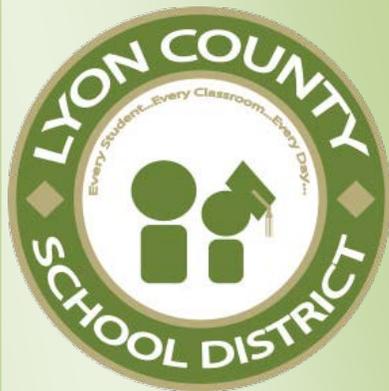
An employee shall not be retaliated against for utilizing the leave described in this section. Any employee who believes s/he has been retaliated against in any manner whatsoever should immediately notify the EEO Officer. The district will promptly investigate and deal appropriately with any allegation of retaliation. In the event retaliation is substantiated, disciplinary action up to and including termination will be taken.

Interaction with FMLA

All provisions included in Policy GBCB "Family and Medical Leave" not covered in this policy apply.

Related Forms:

Notice of Eligibility and Rights and Responsibilities for Emergency Family and Medical Leave
Designation Notice for Emergency Family and Medical Leave



Notice of Eligibility and Rights and Responsibilities for Emergency Family and Medical Leave

To **(Employee Name)**

From: **(Employer representative)**

Date:

Part A:

On **(date)**, you informed us that you needed leave beginning on **(insert date)** because you are unable to work (or telework) due to a need for leave to care for a child or children under 18 because the school or place of care has been closed, or the child care provider is unavailable due to a public health emergency declared by a Federal, State, or local authority with respect to COVID-19.

Superintendent
Wayne Workman

Deputy Superintendent
Tim Logan

Board President
Neal McIntyre

Board Clerk
Holly Villines

Board of Trustees
Kimber LA Crabtree
Barbara Jones
Sherry Parsons
Bridget Peterson
John Stevens

Lyon County School District
25 E. Goldfield Ave.
Yerington, NV 89447

Ph. (775) 463-6800
Fax (775) 463-6808

www.lyoncsd.org

This notice is to inform you that you:

_____ You are eligible for Emergency FMLA leave.

_____ You are not eligible for Emergency FMLA leave, because you have not been employed for at least 30 days.

Part B:

This Part will be completed if employee is eligible in Part A.

As explained in Part A, you meet the eligibility requirements for taking emergency FMLA leave and still have FMLA leave available in the applicable 12-month period. However, in order for us to determine whether your absence qualifies as emergency FMLA leave, you must return the following information to us by **(insert date)**. If sufficient information is not provided in a timely manner, your leave may be denied.

- Qualifying reason for requesting leave,
- Documentation supporting the reason for leave (such as a notice that has been posted on a government, school, or day care website),
- Statement that the employee is unable to work, including telework, for that reason, and
- The date(s) for which leave is requested

Contact **(insert name)** at **(insert number)** to make arrangements to continue to make your share of the premium payments on your health insurance to maintain health benefits while you are on leave. You have a minimum 30-day (or, indicate longer period, if applicable) grace period in which to make premium payments. If payment is not made timely, your group health insurance may be cancelled, provided we notify you in writing at least 15 days before the date that your health coverage will lapse, or, at our option, we may pay your share of the premiums during FMLA leave, and recover these payments from you upon your return to work.

This leave will be considered protected FMLA leave and counted against your FMLA leave entitlement. If the circumstances of your leave change, and you are able to return to work earlier than the date indicated on this form, you will be required to notify us ~~252~~ as soon as practicable.

If your leave does qualify as emergency FMLA leave you will have the following rights:

- You have a right under the FMLA for up to 12 weeks of unpaid leave in a 12-month period calculated as a “rolling” 12-month period measured backward from the date of any FMLA leave usage.
- Your health benefits must be maintained during any period of unpaid leave under the same conditions as if you continued to work.
- You must be reinstated to the same or an equivalent job with the same pay, benefits, and terms and conditions of employment on your return from FMLA-protected leave. (If your leave extends beyond the end of your FMLA entitlement, you do not have return rights under FMLA.)
- If you do not return to work following emergency FMLA leave, you may be required to reimburse us for our share of health insurance premiums paid on your behalf during your FMLA leave.

Once we obtain the information from you as specified above, we will inform you, within 5 business days, whether your leave will be designated as emergency FMLA leave and count towards your FMLA leave entitlement. If you have any questions, please do not hesitate to contact: (insert name) at (insert number).



Designation Notice for Emergency Family and Medical Leave

To (Employee Name)

From: (Employer representative)

Date:

We have reviewed your request for leave under the Emergency Family and Medical Leave Expansion Act and any supporting documentation that you have provided. We received your most recent information on and decided: Your FMLA leave request _____ is/ _____ is not approved. All leave taken for this reason will be designated as FMLA leave.

The FMLA requires that you notify us as soon as practicable if dates of scheduled leave change or are extended or were initially unknown. Based on the information you have provided to date, we are providing the following information about the amount of time that will be counted against your leave entitlement (check if applicable):

_____ Provided there is no deviation from your anticipated leave schedule, the following number of hours, days, or weeks will be counted against your leave entitlement: _____

_____ Because the leave you will need will be unscheduled, it is not possible to provide the hours, days, or weeks that will be counted against your FMLA entitlement at this time. You have the right to request this information once in a 30-day period (if leave was taken in the 30-day period).

_____ The first 10 days of emergency FMLA will be unpaid (employees may elect to substitute accrued paid or Emergency Paid Sick Leave Act); weeks three through ten of emergency FMLA will be compensated at 2/3 your regular rate of pay up to \$200 per day (\$10,000 in aggregate).

Please be advised (check if applicable):

_____ Leave under the Emergency Paid Sick Leave Act (EPSLA) will be used during the first 10 days of your emergency FMLA leave. This leave will be compensated at 2/3 of the regular rate of pay for up to 80 hours of pay (pro-rated to part-time employees) up to \$200 per day. Any paid leave taken for this reason will count against your FMLA leave entitlement.

Superintendent
Wayne Workman

Deputy Superintendent
Tim Logan

Board President
Neal McIntyre

Board Clerk
Holly Villines

Board of Trustees
Kimber LA Crabtree
Barbara Jones
Sherry Parsons
Bridget Peterson
John Stevens

Lyon County School District
25 E. Goldfield Ave.
Yerington, NV 89447

Ph. (775) 463-6800
Fax (775) 463-6808

www.lyoncsd.org

_____ Additional information is needed to determine if your emergency FMLA leave request can be approved: The certification you have provided is not complete and sufficient to determine whether the FMLA applies to your leave request. You must provide the following information no later than (insert date) unless it is practicable under the particular circumstances despite your diligent good faith efforts, or your leave may be denied.

(Specify information needed to make the certification complete and sufficient)

_____ Your emergency FMLA Leave request is Not Approved.

_____ The emergency FMLA does not apply to your leave request.

_____ You have exhausted your FMLA leave entitlement in the applicable 12-month period.

_____ You are a health care provider or emergency responder and are exempt from the provisions of the Emergency Family and Medical Leave Act.

**Lyon County School District
Board Memo**

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: LCSD Policy revisions to AA: Equal Educational Opportunity; Equal Employment Opportunity; Nondiscrimination

Recommendation

That the Board of Trustees approves the revision of LCSD Policy AA Equal Educational Opportunity; Equal Employment Opportunity; Nondiscrimination as a second and final reading.

Background Information

Staff is recommending revisions to this policy to include a special provision for violations of Title IX. If the alleged discrimination falls under Title IX, then Policy AB should be followed in order to comply with federal requirements. This revision to policy AA makes a specific reference to policy AB. The revision also includes a reference to staff as mandatory reporters of child abuse and neglect. It also specifies how to communicate with the Title IX Coordinator which is a federal requirement. Discrimination regarding a disability is modified and a grievance procedure is included in the administrative regulation along with a complaint form and process for filing a complaint. Policy AA is meant to be an overarching policy regarding discrimination at all levels except when discrimination falls under the federal requirements of Title IX.

Budget Considerations

None

Discussed at Previous Meeting

N/A

Attachment(s)

Policy AA Equal Educational Opportunity; Equal Employment Opportunity; Nondiscrimination

Respectfully Submitted,

Wayne Workman, Superintendent

EQUAL EDUCATIONAL OPPORTUNITY; EQUAL EMPLOYMENT
OPPORTUNITY; NON-DISCRIMINATION

Lyon County School District (the school district) does not discriminate on the basis of race, color, religion, national origin, ancestry, disability, age, marital status, sex, sexual orientation, or gender identity or expression, or any other category protected by applicable state or federal law in its programs and activities and provides equal access to the Boy Scouts of America and other designated youth groups. ~~Sex discrimination includes sexual harassment and sexual violence, and these actions are strictly prohibited.~~

~~Lyon County School District shall ensure that no qualified person with a disability shall, on the basis of disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program of Lyon County School District. Lyon County School District, in providing any aid, benefit, or service, shall not, directly or through contractual, licensing, or other arrangements, on the basis of disability:~~

- ~~a. Deny a qualified person with a disability the opportunity to participate in or benefit from the aid, benefit, or service;~~
- ~~b. Afford a qualified person with a disability an opportunity to participate in or benefit from the aid, benefit, or service that is not equal to that afforded others;~~
- ~~c. Provide a qualified person with a disability with an aid, benefit, or service that is not as effective as that provided to others;~~
- ~~d. Provide different or separate aid, benefits, or services to persons with disabilities or to any class of disabled persons unless such action is necessary to provide qualified handicapped persons with aid, benefits, or services that are as effective as those provided to others;~~
- ~~e. Deny a qualified person with a disability the opportunity to participate as a member of planning or advisory boards; or~~
- ~~f. Otherwise limit a qualified person with a disability in the enjoyment of any right, privilege, advantage, or opportunity enjoyed by others receiving an aid, benefit, or service.~~

In keeping with requirements of federal and state law, Lyon County School District strives to remove any vestige of discrimination in employment, assignment and promotion of personnel; in educational opportunities and services offered students; in student assignment to schools and classes; in student discipline; in location and use of facilities; in educational offerings and materials; and in accommodating the public at public meetings.

~~The Board encourages staff to improve human relations within the schools and to establish channels through which citizens can communicate their concerns to the administration and the Board.~~

~~The superintendent shall appoint and Lyon County School District shall make known the individuals to contact about issues concerning the Americans with Disabilities Act, Amendments Act of 2008 (ADAAA), Section 504 of the Rehabilitation Act of 1973 (Section 504), Title VI, Title VII, Title IX and other civil rights or discrimination issues. The Board will adopt and Lyon~~

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~~County School District will publish grievance procedures providing for prompt and equitable resolution of student and employee complaints.~~

~~Federal civil rights laws prohibit discrimination against an individual because he/she has opposed any discrimination act or practice or because that person has filed a charge, testified, assisted or participated in an investigation, proceeding or hearing. ADAAA further prohibits anyone from coercing, intimidating, threatening or interfering with an individual for exercising the rights guaranteed under the ADAAA.~~

~~For student-related disability discrimination concerns, contact the following individual:~~

~~Director of Special Services
25 E. Goldfield Avenue
Yerington, NV 89447
775-463-6800~~

~~For all other concerns, including any arising under Title IX, contact the following person:~~

~~Director of Human Resources
25 E. Goldfield Avenue
Yerington, NV 89447
775-463-6800~~

Notice of Nondiscrimination on the Basis of Sex Under Title IX

Lyon County School District does not discriminate on the basis of sex in the education program or activity that it operates, and the school district is required by Title IX and 34 CFR Part 106 not to discriminate in this manner. The requirement not to discriminate in the school district's education program or activity extends to employment.

Inquiries about the application of Title IX and the Title IX regulations to Lyon County School District may be referred to the school district's Title IX Coordinator, or to the Assistant Secretary at the U.S. Department of Education, or both.

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

The Assistant Secretary may be contacted at:

Assistant Secretary for Civil Rights
U.S. Department of Education
400 Maryland Ave., S.W.
Washington, D.C. 20202

Notice of Nondiscrimination on the Basis of Disability

Lyon County School District shall ensure that no qualified person with a disability shall, on the basis of disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program of the school district. Lyon County School District, in providing any aid, benefit, or service, shall not, directly or through contractual, licensing, or other arrangements, on the basis of disability:

- g. deny a qualified person with a disability the opportunity to participate in or benefit from the aid, benefit, or service;
- h. afford a qualified person with a disability an opportunity to participate in or benefit from the aid, benefit, or service that is not equal to that afforded others;
- i. provide a qualified person with a disability with an aid, benefit, or service that is not as effective as that provided to others;
- j. provide different or separate aid, benefits, or services to persons with disabilities or to any class of disabled persons unless such action is necessary to provide qualified handicapped persons with aid, benefits, or services that are as effective as those provided to others;
- k. deny a qualified person with a disability the opportunity to participate as a member of planning or advisory boards; or
- l. otherwise limit a qualified person with a disability in the enjoyment of any right, privilege, advantage, or opportunity enjoyed by others receiving an aid, benefit, or service.

Prohibition on Retaliation

Lyon County School District is committed to providing an educational and work environment that is free from all forms of retaliation. The school district prohibits and will not tolerate retaliation against any employee or student who brought a claim of discrimination, participated in an investigation, proceeding or hearing concerning a claim of discrimination, or who in good faith has opposed a practice he or she reasonably believes constituted prohibited discrimination. The school district will take prompt and equitable action to eliminate such retaliation.

Grievance Procedures

The school district has established grievance procedures and processes to address allegations of discrimination, including harassment.

Employee Complaints:

- 1. For employee complaints alleging bullying, harassment, sexual harassment (except sexual harassment prohibited by Title IX), intimidation, discrimination and/or retaliation, see the procedures in **Board Policy GBBC and Policy GL.**
- 2. For employee complaints alleging sexual harassment prohibited by Title IX, see the grievance process in **Board Policy AB.**

Student Complaints:

3. For student complaints alleging bullying and/or cyber-bullying (except sexual harassment prohibited by Title IX), see the procedures in Board Policy JFCC and Policy GBBA.
4. For student complaints alleging sexual harassment prohibited by Title IX, see the grievance process in Board Policy AB.
5. For student complaints alleging discrimination, including harassment, based on disability, see the procedures in Board Policy AC.

Other Complaints:

6. For all other complaints alleging discrimination, including harassment, see the grievance procedures in the Administrative Regulation accompanying this Board Policy AA.

If an employee or volunteer has reasonable cause to believe that sexual harassment in violation of Title IX arises to abuse or neglect under NRS 432B and/or NRS 392.275 et seq., such misconduct will be reported to law enforcement officials and/or Child Protective Service agency personnel in accordance with the procedures set forth in Board policies and regulations concerning mandatory reporting. These procedures are addressed in Board Policy JHG.

Contact Information

For student-related disability discrimination concerns, contact the following person:

Director of Special Services
Lyon County School District
25 E. Goldfield Avenue
Yerington, NV 89447
(775)463-6800
mcleven@lyoncsd.org

For all other concerns, including any arising under Title IX, contact the following person:

Director of Human Resources
Lyon County School District
25 E. Goldfield Avenue
Yerington, NV 89447
(775)463-6800
dhuckaby@lyoncsd.org

**EQUAL EDUCATIONAL OPPORTUNITY; EQUAL EMPLOYMENT OPPORTUNITY;
NONDISCRIMINATION—ADMINISTRATIVE REGULATION**

Lyon County School District provides Equal Educational Opportunities and Equal Employment Opportunities and 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, and provides equal access to the Boy Scouts of America and other designated youth groups.

What is discrimination?

Discrimination is unfair or unlawful treatment of a person or group because they are part of a defined group, known as a protected class. Discrimination may include treating a person or group differently or denying someone access to a program, service, or activity, because they are part of a protected class, or failing to accommodate a person's disability. Discriminatory harassment is verbal or physical harassment based on a protected class.

What is a protected class?

A protected class is a group of people who share common characteristics and are protected from discrimination and harassment by federal, state, or local laws. Protected classes in the school district are those groups identified in the nondiscrimination statement above, such as race, color, religion, national origin, ancestry, disability, age, marital status, sex, sexual orientation, or gender identity or expression.

How do I file a complaint about discrimination?

If you believe that you or your student has experienced discrimination or discriminatory harassment in the school district, you have the right to file a formal complaint. All formal complaints must: (a) be in writing, (b) be signed by the complainant, and (c) set forth the specific acts, conditions, or circumstances alleged to have occurred that constitute discrimination. Before filing a complaint, you may want to discuss your concerns with the following school official:

Director of Human Resources
Lyon County School District
25 E. Goldfield Avenue
Yerington, NV 89447
(775)463-6800
dhuckaby@lyoncsd.org

Will my complaint be kept confidential?

Confidentiality cannot be guaranteed. We often need to disclose the identity of the complainant to investigate complaint allegations. We will attempt to maintain as much confidentiality as possible by sharing information only with those persons who are considered essential to the investigation and disposition of your complaint. Due process requirements for any person(s) complained about may also require that the school district release information regarding the complaint to the accused. Therefore, requests that any accused person *not* be informed of the complaint may limit our ability to respond to, investigate, and resolve your formal complaint concerns.

Is retaliation prohibited?

Yes. It is both illegal and against school district policy for anyone to retaliate against you for filing your complaint.

Discrimination Complaint Procedure

The school district has specific complaint procedures for certain allegations of discrimination and harassment, as follows:

Employee Complaints:

1. For employee complaints alleging bullying, harassment, sexual harassment (**except sexual harassment prohibited by Title IX**), intimidation, discrimination and/or retaliation, see the procedures in **Board Policy GBBA and Policy GL**.
2. For employee complaints alleging sexual harassment prohibited by Title IX, see the grievance process in **Board Policy AB**.

Student Complaints:

3. For student complaints alleging bullying and/or cyber-bullying (**except sexual harassment prohibited by Title IX**), see the procedures in **Board Policy GBBA and Policy JFCC**.
4. For student complaints alleging sexual harassment prohibited by Title IX, see the grievance process in **Board Policy AB**.
5. For student complaints alleging discrimination, including harassment, based on disability, see the procedures in **Board Policy AC**.

Students, parents/guardians, employees, or other individuals may **use this procedure** to file a complaint **for all other allegations of discrimination** on the basis of race, color, religion, national origin, ancestry, disability, age, marital status, sex, sexual orientation, sex, gender identity or expression, or any other category protected by applicable state or federal law in its program and activity, including employment, and including the provision of equal access to the Boy Scouts of America and other designated youth groups.

All complaints alleging discrimination will be addressed under applicable district procedures and processes, regardless of whether the complainant accesses the applicable procedure in the first instance.

STEP ONE

Provide a signed, written statement about your complaint or complete the form on the following pages. Be as specific as possible when discussing the acts, conditions, or circumstances alleged to have occurred that constitute discrimination. Include the date(s), incident(s) that occurred, the name(s) of the person(s) involved, and the name(s) of those who may have additional information. You are encouraged to attach additional materials, which may assist in the investigation process.

COMPLAINT ALLEGING DISCRIMINATION

Personal Information

First Name _____ Last Name _____
Phone Number _____ (work/cell) _____
Email _____
Home Address _____
_____ City _____ State _____ Zip _____

Type of Complaint (mark all that apply)

Discrimination based on:

Race Color Religion National Origin Ancestry
 Disability Age Marital Status Sex Sexual Orientation
 Gender Identity or Expression Other (specify) _____

Date(s) Discrimination Allegedly Took Place

Earliest Date _____ Latest Date _____

Person and/or School District Program Allegedly Discriminating

Name _____
School/Department _____

Name _____
School/Department _____

Name _____
School/Department _____

Describe Your Complaint

Please describe your complaint. Specifically, how were you or your child discriminated against or treated differently from others 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? Attach additional pages, if necessary.

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Please identify all school district employees to whom you have reported your concerns:

Reported to (Name) _____ Date(s) _____

Describe how concerns were reported _____

Describe results _____

Reported to (Name) _____ Date(s) _____

Describe how concerns were reported _____

Describe results _____

Please identify person(s) who have relevant information concerning your complaint:

Name _____

Relationship to you (colleague, friend, family member, teacher, etc.) _____

Phone Number _____ Email _____

Name _____

Relationship to you (colleague, friend, family member, teacher, etc.) _____

Phone Number _____ Email _____

Name _____

Relationship to you (colleague, friend, family member, teacher, etc.) _____

Phone Number _____ Email _____

Corrective Action Desired

How would you like the school district to resolve your complaint? Attach additional pages, if needed.

