

Agenda

Lyon County School District Board of Trustees

A Meeting of the Board of Trustees of Lyon County School District will be held Tuesday, October 22, 2024, beginning at 6:30 PM at the Silver Stage High School Multipurpose Room, 3755 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.

Public Comment to the Lyon County School District Board of Trustees

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

1. 6:30 PM CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. WELCOME OF GUESTS
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES 5
6. BOARD MEMBER REPORTS
7. ATTITUDE OF GRATITUDE 22
8. SUPERINTENDENT REPORT

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

If you wish to speak, please step up to the front table, be seated, and state your name. Your comments must be limited to no more than three minutes per agenda item with a maximum of ten minutes total. In consideration of others, avoid repetition or designate a spokesperson to speak on behalf of our group. Although this Board does not restrict comments based upon viewpoint, comments will be prohibited if the contents are willfully disruptive, slanderous, amount to personal attacks or interfere with the rights of other speakers. Comments made during this time will be monitored by the Board President.

10. **CONSENT AGENDA (FOR POSSIBLE ACTION):** Per LCSD Board Policy BDD: Board Meeting Procedures, all matters listed under the consent agenda are considered routine and may be acted upon by the Board of School Trustees with one action and without

discussion. During this meeting, any member of the Board may request that an item be removed from the consent agenda, discussed, and acted upon separately.

A. Trustee Questions & Answers: This information will be posted after 12:00 pm the day of the board meeting if questions are asked. No questions were asked.	
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C. Request for Early Graduation/HSE (confidential)	
D. Personnel Reports	33
E. Quarterly Enrollment Report	37
F. Quarter 2 Class Size Reduction	41
G. Memorandum of Understanding - LCEA and LCSD - SB231	48
H. Travel	50
I. IT Department Report	239
J. District Financial Report	241
Vouchers 1048, 1062, 1064, 1098, 1105	
Checks #2389 - 2531	
Total \$1,330,647.14	
11. END OF CONSENT AGENDA: MOTION TO APPROVE	
12. ACCEPTANCE OF DONATIONS	304
13. (For Possible Action) Discussion and possible action regarding the results of the Nevada Educator Performance Framework. This item is being presented by Executive Director of Human Resources BillieJo Hogan.	308
14. (For Possible Action) Discussion and possible action regarding updates from the Silver Springs area principals. This item is being presented by principals Erin Korf, Jed Marciniak, and Amber Taylor.	315
15. (For Possible Action) Discussion and possible action regarding revisions to the LCSD Policy EDBB: Use of Cell Phones and other Electronic Devices as a first reading.	319
16. (For Possible Action) Discussion and possible action regarding revisions to the LCSD Policy GBBE: Drug and Alcohol-Free Workplace as a first reading. This item is presented by Executive Director of Human Resources BillieJo Hogan.	332
17. (For Possible Action) Discussion and possible action regarding revisions to the LCSD Policy GBBF: Prohibition of Workplace Violence as a first reading. This item is presented by Executive Director of Human Resources BillieJo Hogan.	353
18. (For Possible Action) Discussion and possible action regarding revisions to LCSD Policy GBBG: Criminal Defense Costs of Employees as a first reading. This item is presented by Executive Director of Human Resources BillieJo Hogan.	358