Your Signature _____ **Date** _____

STEP ONE (continued)

Send your complaint by mail, email, or hand delivery to:

Director of Human Resources
Lyon County School District
25 E. Goldfield Avenue
Yerington, NV 89447
(775)463-6800
dhuckaby@lyoncsd.org

STEP TWO

The school district Director of Human Resources or designee will conduct a prompt, thorough, and equitable investigation of your complaint and respond to you within 60 calendar days after receiving your complaint, unless the school district extends the timeline. If resolution will take more than 60 calendar days, the school district will notify you in writing about the reasons for the extension and the anticipated response date.

When the school district Director of Human Resources or designee responds to your complaint, the response will include:

1. A summary of the results of the investigation;
2. Whether or not the school district has failed to comply with requirements related to your complaint;
3. Notice of your right to appeal, including where and to whom the appeal must be filed; and
4. Any corrective measures determined necessary to correct any noncompliance.

STEP THREE

If you disagree with the determination of the Director of Human Resources or designee, you may appeal to the Superintendent. You must file a notice of appeal in writing to the Superintendent within 10 business days after you received the response to your complaint. The date you received the response will be the date of personal delivery, or the date of delivery by email, or three days after deposit by first-class mail if delivered by mail. The notice of appeal must specifically state the nature of the disagreement, the reasons underlying such disagreement and how the outcome would be changed by reconsideration of the determination.

The Superintendent or designee will conduct a review of the record to determine whether the preponderance of the evidence supports the determination made by the Director of Human Resources or designee. The Superintendent or designee will issue a written decision and mail it to you within 15 business days of the receipt of the appeal. The decision of the Superintendent or designee is a final decision.

COMPLAINTS TO AN EXTERNAL AGENCY

If a party is not satisfied at any time, including with the Superintendent's decision, the party may file a complaint with the Office for Civil Rights ("OCR") in Seattle, Washington. More information is available at the United States Department of Education, Office for Civil Rights, 915 2nd Avenue, Suite 3310, Seattle, WA, 981174-1099, (206)684-4500. Individuals may also file complaints with any other civil rights entities such as the Nevada Equal Rights Commission:

- Las Vegas Office: 1820 East Sahara Avenue, Suite 314, Las Vegas, NV 89104, phone (702)486-7161, fax (702)486-7054
- Northern Nevada Office: 1325 Corporate Blvd., Room 115, Reno, NV 89502, phone (775) 823-6690, fax (775)688-1292

Legal Reference(s):

Title VI of the Civil Rights Act of 1964, as amended, 42 USC 2000(d)

Title VII of the Civil Rights Act of 1964, as amended, 42 USC 2000(e)

Title IX of the Education Amendments of 1972, 20 USC 1681-1683

Americans with Disabilities Act, Amendments Act of 2008, 42 USC 12101-12213

Rehabilitation Act of 1973, 29 USC 791, 793 and 794

Boy Scouts of America Equal Access Act, 20 USC 7905

Nevada Revised Statutes, 388.121 et seq., Provision of Safe and Respectful Learning Environment

Nevada Revised Statutes, 392.275 et seq., Reports of Abuse, Neglect and Other Illegal Conduct

Nevada Revised Statutes, 432B.010 et seq., Protection of Children from Abuse and Neglect

Nevada Revised Statutes, 651.050 et seq., Equal Enjoyment of Places of Public Accommodation

Adopted 3/28/17
Revised 9/22/20

**Lyon County School District
Board Memo**

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: LCSD Policy revisions to AB Nondiscrimination on the Basis of Sex Under Title IX

Recommendation

That the Board of Trustees approves the revision of LCSD Policy AB Nondiscrimination on the Basis of Sex Under Title IX as a second and final reading.

Background Information

Staff is recommending revisions to this policy to include requirements that must be followed in order to comply with federal requirements of Title IX. The federal Office of Civil Rights made changes to the law that pertain specifically to K-12 education. This revisions to policy AB makes the required changes which include notice of nondiscrimination, definitions, how to report and file a complaint, and mandatory response obligations. It includes a timeline for completion of the interviews, decisions and appeals. It also specifies how to communicate with the Title IX Coordinator which is a federal requirement.

Budget Considerations

None

Discussed at Previous Meeting

N/A

Attachment(s)

Policy AB Nondiscrimination on the Basis of Sex Under Title IX

Respectfully Submitted,

Wayne Workman, Superintendent

NON-DISCRIMINATION ON THE BASIS OF SEX UNDER TITLE IX

~~In compliance with Title IX, Lyon County School District prohibits sex discrimination, including sexual harassment. No student on the basis of sex will be excluded from participation in, denied the benefits of, or be subjected to discrimination under any educational program or activity conducted by the District. The District will treat its students without discrimination on the basis of sex as this pertains to admission, course offerings, athletics, counseling, employment assistance, and extracurricular activities.~~

~~The superintendent will designate at least one employee to coordinate its efforts to comply with and carry out its responsibilities under Title IX. The Title IX coordinator will answer questions about Title IX and investigate complaints communicated to the District alleging noncompliance with Title IX. The name, address and telephone number will be provided to all students and employees.~~

~~The Board will adopt and the District will publish grievance procedures providing for prompt and equitable resolution of student complaints under Title IX.~~

~~The Board is committed to the elimination of sexual harassment in the District schools and activities. Sexual harassment is strictly prohibited and shall not be tolerated. This includes sexual harassment of students by other students, staff, Board members or other persons subject to the supervision and control of Lyon County School District. "District" includes District facilities, District premises and non-District property if the student or employee is at any District sponsored, District approved or District related activity or function, such as field trips or athletic events where students are under the control of the District.~~

~~Sexual harassment of students shall include, but is not limited to, unwelcome sexual advances, requests for sexual favors and other verbal, nonverbal or physical conduct of a sexual nature when:~~

- ~~• The conduct or communication has the purpose or effect of demanding sexual favors in exchange for benefits;~~
- ~~• Submission to or rejection of the conduct or communication is used as the basis for educational decisions affecting a student;~~
- ~~• The conduct or communication is so severe, persistent or pervasive that it has the purpose or effect of unreasonably interfering with a student's educational performance; or creates an intimidating, offensive or hostile educational environment. Relevant factors to be considered will include, but not be limited to, did the individual view the environment as hostile; was it reasonable to view the environment as hostile; the nature of the conduct; how often the conduct occurred and how long it continued; age and sex of the complainant; whether the alleged harasser was in a position of power over the student subjected to the harassment; number of individuals involved; age of the alleged harasser; where the harassment occurred; and other incidents of sexual harassment at the school involving the same or other students or staff.~~

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~~Examples of sexual harassment may include, but not be limited to, physical touching or graffiti of a sexual nature, displaying or distributing of sexually explicit drawings, pictures and written materials, sexual gestures or obscene jokes, touching oneself sexually or talking about one's sexuality in front of others or spreading rumors about or rating other students or others as to appearance, sexual activity or performance.~~

~~Title IX also prohibits gender-based harassment, which may include acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex stereotyping, even if those acts do not involve conduct of a sexual nature. Sexual violence is a form of sexual harassment prohibited by Title IX. Sexual violence includes rape, sexual assault, sexual battery, and sexual coercion.~~

~~All complaints about behavior that may violate this policy shall be promptly investigated. Any student or employee who has knowledge of conduct in violation of this policy or feels he/she is a victim of sexual harassment must immediately report his/her concerns to the building principal, the superintendent, or the Title IX compliance officer who has overall responsibility for all investigations. The position designated by the superintendent as the Title IX compliance officer is:~~

~~Director of Human Services
25 E Goldfield Avenue
Yerington, NV 89447
775-463-6800~~

~~A student may also report concerns to a teacher, coach, counselor, or school nurse who will promptly notify the building principal, the superintendent, or the Title IX compliance officer. In accordance with state law, the building principal or designee will initiate an investigation not later than one day after receiving notification of the potential violation, and will complete the investigation within 10 days after the date on which the investigation is initiated. The student and the student's parents/guardians or staff member who initiated the complaint shall be notified of the findings of the investigation and, if appropriate, that remedial action has been taken.~~

~~The initiation of a complaint in good faith about behavior that may violate this policy shall not adversely affect the educational assignments or study environment of a student complainant or any terms or conditions of employment or work environment of the staff complainant. There shall be no retaliation by the District against any person who, in good faith, reports, files a complaint or otherwise participates in an investigation or inquiry of sexual harassment.~~

~~It is the intent of the Board that appropriate corrective action will be taken by the District to stop the sexual harassment, prevent its recurrence and address negative consequences. Students in violation of this policy shall be subject to discipline up to and including expulsion and/or counseling or sexual harassment awareness training, as appropriate. The age and maturity of the~~

~~student(s) involved and other relevant factors will be considered in determining appropriate action. Employees in violation of this policy shall be subject to discipline, up to and including dismissal and/or additional sexual harassment awareness training, as appropriate. Other individuals whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or Board.~~

~~The superintendent shall ensure appropriate periodic sexual harassment awareness training or information is provided to all supervisors, staff and students and that annually, the name and position of District officials responsible for accepting and managing sexual harassment complaints, business phone numbers, addresses or other necessary contact information is readily available.~~

~~The superintendent will establish a process for reporting incidents of sexual harassment and other forms of sex discrimination.~~

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.

Sexual harassment by school employees is considered grounds for disciplinary action, up to and including discharge. Sexual harassment by students is considered grounds for disciplinary action, up to and including expulsion.

I. Sexual Harassment Defined Under Title IX

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.

II. Reports and Complaints of Sexual Harassment

The school district must respond whenever any employee has notice of sexual harassment, including allegations of sexual harassment. Notice to a Title IX Coordinator, or notice to an official with authority to institute corrective measures on the school district's behalf, or notice to any school district employee charges a school with actual knowledge and triggers the school district's response obligations.

Because the school district must respond whenever any employee has notice of sexual harassment, including allegations of sexual harassment, **all school district employees are required to report possible incidents of sexual harassment involving students and/or employees directly to the school 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 in person, by telephone, and/or by email.** Failure to report such incidents may result in disciplinary action.

Any person other than a school district employee may report sexual harassment including allegations of sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sexual harassment) in person, by mail, by telephone, or by email, using the contact information listed below for the school district's Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.

A report of sexual harassment may be made at any time, including during non-business hours, by using the telephone number or email address, or by mail to the office address, listed for the Title IX Coordinator.

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

The school district notifies applicants for employment, parents or legal guardians of elementary and secondary school students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the school district, of the name or title, office address, email address, and telephone number of the school district's Title IX Coordinator.

The contact information for the Title IX Coordinator will be prominently displayed on the school district's website and on the websites for each school in the district.

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.

III. Title IX Sexual Harassment Mandatory Response Obligations

The school district will respond promptly to Title IX sexual harassment in a manner that is not deliberately indifferent, which means a response that is not clearly unreasonable in light of the known circumstances. The school district has the following mandatory response obligations:

- The school district will offer supportive measures to the person alleged to be the victim (referred to throughout as the “complainant” whether or not that is the person who reported the sexual harassment or allegation of sexual harassment)
- The Title IX Coordinator will promptly contact the complainant confidentially to discuss the availability of supportive measures, consider the complainant’s wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint
- The school district will follow a grievance process that complies with Title IX regulations before the imposition of any disciplinary sanctions or other actions that are not supportive measures against a respondent
- The school district will not restrict rights protected under the U.S. Constitution, including the First Amendment, Fifth Amendment, and Fourteenth Amendment, when complying with Title IX
- The school district will investigate sexual harassment allegations in any formal complaint, which can be filed by a complainant, or signed by a Title IX Coordinator
- A complainant’s wishes with respect to whether the school district investigates will be respected unless the Title IX Coordinator determines that signing a formal complaint to initiate an investigation over the wishes of the complainant is not clearly unreasonable in light of the known circumstances
- If the allegations in a formal complaint do not meet the definition of sexual harassment under Title IX, or did not occur in the school district’s education program or activity against a person in the United States, the school district will dismiss such allegations *for purposes of Title IX* but may still address the allegations in any manner the school district deems appropriate under the school districts code of conduct

IV. Title IX Sexual Harassment Grievance Process

The school district has adopted a grievance process that provides for the prompt and equitable resolution of student and employee **complaints** alleging any action that would constitute sexual harassment under Title IX, and a grievance process for resolving **formal complaints** of sexual harassment. The grievance process incorporates these requirements:

- The school district treats complainants equitably by providing remedies any time a respondent is found responsible, and treat respondents equitably by not imposing disciplinary sanctions without following the grievance process
- The school district provides remedies, which are required to be provided to a complainant when a respondent is found responsible, that are designed to maintain the complainant’s

equal access to education and may include the same individualized services described as supportive measures; however, remedies need not be non-disciplinary or non-punitive and need not avoid burdening the respondent

- The school district requires objective evaluation of all relevant evidence, inculpatory and exculpatory, and avoids credibility determinations based on a person's status as a complainant, respondent, or witness
- The school district requires Title IX personnel (Title IX Coordinator, investigators, decision-makers, people who facilitate any informal resolution process) to be free from conflicts of interest or bias for or against complainants or respondents
- The school district provides training of Title IX personnel to include training on the definition of sexual harassment in Title IX regulations, the scope of the school district's education program or activity, how to conduct an investigation and how to conduct hearings, appeals, and informal resolution processes, as applicable, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias
- The school district provides training of decision-makers and investigators to include training on issues of relevance, including how to apply the rape shield protections provided only for complainants
- The school district includes a presumption that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process
- The school district posts materials used to train Title IX personnel on its website
- The school district includes reasonably prompt time frames for concluding the grievance process, including appeals and informal resolutions, with allowance for temporary, short-term, good cause delays or extensions of the time frames
- The school district describes the range, or list, of the possible remedies that may be provided to a complainant and disciplinary sanctions that may be imposed on a respondent, following determinations of responsibility
- The school district has chosen to use the preponderance of the evidence standard for all formal complaints of sexual harassment (including where employees are respondents)
- The school district has described its appeal procedures, and the range of supportive measures available to complainants and respondents
- The school district's grievance process does not use, rely on, or seek disclosure of information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege
- Any provisions, rules, or practices other than those required by Title IX regulations that the school district has adopted as part of its grievance process for handling formal complaints of sexual harassment apply equally to both parties

All reports and complaints of sexual harassment in violation of Title IX will be addressed through the grievance process described below. See, *NONDISCRIMINATION ON THE BASIS OF SEX UNDER TITLE IX—ADMINISTRATIVE REGULATION*.

IV. Related Policies and Administrative Regulations

This policy and administrative regulation address sexual harassment as that term is defined under Title IX. The school district also prohibits bullying and cyber-bullying as those terms are defined

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under Nevada Revised Statutes (“NRS”) 388.121 et seq. (“Provision of Safe and Respectful Learning Environment”). The prohibitions on bullying and cyber-bullying and procedures to address conduct that does not include sexual harassment as defined under Title IX are addressed in Board Policy GBBA and Policy JFCC.

The school district also prohibits employee bullying, harassment, sexual harassment, intimidation, discrimination and/or retaliation. The prohibitions and grievance procedures for this conduct that does not include sexual harassment as defined under Title IX are addressed in Board Policy GBBC and Policy GL.

If an employee or volunteer has reasonable cause to believe that sexual harassment in violation of Title IX arises to abuse or neglect under NRS 432B and/or NRS 392.275 et seq., such misconduct will be reported to law enforcement officials and/or Child Protective Service agency personnel in accordance with the procedures set forth in Board policies and regulations concerning mandatory reporting. These procedures are addressed in Board Policy JHG.

Legal Reference(s):

Title IX of the Education Amendments of 1972, 20 USC 1681-1683

Title IX federal regulations, 34 CFR Part 106

NRS 388.1251 et seq., Provision of Safe and Respectful Learning Environment

Nevada Revised Statutes, 392.275 et seq., Reports of Abuse, Neglect and Other Illegal Conduct

NRS 388.135

NRS 432B.010 et seq., Protection of Children from Abuse and Neglect

“Dear Colleague” Letter, U.S. Department of Education, Office for Civil Rights, April 4, 2011

Adopted 3/28/17

This policy replaces LCSD Policy AC dated 8/25/01

Revised 9/22/20

***NON-DISCRIMINATION ON THE BASIS OF SEX UNDER TITLE IX –
ADMINISTRATIVE REGULATIONS***

Recognizing and Reporting Sex-Based Discrimination and Harassment

All staff members also share in Lyon County School District's responsibility in prohibiting and addressing reports of or observed incidents of sex-based discrimination and harassment, including harassment by District employees and by students.

Sexual harassment of students shall include, but is not limited to, unwelcome sexual advances, requests for sexual favors and other verbal, nonverbal or physical conduct of a sexual nature when:

- The conduct or communication has the purpose or effect of demanding sexual favors in exchange for benefits;
- Submission to or rejection of the conduct or communication is used as the basis for educational decisions affecting a student;
- The conduct or communication is so severe, persistent or pervasive that it has the purpose or effect of unreasonably interfering with a student's educational performance; or creates an intimidating, offensive or hostile educational environment. Relevant factors to be considered will include, but not be limited to, did the individual view the environment as hostile; was it reasonable to view the environment as hostile; the nature of the conduct; how often the conduct occurred and how long it continued; age and sex of the complainant; whether the alleged harasser was in a position of power over the student subjected to the harassment; number of individuals involved; age of the alleged harasser; where the harassment occurred; and other incidents of sexual harassment at the school involving the same or other students or staff.

Examples of sexual harassment may include, but not be limited to, physical touching or graffiti of a sexual nature, displaying or distributing of sexually explicit drawings, pictures and written materials, sexual gestures or obscene jokes, touching oneself sexually or talking about one's sexuality in front of others or spreading rumors about or rating other students or others as to appearance, sexual activity or performance.

Title IX also prohibits gender-based harassment, which may include acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex stereotyping, even if those acts do not involve conduct of a sexual nature. Sexual violence is a form of sexual harassment prohibited by Title IX. Sexual violence includes rape, sexual assault, sexual battery, and sexual coercion.

When a student is sexually harassed, the harassing conduct creates a hostile environment if the conduct is sufficiently serious that it interferes with or limits a student's ability to participate in or benefit from the school's program. The more severe the conduct, the less need there is to show a repetitive series of incidents to demonstrate a hostile environment, particularly if the harassment

is physical. A single or isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe. For instance, a single instance of rape is sufficiently severe to create a hostile environment.

Title IX protects students from sexual harassment in a school District's education programs and activities. This means that Title IX protects students in connection with all academic, educational, extracurricular, athletic, and other programs of Lyon County School District, whether those programs take place in a school District's facilities, on a bus, at a class or training program sponsored by Lyon County School District at another location, or elsewhere. If a student files a complaint with the school, regardless of where the conduct occurred, the school must process the complaint in accordance with the procedures established by Lyon County School District. Because students often experience the continuing effects of off campus sexual harassment in the educational setting, schools should consider the effects of the off campus conduct when evaluating whether there is a hostile environment on campus. For example, if a student alleges that he or she was sexually assaulted by another student off school grounds, and that upon returning to school he or she was taunted and harassed by other students who are the alleged perpetrator's friends, the school should take the earlier sexual assault into account in determining whether there is a sexually hostile environment. The school also should take steps to protect a student who was assaulted off campus from further sexual harassment or retaliation from the perpetrator and his or her associates.

Lyon County School District ("the school district") has established a grievance process to provide prompt and equitable resolution of reports and complaints of sexual harassment in violation of Title IX.

Any individual who is unsure about whether sexual harassment in violation of Title IX has occurred and/or which complaint procedure applies is encouraged to contact the Title IX Coordinator:

Director of Human Resources
Lyon County School District
25 E. Goldfield Avenue
Yerington, NV 89447
(775)463-6800
dhuckaby@lyoncsd.org

I. Definitions

For purposes of this Title IX grievance process, the following definitions apply.

- A. "Actual knowledge" means notice of sexual harassment or allegations of sexual harassment to the school district's Title IX Coordinator, or to any official of the recipient who has authority to institute corrective measures on behalf of the District, or to any employee of an elementary or secondary school in the school district. Imputation of knowledge based solely on vicarious liability or constructive notice is insufficient to constitute actual notice. This standard is not met when the only official of the school district with actual knowledge is the respondent. The mere ability or obligation to

report sexual harassment or to inform a student about how to report sexual harassment, or having been trained to do so, does not qualify an individual as one who has authority to institute corrective measures on behalf of the school district.

“Notice” as used in this paragraph includes, but is not limited to, a report of sexual harassment made verbally or in writing to the Title IX Coordinator.

- B. “Complainant” is an individual who is alleged to be the victim of conduct that could constitute sexual harassment. The school district treats a person as a complainant and refers to a person as a complainant any time the school district has notice that the person is alleged to be the victim of conduct that could constitute sexual harassment, regardless of whether the person reported, or a third party reported the sexual harassment, and irrespective of whether the complainant ever chooses to file a formal complaint.
- C. “Education program or activity” includes locations, events, or circumstances over which the school district exercises substantial control over both the respondent and the context in which the sexual harassment occurs.
- D. “Formal complaint” is a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the school district investigate the allegation of sexual harassment. There is no time limit or statute of limitations on a complainant’s decision to file a formal complaint.
At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in the education program or activity of the school district with which the formal complaint is filed.
The phrase “document filed by a complainant” means a document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by the school district) that contains the complainant’s physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint.
Where the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or otherwise a party under Title IX regulations.
- E. “Respondent” is an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.
- F. “Sexual harassment” means conduct on the basis of sex that satisfies one or more of the following:
1. 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
 2. 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
 3. 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.

“Sexual assault” as defined in the Clery Act means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.

“Dating violence” as defined in the Violence Against Women Act (VAWA) means violence committed by a person (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship will be determined based on a consideration of the following factors: (i) The length of the relationship. (ii) The type of relationship. (iii) The frequency of interaction between the persons in the relationship.

“Domestic violence” as defined by the VAWA includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family laws of the jurisdiction.

“Stalking” as defined by the VAWA means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—(A) fear for his or her safety or the safety of others; or (B) suffer substantial emotional distress.

G. “Supportive measures” means:

- Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, without fee or charge, to the complainant or respondent, before or after the filing of a formal complaint or where no formal complaint has been filed.
- Supportive measures are designed to restore or preserve access to the school district’s education program or activity, without unreasonably burdening the other party; protect the safety of all parties and the recipient’s educational environment; or deter sexual harassment.
- Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of campus, and other similar measures.
- The school district will maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the school district to provide the supportive measures.

The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

II. **Title IX Grievance Procedures**

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~~SEXUAL HARASSMENT AND OTHER COMPLAINTS: The District will act to promptly investigate all complaints of harassment, either formal or informal, verbal or written; to promptly take appropriate action to protect individuals from further harassment; and, if it determines that harassment occurred, to promptly and appropriately discipline any student, teacher, administrator or other school personnel who is found to have violated this policy, and/or to take other appropriate action reasonably calculated to end the harassment.~~

~~Allegations of sexual misconduct between students and staff, Board members, or other persons subject to the supervision and control of Lyon County School District will be reported to law enforcement officials or Child Protective Service agency personnel in accordance with the procedures set forth in Board policies and regulations concerning MANDATORY REPORTING OF CHILD ABUSE AND NEGLECT.~~

~~Complaints regarding other aspects of sex-based discrimination, such as complaints concerning equal opportunities for participation in programs offered by Lyon County School District, will be resolved according to the same complaint procedure described below.~~

~~The Title IX Coordinator for Lyon County School District is:~~

~~Director of Human Resources
25 E. Goldfield Avenue
Yerington, NV 89447~~

COMPLAINT PROCEDURE:

~~Step I — Any student or employee who has knowledge of conduct in violation of this policy or feels he/she is a victim of sexual harassment must immediately report his/her concerns to the building principal, the superintendent, or the Title IX compliance officer who has overall responsibility for all investigations. A student may also contact her/his teacher, coach, counselor, or school nurse who will promptly notify the building principal, the superintendent, or the Title IX compliance officer.~~

~~In accordance with state law under NRS 388, any staff member or teacher who witnesses sexual harassment or receives information that a student has or may have been the victim of sexual harassment is required to report orally the alleged acts to the principal or designee on the day on which the teacher or other staff member witnessed the sexual harassment or received the information regarding the occurrence of sexual harassment. An oral report may be followed up with a written report.~~

~~Any investigation shall be conducted by person(s) who is/are trained and who is/are impartial, having had no involvement in the complaint presented. If the principal is the person about whom the complaint is made, the superintendent will assign the designee to conduct the investigation and make necessary reports.~~

~~Step II — In accordance with state law under NRS 388, the building principal or designee will initiate an investigation not later than one day after receiving notification of the alleged sexual harassment, and will complete the investigation within 10 days after the date on which the investigation is initiated. The parties will have an opportunity to submit evidence and a list of witnesses. All findings of the investigation, including the response of any alleged harasser, shall be reduced to writing. Upon completion of the investigation, a determination shall be made as to whether school District policies or procedures have been violated. The principal/designee conducting the investigation shall notify the complainant and the accused person of the determination when the investigation is concluded.~~

~~Information describing the method for notifying the complainant and the accused person, together with any other documentation related to the sexual harassment incident, including disciplinary action taken or recommended, shall be forwarded to the superintendent.~~

~~Step III — If a complainant or accused person is not satisfied with the decision at Step II, he/she may submit a written appeal to the superintendent or designee. Such appeal must be filed within [10] working days after receipt of the Step II decision. The superintendent or designee will arrange such meetings with the complainant, the accused person and other persons as deemed necessary to discuss the appeal. The superintendent or designee shall provide a written decision to the complainant and accused person within [10] working days.~~

~~Step IV — If a complainant or accused person is not satisfied with the decision at Step III, he/she may submit a written appeal to the Board. Such appeal must be filed within [10] working days after receipt of the Step III decision. The Board shall, within [20] working days, conduct a hearing at which time the complainant or accused person shall be given an opportunity to present the appeal. The Board shall provide a written decision to the complainant and accused person within [10] working days following completion of the hearing. The decision of the Board will be final.~~

~~RETALIATION: It is a separate and distinct violation of this policy for any member of the school community to retaliate against any person who reports alleged harassment or against any person who testifies, assists or participates in an investigation, proceeding or hearing relating to such harassment. It is possible that an alleged harasser may be found to have violated this anti-retaliation provision even if the underlying complaint of harassment is not found to be a violation of this policy. Retaliation includes, but is not limited to any form of intimidation, reprisal or harassment and may be redressed through application of the same reporting, investigation and enforcement procedures as for harassment.~~

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~~CONSEQUENCES: Any school employee or student that is found to have violated this policy shall be subject to action including, but not limited to, warning, remedial training, education or counseling, suspension, exclusion, expulsion, transfer, termination or discharge. Students who violate this policy will be disciplined in accordance with District policies and procedures for discipline, suspension, and expulsion.~~

~~After an immediate and thorough investigation, if an investigator determines that sexual harassment has occurred, then reasonable, timely, age appropriate, and effective corrective action, including steps tailored to the specific situation should be taken. Following are examples of prompt remedial actions, which may be taken when violations have occurred:~~

~~A. Take action to end the harassment.~~

- ~~1. School personnel may need to counsel, warn, or take disciplinary action against the accused with consideration of the following:
 - ~~• Have there been any prior incidents?~~
 - ~~• What is the severity of harassment?~~
 - ~~• What is the age of accused?~~~~
- ~~2. Separate accused from complaining student:
 - ~~• Offer withdrawal from the class.~~
 - ~~• Offer transfer for the complainant.~~
 - ~~• Remove the accused.~~~~
- ~~3. Establish a series of escalating consequences for accused.~~

~~B. Take action to eliminate hostile educational environment.~~

- ~~1. When appropriate, deliver special training for the entire class involved, and others the accused taught/teaches to repair educational environment.~~
- ~~2. Review policy statements with class(es), communicate message that Lyon County School District does not tolerate harassment and will be responsive to any student who reports such conduct.~~

~~C. Take action to prevent any further harassment and prevent retaliation against complainant or witnesses.~~

- ~~1. Make sure students know how to report any subsequent problems.~~
- ~~2. Provide counseling for accused; make sure he/she understands what constitutes harassment and the effects it can have.~~

~~3. Meet with parents if accused is a student.~~

~~D. Always document all interviews. If questions or issues arise with respect to District policies or procedures, or the investigation, seek assistance from District administrators and/or legal counsel.~~

~~COMPLAINTS TO THE OFFICE FOR CIVIL RIGHTS: Direct complaints related to educational programs and services may be made to the Regional Civil Rights Director, U.S. Department of Education, Office for Civil Rights, Region X, 915 Second Ave., Room 3310, Seattle, WA 98174-1099. Additional information regarding filing of a complaint may be obtained through the building principal, the Title IX compliance officer, or superintendent.~~

A. Reporting Sexual Harassment, Including Allegations of Sexual Harassment

1. School district employees who have reason to believe that a student or employee has been subjected to sexual harassment, including allegations of sexual harassment, are required to promptly make a report to the school district's Title IX Coordinator. The report must be made 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, or an allegation of sexual harassment. Reports by school district employees must be made in person, by telephone, and/or by email to the Title IX Coordinator. Failure to report such incidents may result in disciplinary action.
2. Any person may report sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sexual harassment) in person, by mail, by telephone, or by email, using the contact information listed above for the school district's Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.
3. A report of sexual harassment may be made at any time, including during non-business hours.
4. Title IX complaints may also be made directly to the Regional Civil Rights Director, U.S. Department of Education, Office for Civil Rights, Region X, 915 Second Ave., Room 3310, Seattle, WA 98174-1099.
5. Individuals will not be retaliated against for reporting sexual harassment or for participating in an investigation. Retaliation is illegal under Title IX and any retaliation will result in disciplinary actions, up to and including discharge for employees or expulsion for students.

B. Addressing Supportive Measures

If the individual making the report is the complainant¹ or if the complainant is identified by the individual making the report, the Title IX Coordinator will meet with the complainant to discuss supportive measures that may be appropriate in the particular circumstances and explain the process for filing a formal complaint.

1. Supportive measures are individualized measures designed to ensure the complainant (alleged victim) can continue to access educational program and activity, including employment (such as requiring no contact between individuals or changing classes)
2. Supportive measures may be continued even if the complainant chooses not to file a formal complaint, if appropriate under the circumstances

C. Filing a Formal Complaint

1. A complainant may file a formal written complaint requesting investigation of alleged Title IX sexual harassment with the Title IX Coordinator. A formal written complaint may be filed by the parent/legal guardian of a student complainant. The written complaint must include basic information concerning the allegation of sexual harassment, including date, time, location, individual(s) who allegedly engaged in sexual harassment, and a description of the allegation. Students or employees who need assistance in preparing a formal written complaint should contact the school district's Title IX Coordinator.
2. In certain circumstances, the Title IX Coordinator may file a formal complaint even when the complainant chooses not to file. Examples include if the respondent (person alleged to have engaged in sexual harassment) has been found responsible for previous sexual harassment or there is a safety threat within the school. In such cases, the complainant (alleged victim) is not a party to the case, but will receive notices as required by the Title IX regulations at specific points in the complaint process.
3. The Title IX Coordinator **must dismiss** a formal complaint under this procedure if: (a) the conduct alleged in the formal complaint does not constitute sexual harassment under the Title IX regulations and this policy; or (b) if the conduct alleged did not occur within the scope of the school district's education program and activity, or (c) the conduct did not occur in the United States.
4. The Title IX Coordinator **may dismiss** a formal complaint under this procedure if: (a) a complainant withdraws the formal, or withdraws particular allegations within the complaint; (b) the respondent is no longer employed by or enrolled in the school

¹ A "complainant" is defined under Title IX as an individual who is alleged to be the victim of conduct that constitute sexual harassment, regardless of whether that person is the person who makes a report of sexual harassment, and regardless of whether the complainant ever chooses to file a formal complaint.

district; or (c) there are specific circumstances that prevent the school district from gathering evidence sufficient to reach a determination regarding the formal complaint. However, if the conduct potentially violates other policies or laws, it may be addressed through the applicable Board policy/procedure.

5. If a formal complaint is dismissed under this procedure, the Title IX Coordinator will promptly and simultaneously send written notices to the parties explaining the reasons. Parties may appeal dismissals in accordance with the Appeals procedure below.

D. Emergency Removal or Administrative Leave

The Superintendent or designee may remove a respondent from an education program or activity on an emergency basis during the grievance process, as follows:

1. The Superintendent or designee will undertake an individualized safety and risk analysis to determine whether there is an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment. Examples may include, but are not limited to, a continued threat of violence against a complainant by a respondent, or a respondent's threat of self-harm due to the allegations.
2. If the Superintendent or designee determines that an immediate threat exists, a respondent may be immediately removed from the education program or activity. The Superintendent or designee will provide the respondent with notice and an opportunity to challenge the decision immediately following the removal. This is an opportunity to be heard, not a hearing.
3. The school district may place a non-student employee respondent on administrative during the pendency of the grievance process.
4. Any decision to remove a respondent from an education program or activity, or to place a non-student employee on administrative leave, must comply with school district policies and administrative regulations, collective bargaining agreements, and applicable federal or state law, including but not limited to student discipline laws and the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act.

E. Notice to Parties of Formal Complaint

1. Within five business days after the filing of a formal complaint (filed by the complainant or signed by the Title IX Coordinator), the Title IX Coordinator will provide to the parties written notice of the formal complaint and allegations of sexual harassment potentially constituting prohibited conduct under Title IX. The notice will include:

- a. Notice regarding the complaint procedure and the availability of an informal resolution process if the Title IX Coordinator believes the circumstances are appropriate.
 - b. Sufficient details known at the time (including identities of parties, if known; the conduct alleged; and the date and location of the alleged incident, if known), with sufficient time to prepare before any initial interview. **No interview will be conducted until at least five business days after the date notice has been provided to the parties.**
 - c. A statement that the respondent is presumed not responsible for the alleged conduct and that a determination of responsibility will be made at the conclusion of the grievance process.
 - d. Notice that the parties may each have an advisor of their choice (who may be an attorney), and that the parties may inspect and review evidence.
 - e. Notice that knowingly making false statements or submitting false information during the grievance process is prohibited and may result in disciplinary action.
 - f. Notice of the name of the investigator, with notice that parties must raise concerns of conflict of interest or bias **within two business days after the date notice has been provided to the parties.** The Title IX Coordinator will resolve concerns of conflict of interest or bias **within two business days after receipt of a party's objections.**
2. If additional allegations become known at a later time, notice of the additional allegations will be provided to the parties.
 3. The Title IX Coordinator will initiate or continue discussions with the complainant and the respondent regarding the provision of supportive measures.

F. Informal Resolution Process

After a formal complaint has been filed, if the Title IX Coordinator believes the circumstances are appropriate, the Title IX Coordinator may offer the parties the opportunity to participate in an informal resolution process to resolve the complaint without completing the investigation and determination process. Informal resolutions cannot be used to resolve a formal complaint where a student is the complainant and the respondent is an employee.

Informal resolutions can take many forms, depending on the particular case. Examples include, but are not limited to, facilitated discussions between the parties; mediation; restorative justice; acknowledgement of responsibility by a respondent; apologies; or supportive measures.

If the Title IX Coordinator determines that informal resolution is available to the parties, the Title IX Coordinator will provide the parties a written notice disclosing the allegations in the formal complaint, and stating the following:

1. The Title IX Coordinator has determined that informal resolution is available to the parties.
2. The parties must voluntarily agree in writing to participate in an informal resolution process.
3. At any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint.
4. If an informal resolution agreement is reached, it must be signed by both parties and the Title IX Coordinator.
5. Any such signed agreement is final and binding according to its terms. Once an agreement has been reached, the school district will not resume the formal complaint process, nor initiate or allow either party to initiate another formal complaint process addressing any allegations resolved in the informal resolution process or arising out of the same facts or circumstances as any allegations resolved in the informal resolution process.
6. If an informal resolution process does not resolve the formal complaint, nothing from the informal resolution process will be considered as evidence in the subsequent investigation or determination.

G. Investigation

1. The formal complaint will be investigated by a trained internal or external individual designated by the Title IX Coordinator. Any complaint about an employee who holds a supervisory position will be investigated by a person who is not subject to that supervisor's authority. Any complaint about the Superintendent will be submitted to the President of the Board, who will consult with legal counsel concerning the handling and investigation of the complaint.
2. The investigator will consult with the Title IX Coordinator as necessary during the investigation process.
3. If the complaint is against an employee of the school district, rights conferred under an applicable collective bargaining agreement will be applied, to the extent they do not conflict with the federal Title IX regulatory requirements.
4. Privacy rights of all parties to the complaint will be maintained in accordance with applicable state and federal laws.
5. The investigator will:
 - a. Meet with each party after they have received appropriate notice of any meeting and its purpose, with sufficient time to prepare.

- b. Allow parties to have their advisor at all meetings related to the complaint, although advisors may not speak on behalf of a party or interfere with the process.
 - c. Allow parties a reasonable opportunity to identify witnesses and submit favorable and unfavorable evidence.
 - d. Interview witnesses and conduct such other activities that will assist in ascertaining facts (site visits, review of documents, etc.).
 - e. Consider evidence that is relevant and directly related to the allegations in the formal complaint.
 - f. During the course of the investigation, provide both parties with an equal opportunity to inspect and review any evidence that is obtained in the investigation that is directly related to the allegations in the formal complaint (including evidence which the school district does not intend to rely upon in reaching a determination of responsibility), and favorable and unfavorable evidence.
 - g. **Within 10 business days of resolving any objection to the investigator, and prior to the completion of the investigation report, provide each party and advisor (if any) the evidence subject to inspection and review, and provide the parties with ten business days to submit a written response.** The evidence subject to inspection and review includes any evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint, including the evidence upon which the school district does not intend to rely in reaching a determination regarding responsibility, and inculpatory or exculpatory evidence whether obtained from a party or other source.
 - h. Consider the parties' written responses to the evidence prior to completing the investigation report.
 - i. **Within 10 business days of receiving the parties' written responses to the evidence, create an investigative report that fairly summarizes relevant evidence and send the report to the parties and advisors (if any) for them to review and provide written responses within ten business days of receipt of the investigative report.**
 - j. After receipt of the parties' written responses (if any), forward the investigation report and party responses to the assigned decision-maker.
6. The investigation report and party responses will be forwarded to the assigned decision-maker **within 60 business days of the date a formal complaint is filed, if practicable.** A temporary, short-term delay or extension of time for good cause will be allowed.

H. Determination of Responsibility

1. The decision-maker cannot be the investigator or Title IX Coordinator.

2. Within five business days of receiving the investigation report and party responses, the decision-maker will provide notice to the parties that they have five business days to submit written, relevant questions that the party wants asked of another party or witness.
3. Within five business days of receipt of all questions, the decision-maker will provide relevant questions to parties/witnesses for response. A party/witness will be given five business days to respond to the relevant questions asked by another party. If the decision-maker excludes a question as not relevant, the decision-maker will explain that decision to the party who proposed the question.
4. Within five business days of receipt of all responses, the decision-maker will provide the responses to the parties. A party will be given an additional five business days to ask limited written, relevant follow-up questions that the party wants asked of another party or witness.
5. Within five business days of receipt of all follow-up questions, the decision-maker will provide relevant questions to parties/witnesses for response. A party/witness will be given five business days to respond to the follow-up questions asked by another party. The decision-maker will send each party a copy of the responses to any follow-up questions.
6. The decision-maker will review the investigation report, the parties' responses and other relevant materials, and apply the preponderance of the evidence standard ("more likely than not") when making a determination.
7. Within five business days of receipt of the responses to follow-up questions, the decision-maker will issue a written determination, which will include the following:
 - a. Identification of all the allegations potentially constituting sexual harassment as defined in the Title IX regulations and this policy;
 - b. A description of the procedural steps taken from receipt of the formal complaint through the determination, including notifications to the parties, interviews with the parties and witnesses, site visits, methods used to gather evidence, and meetings held;
 - c. A determination regarding responsibility as to each allegation and findings of fact supporting the determination;
 - d. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions imposed on the respondent, and whether remedies designed to restore or preserve equal access to the school district's program and activity will be provided to the complainant; and
 - e. The school district's appeal procedure and permissible bases for the parties to appeal the determination.

8. The written determination will be provided to the parties simultaneously. The determination concerning responsibility becomes final either on the date that the school district provides the parties with the written determination of the results of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which the appeal would no longer be considered timely.
9. The written determination will be provided to the parties **within 45 business days of the date the investigation report was provided to the decision-maker.** A temporary, short-term delay or extension of time for good cause will be allowed.

I. Remedies, Discipline and Other Actions

It is the intent of the Board that appropriate corrective action will be taken by the school district to stop the sexual harassment, prevent its recurrence and address negative consequences. The age and maturity of any student(s) involved and other relevant factors will be considered in determining appropriate action.

Any school employee or student that is found to have violated this policy will be subject to action including, but not limited to, warning, remedial training, education or counseling, suspension, exclusion, expulsion, transfer, termination or discharge. Students who violate this policy will be disciplined in accordance with school district policies and procedures for discipline, suspension, and expulsion.

Any remedy, discipline, or other action imposed on a student or employee will comply with school district policies and administrative regulations, collective bargaining agreements, and applicable federal or state law.