19. (For Possible Action) Discussion and possible action regarding revisions to LCSD Policy GBBH: Employment of Relatives as a first reading. This item is presented by Executive Director of Human Resources BillieJo Hogan.	360
20. (For Possible Action) Discussion and possible action regarding revisions to LCSD Policy GBBI: Conflict of Interest as a first reading. This item is presented by Executive Director of Human Resources BillieJo Hogan.	365
21. (For Possible Action) Discussion and possible action regarding revisions to LCSD Policy GBBJ: Code of Ethical Standards as a first reading. This item is presented by Executive Director of Human Resources BillieJo Hogan.	368
22. (For Possible Action) Discussion and possible action regarding revisions to LCSD Policy GBBK: Political Activity as a first reading. This item is presented by Executive Director of Human Resources BillieJo Hogan.	377
23. (For Possible Action) Discussion and possible action regarding revisions to LCSD Policy GBBL: Solicitation Prohibited as a first reading. This item is presented by Executive Director of Human Resources BillieJo Hogan.	380
24. (For Possible Action) Discussion and possible action regarding revisions to LCSD Policy GBBM: Use of District Property, Premises, and Searches as a first reading. This item is presented by Executive Director of Human Resources BillieJo Hogan.	382
25. (For Possible Action) Discussion and possible action regarding revisions to LCSD Policy GBBN: Phones and Other Communication Devices as a first reading. This item is presented by Executive Director of Human Resources BillieJo Hogan.	385
26. (For Possible Action) Discussion and possible action regarding revisions to the following LCSD Policies as a second and final reading. No changes were made to these policies after the first reading. Any member of the Board may request that a policy be removed and discussed and acted upon separately.	
A. Policy GB: Employment and Compensation as a second and final reading.	390
B. Policy GBA: Extra Duty Supplemental or Contracts as a second and final reading.	405
C. Policy GBB: Fair Employment Practices as a second and final reading.	407
D. Policy GBBA: Prevention of Sexual Misconduct toward Students as a second and final reading and deletion of Policy JHG: Suspected Abuse or Neglect of Child.	418
E. Policy GBBB: Employee Dating as a second and final reading.	433
F. Policy GBBC: Employee Bullying as a second and final reading.	436
G. Policy GBBCA: Genetic Information Non-discrimination Act as a second and final reading.	448
H. Policy GBBD: Employee Disabilities as a second and final reading.	450
I. Policy GBBDA: Reasonable Accommodation for Victims of Domestic Violence or Sexual Assault as a second and final reading.	455

J. Policy GBBDB: Pregnancy, Childbirth, Related Medical Conditions as a second and final reading. 458

K. Policy JG: Student Discipline as a second and final reading. 461

27. **(For Possible Action)** Discussion and possible action on agenda items for future board meetings and/or information item requests, including a summary by the superintendent. This item is being presented by Board President Cowee and Superintendent Tim Logan.

28. PUBLIC PARTICIPATION: Items not listed on the agenda: At this time, the public is invited to address the Board on items not listed on the agenda over which the Board has jurisdiction. No action may be taken on any subject raised during public comment until the matter has been properly placed on an agenda for a properly noticed meeting pursuant to NRS 241 (Nevada's Open Meeting Law).

If you wish to speak, please step up to the front table, be seated, and state your name. Your comments are limited to no more than three minutes per person and must fall under subjects within the Board's jurisdiction and control. In consideration of others, avoid repetition, or designate a spokesperson to speak on behalf of your group. Although this Board does not restrict comments based upon viewpoint, comments will be prohibited if the contents are willfully disruptive, slanderous, amount to personal attacks, or interfere with the rights of other speakers. Comments made during this time are monitored by the Board Chairperson.

29. ADJOURN:

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

The notice for this meeting was posted at the Lyon County School District Administrative Office and posted to the Lyon County School District website (<http://lyoncsd.org>) and the Nevada Public Notice Website (<http://notice.nv.gov>) in accordance with NRS 241.020 (3) (b).

LYON COUNTY SCHOOL DISTRICT STATEMENT OF NONDISCRIMINATION AND ACCESSIBILITY

The Lyon County School District does not discriminate on the basis of race, color, national origin, gender, disability or age in any of its policies, procedures, or practices, in compliance with Title VI of the Civil Rights Act of 1964 (pertaining to race, color, and national origin), Title IX of the Educational Amendments of 1972, section 504 of the Rehabilitation Act, the Americans with Disabilities Act, and Age Discrimination Act of 1975, and any other pertinent statute or requirement. This Non-Discrimination policy covers admission, access, treatment, and employment in the District's programs and activities, including Occupational Education. For information regarding opportunities, policies, or the filing of grievances, contact your school principal.

The Lyon County School District is pleased to provide accommodations for the handicapped or disabled. Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify the Administrative Assistant to the Superintendent and Board of Trustees in writing at 25 E. Goldfield Ave., Yerington, NV 89447, email mheim@lyoncsd.org, or call (775) 463-6800 Ext. 10034 at least one week prior to the meeting.

MINUTES

Lyon County School District Board of Trustees

A meeting of the Board of Trustees of Lyon County School District was held September 24, 2024, beginning at 6:00 pm Closed Session and 6:30 pm Open Meeting at Silverland Middle School, 1200 Jasmine Ln., Fernley, NV 89408.