1. Remedies

Remedies are measures used to ensure that the complainant has equal access to the school district's education program and activity following the decision-maker's determination. Such remedies may include supportive measures, and may include other appropriate measures, depending upon the determination and the needs of the complainant. The Title IX Coordinator is responsible for implementing remedies and providing any needed assistance to the complainant.

2. Discipline and Other Actions – Students

Following are the types of discipline and other actions that may be imposed on a student when there is a determination that the student is responsible for one or more violations involving sexual harassment:

- In-school or out-of-school suspension
- Expulsion
- Restorative justice

- Requirement to engage in education or counseling program

3. Discipline and Other Actions – Employees

Following are examples of the types of disciplinary actions that may be imposed on an employee when there is a determination that the employee is responsible for one or more violations involving sexual harassment:

- Written warning
- Probation
- Demotion
- Suspension without pay
- Dismissal
- Performance improvement plan
- Counseling
- Training
- Loss of leadership/stipend positions

J. Appeals

The person deciding an appeal cannot be the decision-maker, investigator, or Title IX Coordinator.

The parties may appeal a determination regarding responsibility, and from dismissals of formal complaints. Appeals are allowed on the following grounds:

1. A procedural irregularity that affected the outcome of the matter;
2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal of the formal complaint was made, that could affect the outcome of the matter; or
3. The Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias for or against complainants or respondents generally, or the individual complainant or respondent, that affected the outcome of the matter.

An appeal must be filed in writing within five business days of receiving the determination, stating the grounds for the appeal and including any relevant documentation in support of the appeal. Appeals submitted after this deadline are not timely and will not be considered.

1. Appeals must be filed with the Superintendent, who will consider the appeal.
2. **Within five business days of receipt of the appeal, the Superintendent will notify the other party in writing of the appeal and will allow both parties to submit a written statement in support of, or challenging, the determination of**

the decision-maker. Parties will be given five business days to submit statements.

3. The Superintendent will conduct an impartial review of the appeal, including consideration of the written record of the matter, and may consult with legal counsel or other school district officials in making the decision.
4. Within fifteen business days of receipt of the appeal, the Superintendent will issue a written decision describing the result of the appeal and rationale for the result, and provide the written decision simultaneously to the parties. The decision will either deny the appeal; grant the appeal and remand to the decision-maker for further consideration; or grant the appeal by revising the disciplinary or other action(s). A temporary, short-term delay or extension of time for good cause will be allowed.

K. Records

Records in connection with sexual harassment reports and the grievance process will be maintained for a minimum of seven years, including:

1. Any disciplinary sanctions imposed on the respondent and any remedies provided to the complainant designed to restore or preserve equal access to the school district's education program or activity;
2. Any appeal and the result therefrom;
3. Any informal resolution and the result therefrom; and
4. All materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process. The training materials will be made publicly available on the school district's website.

Legal Reference(s):

~~Title IX of the Education Amendments of 1972, 20 USC 1681-1683~~

~~NRS 388.125~~

~~NRS 388.135~~

~~NRS 432B~~

~~"Dear Colleague" Letter, U.S. Department of Education, Office for Civil Rights, April 4, 2014~~



Title IX Formal Complaint

Please contact Dawn Huckaby, Title IX Coordinator/Director of Human Resources, 25 E. Goldfield Avenue, Yerington, NV 89447, 775-463-6800, dhuckaby@lyoncsd.org if you have any questions regarding the process for filing or investigating complaints of Title IX Sexual Harassment.

Complainant Name:	Complainant Address:
Telephone Number:	Email Address:
Respondent(s) Name(s):	Respondent(s) Relationship(s) to the Complainant:

1. What is your role with the Lyon County School District?

- Student
- Employee
- Other _____

2. What is/are the Respondent(s) role(s) with the Lyon County School District?

- | | |
|--------------------------------------|--|
| <input type="checkbox"/> Student | <input type="checkbox"/> Former Student |
| <input type="checkbox"/> Employee | <input type="checkbox"/> Former Employee |
| <input type="checkbox"/> Other _____ | |

3. Where did the alleged sexual misconduct occur? _____

4. Check the box(es) below that best describe(s) the alleged incident (which may include online misconduct).

**Lyon County School District
Board Memo**

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: LCSD Policy revisions to GBBA Prevention of Sexual Misconduct of Students

Recommendation

That the Board of Trustees approves the revision of LCSD Policy GBBA Prevention of Sexual Misconduct of Students as a second and final reading.

Background Information

Staff is recommending revisions to this policy to include a special provision for violations of Title IX. If the alleged discrimination falls under Title IX, then Policy AB should be followed in order to comply with federal requirements. This revision to policy GBBA makes a specific reference to policy AB. The revision also includes a reference to staff as mandatory reporters of child abuse and neglect. It also specifies how to communicate with the Title IX Coordinator which is a federal requirement.

Budget Considerations

None

Discussed at Previous Meeting

N/A

Attachment(s)

Policy GBBA Prevention of Sexual Misconduct of Students

Respectfully Submitted,

Wayne Workman, Superintendent

PREVENTION OF SEXUAL MISCONDUCT TOWARD STUDENTS

The District prohibits and will not tolerate any form of sexual misconduct (including lewdness, sexual abuse, sexual molestation, and sexual harassment) toward students on the part of District employees, administrators, officials, volunteers, or third parties.

This policy expands upon, and is established in addition to, the District policy on the prevention of unlawful harassment. Because the District has a particular interest in maintaining student safety and well-being, it has established this additional policy to specifically address sexual misconduct toward students.

If the alleged sexual misconduct could constitute sexual harassment under Title IX, the AB policy and administrative regulations apply rather than the GBBA 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, in consultation with the school principal if the employee is not the principal, to determine whether the allegation could constitute

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.

sexual harassment under Title IX, in which case Board Policy AB will be followed rather than Board Policy GBBA.

If an employee or volunteer has reasonable cause to believe that **sexual misconduct toward students by an employee or volunteer** arises to abuse or neglect under NRS 432B and/or NRS 392.275 *et seq.*, such misconduct will be reported to law enforcement officials **and** Child Protective Service agency personnel in accordance with the procedures set forth in Board policies and regulations concerning mandatory reporting. These procedures are addressed in Board Policy JHG.

Reference: NRS 391.311, NRS 201.540, NRS 201.195, NRS 201.230, NRS 200.366, NRS 200.368, NRS 201.560, NRS 432B.220, NRS 392.275 *et seq.*

Policy #GBBA
Revised 11/24/159/22/20

PREVENTION OF SEXUAL MISCONDUCT TOWARD STUDENTS – ADMINISTRATIVE REGULATIONS

1. “Sexual misconduct” as used in this regulation is defined as:
 - a. Any sexual conduct that meets the definition of prohibited conduct/behavior as described below or in any other District policy.
 - b. Any conduct or communication that explicitly or implicitly conditions a student’s participation in an educational program or activity on submission to sexual conduct.
 - c. Any conduct or communication that explicitly or implicitly indicates that an educational decision will be based on the student’s submission to sexual conduct.
 - d. Any bullying, cyberbullying, harassing, or intimidating conduct or communication, of a sexual nature, that creates an environment which is hostile to a student by interfering with their education.
 - e. Any conduct or communication of a sexual nature that is of a sufficiently severe, persistent, or pervasive and objectively offensive nature that it limits a student’s ability to participate in or benefit from an educational program or activity or creates a hostile or abusive educational environment.
 - f. Any conduct or communication that is considered immorality within the meaning of NRS 391.311 (4) including but not limited to sexual assault, statutory sexual seduction, incest, commission of certain sexual acts in public, open or gross lewdness, indecent exposure, or lewdness with a minor.

Note: The District acknowledges the applicability of criminal statutes relating to sexual conduct toward a student, including:

- NRS 201.540, which indicates that it is a felony, for a person 21 years and older, who is or was employed or is or was a volunteer at a public or private school, from engaging in sexual conduct with pupils who are 16 years or age or older.
 - NRS 201.230 states it is a felony for a person to conduct lewdness with a child under the age of 16.
 - Other criminal statutes which are pertinent to this policy include, but are not limited to, NRS 201.195, solicitation of a minor to engage in acts constituting crimes against nature; NRS 200.366, sexual assault; NRS 200.368, statutory sexual seduction; NRS 201.560, using a computer to lure children.
2. Examples of behavior which constitute sexual misconduct include, but are not limited to
 - a. Making sexual advances or gestures toward a student;
 - b. Coercing, forcing, or attempting to coerce or force sexual intercourse or any sexual act with a student;
 - c. Engaging in sexual intercourse or any sexual act with any student;
 - d. Touching oneself sexually or talking about one’s sexual activity in front of students;
 - e. Spreading rumors about or discussing students’ sexual activity; and
 - f. Sexually motivated or inappropriate touching, patting, grabbing, or pinching a student’s body, whether that student is of the same or the opposite sex. Note: This

- prohibition does not preclude legitimate, non-sexual physical conduct which may include, but is not limited to, the use of necessary restraints to avoid physical harm to persons or property, or conduct such as a teacher's consoling or congratulatory hug of a student, or the demonstration of an athletic move by a teacher or student requiring contact with another student.
- g. Other sexual behavior or communication, including requests for sexual favors, whether or not accompanied by implied or overt threats concerning a student's educational status or implied or overt promises of preferential treatment.
3. Sexual Misconduct Reporting - Any teacher, administrator, official, volunteer, or other school employee who has or receives information that a student has or may have been subjected to sexual misconduct including sexual harassment under Title IX, is required to report the alleged acts to the Title IX Coordinator as soon as practicable, but not later than a time during the same day on which the person became aware of the sexual misconduct, including sexual harassment or 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.~~no later than forty-eight (48) hours after receiving the information.~~ Failure to make this report as prescribed may result in disciplinary or other appropriate action against the teacher, administrator, official, volunteer, or other school employee.
4. The District shall promptly investigate all complaints or allegations of sexual misconduct. If a violation is found to have occurred, the investigation shall include recommendations concerning the incorporation of disciplinary action and other measures to be imposed. It will keep all investigations confidential to the extent possible. The District will release information obtained only to those individuals with business need-to-know or involved in the investigation and the administration of the complaint or as required by law. The District will inform the individual filing the complaint, as well as the individual against whom the complaint was made, of the final determination. All employees and students questioned as part of an investigation will be told and expected to refrain from discussing the matter with anyone except District or legal representatives or their own union or legal representatives.

The initial investigation will be conducted by a qualified and objective school official not named in the complaint, or by an outside investigator. The investigator will act with due regard for the rights of all individuals and, in particular, to ensure any rights of students to have their parent(s)/guardian(s) present during questioning. If the initial investigation indicates that a criminal act may have occurred, the investigator shall immediately notify the Superintendent, who will in turn immediately report the matter to the law enforcement agency having jurisdiction.

The District treats all complaints or allegations of sexual misconduct seriously and expects all employees and students to be candid and truthful during the investigation process. If credible evidence indicates that a participant in the investigation has made

intentionally false or malicious statements, the District will discipline or take other appropriate action against that participant.

5. If warranted, the District will also initiate appropriate remedial and/or disciplinary action consistent with the findings of the report and the requirements of applicable collective bargaining agreements, District policy, and state and federal law.
6. The District will not tolerate any form of retaliation toward any person who reports alleged sexual misconduct in good faith, assists another in filing a complaint, or provides truthful statements during an investigation.

The District will discipline or take other appropriate action against any student, school personnel, volunteers, administrators, or officials for threatening, intimidating, or interfering with any person who complains of sexual misconduct, or reports sexual misconduct, or who testifies or participates in a proceeding, investigation, or hearing related to a complaint of sexual misconduct.

7. All District employees, volunteers, officials, and administrators will participate in an initial training session and in periodic training updates on the prevention of sexual misconduct, will be provided an opportunity to review a copy of the District Policy, and will sign an acknowledgment of receipt stating: I have been given an opportunity to review such policy. The District will provide all new employees with a copy of this policy and afford employees an opportunity to discuss the contents during orientation.
8. The District will make this policy available to parents or guardians and all students, as appropriate, during annual registration. The District will also publish the policy in student handbooks and post the policy in the District administrative offices and in school offices. At least annually, the District will publicize this policy in school newsletters or other publications used to communicate District policies to parents and guardians.

Reference: NRS 391.311, NRS 201.540, NRS 201.195, NRS 201.230, NRS 200.366, NRS 200.368, NRS 201.560, NRS 432B.220, [NRS 392.275 et seq.](#)

**Lyon County School District
Board Memo**

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: LCSD Policy revisions to GBBC Prohibited Conduct: Employee Bullying, Harassment, Intimidation and Discrimination

Recommendation

That the Board of Trustees approves the revision of LCSD Policy GBBC Prohibited Conduct: Employee Bullying, Harassment, Intimidation and Discrimination as a second and final reading.

Background Information

Staff is recommending revisions to this policy to include a special provision for violations of Title IX. If the alleged discrimination falls under Title IX, then Policy AB should be followed in order to comply with federal requirements. This revision to policy GBBC makes a specific reference to policy AB. It also specifies how to communicate with the Title IX Coordinator which is a federal requirement.

Budget Considerations

None

Discussed at Previous Meeting

N/A

Attachment(s)

Policy GBBC Prohibited Conduct: Employee Bullying, Harassment, Intimidation and Discrimination

Respectfully Submitted,

Wayne Workman, Superintendent

*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.

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.

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, 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

Policy #GBBC

Revised ~~12/18/18~~

9/22/20

*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.

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:

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.

- 1) 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.

- 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 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: LCSD Policy revisions to GL Staff Complaints

Recommendation

That the Board of Trustees approves the revision of LCSD Policy GL Staff Complaints as a second and final reading.

Background Information

Staff is recommending revisions to this policy to include a special provision for violations of Title IX. If the alleged discrimination falls under Title IX, then Policy AB should be followed in order to comply with federal requirements. This revision of policy GL makes a specific reference to policy AB. It also specifies how to communicate with the Title IX Coordinator which is a federal requirement.

Budget Considerations

None

Discussed at Previous Meeting

December 18, 2018

Attachment(s)

Policy GL Staff Complaints

Respectfully Submitted,

Wayne Workman, Superintendent

**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](#)
- ~~AB: Non-Discrimination Based on 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”).

Policy #GL
Adopted 12/18/2018
[Revised 9/22/20](#)

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.

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
- 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 Civil Rights Act, or dating violence, domestic violence, or stalking as defined in the federal Violence Against Women Act.

**LYON COUNTY SCHOOL DISTRICT
BOARD POLICY**

GL

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.

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 accusations³⁴⁷ 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 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: LCSD Policy revisions to GBB Fair Employment Practices

Recommendation

That the Board of Trustees approves the revision of LCSD Policy GBB Fair Employment Practices as a second and final reading.

Background Information

Staff is recommending revisions to this policy to include a special provision for violations of Title IX. If the alleged discrimination falls under Title IX, then Policy AB should be followed in order to comply with federal requirements. This revision to policy GBB makes a specific reference to policy AB. It also specifies how to communicate with the Title IX Coordinator which is a federal requirement.

Budget Considerations

None

Discussed at Previous Meeting

N/A

Attachment(s)

Policy GBB Fair Employment Practices

Respectfully Submitted,

Wayne Workman, Superintendent

FAIR EMPLOYMENT PRACTICES

The Lyon County School District recognizes the fundamental rights of applicants and employees to be assessed on the basis of merit. Recognition of seniority and current employment with the District may also be considered. Therefore, it is the policy of the District to provide equal employment opportunity for all applicants and employees. The District does not sanction or tolerate discrimination in any form on the basis of 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.

If the alleged discrimination could constitute sexual harassment under Title IX, the AB policy and administrative regulations apply rather than the GBB 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 GBB.

The District will:

- Recruit, hire, train, and promote for all job classifications without regard to race, color, religion, age, gender, pregnancy, sexual orientation, national origin, ancestry, disability, veteran status, domestic partnership, genetic information, gender identity or expression,

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 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
- 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
- Sexual assault as defined in the federal Cler~~322~~ Act, or dating violence, domestic violence, or stalking as defined in the federal Violence Against Women Act.

political affiliation, or membership in the Nevada National Guard, as well as to ensure that all compensation, benefits, transfers, layoffs, return from layoffs, District-sponsored training, social, and recreation programs will be administered in conformance with the District's policy.

- Comply with all applicable laws prohibiting discrimination in employment including Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, the Equal Employment Opportunity Act of 1972, the Immigration Reform and Control Act of 1986, the Americans with Disabilities Act, as amended, the Genetic Information Nondiscrimination Act of 2008, the applicable Nevada Revised Statutes on Equal Employment Opportunity (NRS 613), Nevada Revised Statutes regarding National Guard service (NRS 412.139/.1395), and any other applicable federal, state, and local statutory provisions.
- Provide reasonable accommodation wherever the need for such is known by the District and/or the applicant or employee indicates a need for such reasonable accommodation, provided that the individual is otherwise qualified to perform the essential functions of the assigned job and the employee's performance of the assigned job duties does not pose a threat to the safety of him/herself or others.
- Hold all administrators or managers/supervisors responsible for ensuring that personnel policies, guidelines, practices, procedures, and activities are in compliance with federal and state fair employment practices, statutes, rules, and regulations.

Legal Reference(s):

NRS 613

Title IX of the Education Amendments of 1972, 20 USC 1681-1683

Title IX federal regulations, 34 CFR Part 106

Policy #GBB

Revised

~~11/24/15~~9/22/20

FAIR EMPLOYMENT PRACTICES – ADMINISTRATIVE REGULATIONS

This policy applies to all persons involved in the operation of the District and prohibits harassment or discrimination by any employee, including supervisors and coworkers, 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 harassment or discrimination, whether or not such behavior meets the threshold of unlawful conduct. While single incidents of alleged harassment or discrimination 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 and may impose appropriate disciplinary action against any employee engaging in such.

If the alleged harassment or discrimination constitute sexual harassment under Title IX, the AB policy and administrative regulations apply rather than the GBB 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 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 GBB.

EQUAL EMPLOYMENT OPPORTUNITY

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 disabilities laws. The designated EEO Officer for the District is the Benefits,

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:

- d. 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
- e. 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
- f. Sexual assault as defined in the federal Clergy³²⁴ Act, or dating violence, domestic violence, or stalking as defined in the federal Violence Against Women Act.

Risk, and Safety Manager. The name and work telephone number of the individual designated will be posted on bulletin boards at District work sites. In the event the designated EEO Officer is unavailable, the Human Resource Director is designated as the alternative EEO Officer.

UNLAWFUL HARRASSMENT

Unlawful harassment is considered a form of discrimination and is defined as any conduct directed toward another because of 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 basis that is inappropriate or offensive as determined by using a reasonable person standard. The "reasonable person" standard considers whether a reasonable person would find the behavior or conduct in question offensive.

The District will not tolerate any form of unlawful harassment, including any behavior on the part of employees, clients, customers, vendors, etc., that impairs an employee's ability to perform his/her duties. Examples of unlawful harassment include, but are not limited to:

- Verbal conduct such as epithets, derogatory comments, slurs, or unwanted sexual advances, invitations, or sexually degrading or suggestive words or comments made in person, in writing, via the telephone or electronic means.
- Visual conduct such as derogatory posters, notices, email, photography, cartoons, drawings, leering, making sexual gestures, or displaying sexually suggestive objects or pictures.
- Physical conduct, such as unwanted touching, impeding or blocking normal movement, or interfering with work or movement.
- Threats or demands, either direct or veiled, to submit to sexual requests in order to keep a job or avoid some job-related loss, and offers of job benefits in return for sexual favors.
- Retaliation for opposing, reporting, or threatening to report harassment; assisting another employee in filing an unlawful harassment complaint; or for participating in a harassment investigation, proceeding, or hearing.

Employee Rights & Responsibilities

Employees or applicants who believe they are being discriminated against or subjected to any form of unlawful harassment by another (e.g., employee, student, parent, volunteer, vendor, contractor of the District) because of their 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 as well as those who believe they have witnessed another employee, client, or member of the public being subjected to discrimination and/or harassing behavior, have an affirmative duty to bring the situation to the attention of the District. Employees covered by a collective bargaining agreement may opt to use the process described in this policy or in an applicable grievance procedure delineated in an applicable collective bargaining agreement. Upon hire, employees will be provided a copy of this policy, as well as the opportunity to discuss the policy during the new hire orientation process. In addition, a copy of this policy will be made available to applicants upon request.

Employees who believe they personally are being or have been subjected to discriminatory

action and/or are the target of any form of unlawful harassment or have witnessed any other employee being subjected to discrimination or harassment should immediately

- Identify the offensive behavior to the alleged harasser and request that the harasser cease the conduct.

Note: An employee is NOT required to talk directly to the harasser or to his/her supervisor. It is critical, however, that the employee contact one of the individuals listed below if s/he believes s/he is being harassed or has witnessed what the employee believes to be harassment directed to or committed by another employee(s).

- If the employee feels uncomfortable in speaking directly to the alleged harasser or if the employee requested the harassing behavior to cease, but the request did not produce the results desired, the employee should report the conduct as soon as possible to an administrator or manager/supervisor or to the District's designated EEO Officer.
- Employees who believe the EEO Officer has engaged in discriminatory or harassing conduct should bring such concerns to the attention of the Human Resources Director. The Human Resources Director will designate an objective person to conduct an investigation of such allegations. Employees may also report the conduct to the Superintendent or the District's attorney.
- Applicants are encouraged to contact the designated EEO Officer or the alternate.

Administrator/Supervisors Rights & 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 discriminatory and/or harassing conduct, all administrators or managers/supervisors must immediately report all allegations, complaints of discrimination, unlawful harassment, or observations of such conduct to the EEO Officer. 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.

An administrator or manager/supervisor who receives information about, or is a witness to, any discriminatory or harassing action, communication, or conduct by an employee, vendor, volunteer, parent or member of the public, which violates the District's policies or the law, is required to report this information to the EEO Officer or the Superintendent/designee immediately. The information reported must include:

- The persons(s) involved, including all witnesses.
- A written record of specific conversations held with the accused and any witnesses.
- All pertinent facts, including date(s), time(s), and locations(s).

An administrator or manager/supervisor is required to report this information to his/her immediate administrator or manager/supervisor and may not conduct a formal investigation, release findings, or administer discipline prior to this disclosure and without specific authorization to do so.

District Responsibilities

Upon being made aware of allegations or complaints of discriminatory conduct and/or unlawful harassment, the District will ensure that such allegations or complaints are investigated promptly. The District treats all allegations or complaints of discrimination or unlawful harassment seriously and expects 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. Due to the sensitive nature of investigations involving unlawful harassment, employees will be requested to refrain from discussing the subject content with others, particularly while the investigation is in progress. Employees may be required to provide information to regulatory agencies. The District will release information obtained only to those individuals necessarily 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 of the final determination by the District.

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 discrimination and/or unlawful harassment has occurred, the District will take remedial action against the perpetrator commensurate with the severity of the offense. Such remedial action may include, but is not limited to, a verbal and/or written reprimand, counseling, transfer, suspension without pay, and/or termination. The District will also initiate action to deter any future discrimination or harassment from occurring.

With regard to disability-related complaints, the EEO Officer (when appropriate, working with the Human Resources Department and/or the complainant) 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.

Training

The District will provide periodic training on the prevention of discrimination and unlawful harassment to all employees. The District will provide new employees a copy of this policy upon hire and discuss the contents during the new hire orientation process.

Retaliation

Retaliation is adverse treatment which occurs because of opposition to unlawful workplace harassment. 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 as a result of having filed a complaint, assisted another employee in filing a complaint, or participated in an investigative process should immediately notify the EEO Officer or the alternate. The District will promptly investigate and deal appropriately with any allegation of retaliation.

**Lyon County School District
Board Memo**

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: LCSD Policy revisions to JFCC Safe and Respectful Learning Environment – Anti-bullying

Recommendation

That the Board of Trustees approves the revision of LCSD Policy JFCC Safe and Respectful Learning Environment – Anti-bullying as a second and final reading.

Background Information

Staff is recommending revisions to this policy to include a special provision for violations of Title IX. If the alleged discrimination falls under Title IX, then Policy AB should be followed in order to comply with federal requirements. This revision of policy GL makes a specific reference to policy AB. The revision also includes a reference to staff as mandatory reporters of child abuse and neglect. It also specifies how to communicate with the Title IX Coordinator which is a federal requirement.

Budget Considerations

None

Discussed at Previous Meeting

January 26, 2018

Attachment(s)

Policy JFCC Safe and Respectful Learning Environment – Anti-bullying

Respectfully Submitted,

Wayne Workman, 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 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 involving students directly to the District's Title

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.

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, 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 Board Policy AB will be followed rather than Board Policy JFCC.

If an employee or volunteer has reasonable cause to believe that **sexual misconduct toward students by an employee or volunteer** arises to abuse or neglect under NRS 432B and/or NRS 392.275 *et seq.*, such misconduct will be reported to law enforcement officials **and** Child Protective Service agency personnel in accordance with the procedures set forth in Board policies and regulations concerning mandatory reporting. These procedures are addressed in Board Policy JHG.

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~~9/22/20

Legal Reference(s): NRS 200.900, 385A.070, 388.121 to 388.145

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;

- 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.
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-bullying, 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:

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.

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 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 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

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:

- d. 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
- e. 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
- f. 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, 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, 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 Board Policy AB will be followed rather than Board Policy 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 within 2 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 additional day may be used to complete the investigation.

1. Interviews must be conducted with all students (reported aggressor(s) and victim(s)) whose parents or guardians must be notified, and with all such parents or guardians.
 2. The principal or designee shall not take any action that may cause harm to the reported victim, require the reported victim to change classrooms or isolate the reported victim from his or her peers. The principal or designee shall, to the extent practicable, talk privately and discreetly about the violation with the reported victim, without bringing undue attention to the reported victim.
- 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.

- 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.

No Interfering with or Preventing Disclosure of Information:

Members of the school district board of trustees and school district employees are prohibited from directly or indirectly interfering with or preventing the disclosure of information concerning bullying or cyber-bullying violations.

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:

- 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.

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.

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.

**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?

Yes **No** **DESCRIBE:** _____

(If "Yes" continue to section below, Effect on Reported Victim. If "No" then it is not bullying. Instead, it may be some other disciplinary infraction of LCSD Discipline policy JG or a school rule violation that may need to be addressed.)

EXAMPLES include:

- Repeated or pervasive taunting, name-calling, belittling, mocking or use of put-downs or demeaning humor regarding the actual or perceived race, color, national origin, ancestry, religion, gender identity or expression, sexual orientation, physical or mental disability of a person, sex or any other distinguishing characteristic or background of a person
- Behavior that is intended to harm another person by damaging or manipulating his or her relationships by conduct that includes, without limitation, spreading false rumors
- Repeated or pervasive nonverbal threats or intimidation such as the use of aggressive, menacing, or disrespectful gestures
- Threats of harm to a person, to his or her possessions or to other persons, whether such threats are transmitted verbally, electronically or in writing
- Blackmail, extortion or demands for protection money or involuntary loans or donations;
- Blocking access to any property or facility of a school
- Stalking
- Physically harmful contact with or injury to another person or his or her property

EFFECT ON REPORTED VICTIM

1. Has the student been **harmed physically**, or is the student **reasonably afraid** of being harmed physically?

Yes **No**

DESCRIBE: _____

- Is the conduct based on the actual or perceived race, color, national origin, ancestry, religion, gender identity or expression, sexual orientation, physical or mental disability, sex, any other distinguishing characteristic, or background of the person **OR** is the conduct based on the person's association with another person having one or more of these actual or perceived characteristics?

Yes **No**

DESCRIBE: _____

If Yes, consider whether district policies and procedures for investigating complaints of discrimination (including harassment) should be followed in addition to state law.

2. Has the student's **property been damaged**, or is the student **reasonably afraid** of having his/her property damaged?

Yes **No**

DESCRIBE: _____

- Is the conduct based on the actual or perceived race, color, national origin, ancestry, religion, gender identity or expression, sexual orientation, physical or mental disability, sex, any other distinguishing characteristic, or background of the person **OR** is the conduct based on the person's association with another person having one or more of these actual or perceived characteristics?

Yes **No**

DESCRIBE: _____

If Yes, consider whether district policies and procedures for investigating complaints of discrimination (including harassment) should be followed in addition to state law.

3. 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.

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.

* 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.

**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.

**Lyon County School District
Board Memo**

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: LCSD Policy revisions to GBBE Drug and Alcohol Free Workplace

Recommendation

That the Board of Trustees approves the revision of LCSD Policy GBBE Drug and Alcohol Free Workplace as a second and final reading.

Background Information

Staff is recommending revisions to this policy to comply with the federal Department of Transportation's requirement of use of the Federal Motor Carrier's Safety Administration's (FMCSA) clearinghouse for applicants in safety sensitive positions. The district must obtain the applicant's consent to submit information to the FMCSA. Failure to provide consent will mean the district cannot continue the pre-employment process.

Budget Considerations

None

Discussed at Previous Meeting

December 15, 2015

Attachment(s)

Policy GBBE Drug and Alcohol Free Workplace

Respectfully Submitted,

Wayne Workman, Superintendent

DRUG AND ALCOHOL-FREE WORKPLACE

Lyon County School District recognizes that substance abuse in our nation and our community exacts staggering costs in both human and economic terms. Substance abuse can be reasonably expected to produce impaired job performance, lost productivity, absenteeism, accidents, wasted materials, lowered morale, rising health care costs, and diminished interpersonal relationship skills. This drug-and alcohol-free workplace policy applies to volunteers as well as employees.

The District is committed to maintaining a safe and healthy workplace for all employees and volunteers; assisting employees and volunteers who recognize they have a problem with drugs or alcohol and providing appropriate treatment; periodically providing employees and volunteers with information about the dangers of workplace drug abuse; and, when appropriate, taking disciplinary action for failure to comply with this policy.

The District strictly prohibits the use, sale, attempted sale, manufacture, attempted manufacture, purchase, possession or cultivation, distribution and/or dispensing of illegal drugs by an employee at any time and in any amount. This prohibition includes the use or possession of prescription medicines for which the individual does not have a valid prescription and the inappropriate use of prescribed medicines for which the employee has a valid prescription. The prohibition also includes using over-the-counter medications or consumer products not meant for human consumption contrary to instructions provided by the manufacturer. In addition, the District prohibits employees from possessing open containers of alcoholic beverages while on the District's premises and/or while on duty and from working with a blood alcohol level of .02 or more at any time, or driving an organizational vehicle while on or off duty with a blood alcohol level of .02 or more or under the influence of an illegal drug, regardless of the amount.

Alcohol, illegal drugs, and other substances which may impair the safety or welfare of employees or the public may not be brought onto the premises controlled by the District or placed in vehicles or equipment operated on behalf of the District. Law enforcement personnel performing job-related functions, which require possession and or transportation of such substances, are exempt from this section.

Reference: 49 CFR Part 382 et. seq., DOT (49 CFR Part 40), FMCSR, FMCSA (49 CFR Parts 382, 383, 387, 390-397, and 399)

Policy #GBBE
~~Revised 12/15/15~~
Revised 9/22/20

DRUG AND ALCOHOL-FREE WORKPLACE – ADMINISTRATIVE REGULATIONS

1. Reporting Requirements

An administrator or manager/supervisor who receives information or is a witness to any use of drugs or alcohol by an employee which violates the District's policies or the law is required to report this information to the Superintendent/designee immediately. The information reported must include

- The person(s) involved, including all witnesses;
- Any information gathered, such as actual observation of drug/alcohol use, the presence of paraphernalia, observation of any unusual physical signs or behaviors;
- A written record of specific conversations held with the accused and any witnesses;
- All pertinent facts, including date(s), time(s), and location(s).

An administrator or manager/supervisor is required to report this information to the Superintendent/designee and may not conduct a formal investigation, release findings, or administer discipline prior to this disclosure and without specific authorization to do so.

2. An employee who witnesses or obtains information regarding illegal drug/alcohol use by his/her immediate supervisor is required to report the incident to that individual's supervisor.
3. Specimen collection, drug testing procedures, sample collection, and alcohol testing procedures will comply with all applicable provisions of federal and state law.
4. A positive test result for alcohol or drugs will be grounds for disciplinary action, up to and including possible termination.
5. Employees in safety-sensitive positions as defined in 49 CFR Part 382, *et seq.*, are subject to the Federal Department of Transportation (DOT) (49 CFR Part 40) and the Federal Motor Carrier Safety Regulations (FMCSR) as prescribed by the Federal Motor Carrier Safety Administration (FMCSA) (49 CFR Parts 382, 383, 387, 390-397, and 399), as well as the District's Drug and Alcohol-Free Workplace Policy which includes designated safety sensitive positions.
6. Employee Responsibilities
 - a. Each employee is responsible for meeting standards for work performance and safe on-the-job conduct.

- b. Employees shall not report to work under the influence of alcohol, illegal drugs, or misused prescription or over-the-counter drugs.
- c. Employees who suspect they may have a substance abuse problem are encouraged to seek counseling and rehabilitation from a substance abuse professional or other treatment provider. The District's medical insurance policy may provide for payment of some or all of the treatment costs.
- d. It is the responsibility and obligation of employees in safety-sensitive positions to determine, by consulting a health care provider if necessary, whether or not a legal drug s/he is taking may, or will affect his/her ability to safely perform his/her job duties. An employee in a safety-sensitive position whose medication may affect their ability to safely perform their job must contact the Human Resources Director who will attempt to find an appropriate alternative assignment. If none is available, the employee may take sick leave or be placed on a medical leave of absence (if available and the employee otherwise qualifies) or take other steps consistent with the advice of a health care provider. If an employee reports to work under the influence of prescription medication and, as a result, endangers him/her or others, the employee will be disciplined, up to and including termination.
- e. Each employee must report the facts and circumstances of any criminal drug or alcohol conviction that occurred while on duty or which may impact the employee's ability to perform the duties of his/her job. If duties involve driving a vehicle, the employee must report to his/her supervisor a conviction for driving under the influence (DUI) and/or revocation or suspension of the driver's license pending adjudication. Notification to the District must occur before resuming work duties or no later than five (5) days after the conviction or revocation/suspension.
- f. Employees in safety-sensitive positions identified by the District are subject to random drug and alcohol testing as provided in this regulation.
- g. Employees must act as responsible representatives of the District and as law-abiding citizens. It is every employee's responsibility to report violations of the District's policy to his/her immediate Supervisor or to the Director of Human Resources. Such reporting is critical in preventing serious injuries or damage to the District's property.
- h. Employees who are required to submit to a drug/alcohol test must complete and sign the consent form.

7. Superintendent/Designee Responsibilities

The Superintendent/designee is responsible for:

- a. Authorizing the testing of employees,
- b. Coordinating drug and/or alcohol testing,
- c. Requesting completion of the consent form,

- d. Notifying employees of positive test results and their right to a retest of the same sample,
- e. Implementing disciplinary action against employees who fail to comply with provisions outlined in this regulation,
- f. Notifying the District's attorney of an employee's conviction of a federal or state criminal drug or alcohol statute violation,
- g. Ensuring that the drug and/or alcohol test forms and results are kept confidential and only provided to employees with a business need for the information,
- h. Identifying safety-sensitive positions,
- i. Notifying employees in safety-sensitive positions that they are subject to random drug and/or alcohol testing, and
- j. Ensuring notices relative to this regulation and the list of positions designated as safety-sensitive, if any, are prominently displayed at all District facilities housing employees.

8. Administrator or Manager/Supervisor Responsibilities

The Administrator or Manager/Supervisor is responsible for:

- a. Determining if reasonable suspicion exists to warrant drug and/or alcohol testing, and detailing, in writing, the specific facts, symptoms, or observations that are the basis for the reasonable suspicion;
- b. Submitting the documentation to the Superintendent/designee; and
- c. Complying with the appropriate provisions outlined in this regulation that apply to supervisory personnel.

9. District Responsibilities

The District is responsible for:

- a. Providing communication and training on this policy and regulation to include a training program to assist administrators and managers/supervisors to recognize the conduct and behavior that gives rise to a reasonable suspicion of drug and/or alcohol use by employees and how to effectively intervene,
- b. Receiving and maintaining employee drug and alcohol testing records and files from all sources and assuring that they are kept confidential,
- c. Making drug testing and notice forms available,
- d. Notifying appropriate administrators or managers/supervisors of positive results of drug and/or alcohol tests,
- e. Administering the contract with a third party to provide drug and alcohol testing services,

- f. Overseeing the administration of the District's Drug and Alcohol-Free Workplace Policy,
- g. Designating safety-sensitive positions,
- h. Notifying administrators or managers/supervisors of their employees randomly selected for drug and alcohol testing as required by federal and/or state law, and
- i. Ensuring the administration of all pre-employment drug testing for safety sensitive positions.

10. Employee Education

The District maintains information relating to the hazards of and treatment for drug-and alcohol-related problems. Proactive training and information shall be sponsored by the District. Any employee may voluntarily seek advice, information, and assistance. Medical confidentiality will be maintained consistent with this policy.

11. Employee Assistance and Voluntary Referral

The District strongly encourages employees who suspect they have substance abuse problems to voluntarily refer themselves to a treatment program. A voluntary referral is defined as being one that occurs prior to any positive test for illegal drugs or alcohol under the District's policy and prior to any other violation of the policy, including a criminal conviction of that individual for a drug- or alcohol-related offense. A decision to participate in the employee assistance program will not be a protection or defense from discipline.

Any employee who voluntarily requests assistance in dealing with a personal drug and/or alcohol problem may do so through a private treatment program for drug and alcohol problems. An employee who is being treated for substance abuse in a recognized rehabilitation program may, if the Americans with Disabilities Act (ADA) applies, be entitled to reasonable accommodation so long as the employee is conforming to the requirements of the program and is abstaining from the use of controlled substances and/or alcohol.

The employee must agree to release treatment information to the District to permit the monitoring of the employee's ongoing compliance with the treatment recommendation. Any related leave will be considered to be medical leave under the provisions of the Family and Medical Leave Act if the employee is eligible. Employees requiring inpatient treatment are requested to notify the Risk Management Department of the District in advance of the treatment admission. After such accommodation, the discontinuation of any involvement with alcohol or drugs is an essential requisite for continued

employment. Upon completion of a substance abuse program, employees must take and pass a return-to-work test and sign a return-to-work agreement that will include a commitment to follow recommendations given by the treatment provider and other conditions as the District deems appropriate.

The cost of the drug or alcohol rehabilitation or treatment program shall be borne by the employee and/or the employee's insurance provider. All information regarding an employee's participation in treatment will be held in strict confidence. Only information that is necessary for the performance of business will be shared by the District's management.

12. Reasonable Suspicion Drug Testing

When any administrator or manager/supervisor has reasonable suspicion that an employee may be under the influence of alcohol or drugs, the employee in question will be directed by the Superintendent/designee or the District's Human Resources Director to submit to drug and/or alcohol testing.

The purpose of reasonable suspicion drug and/or alcohol testing is not to confirm the suspicions of the administrator or manager/supervisor, but rather to rule out drugs and/or alcohol as a cause of the employee's behavior.

The site administrator shall be responsible to determine if reasonable suspicion exists to warrant drug and/or alcohol testing and shall be required to document, in writing, the specific facts, symptoms, or observations which form the basis for such reasonable suspicion. When possible, the documentation will be forwarded to the Superintendent/designee to authorize the drug and/or alcohol test of an employee.

The Superintendent/designee or the District's Human Resources Director shall direct an employee to undergo drug and/or alcohol testing if there is reasonable suspicion that the employee is in violation of the District's policy. The employee will be placed on administrative leave with pay pending results of the test.

Circumstances which constitute a basis for determining reasonable suspicion may include, but are not limited to:

- a. Information provided either by reliable and credible sources or independently corroborated.
- b. The administrator or manager/supervisor or another administrator or manager/supervisor receives information from a reliable and credible source, as

determined by the administrator or manager/supervisor, that an employee is violating the District's policy.

- c. Direct observation of drug or alcohol use.
- d. The administrator or manager/supervisor or another administrator or manager/supervisor directly observes an employee using drugs and/or alcohol while an employee is on duty.
- e. Drug and alcohol paraphernalia possibly used in connection with illicit drugs and alcohol found on the employee's person or at or near the employee's work area.
- f. Evidence that the employee has tampered with a previous drug and/or alcohol test.
- g. The following behaviors will also contribute toward reasonable suspicion and, collectively or independently, on a case-by-case basis, may provide a sufficient reason for requesting a drug and/or alcohol test:
 - A pattern of abnormal or erratic behavior. This includes, but is not limited to a single, unexplainable incident of serious abnormal behavior or a pattern of behavior which is radically different from what is normally displayed by the employee or grossly differing from acceptable behavior in the workplace.
 - Presence of physical symptoms of drug and/or alcohol use.
 - The administrator or manager/supervisor observes physical symptoms that could include, but are not limited to, glassy or bloodshot eyes, slurred speech, poor motor coordination, or slow or poor reflex responses different from what is usually displayed by the employee or generally associated with common ailments such as colds, sinus problems, hay fever, and diabetes.
 - Violent or threatening behavior.

First Incident: If an employee engages in unprovoked, unexplained, aggressive, violent, and/or threatening behavior against any person, the department head may request that the employee submit to drug and/or alcohol testing.