1. 6:30 PM CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by student Jackson Hohnholz.

3. WELCOME OF GUESTS

President Cowee welcomed everyone in attendance and Fernley High School (FHS) Student Body President Jackson Hohnholz.

Board members in attendance were

President Phil Cowee

Clerk Bridget Peterson

Board Member Darin Farr

Board Member Tom Hendrix

Board Member Neal McIntyre II

Board Member Sherry Parsons

Board Member Holly Villines

Executive Cabinet members in attendance:

Superintendent Tim Logan

Deputy Superintendent Dawn Huckaby

Executive Director of Operations Harman Bains

Executive Director of Special Services Rachel Stewart

Executive Director of Educational Services Jim Gianotti

Executive Director of Human Resources BillieJo Hogan

Staff and guests:

Operations and Maintenance Supervisor Kirk McCallum

Fiscal Services Officer Kyle Rodriguez

Safety & Benefits Risk Manager Blake Smith

Communications and Public Relations Officer Erika Cowger

Margaret Heim, Cheryl Veil, Caroline Renner, Chanan Cross, Steve Henderson, Tammie

Moniz, Shaun McMackin, Jamie Henderson, Jennifer Bluhm, Virginia Richardson, Vickie Church, Kent Jones, Shawn Romero, Blake Cooper, Farrah Alexander, Ryan Cross, Paul Sullivan, Cory Sanford, Christina Haas, Deputy Holland, Lonetta Joy, Nicole Hanifan, Sierra Johnson, Abby Fritz, Charlotte Pfaunmiller, Megan Short, Chaley Fuller, Mackenzie Wells, Jonel Stevenson, Tara Crespo, Autumn Troutner, Rebecca Hatch, Patrick Whitehead, Patrick Billings, Bridget Perez, Amber Taylor, Joy Hanssen, Kathy Rudy, Carlie Fagundes, Kelsey Curtis, James Whisler, Allura Addington, Sydney Botts, Rebecca Hernandez, Darrell Bluhm Jennifer McIntyre, Marjorie Mauk, Greg Clausen, Jessica Davis, Joy Edge, Lisa Brennan, Danny Harlow, Phylcia Harlow, Marcus Midriff, Andrea Moss, Laurah Hodge, Anthony Adams, Ashley J. Walker, Patricia de la Cuesta, Calvin Scott, Courtney Scott, Elmer Bull, Amanda Vawter, Amber Wagner, Kelly Robertson, Loraine De La Torre, Shanna Schroeder.

4. APPROVAL OF AGENDA

Clerk Peterson made a motion to approve the agenda.
Trustee Villines seconded.
With no further discussion, the motion carried 7-0.

5. APPROVAL OF MINUTES

Trustee Farr made a motion to approve the minutes.
Clerk Peterson seconded.
With no further discussion, the motion carried 7-0.

6. BOARD MEMBER REPORTS

Trustee Hendrix worked with local baseball and football teams, to help find areas for cheer practice.

Trustee Parsons congratulated FHS and DHS on their increased test scores and congratulated everyone for improvements in math. There is a lot of work to do, but she is glad of the improvements.

Trustee McIntyre II attended FHS games and the first Student Attendance Advisory Board (SAAB) meeting. He reported that there are already great ideas and solutions to help address attendance issues.

Trustee Farr attended the All-staff PD day, the Nevada Association of School Board (NASB) training with other state trustees. He went with President Cowee and staff to tour facility for CTE, attended townhall meetings for the Master Facilities Plan (MFP) meetings in Fernley and Dayton.

Clerk Peterson attended the NASB training for board governance, and a joint executive meeting where they were preparing legislative bill drafts for upcoming legislature.

Trustee Villines attended three of the MFP meetings. She found them interesting and was impressed with the company. She expressed her thanks to the people who attended and participated.

President Cowee attended the all-staff training at FHS, the first day of school tour of all district schools. He attended a workforce development meeting to discuss the need for public and private partnership programs in the community. He attended a CTE advisory meeting, participated in the school walk throughs in each area for the MFP, and attended the

Healthy Communities Coalition (HCC) meeting regarding the opioid crisis. He would like them to speak at a board meeting sometime.