Second Incident: Whether or not an employee has previously received formal counseling or disciplinary action for unprovoked, unexplained, aggressive, violent, or threatening behavior, upon a second or subsequent episode of similar behavior/conduct, the department head will request that the employee undergo drug and/or alcohol testing.

- Absenteeism and/or tardiness.

If an employee has previously received disciplinary action for absenteeism and/or tardiness, a continued poor record that warrants a second or subsequent disciplinary action may, in combination with other relevant behaviors, result in drug and/or alcohol testing.

- h. An employee who is required to submit to reasonable suspicion testing will be immediately provided transportation by the District to the location of the test. The employee will be advised to refrain from eating or drinking before being tested. After the employee submits to the test or if the employee refuses to be tested, the District will provide transportation for the employee to his/her home.

13. Post-Accident Testing

Each employee involved in an accident will be tested for drugs and/or alcohol as soon as possible after the accident, but after any necessary emergency medical attention has been provided. Accidents that trigger testing are those that result in:

- a. Death;
- b. Medical treatment other than first-aid treatment;
- c. Loss of consciousness; or
- d. Property damage estimated to be valued at or in excess of \$500.
- e. An employee who is required to submit to post-accident testing will be immediately provided transportation by the District to the location of the test. The employee will be advised to refrain from eating or drinking before being tested. After the employee submits to the test or if the employee refuses to be tested, the District will provide transportation for the employee to his/her home.

An employee may be placed on administrative leave with pay pending the results of this test. If the test comes back positive and the District needs to conduct further investigation, the employee will be placed on administrative leave without pay.

- f. In the event an employee is so seriously injured that s/he cannot provide a blood, breath, or urine specimen at the time of the accident, the employee must provide necessary authorization, as soon as the employee's physical condition allows, to enable the District to obtain hospital records or other documents that indicate whether there were drugs or alcohol in the employee's system when the accident occurred.
- g. In the event federal, state, or local officials conducted alcohol and/or drug testing following an accident, the employee will be required to sign a release allowing the District to obtain the test results from such officials.
- h. An employee who is subject to a post-accident test must remain readily available for testing. An employee who leaves the scene before the test is administered or who does not make him/herself readily available may be deemed to have refused to be tested, and such refusal shall be treated as a positive test. Further, the employee must refrain from consuming alcohol for eight (8) hours following the accident or until the employee submits to an alcohol test, whichever comes first.
- i. For safety reasons, an employee required to submit to post-accident testing may be placed on leave of absence pending receipt of the post-accident testing results and any related investigation.

- j. An employee who is required to submit to post-accident testing will be provided transportation to his/her home.

14. Safety-Sensitive Positions

The District shall conduct pre-employment testing for drugs and random testing for drugs and alcohol for positions identified as safety-sensitive by the District. Drug and alcohol testing of applicants and employees in safety-sensitive positions is mandatory, and successfully passing these tests is a condition of future or continued employment.

Applicants will be asked to sign forms for release of information from FMCSA Clearinghouse and previous employers in all cases where driving a CMV was a job function. Failure to consent will prevent LCSD from continuing with the pre-employment process and the applicant cannot be considered for employment per 49 CF382.707 CDL Drug and Alcohol Clearinghouse.

Safety-sensitive positions mean employment positions which may, in the normal course of business

- a. Require the employee to operate the District's vehicles or heavy equipment on a regular and recurring basis; and/or
- b. Involve job duties which, if performed with inattentiveness, errors in judgment or diminished coordination, dexterity, or composure, may result in mistakes that could present a real and/or imminent threat to the personal health and safety of the employee, students, coworkers, and/or the public.

The District shall maintain a list entitled "List of Positions Designated as Safety-Sensitive." The list shall be a public record. Before a position is included on this list, the District shall post a notice in a conspicuous location accessible to employees at the work site affected that a position is to be included as safety-sensitive for purposes of pre-employment drug testing and random drug and alcohol testing. The notice will afford an opportunity for comment within a twenty (20) calendar day period.

Note: The District shall meet and consult with the recognized employee organization's representative, if affected employees are represented, before a position is included on this list. The final determination to place a position on the list shall be made by the District's Board of Trustees.

15. Random Testing

All employees in positions identified as safety-sensitive by the District, shall be subject to random drug and alcohol testing.

Per DOT testing guidelines for CDL holders, the District will drug test, at a minimum, fifty percent (50%) of the average number of employee CDL positions each calendar year. The District will alcohol test, at a minimum, ten percent (10%) of the average

number of CDL employee positions each calendar year. The selection of employees for random testing shall be on a non-discriminatory basis and made from a computer-based random number generator that is matched with the employee's social security number. Random testing will be unannounced, and the dates for administering the tests will be spread reasonably throughout the year. Random testing will be performed at any time while the employee is at work.

For all other safety-sensitive positions, the District will drug test, at a minimum 50% of the average number of employee positions designated as safety-sensitive each calendar year. The District will alcohol test, at a minimum 10% of the average number of employee positions designated as safety-sensitive each calendar year.

An employee selected for random testing shall proceed immediately to the test site and will be advised to refrain from eating or drinking prior to the test. If the test site is not at the employee's work site, the District will provide transportation to the location of the test. An employee who engages in conduct which does not lead to testing as soon as possible after notification may be considered to have refused to be tested.

If an employee selected for a random test is not available for testing due to medical reasons that would compromise the accuracy of the test, or leaves District employment after they are selected for testing but before the test is administered the District will select a replacement employee for testing using the procedures stated above.

Employees selected for a random test, but absent due to vacation, sick leave, other leave, or on urgent District business approved by their administrator or manager/supervisor will not be notified to take the random test until the first day they return to work after random selection. Random selection may result in some employees being tested more than once each year; some may not be tested at all.

LCSD and medical review officers (MRO), or their designated representatives, are required to report information about positive drug test results, alcohol test results greater than 0.04 blood alcohol content, refusals to test and other non-test violations per FMCSA's drug and alcohol regulations.

16. Return-to-Work Testing/Follow-Up Testing

If the District agrees to continue employment of an employee who violates the District's policy and then undergoes rehabilitation for drugs or alcohol, the employee will, as a condition of returning to work, be required to agree to follow-up testing as established by the District's Employee Assistance Program. The extent and duration of the follow-up testing will depend upon the safety and security nature of the employee's position and the nature and extent of the employee's substance abuse problem. The District's Human Resources Director will review the conditions of continued employment with the employee prior to the employee's returning to work. Any such condition for continued employment shall be given to the employee in writing. The District's Human Resources

Director may consider the employee's rehabilitation program in determining an appropriate follow-up testing program.

Any employee subject to return-to-work testing who has a confirmed positive drug or alcohol test will be in violation of this policy and subject to termination.

17. Consequence of Refusal to Submit to Testing/Adulterated Specimen

An employee who refuses to submit to testing for alcohol and/or drugs or who consents to a drug or alcohol test but fails to appear timely at the collection site or who fails to give their sample after reasonable opportunity to do so, will be treated as a refusal to submit to an alcohol or drug test. Such refusal shall be treated as a positive test and may result in disciplinary action up to and including termination.

Submission of an invalid, substituted or adulterated specimen will be considered a refusal to test and such refusal shall be treated as a positive test and may result in disciplinary action up to and including termination.

A diluted positive test result shall be treated as a positive test and may result in disciplinary action up to and including termination.

18. Testing Guidelines

The District may test for alcohol and illegal substances including but not limited to:

- a. Marijuana
- b. Cocaine, including crack
- c. Opiates, including heroin and codeine
- d. Amphetamines, including methamphetamines
- e. Phencyclidine (PCP)

In addition to testing for the above substances, CDL holders are subject to testing for the following substances:

- a. 6-Acetylmorphine
- b. MDMA (Ecstasy)

Where applicable, the District will follow federal testing procedures for drugs and alcohol set forth by the Federal Department of Transportation (DOT) 49 CFR Part 40 and the Federal Motor Carrier Safety Regulations (FMCSR). These regulations may be amended from time to time.

The District will use the following primary sites for sample collection:

Concentra – Sparks	Concentra - Reno
255 Glendale Avenue #12	1530 East 6 th Street
Sparks, NV 89431	Reno, NV 89512
(775) 356-8181	(775) 322-5757

Nevada occupational Health
Center– Carson City
3488 Goni Road Building E
Carson City, NV 89706
(775) 887-5030

The District contact person for all questions regarding the alcohol and drug testing program is:

Director of Human Resources
25 East Goldfield Avenue
Yerington, NV 89447
(775) 463-6800

19. Option for Drug Retest

No later than seventy-two (72) hours after receipt of a positive drug test, an employee who tests positive may request a confirmatory re-test of the same sample at his/her expense at a certified laboratory of his/her choice.

Upon request, the medical review officer will authorize the laboratory holding the employee's sample to release to a second laboratory, approved by the Department of Health and Human Services, a sufficient quantity of the sample to conduct a second testing analysis.

The employee will be required to authorize the laboratory to provide the District with a copy of its test results. The accuracy of the test results will be verified by the laboratory conducting the analysis.

20. Requirement for Drug Retest

An employee who tests negative dilute will be required to immediately retest. The employee will:

- a. Be given the minimum possible advance notice of retest,
- b. Will be accompanied by a supervisor to the collection site, and
- c. Will not be allowed to eat or drink between the period of being noticed of the retests and the actual test.

The retest will not be under direct observation unless directed to do so by the Medical Review Officer. If the retest is also negative dilute, the test will be considered negative and the District will not conduct a third test unless directed to do so by the Medical Review Officer.

21. Searches

If the District suspects that an employee or on-site contractor is in possession of illegal drugs, alcohol, or contraband in violation of its policy, the District may request the individual to submit to a search of his/her person, personal effects, vehicles, lockers, desks, work area, baggage, and District quarters. By entering into or being present at a job site while on District time or representing the District in any way, an individual is deemed to have consented to such searches. If an individual is asked to submit to a search and refuses, that individual will be considered insubordinate and will be escorted off the job site and disciplined, as appropriate.

Searches will be conducted by management personnel and may or may not be conducted in the presence of the person whose property or work area is searched. Any suspected contraband will be confiscated and may be turned over to law enforcement as appropriate. Any person whose property is confiscated will be given a receipt for that property by the District's representative conducting the search.

22. Discipline Related to Abuse

Employees in violation of the provisions of the District's policy will be subject to disciplinary action, up to and including termination.

An employee may be found to have violated the District's policy on the basis of any appropriate evidence including, but not limited to

- a. Direct observation of illegal use of drugs, prohibited use of alcohol, or possession of illegal drugs or alcohol or related contraband;
- b. Evidence obtained from a motor vehicle citation, an arrest, or a criminal conviction for use or possession of illegal drugs or for the use or being under the influence of alcohol on the job;

- c. A verified positive test result; or
- d. An employee's voluntary admission.

Prior to determining its course of action, the District may direct an employee who has tested positive to submit to an evaluation by a substance abuse professional. The evaluation will attempt to determine the extent of the employee's use of or dependence on the abused substance(s) and, if necessary, recommend an appropriate program of treatment.

If an evaluation is conducted which results in a recommendation for treatment, continued employment may, but is not required to, be allowed if the recommended treatment is immediately begun and successfully completed. The treatment program may include, but is not limited to, rehabilitation, counseling, and after-care to prevent future substance use/abuse problems. The treatment program will not be at the District's expense; however, employees may use benefits provided by applicable insurance coverage. Failure by the employee to enroll in the recommended treatment program, to consistently comply with the program's requirements, to complete it successfully, and/or to complete any continuing care program shall be grounds for immediate termination from employment. Employees are limited to substance abuse treatment one time only under this regulation.

When an employee is required to undergo treatment under the regulation, the employee may be required to comply with the following as a condition of continued employment:

- Monitoring of the treatment program and the employee's participation by the District;
- Submission to return-to-work testing as required under this regulation and continuing follow-up testing as provided in the Return-to-Work Testing/Follow-Up Testing section above; and
- Any other reasonable condition that the District deems necessary to maintain a safe and healthy workplace for all employees.

Failure by the employee to enroll in a required treatment program, to consistently comply with the program requirements, to successfully complete the program, and/or to complete any continuing care program will be grounds for immediate termination of employment.

Disciplinary action will also be taken for any job performance or behavior that would otherwise be cause for disciplinary action.

23. Confidentiality

All medical and rehabilitation records are confidential and may not be disclosed without the prior written consent of the patient, authorizing court order, or otherwise as permitted by state and federal law. Positive test results may only be disclosed to the employee, the appropriate medical and substance abuse treatment providers, the District's attorney, a District representative when needed to respond to an alleged violation of the District's policy; individuals within the District who have a need-to-know of drug and/or alcohol testing results, and a court of law or administrative tribunal in any adverse personnel action.

24. Definitions

Administrator: An individual who is directly responsible to the Superintendent/designee for administration of a site or significant District operation.

Alcohol: The intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohol including methyl and isopropyl alcohol.

Alcohol Use: The drinking or swallowing of any beverage, liquid mixture, or preparation (including any medication) containing alcohol.

Applicant: A person, including a current employee, applying for any position with the District (may also be referred to as a candidate).

Contraband: Any item such as illegal drugs, drug paraphernalia, or other related items whose possession is prohibited by this regulation.

Conviction: A finding of guilt, including a plea of no contest or imposition of sentence or both, by any judicial body charged with the responsibility to determine violations of the federal or state criminal drug or alcohol statutes.

District Premises: All District property and facilities, the surrounding grounds and parking lots, leased space, District motor-driven equipment/vehicles, offices, desks, cabinets, closets, etc.

Drug Test: A urinalysis (urine) test to determine the presence of prohibited drugs or their metabolites that includes specimen collection and testing by a Department of Health and Human Services (DHHS) certified laboratory. Both a screening test and a confirmation test must be used to establish a positive test result.

Illegal Drugs: Any controlled substance or drug, the sale, possession, cultivation, transfer, use, purchase, or distribution of which is illegal. Illegal drugs include prescription drugs not legally obtained and/or prescription drugs not being used in the manner, combination, or quantity prescribed, or by the individual for whom prescribed.

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

Manager/Supervisor: An employee who has been authorized to select, train, schedule, and evaluate the work of other employees, and to make decisions or effectively recommend actions related to the hiring, evaluation, and discipline of assigned employees. This person may also serve as a department head.

Positive Drug or Alcohol Test: Any detectable level of drugs or its metabolite (in excess of trace amounts attributable to secondary exposure) in an employee's urine or blood. With respect to alcohol, a blood alcohol concentration of 0.02 or higher constitutes a positive test.

Substance Abuse Professional (SAP): A licensed physician, or a licensed or certified psychologist, social worker, employee assistance professional, or addiction counselor (certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission) with the knowledge of and clinical experience in the diagnosis and treatment of drug- and alcohol-related disorders.

**Lyon County School District
Board Memo**

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: Revisions to LCSD Policy IK: Grading

Recommendation

That the Board of Trustees approve revisions to LCSD Policy IK: Grading as a second and final reading.

Background Information

One of the proposed changes to Policy IK: Grading is due to the passage of SB 147 during the 2019 Legislative session and how the bill provides districts ways to assist students in foster care and/or experiencing homelessness to accrue credits and obtain their high school diploma.

The other proposed change is at the request of Board Member Villines regarding the selection of Valedictorian and Salutatorian for the senior class each year and the opportunity for them to speak at graduation.

Budget Considerations

N/A

Discussed at Previous Meeting

N/A

Attachment(s)

Policy IK: Grading

*Respectfully Submitted,
Wayne Workman, Superintendent*

Grading, Interventions, Course Exemptions and Class Ranking

The Lyon County School District is committed to providing fair, accurate, specific, and timely feedback in order to identify student areas of strength and needs of improvement to ensure successful completion of all courses and ultimately success in college and career. Therefore, all grading practices in Lyon County schools will adhere to the following principles:

Truthfulness	Grades students receive must meet worthwhile goals informed by current standards and understandings in the education community. Grades should reflect how well a student has mastered a set of learning targets, and give students timely feedback and opportunities to remediate and reassess their knowledge and skills. Behavior is modified outside of the gradebook so grades simply reflect learning.
Reliability	Grades have reliability when similar performance between two students receives the same grade from one classroom teacher as it would another teaching a similar course.
Impartiality	Grades are not based on any non-academic criteria such as the student’s gender, race, ethnicity, parental involvement, etc.
Understandability	Grades students receive must convey clarity as to what the student knows and is able to do along with the student’s next steps in learning.

Because many application forms require grade point averages and/or rank-in-class, secondary schools shall compute these statistics using the following guidelines:

Course Point Range	Grade	Value-Standard courses
90-100	A	4.0
80-89	B	3.0
70-79	C	2.0
60-69	D	1.0
<60	F	0.0

The grading scale must be weighted as follows, in accordance with NAC 389.6625:

- a. For completion of an honors (H) course with a grade of A, B, C or D, a value of 0.025 must be added to the value of the grade.

- b. For completion of an advanced placement (AP), International Baccalaureate (IB) or approved dual credit (DC) course with a grade of A, B, C or D, a value of 0.050 must be added to the value of the grade.

Teachers must notify the student and the parent/guardian before assigning a failing grade on a progress report or an official transcript to identify strategies for improving the grade.

Coursework completed during a semester must be applied to the grade in that semester.

If final examinations are administered, the total value must not exceed 20% of the semester grade.

Reference: NAC 389.6625

Policy #IK
Revised 4/25/17
9/22/20

***Grading, Interventions, Course Exemptions and Class Ranking
Administrative Regulations***

Guiding Questions for Grading

Truthfulness:

- Do grades strongly communicate an acceptable level of accuracy related to content knowledge and skill ability to students, parents, subsequent teachers/counselors and other stakeholders?
- Do grades separate student behaviors from student content/skill demonstration?
- Are grades based primarily on student evidence and mastery of tasks, assignments, assessments, etc. that are focused on and directly aligned to Nevada Academic Content Standards?
- Are grades determined using a J-Curve with more weight given for the more recent student evidence of learning?
- Are there multiple opportunities for students to demonstrate mastery?

Reliability:

- Are grades for similar product/performance demonstration similar across classrooms of like courses in the same school?
- Do teachers collaboratively focus on effective and accurate grading practices through:
 - Collaborative / analysis of assessments and tasks?
 - Collaborative scoring of student work?
- Do teachers of like courses in the same school agree with consistency on the acceptance of late work, stipulated second chances, homework, etc.?

Impartiality:

- Does parental involvement, or lack thereof impact/alter grades and expectations?
- Is grade distribution consistent with other assessments or benchmarks (CRT's, ACT, MAP, EOC, etc.)?
- Is grade distribution monitored according to subgroups such as gender, race, ethnicity, FRL, etc.?

Understandability:

- Do teachers and school leaders ensure that students, parents, subsequent teachers, counselors and other stakeholders understand what student grades reflect in terms of the student's next learning steps?

- Are the categories in the student information system (SIS) consistent throughout the department or school?
- Are grades updated on a weekly basis to provide timely and specific feedback regarding the student's progress?

Guiding Questions for Interventions

The following guidelines should be used to prevent unnecessary student failure of courses. Schools should combine both early monitoring with specific plans and actions for interventions.

- Do administrators and teachers, while collaborating or in department meetings, collect and analyze failure and potential failure data at least 3-4 times per semester?
- Do administrators monitor failure and potential failure reports early during each semester and throughout the semester?
- Do teachers or departments develop action plans to address failures with specific strategies as well as monitoring measures and dates to determine if strategies are working (preventing/reducing course failures and increasing student achievement)?
- Did the teacher inform the student **and** the parent/guardian before assigning a failing grade on a progress report or an official transcript?

Exemptions from Course Requirements

1. Students may be excused from physical education for the following reasons:
 - a. Non-enrollment for physical reasons as certified by a physician's statement.
 - b. Non-enrollment for religious reasons as certified by written statement.
2. Those students presenting parental statements relative to excusing students from specific units of instruction on the human reproductive system, related communicable diseases, and sexual responsibilities in any class may be excused.
3. Those students who present a signed parental statement requesting that the student be excused from the dissection of preserved specimens shall be excused and assigned an alternative activity.
4. SB 147 provides school districts ways to assist students in foster care and/or experiencing homelessness to accrue credits and obtain their high school diploma. SB 147 aligns with existing federal law that requires each state to have procedures which: ensure that homeless children and youths, including unaccompanied youths, are accorded equal access to appropriate secondary education and support services; and remove barriers that prevent such youths from

receiving credit for coursework previously completed. For the specifics requirements regarding the exemptions, the granting of full/partial credit for coursework, the process for determining credits or course completion, and the graduation requirements outlined in SB 147, please see Policies JH, JHB, and IKF.