7. ATTITUDE OF GRATITUDE

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

8. SUPERINTENDENT REPORT

FHS Student Body President Jackson Hohnholz spoke about current events at FHS, the second week was called the "Week of Wow" to welcome students back for the year.

Homecoming festivities have begun and it sounds like school spirit is high.

Superintendent Tim Logan wished a happy birthday to President Phil Cowee. He shared his gratitude for everyone who attended the townhall meetings for the MFP. The committee walked the classrooms of each school and he appreciated the opportunity to do that. He also appreciated the all-staff professional development day and having staff together at FHS in the new gym.

Announcements were made:

-the parent member of the Student Attendance Advisory Board (SAAB) was selected. It is Dominique Ramos.

- the Ribbon Cutting for the Yerington Kiss and Drop will be held October 7, 2024.

Lastly, he asked the Fernley area principals, Principals Jamie Henderson, Virginia Richardson, Kent Jones, Blake Cooper, Steve Henderson, Ryan Cross, to introduce their new staff.

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

Patrick Billings, Silver Stage High School (SSHS) teacher, spoke on discussion Item # 31, changing the Government graduation credit to one whole credit. He stated a case for continuing with the half credit, due to staffing and scheduling difficulties if it changed. He spoke on the success of the EDU courses, student engagement, WNC college courses in the subject, and he mentioned the classes that they don't want to cut.

Bridget Perez, SSHS teacher, spoke on discussion Item # 31, changing the Government graduation credit to one whole credit. She stressed that students are receiving all the standards for Government, none are being missed as things stand. Her concern is what classes would be cut. The state is requiring more CTE for the College and Career Ready Diploma.

James Whisler, Fernley resident, spoke on item #14, current staffing. He feels teachers leave due to lack of support. Item #21, Policy GBA: Extra Duty, Supplemental, or Contracts. Who gives the contracts to staff? Item #30B, Policy GAB: Personnel Files. To get a copy of personnel records, there should be a secure system and there should be no credit history on file. Item #30C, Policy GABA: Employee Access to Personnel File, lack of trust in employee. Item #30D, Policy GABB: Negative Information in Personnel File, a union representative should be present if there is negative info to go into an employee's file. Item

#30F, Policy GAC: Confidential Information, what measures are taken to make sure information is confidential. He spoke on possible discrimination, grievances, and destruction of records. His comments are added at the end of the minutes.

Patrick Whitehead, FHS Social Studies department head, spoke on Item #31, changing the Government graduation credit to one whole credit. Twenty years teaching social studies, when Government was a full year. Standards changed significantly. Now instead of history facts, they are teaching critical thinking. He cautioned that changing it back to one year would upset the balance of the K-12 scope and sequence, what electives will be cut, who would teach and where would it be taught?

Loraine De La Torre, President of LCEA, Item #30F, Policy GAC: Confidential Information, presented questions and concerns regarding the personnel folders and possible duplicate folders. Item #20 GB: Employment and Compensation, information should not be duplicated or moved from the DO. In Regards to NRS, she requests that specific NRS be stated.

10. CONSENT AGENDA (FOR POSSIBLE ACTION): Per LCSB Board Policy BDD:

Board Meeting Procedures, all matters listed under the consent agenda are considered routine and may be acted upon by the Board of School Trustees with one action and without discussion. During this meeting, any member of the Board may request that an item be removed from the consent agenda, discussed, and acted upon separately.

Consent - go to 11

A. Trustee Questions & Answers: This information will be posted after 12:00 pm the day of the board meeting if questions are asked.

There were no questions.

B. Budget Transfers

C. LCSB Progressive Restorative Discipline Plan

D. Request for Early Graduation/HSE (confidential)

E. Personnel Reports

F. Travel

G. Department Reports

H. District Financial Report

September 2024 \$2,144,067.38

September 2025 \$6,722,330.00

11. END OF CONSENT AGENDA: MOTION TO APPROVE

Trustee Villines made a motion to approve the consent agenda.

Clerk Peterson seconded.

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

12. ACCEPTANCE OF DONATIONS

Trustee Farr made a motion to approve the donations.

Trustee McIntyre II seconded.

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

13. **(For Possible Action)** Discussion and possible action regarding the work of the LyOnline Distance Education Department in Lyon County School District. This item is being presented by Executive Director of Educational Services Jim Gianotti and Administrator Chanen Cross.

The LCSD distance education program began before the COVID pandemic and then expanded in 2019-2020. Currently there are about 345 students. The program had a 99% grad rate last year, and meets the needs of many different students.

The board commented on the positive results reflected in the survey. There are 3.5 teachers in the program, with one of the teachers working part time with the students at Eagle Ridge High School. It is clear that online learning is not for every student but some students do really well and parents are grateful for the option.

Clerk Peterson made a motion to approve the update from LyOnline.

Trustee Parsons seconded.

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

14. **(For Possible Action)** Discussion and possible action regarding a report on LCSD staffing for the 2024-25 school year. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

The presentation regarding recruitment and retention for the current school year included strategies used to enhance efforts to address the shortage of teachers. The board approved significant wage increases for 2023-24 and 2024-25. LCSD began last year to partner with UNR for a teacher residency program, and ads have been heard on the radio and TV for open positions. There are 71 new certified hires and 32 critical needs teachers. 8 of the Grow Your Own candidates are Long Term Subs or interns. 31 exit survey responses are listed in the supporting documents.

The board discussed survey responses and would like to see the actual questions posed on the survey.

Clerk Peterson made a motion to approve the report on the current staffing for the 2024-25 school year.

Trustee Farr seconded.

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

15. **(For Possible Action)** Discussion and possible action regarding an update on the 2024 LCSD facility improvements and summer projects. This item is being presented by Executive Director of Operations Harman Bains and Operations and Maintenance Supervisor Kirk McCallum.

The presentation touched on projects completed and underway in the district. It was a busy and successful summer. The district is grateful to the schools who hosted extra students as some of the schools were closed to get projects done. HVAC systems and boilers were installed, roofs replaced, flooring installed, upgrades to Audio Enhancement equipment in classrooms, gym improvements done, the Silver Springs Transportation yard begun, Yerington's Kiss and Drop student drop off completed, field backdrop and scoreboards continued, parking lots improved, and doors replaced district wide. There were delays in

wood deliveries, so some projects are continuing. Student and staff morale is up by seeing new flooring and improvements made. The majority of projects are on schedule and on budget, according to the 5 year Capital Improvement Plan.

The board members commented on the positive outcomes of the projects and shared gratitude for the department's hard work.

Trustee McIntyre II made a motion to approve the report on the 2024 facility improvements and summer projects.

Clerk Peterson seconded.

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

16. **(For Possible Action)** Discussion and possible action regarding roadway rehabilitation of East Goldfield Avenue in Yerington. This item is being presented by Executive Director of Operations Harman Bains and Operations and Maintenance Supervisor Kirk McCallum.

The City of Yerington's road rehabilitation includes a collaboration with the district to improve the area on Goldfield Ave in front of the district office. The City approached the district a year ago, to combine buying power.

Some of the board members witnessed the standing water on different occasions and asserted the need to complete the project.

Trustee Villines made a motion to approve bid alternates B and C, enabling LCSD to partner with the City of Yerington on the East Goldfield Avenue roadway rehabilitation project at a total cost of \$222,820.

Trustee Farr seconded.

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

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

Principals Jones, Henderson, Richardson, Cooper, Henderson, and Cross spoke on the progress toward their goals, and shared highlights from last year.

Clerk Villines made a motion to approve the updates from the Fernley area school principals.

Trustee McIntyre II seconded.

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

Break called at 8:25 pm. Meeting called to order 8:40 pm.

18. **(For Possible Action)** Discussion and possible action revisions to LCSD Policy JG: Student Discipline as a first reading. This item is being presented by Deputy Superintendent Dawn Huckaby.

The revisions to Policy JG: Student Discipline included a revised table that outlines possible discipline by age and conditions. It aligns with the district's progressive restorative discipline plan and federal and state regulations. Now a student under the age of 11 can be expelled, according to 7 different categories. It changes the days of suspension from a maximum of 5

to a maximum of 10 days.

There was some discussion from the board about the improvement in the verbiage which restates expectations and consequences.

Trustee Farr made a motion to approve the revisions to LCSD Policy JG: Student Discipline as a first reading.

Clerk Peterson seconded.