Class Ranking

Computation of grade point averages must be calculated to the fourth decimal place and rounded to the third decimal place. A grade point average that is less than 0.0005 must be rounded down; and one that is 0.0005 or higher must be rounded up. (For example: 3.1256 would round to 3.126 and a GPA of 2.3421 would round to 2.342.)

Rank-in-class shall be determined by the accumulation of grade point averages for course grades that earn one-half credit or more per semester.

Designation of Honors and Advanced Placement Courses

College and university admission offices, as well as future employers, are most interested in students who have completed a rigorous academic program. Therefore, honors and advanced placement courses may be designated by the superintendent or designee to assure viability throughout the District for all coursework and shall include increased rigor and increased expectations of student performance. The same rigor and performance expectations shall be consistently held at each school within the District. Additionally, each school principal will conduct an annual review of all honors and advanced placement courses to make sure they meet the rigorous standards.

The courses which the superintendent or designee can designated as Honors (H) and Advanced Placement (AP) are (effective for the Class of 2020):

Career and Technical (CTE)

- 1) Completer/Terminal Courses: H
- 2) Computer Science: AP

Mathematics

- 1) Calculus: AP
- 2) Pre-Calculus: H

Science

- 1) Anatomy & Physiology: H
- 2) Chemistry: AP
- 3) Physics: H
- 4) Biology: AP
- 5) Environmental Science: AP

World Languages and English Language Arts

Lyon County School District

Board Policy

IK

- 1) English 1-4,-2: H
- 2) English Language and Composition: AP
- 3) English Literature and Composition: AP
- 4) Spanish Language: AP
- 5) Spanish Literature: AP

Social Studies

- 1) Honors U.S. History: AP
- 2) U.S.-Government: AP
- 3) European History: AP
- 4) World History: AP

Fine Arts

- 1) Art Studio: AP
- 2) Studio Art 2-D Design: AP

All Advanced Placement courses and all honors classes will be designated on official transcripts and student records.

Western Nevada College (WNC) Jump Start Dual Enrollment Program

LCSD and WNC have developed a partnership allowing students to earn both high school and college credit while attending a LCSD high school (dual enrollment program). It is the intention of the Board of Trustees that all students participating in dual enrollment programs are working toward an associate degree or certification.

The following guidelines have been established for all students entering a WNC dual enrollment program:

1. Permission to enter a WNC program will be granted based on a student's prior academic history and successfully passing prescribed assessments, as determined by WNC and LCSD.
2. Students enrolled during their junior year are required to participate with the cohort available at their school site. All exceptions must receive prior approval from the principal and superintendent or designee.
3. LCSD will assist in paying tuition for WNC pre-approved college classes, up to 17 credits per semester and 64 total credits over the student's high school experience. Any exceptions must be approved by the principal and superintendent or designee.
4. All dual enrollment classes will be posted on the student's transcript.
5. Students are responsible for providing enrollment and schedule information to their principal and Counselor for approval prior to any portion of tuition being paid by the district.
6. Students are responsible for providing WNC grade reports every three weeks to their high school counselor and appropriate WNC staff.
7. LCSD tuition credit payment will be based under the following criteria:
 - a. All credits paid for partially or in full by the district must be taken for credit.
 - b. LCSD will pay for all credit costs for students qualifying for Free/Reduce Lunch.
 - c. LCSD will pay for half of credit costs for students not qualifying for

- Free/Reduced Lunch.
- d. LCSD will only pay for each class one time. If a student wishes to retake a class previously paid by the district, then they will be responsible for all tuition and fees associated with that class.
 - e. The student/family will be responsible for reimbursing the district in full for any credits for which the student drops or audits. Students' families failing to reimburse the district for a dropped or audited class will not be eligible for future tuition support as described above.
8. If a student fails a WNC/dual enrollment course, or drops a WNC/dual enrollment course without principal and counselor approval, they will be removed from the program. The principal and superintendent or designee may approve a student to remain in the WNC dual enrollment program when extenuating circumstances exist.
- a. If a student fails a WNC course, and is given permission by the principal and superintendent or designee to remain in the dual enrollment program, then they will be responsible for 100% payment of all future credits for the next semester. Should the student receive passing grades the next semester, then the principal and superintendent or designee may reinstate their paid participation in the program as outlined above for the final year or semester as applicable. Should the student fail a second course while in the WNC dual enrollment program, they will be removed permanently without exception.

Non WNC Jump Start Dual Enrollment Courses

1. Students taking dual enrollment college courses/credits to count towards their high school diploma must receive pre-approval from their counselor and principal and superintendent or designee.
2. Students and families are responsible for paying for all other approved dual enrollment courses not affiliated with the WNC Jump Start program.
3. All pre-approved dual enrollment college courses will be placed on the student's transcript and calculated into overall GPA, as outlined in this policy.

Calculations of Class Rank

1. Credit received for District approved classes shall be included in computing class rank and must be posted by the end of the seventh semester if they are to be counted in the calculation of achievement honors related to graduation ceremonies.
2. Students may repeat a class to improve upon a grade and have that grade calculated into their grade point average provided that the first attempt continues to appear on the transcript with a designation of NG (no grade) to indicate that the course was repeated. A student may not receive credit twice for a repeated course and the original grade will not be calculated into the overall cumulative grade point average.
3. In computing and determining rank-in-class, all students at a given grade level shall be included.

4. If a student's record includes courses that are marked in non-traditional fashion, for instance a pass/ fail or credit/no credit basis, the computation of rank-in-class shall be based on those courses with traditional marks only.
5. The methods used to compute rank-in-class shall be reported to students, parents, and any authorized transcript recipient.
6. Rank-in-class information shall be released in accordance with District policy.
 - a. To appropriate personnel or;
 - b. At the written request or consent of the student and/or parent;
 - c. In response to formal legal processes.
7. Rank-in-class shall be reported on a numerical basis.
8. For ~~the LCSD graduating classes of 2018, 2019 and 2020, principals may choose to~~ will recognize ~~either a~~ in addition to Valedictorians and Salutatorians or students achieving Cum Laude (“with honor”) status. Calculation of Valedictorian and Salutatorian shall be calculated using a cumulative, weighted GPA formula for grades 9-12, must include the required core courses as listed in policy IKF and must be immediately posted upon completion of the seventh semester to be included in the calculation.
9. ~~If the principal chooses to use the achievement honor of Valedictorian and Salutatorian,~~ The Valedictorian of the class will be the student who has attained the highest overall grade point average calculated on credit posted immediately following the seventh semester of coursework. The Salutatorian will be the student with the second highest rank in class who has met the above criteria. In case of a tie, the highest ACT score will be used as the tiebreaker. In case of a further tie, school principals may designate co-Valedictorians and/or co-Salutatorians. Co-Valedictorians and/or co-Salutatorians may also be designated by the principal when extenuating circumstances exist.
10. Students who have completed four (4) or more semesters in Lyon County schools and met the aforementioned criteria will be eligible for the honors of Valedictorian and Salutatorian ~~or~~ and Cum Laude (“with honor”) status.
11. ~~Beginning with the class of 2021, (and earlier if the principal chooses),~~ Recognition will be given to graduating students based on the following overall weighted GPA, and if the student has successfully completed a minimum of 4 H, AP, IB and/or DC classes:

3.7-3.799	Cum Laude (“with honor”) Status
3.8-3.899	Magna Cum Laude (“with great honor”)
Status 3.9+	Summa Cum Laude (“with highest honor”) Status
12. The senior class advisor and principal will develop a committee comprised of students and

staff to select graduates who will address their peers during the graduation ceremony. Of these, the Valedictorian and Salutatorian will first be given the opportunity to address their peers during the graduation ceremony. Should either student decline the opportunity, the committee may select another student.

13. Grade point average (GPA) will be calculated by the following method:
 - a. convert the letter grades to a numerical value (e.g. A=4.0, B= 3.0, C=2.0, D=1.0, F=0)
 - b. add the total grade points (e.g. 20 A's = 80; 2 B's = 6; 1 C = 2; 1 D=1; 1 F= 0, totaling 89)
 - c. divide the total grade points by the total number of classes on the official transcript (e.g. $89/25 = 3.560$).
 - d. add the weighted grade for each of the H, AP, IB and DC courses that were successfully completed with an A, B, C or D:
 1. For each H course, add .025 (e.g. 2 H courses = $.025 \times 2 = .050$)
 2. For each AP course add .050 (e.g. 2 AP courses = $.050 \times 2 = .1$)
 3. For each IB course add .050 (e.g. 2 IB courses = $.050 \times 2 = .1$)
 4. For each DC course, add .050 (e.g. 8 DC courses = $.050 \times 8 = .4$)
 5. Add the total weighted grade to the GPA (e.g. $3.560 + .05 \text{ H} + .1 \text{ AP} + .1 \text{ IB} + .4 \text{ DC} = 4.210$)
 6. The GPA will be calculated to the 4th decimal place and rounded to the 3rd decimal place.
14. Students enrolled in middle school may have the opportunity to earn high school credit in Algebra/Geometry, Computers, Foreign Language and other courses that are pre-approved by the superintendent or designee. The credits earned will be posted to the high school transcript but will not be included in the GPA for grades 9-12.

Western Nevada College (WNC) Jump Start Dual Enrollment Program Permission Form

LCSD and WNC have developed a partnership allowing students to earn both high school and college credit while attending a LCSD high school (dual enrollment program). It is the intention of the Board of Trustees that all students participating in dual enrollment programs are working toward an associate degree or certification.

The following guidelines have been established for all students entering a WNC dual enrollment program:

1. Permission to enter a WNC program will be granted based on a student's prior academic history and successfully passing prescribed assessments, as determined by WNC and LCSD.
2. Students enrolled during their junior year are required to participate with the cohort available at their school site. All exceptions must receive prior approval from the principal and superintendent or designee.
3. LCSD will assist in paying tuition for WNC pre-approved college classes, up to 17 credits per semester and 64 total credits over the student's high school experience. Any exceptions must be approved by the principal and superintendent or designee.
4. All dual enrollment classes will be posted on the student's transcript.
5. Students are responsible for providing enrollment and schedule information to their principal and Counselor for approval prior to any portion of tuition being paid by the district.
6. Students are responsible for providing WNC grade reports every three weeks to their high school counselor and appropriate WNC staff.
7. LCSD tuition credit payment will be based under the following criteria:
 - a. All credits paid for partially or in full by the district must be taken for credit.
 - b. LCSD will pay for all credit costs for students qualifying for Free/Reduce Lunch.
 - c. LCSD will pay for half of credit costs for students not qualifying for Free/Reduced Lunch.
 - d. LCSD will only pay for each class one time. If a student wishes to retake a class previously paid by the district, then they will be responsible for all tuition and fees associated with that class.
 - e. The student/family will be responsible for reimbursing the district in full for any credits for which the student drops or audits. Students' families failing to reimburse the district for a dropped or audited class will not be eligible for future tuition support as described above.
8. If a student fails a WNC/dual enrollment course, or drops a WNC/dual enrollment course without principal and counselor approval, they will be removed from the program. The principal and superintendent or designee may approve a student to remain in the WNC dual enrollment program when extenuating circumstances exist.
 - a. If a student fails a WNC course, and is given permission by the principal and superintendent or designee to remain in the dual enrollment program, then they will be responsible for 100% payment of all future credits for the next semester. Should the student receive passing grades the next semester, then the principal and superintendent or designee may reinstate their paid participation in the program as outlined above for the final year or semester as applicable. Should the student fail a second course while in the WNC dual enrollment program, they will be removed permanently without exception.

I have read and agree to the above guidelines:

Student's signature _____ Date _____

Parent's signature _____ Date _____

Principal's signature _____ Date _____

Counselor's signature _____ Date _____

Reference: Lyon County School District Board Policy IK

Non WNC Jump Start Dual Enrollment Courses Permission Form

1. Students taking dual enrollment college courses/credits to count towards their high school diploma must receive pre-approval from their counselor and principal and superintendent or designee.
2. Students and families are responsible for paying for all other approved dual enrollment courses not affiliated with the WNC Jump Start program.
3. All pre-approved dual enrollment college courses will be placed on the student's transcript and calculated into overall GPA.

I have read and agree to the above guidelines:

Student's signature _____ Date _____

Parent's signature _____ Date _____

Principal's signature _____ Date _____

Counselor's signature _____ Date _____

Reference: Lyon County School District Board Policy IK

**Lyon County School District
Board Memo**

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: Revisions to LCSD Policy IKF: Graduation Requirements

Recommendation

That the Board of Trustees approve revisions to LCSD Policy IKF: Graduation Requirements as a second and final reading.

Background Information

The proposed changes to Policy IKF: Graduation Requirements is due to the passage of SB 147 during the 2019 Legislative session and how the bill provides districts ways to assist students in foster care and/or experiencing homelessness to accrue credits and obtain their high school diploma.

Budget Considerations

N/A

Discussed at Previous Meeting

N/A

Attachment(s)

Policy IKF: Graduation Requirements_DRAFT_8-2020

*Respectfully Submitted,
Wayne Workman, Superintendent*

GRADUATION REQUIREMENTS

To receive a diploma from Lyon County high schools, a student must fulfill the following requirements:

The following requirements (NRS 389.018) shall be in place for students in the graduating cohorts of 2020 and 2021.

Required Courses	Standard Diploma	Advanced Diploma	Alternative Diploma
English Language Arts	4	4	4
Mathematics	3	4	3
Science (including 2 laboratory classes)	2	3	2
World History or Geography	1	1	1
American History	1	1	1
American Government	1	1	1
*Economics	.5	.5	.5
Arts and Humanities/JROTC Level III or IV/CTE	1	1	1
**Computer Education and Technology (CET)	.5	.5	.5
Health	.5	.5	.5
Physical Education	2	2	2
Elective Coursework	6	6	6
Total:	22.5	24.5	22.5

*Twelfth grade/senior students new to LCSD may have the Economics course requirement waived by the principal due to extenuating circumstances.

**If a pupil satisfactorily completes a course of study in the use of computers (Computer Education and Technology (CET)) during the sixth, seventh or eighth grade, the pupil is not required to take the course of study in the use of computers (CET) in high school.

The following requirements shall be in place for students in the graduating cohorts of 2022 and beyond:

Required Courses	Standard Diploma	Advanced Diploma	Alternative Diploma
English Language Arts	4	4	4
² Mathematics	3	4	3
³ Science (including 2 laboratory classes)	2	3	2
World History or Geography	1	1	1
American History	1	1	1
American Government	1	1	1
Economics	.5	.5	.5
Arts and Humanities/JROTC Level III or IV/ ¹ CTE	1	1	1
College and Career Ready Flex Credit	1	1	1
**Computer Education and	.5	.5	.5

**LYON COUNTY SCHOOL DISTRICT
BOARD POLICY**

IKF

Technology (CET)			
Health	.5	.5	.5
Physical Education	2	2	2
Elective Coursework	5.5	5.5	5.5
Total:	23	25	23

College and Career Ready Flex Credits:

1. CTE Level II or III course of study; or an additional advanced placement (AP) course, an International Baccalaureate (IB) course, dual credit (DC) course, world language course, work based learning (WBL) program of study credit.
2. A fourth year of mathematics, which must include Algebra II or another course which follows such a course of study; or
3. A third year of science

A pupil is not required to enroll in the courses of study and credits required if the pupil, the parent or legal guardian of the pupil and an administrator or counselor at the school in which the pupil is enrolled mutually agree to a modified course of study for the pupil and that modified course of study satisfies at least the requirements for a standard high school diploma, and adjusted diploma or an alternative diploma, as applicable.

The principal of the school must approve any modified course of study for the pupil on the appropriate form.

Ref NRS 389 & NAC 389

Policy IKF
Revised 7/23/19
Revised 9/22/20

GRADUATION REQUIREMENTS – ADMINISTRATIVE REGULATIONS

Standard Diploma

Students who have earned the required 22.5 credits (cohorts 2020 and 2021) or 23 credits (cohorts 2022 and beyond) and have completed all of the End Of Course (EOC) finals shall be awarded a Standard High School Diploma.

Advanced Diploma

Students who have earned a minimum of 24.5 credits (cohorts 2020 and 2021) or 25 credits (cohorts 2022 and beyond), including 4 credits of English, 4 credits of mathematics, 3 credits of science with at least two laboratory classes, and have completed all of the End Of Course finals shall be awarded an Advanced High School Diploma. Students who have completed the above requirements and earn a weighted grade point average of 3.25 or higher qualify for the Millennium Scholarship.

Standard or Advanced Diploma with Career and Technology Education (CTE) endorsement.

A Career and Technical Education endorsement seal is available if a student meets the requirements of a standard or advanced diploma, and passes the End of Program assessment, passes the Work Place Readiness assessment, and earns a 3.0 or better GPA in the course sequence.

a. Diploma Seals

- 1) A College and Career Ready Diploma Seal is available if a student completes the following:
 - Successfully completes the requirements of the advanced diploma for their graduating cohort year.
 - Maintained at least a 3.25 GPA (on a 4.0 grading scale, weighted or unweighted) for all units of credit applicable toward graduation)
 - Must demonstrate proficiency in speaking not less than two languages, or have earned not less than two (2) units of credit used to complete the requirements **listed above** in the following:
 - Advanced Placement (AP) courses
 - International baccalaureate (IB) courses
 - Dual-credit/dual-enrollment (DC) courses
 - Career and technical education (CTE) courses
 - Work-based learning courses
 - A world language course
 - Must obtain one *or* both of the following endorsements/seals:
 - **College-Ready** Endorsement
 - Successfully complete a college readiness assessment prescribed by the Board of Regents of the University of Nevada; and
 - Receive not less than the minimum scores for initial (non-remedial) placement into college-level English and mathematics courses prescribed by the Board of Regents of the University of Nevada

(section 1, chapter 16 of title 4 of the Board of Regents Handbook).

Career-Ready Endorsement

- Successfully complete the ACT National Career Readiness Certificate (NCRC), *level Silver or above; or*
- Successfully complete the Armed Services Vocational Aptitude Battery (ASVAB), *score 50 or above; or*
- Obtain a Career and Technical Education Skills Attainment Certificate (NAC 389.800);*or*
- Obtain an industry-recognized credential (Nevada’s Industry-Recognized Credentials List; pub. August 2017, OWINN)

- 2.) A Bi-literacy Seal is available if a student completes all courses of study in English Language Arts required for graduation with a minimum 2.0 GPA on a 4.0 scale, and completes the end of course finals in English Language Arts, and demonstrates proficiency in 1 or more languages other than English by passing the Advanced Placement Exam in a world language (score of 3 or higher) or by passing the AAPPL exam (Intermediate level, I4 or higher).

Adjusted Diploma

A pupil with a disability who does not satisfy the requirements for receipt of a standard high school diploma may receive an adjusted diploma if the pupil satisfies the requirements set forth in their Individualized Education Program (IEP). Whereas achievement of the Standard Diploma will terminate a student with a disability’s guarantee to a Free and Appropriate Public Education (FAPE) provided through the Individuals with Disabilities Education Act (IDEA) of 2004, achievement of the Adjusted Diploma will not terminate a student’s FAPE. Students with disabilities who achieve an Adjusted Diploma will be able to remain in school until their 22nd birthday and those who choose to do so will continue to receive services under IDEA.

Alternative Diploma

High school students who pursue the Alternative Diploma must complete a required series of credited, standards-aligned courses. This alignment parallels the requirements of the Standard Diploma. However, whereas achievement of the Standard Diploma will terminate a student with a disability’s guarantee to a Free and Appropriate Public Education (FAPE) provided through the Individuals with Disabilities Education Act (IDEA) of 2004, achievement of the Alternative Diploma will not terminate a student’s FAPE. Students with significant cognitive disabilities who achieve an Alternative Diploma will be able to remain in school until their 22nd birthday and those who choose to do so will continue to receive services under IDEA.

In order to earn the Nevada Alternate Diploma, a student must:

1. Be a student with a disability
2. Participate in the Nevada Alternate Assessment;
3. Successfully completes the requirements of the Alternative Diploma for their

graduating cohort year.

Credit for completed courses for the Alternative Diploma can be issued by either a special educator who delivers standards aligned curriculum or a general educator who delivers standards aligned curriculum. If a student is receiving the academic content necessary to achieve the Alternative Diploma in a self-contained or other special education setting, then it will likely be the special educator teaching within that setting who issues the credit for completed coursework. If a student is receiving the content necessary to achieve the Alternative Diploma in a general education setting, then the credit may be issued by the general educator or by the special educator. Within an inclusive general education environment, students with significant cognitive disabilities will likely require substantial modifications and accommodations to access standards aligned curriculum. These adaptations will necessitate active team planning and collaboration between the special educator, general educator, and possibly a para-educator. Because both the special educator and general educator will take an active and significant role in the delivery of the required curriculum in an inclusive setting, either may issue the credit for the completed coursework.

Credit Regulations

Students must be regularly enrolled in a high school to be eligible for the granting of credit toward a diploma from Lyon County high schools.

Principals may require the enrollment in additional courses on a prescriptive basis for those students who continue to display skill deficiencies in the areas of reading, mathematics and language arts after fulfilling minimum course work.

Students may repeat a class to improve upon a grade and have that grade calculated into their grade point average provided that the first attempt continues to appear on the transcript with a designation of NG (no grade) to indicate the course was repeated. A student may not receive credit twice for a repeated course.

Seniors who earn a minimum score of 17 for English and 20 for Mathematics on the ACT may be enrolled in the equivalent of five periods on a traditional seven period unless they meet the following exceptions. Students who do not meet the minimum ACT scores or the exceptions outlined below, must be enrolled in a minimum of six classes on a traditional seven period schedule. The exceptions below are all 5th semester benchmarks which must be met by the end of the fall semester of the student's junior year unless otherwise indicated.

Exceptions:

Has an IEP or 504 Plan that delineates a reduced academic course of study or Advanced Placement (AP) coursework:

- Complete two (2) honors courses in academic areas, achieving a B average or higher; or
- Complete one (1) AP course, achieving a B average or higher; or
- Enrollment in two (2) or more AP courses, achieving a C or better in 5th semester; or

Dual Credit:

- Complete 1 dual credit course the 5th semester with B or higher; or
- Enrollment in 1 dual credit course in the 6th semester; or

CTE:

- Enrollment in a Level 3 CTE Course with a B or higher average in CTE course of study; or
- Completion of a Level 2 CTE course with a B or higher average in CTE course of study; or
- Enrollment in a Level 2 CTE course with a B or higher average in CTE course of study;

Work Based Learning (WBL) Coursework:

- Enrollment in one (1) approved WBL course that aligns with high-priority, in-demand jobs identified by the Governor's Office of Workforce Innovation (OWINN); or

Completion of one (1) approved WBL course that aligns with high-priority, in-demand occupations identified by the Governor's Office of Workforce Innovation (OWINN); or

Credit for correspondence or on-line accredited courses shall be granted toward graduation only when a student has received the written approval of the high school principal in advance of enrollment in the course.

Credit for college or university level course work will be granted toward graduation under the following criteria:

- 1) The courses taken at the college or the university should be courses that take the student beyond the high school course offerings, either in academic areas or employable skills.
- 2) Distance learning courses offered for dual credit may be taken by high school students in pre-approved courses.
- 3) Approved college level courses of three credits or more will be counted as 1 high school credit. One or two credit courses will be counted as .5 high school credit.
- 4) Any exceptions to this policy must be approved in advance by the high school principal and Superintendent or designee.

Re-evaluation of all courses will continue to take place with special attention given to college preparatory courses, CTE programs, and elective courses.

Any exceptions to the above credit regulations must be reviewed and receive written approval by the Superintendent or designee.

Early Graduation

The Board of Trustees will not accept any modification of the four-year attendance requirement for high school graduation unless the student has satisfactorily completed all requirements as set forth by the Lyon County School District, the Nevada State Board of Education, and have the recommendation of his/her principal and counselor, the written consent of the legal guardian, and review and approval of the Superintendent or designee and the Board of School Trustees.

The student who chooses to follow a modified program will not be allowed to participate in school activities following withdrawal from regular enrollment.

Students who choose to follow a modified program will make application for early graduation to the Superintendent or designee to be approved by the Board of School Trustees prior to the second semester of their sophomore year. Any exception to the procedure must be reviewed and approved by the Superintendent or designee.

Academic Load Requirements

Students in grades 9-11 must be enrolled in a full load of courses based on the master schedule of the school. Students in grade 12 must be enrolled as outlined in subsection (d) of Credit Regulations Only eighth grade and senior students will be permitted to serve as a Teaching Assistant (TA) in one class per semester if they are on track to graduate and maintain a 2.0 or better GPA. Teachers shall have only one TA per semester. Any exceptions must be approved by the principal.

The school principal or his designee shall evaluate the transcript of a student who transfers into the school from a school outside the school district to determine his/her status under the requirements of this policy.

The transcript of each student shall be audited at least once annually and notice to parents be provided as to each student's progress toward graduation.

A student who has not earned the following number of credits in a given year, shall be deemed "credit deficient":

- 3) End of Freshman year 5 credits.
- 4) End of Sophomore year 11 credits.
- 5) End of Junior year 17 credits.

A student may be allowed a maximum of five (5) consecutive school years from the time he/she enters the ninth grade to complete all requirements for a high school diploma in the comprehensive high school setting at the principal's discretion. Students who do not complete the graduation requirements within this time limitation and intend to continue their education must withdraw from the comprehensive high school and enroll in the Adult Education Program.

SB 147, passed in the 80th session of the Nevada State Legislature, requires that school districts award and accept full or partial credit for coursework that is satisfactorily completed by a homeless, unaccompanied youth or foster pupil without satisfying any attendance requirement for the course or requirement for hours for classroom instruction. Pupils who receive partial credits must also be allowed to appropriately combine those credits, including – without limitation – for the purposes of the total number of credits required for graduation from high school or the minimum number of units of credit required in a core academic subject pursuant to NRS 389.018.

The following is evidence used to determine whether coursework has been satisfactorily completed and the amount of credit to award and accept for the coursework:

- Demonstration of competency by a pupil;
- Performance by a pupil on an examination;
- Successful completion of a program of independent study, or as part of such a program, by the pupil;
- Full or partial credit for coursework completed by a pupil at an accredited public or private school located within or outside of this State that is sought to be transferred;
- Full or partial credit of coursework completed by a pupil at a summer school conducted by an accredited public or private school or institution of higher learning located within or outside of this State that is sought to be transferred;
- Completion by a pupil of a correspondence or distance education course provided by a high school which is nationally accredited or by an entity which appears on the list published by the Department pursuant to NRS 388.834;
- Completion of an apprenticeship program by a pupil;
- Completion of a program by a pupil at a trade or vocational school which is accredited;
- Work experience of a pupil;
- Community service performed by a pupil; and
- Any other evidence or method which is determined to be appropriate by the board of trustees of a school district or sponsor of a charter school, as applicable, and approved by the department.

Schools are encouraged to consider the full spectrum of evidence of coursework completion to remove barriers to credit accrual and on-time graduation for homeless, unaccompanied youth or pupils in foster care. A pupil that receives partial credit for coursework or a course of study must be allowed to appropriately combine the partial credit, including, without limitation, for the purposes of the total number of credits required for graduation from high school or the minimum number of units of credit required in a core academic subject pursuant to NRS 389.018.

Graduation Requirements

The Lyon County School District must award the appropriate high school diploma to a homeless or unaccompanied youth or pupil in foster care who:

- Transfers to a school operated by the district while the pupil is enrolled in grade 11 or 12; and
- Satisfies the requirements prescribed by the State Board to receive a high school diploma, regardless of whether the pupil satisfies any requirement imposed by the school district.

Additionally, if a homeless or unaccompanied pupil who lives in foster care who transfers to a public school while enrolled in grades 11 or 12 is not able to receive a high school diploma within five years from the date on which the pupil enrolled in ninth grade, the district, the pupil, and the pupil's parent

or legal guardian, if applicable shall mutually agree on a modified course of study for the pupil that will assist them in satisfying the requirements for a standard diploma, adjusted diploma, alternative diploma or an adult standard diploma as quickly as possible.

**Lyon County School District
Board Memo**

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: Revisions to LCSD Policy JH: Educational Services Plan for Students in Alternative Living Environments

Recommendation

That the Board of Trustees approve revisions to LCSD Policy JH: Educational Services Plan for Students in Alternative Living Environments as a second and final reading.

Background Information

The proposed changes to Policy JH – Educational Services Plan for Students in Alternative Living Environments is due to the passage of SB 147 during the 2019 Legislative session and how the bill provides districts ways to assist students in foster care and/or experiencing homelessness to accrue credits and obtain their high school diploma.

Budget Considerations

N/A

Discussed at Previous Meeting

N/A

Attachment(s)

Policy JH: Educational Services Plan for Students in Alternative Living Environments

*Respectfully Submitted,
Wayne Workman, Superintendent*

EDUCATIONAL SERVICES PLAN FOR STUDENTS IN ALTERNATIVE LIVING ENVIRONMENTS

The Lyon County School District believes all children should be afforded the same high educational opportunities regardless of race, religion, ability, nationality, sex, or circumstance. The District recognizes that not all students are in ideal living environments, and that those who are either without a home or living in inadequate environments are in unique situations that may require additional assistance for the student(s) to succeed.

Definition of Terms

For the purposes of this policy, “homeless” is defined as:

- an individual who lacks a fixed, regular, adequate (without electricity and/or plumbing) nighttime residence;
- an individual who has primary nighttime residence in a supervised, publicly or privately-operated shelter for temporary accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill);
- an individual who sleeps in a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings (e.g. cars, parks, motels);
- children living with a parent in a domestic violence shelter;
- an individual who is out of necessity, living with relatives or friends due to lack of housing;
- runaway children (under 18 years of age) and children/youth who have been abandoned or forced out of their home by parents or other caretakers, or such youth (between 18-20 years of age) who may still be eligible for education services who:
 - temporarily reside in shelters awaiting assistance from social services agencies,
 - live alone on the street or move from place to place between family members, friends, or acquaintances;
 - children of migrant families who lack adequate housing.

Homeless Student Procedures

The Title I Coordinator will be the District Liaison and each Principal or their designee will be the homeless advocate known as School Site Liaisons for their school site.

The Lyon County Schools will comply with the following procedures for enrolling homeless children aka “Children in Transition” (CIT):

Identification Process

Identification of a child in transition is determined based on information that is listed on the Student Residency Questionnaire (SRQ) that is completed by the parent/guardian at the time of registration or at the beginning of each school year. The school registrar will forward all SRQ forms to the District Liaison within 72 hours of receipt for review and eligibility determination. Notification of eligibility or ineligibility is given to the school site liaison, parent/guardian, and food services within 72 hours of determination. The Parent/Guardian has a right to Due Process if they disagree with an ineligible determination.

Enrollment Process

A child in transition will be enrolled immediately regardless if they have the required enrollment documentation.

By definition, homeless individuals lack a permanent address. A permanent address is not required for school enrollment. If no address exist (i.e. living in an automobile), the school registrar will attempt to secure a name, phone number, and address for emergency notification.

Birth certificates, immunization documentation, and previous school records may not be readily available from a child in transition that is new to the district. The previous school may fax a copy of the birth certificate and/or current immunization records. The district liaison will assist families if necessary with securing the required enrollment documentation and referrals for community resource support if appropriate.

If a CIT student moves to a residence outside the boundaries of his/her school of origin, the student has the right to stay enrolled at the school they currently attend if it is determined to be in the students' best interest by the collaborative team. The Collaborative Team is a group of individuals that work directly with the CIT student who come together to meet and discuss all contributing factors as to whether or not it would be in the students best interest to keep them at their school of origin. Transportation or mileage reimbursement will be provided by Lyon County School District if determined it is in the best interest to keep the CIT student at his/her school of origin.

Services

LCSD follows all McKinney-Vento services. All eligible CIT students have the right to:

- free school meals,
- transportation to and from school of origin
- receive full or partial credit from previous school

Individualized Academic Plans (IAPs) For Homeless

In order to take into account the unique circumstances and education background of each student defined as homeless, the District directs each elementary, intermediate/middle, and high school site to develop an Individualized Academic Plan (IAP) for students enrolled at that school who are in, or during the course of the school year become identified under the homeless program.

This IAP will be developed in consultation with the appropriate staff members and geared towards the student's academic and social/behavioral success. Once developed, the academic plan will be used as a guideline by the District to determine what assistance the student will need in order to meet the goals of the plan.

IAPs must be reviewed by site personnel on a quarterly basis in order to determine if plan goals are being met make adjustments as needed; and take into account the student's academic advancement or non-advancement within the District.

[SB 147, passed in the 80th session of the Nevada State Legislature, requires that school districts award and accept full or partial credit for coursework that is satisfactorily completed by a homeless or unaccompanied pupil without satisfying any attendance requirement for the course or requirement for hours for classroom instruction. Pupils who receive partial credits must also be allowed to appropriately combine those credits, including – without limitation – for the purposes of the total number of credits required for graduation from high school or the minimum number of units of credit required in a core academic subject pursuant to NRS 389.018.](#)

The following is evidence used to determine whether coursework has been satisfactorily completed and the amount of credit to award and accept for the coursework:

- Demonstration of competency by a pupil;
- Performance by a pupil on an examination;
- Successful completion of a program of independent study, or as part of such a program, by the pupil;
- Full or partial credit for coursework completed by a pupil at an accredited public or private school located within or outside of this State that is sought to be transferred;
- Full or partial credit of coursework completed by a pupil at a summer school conducted by an accredited public or private school or institution of higher learning located within or outside of this State that is sought to be transferred;
- Completion by a pupil of a correspondence or distance education course provided by a high school which is nationally accredited or by an entity which appears on the list published by the Department pursuant to NRS 388.834;
- Completion of an apprenticeship program by a pupil;
- Completion of a program by a pupil at a trade or vocational school which is accredited;
- Work experience of a pupil;
- Community service performed by a pupil; and
- Any other evidence or method which is determined to be appropriate by the board of trustees of a school district or sponsor of a charter school, as applicable, and approved by the department.

Schools are encouraged to consider the full spectrum of evidence of coursework completion to remove barriers to credit accrual and on-time graduation for homeless and unaccompanied youth. A pupil that receives partial credit for coursework or a course of study must be allowed to appropriately combine the partial credit, including, without limitation, for the purposes of the total number of credits required for graduation from high school or the minimum number of units of credit required in a core academic subject pursuant to NRS 389.018.

Graduation Requirements

The Lyon County School District must award the appropriate high school diploma to a homeless or unaccompanied pupil who:

- Transfers to a school operated by the district while the pupil is enrolled in grade 11 or 12; and
- Satisfies the requirements prescribed by the State Board to receive a high school diploma, regardless of whether the pupil satisfies any requirement imposed by the school district.

Additionally, if a homeless or unaccompanied pupil who lives in foster care who transfers to a public school while enrolled in grades 11 or 12 is not able to receive a high school diploma within five years from the date on which the pupil enrolled in ninth grade, the district, the pupil, and the pupil's parent or legal guardian, if applicable shall mutually agree on a modified course of study for the pupil that will assist them in satisfying the requirements for a standard diploma, adjusted diploma, alternative diploma or an adult standard diploma as quickly as possible.

Ref: NRS 424.013, 424.014, 424.015, 424.018, SB370 (76th Legislative Session)

Policy #JH

~~Revised 8/27/19~~

Revised 9/22/20

Legal References: Every Student Succeeds Act reauthorized 2015, P.L. 107-110, Title I Sections 11432(g), 11434a, 20 USC 6315c, 20 USC 6311(h)

**Lyon County School District
Board Memo**

Date: September 22, 2020
To: Board of School Trustees
From: Wayne Workman, Superintendent
Re: Policy JHB – Educational Services Plan for Students in Foster Care

Recommendation

That the board approves changes to Policy JHB – Educational Services Plan for Students in Foster Care as a second and final reading.

Background Information

The proposed changes to Policy JHB – Educational Services Plan for Students in Foster Care is due to the passage of SB 147 during the 2019 Legislative session and how the bill provides districts ways to assist students in foster care and/or experiencing homelessness to accrue credits and obtain their high school diploma.

Budget Considerations

N/A

Discussed at Previous Meeting

N/A

Attachment(s)

Policy JHB – Educational Services Plan for Students in Foster Care

*Respectfully Submitted,
Wayne Workman, Superintendent*

EDUCATIONAL SERVICES PLAN FOR STUDENTS IN FOSTER CARE

The Lyon County School District believes all children should be afforded the same high educational opportunities regardless of race, religion, ability, nationality, sex, or circumstance. The District recognizes that not all students are in ideal living environments, and that those who are either without a home or living in foster environments are in unique situations that may require additional assistance for the student(s) to succeed.

For purposes of this policy, “foster” is defined in the same manner as in Nevada Revised Statutes Chapter 424.

Foster Student Procedures

The Title I Coordinator or District designee will be the District Foster Liaison and each Principal or their designee will be the foster student advocate known as School Site Liaisons for their school site.

The Lyon County Schools will comply with the following procedures for enrolling foster children:

Foster students may enroll at the school they are currently zoned for while in the temporary housing situation. When foster students move from one school zone to another, decisions as to which school the foster student should attend (the one they have been attending or the one zoned for their new residence) will be determined by a team based on the best interest for the student.

Birth certificates, immunization documentation, and previous school records may not be readily available from foster children new to the district. Schools will assist families if necessary with securing information and with referrals for community resource support. Families should be referred to the Lyon County Health Department if immunization(s) is not available and/or current. The previous school may fax a copy of current immunizations. Schools will assist families if necessary with securing enrollment information and with community referrals if appropriate.

When a foster child is admitted to a school, the School Site Liaison, Registrar, teacher, parent/guardian or unaccompanied youth, and nurse will be notified. Foster children will be enrolled in school immediately.

Individualized Academic Plans (IAPs) For Foster Children

In order to take into account the unique circumstances and education background of each student defined as foster student or awaiting foster care environment, the District directs each elementary, intermediate/middle, and high school site to develop an Individualized Academic Plan (IAP) for students enrolled at that school who are in, or during the course of the school year become placed in, those environments.

This IAP will be developed in consultation with the appropriate staff members and geared towards the student's academic and social/behavioral success. Once developed, the academic plan will be used as a guideline by the District to determine what assistance the student will need in order to meet the goals of the plan.

IAPs must be reviewed by site personnel on a quarterly basis in order to determine if plan goals are being met; make adjustments as needed; and take into account the student's academic advancement or non-advancement within the District.

SB 147, passed in the 80th session of the Nevada State Legislature, requires that school districts award and accept full or partial credit for coursework that is satisfactorily completed by a foster pupil without satisfying any attendance requirement for the course or requirement for hours for classroom instruction. Pupils who receive partial credits must also be allowed to appropriately combine those credits, including – without limitation – for the purposes of the total number of credits required for graduation from high school or the minimum number of units of credit required in a core academic subject pursuant to NRS 389.018.

The following is evidence used to determine whether coursework has been satisfactorily completed and the amount of credit to award and accept for the coursework:

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- Full or partial credit for coursework completed by a pupil at an accredited public or private school located within or outside of this State that is sought to be transferred;
- Full or partial credit of coursework completed by a pupil at a summer school conducted by an accredited public or private school or institution of higher learning located within or outside of this State that is sought to be transferred;
- Completion by a pupil of a correspondence or distance education course provided by a high school which is nationally accredited or by an entity which appears on the list published by the Department pursuant to NRS 388.834;
- Completion of an apprenticeship program by a pupil;
- Completion of a program by a pupil at a trade or vocational school which is accredited;
- Work experience of a pupil;
- Community service performed by a pupil; and
- Any other evidence or method which is determined to be appropriate by the board of trustees of a school district or sponsor of a charter school, as applicable, and approved by the department.

Schools are encouraged to consider the full spectrum of evidence of coursework completion to remove barriers to credit accrual and on-time graduation for pupils in foster care. A pupil that receives partial credit for coursework or a course of study must be allowed to appropriately combine the partial credit, including, without limitation, for the purposes of the total number of credits required for graduation from high school or the minimum number of units of credit required in a core academic subject pursuant to NRS 389.018.

Graduation Requirements

The Lyon County School District must award the appropriate high school diploma to a pupil in foster care who:

- Transfers to a school operated by the district while the pupil is enrolled in grade 11 or 12; and
- Satisfies the requirements prescribed by the State Board to receive a high school diploma, regardless of whether the pupil satisfies any requirement imposed by the school district.

Additionally, if a homeless or unaccompanied pupil who lives in foster care who transfers to a public school while enrolled in grades 11 or 12 is not able to receive a high school diploma within five years from the date on which the pupil enrolled in ninth grade, the district, the pupil, and the pupil's parent or legal guardian, if applicable shall mutually agree on a modified course of study for the pupil that will assist them in satisfying the requirements for a standard diploma, adjusted diploma, alternative diploma or an adult standard diploma as quickly as possible.

Ref: NRS 424.013, 424.014, 424.015, 424.018, SB370 (76th Legislative Session)

Policy #JHB
~~Adopted 2/28/2017~~
Revised 9/22/20

Legal References: Every Student Succeeds Act reauthorized 2015, P.L. 107-110, Title I Sections 11432(g), 11434a, 20 USC 6315c, 20 USC 6311(h)