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

19. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy IKF: Graduation as a third and final reading. This item is being presented by Executive Director of Educational Services Jim Gianotti.

This item is to approve revisions made to LCSD Policy IKF: Graduation as a third and final reading. The State Board of Education approved requirements for the College and Career Ready high school diploma and standard diplomas. Mr. Gianotti expressed his hope to approve Policy IKF, based on the state requirements, to allow current and upcoming students to settle into their class schedules with clear expectations of needed credits.

Board members expressed their understanding that although a full credit of American Government is important, changes are not be feasible due to needed staff, scheduling challenges, and classroom space. The board would like to address this issue at a later time. They will discuss this item later, on #31 of this agenda.

Clerk Peterson made a motion to approve revisions to Policy IKF: Graduation as a third and final reading.

Trustee Farr seconded.

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

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

The revisions to the following G policies are to reflect recommendations to keep the district in good standing with the POOLPACT liability insurance. This happens anytime after legislation makes changes.

GB: Employment and Compensation as a first reading includes revised language for clarity in conducting pre-employment reference checks and background checks. Mrs. Hogan explained that a third party agency is used for thorough, pre-employment background checks and driving records, that report as a credit reporting agency (CRA). The language used in the policy is at the recommendation of the district legal counsel and POOLPACT.

Trustee Farr made a motion to approve revisions to Policy GB: Employment and Compensation as a first reading.

Clerk Peterson seconded.

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

21. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy GBA: Extra Duty, Supplemental, or Contracts as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

The changes to Policy GBA: Extra Duty, Supplemental, or Special Contracts include a revision to the verbiage of the word "salary" to "pay" and a reference to the applicable negotiated agreement.

Clerk Peterson made a motion to approve the revisions to policy GBA: Extra Duty, Supplemental, or Special Contracts as a first reading.

Trustee Parsons seconded.

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

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

Changes to Policy GBB: Fair Employment Practices include updated language to be in compliance with NRS and federal language, and it outlines the investigation process into complaints.

Trustee Farr made a motion to approve LCSD Policy GBB: Fair Employment Practices as a first reading.

Trustee McIntyre II seconded.

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

23. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy GBBA: Prevention of Sexual Misconduct Towards Students as a first reading, and the elimination of LCSD Policy JHG: Suspected Abuse or Neglect of a Child. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

The language in Policy GBBA: Prevention of Sexual Misconduct Towards Students is duplicated in Policy JHG: Suspected Abuse or Neglect of a Child. The district is recommending the elimination of JHG. Changes to GBBA include the mandatory reporting of abuse or neglect, and corporeal punishment, and acknowledgment by all employees including volunteers.

Clerk Peterson made a motion to approve LCSD Policy GBBA: Prevention of Sexual Misconduct Towards Students, Mandatory Reporting of Child Abuse or Neglect, and Corporal Punishment, as a first reading, and the elimination of LCSD Policy JHG.

Trustee Farr seconded.

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

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

Changes to Policy GBBB: Employee Dating includes changing the word "could" to "may" to match legal document verbiage.

Trustee McIntyre II made a motion to approve the revision of Policy GBBB: Employee Dating as a first reading.
Clerk Peterson seconded.
With no further discussion, the motion carried 7-0.

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

Revisions to Policy GBBC: Employee Bullying include district volunteers in the prohibition of bullying, and matches NRS language in encompassing harrassment, intimidation, and discrimination with bullying.
Trustee McIntyre II made a motion to approve revisions to Policy GBBC: Employee Bullying as a first reading.
Trustee Farr seconded.
With no further discussion, the motion carried 7-0.

26. **(For Possible Action)** Discussion and possible action regarding new LCSD Policy GBBCA: Genetic Information Nondiscrimination Act (GINA) as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

LCSD Policy GBBCA: Genetic Information Nondiscrimination Act (GINA), a new policy, is required because of the federal act, GINA, prohibiting the district from collecting genetic information.
Clerk Peterson made a motion to approve new LCSD Policy GBBCA: Genetic Info Nondiscrimination Act as a first reading.
Trustee McIntyre II seconded.
With no further discussion, the motion carried 7-0.

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

Revisions to Policy GBBD: Employment Disabilities simply clarifies what "reasonable" accommodations are for the district and employees.
Clerk Peterson made a motion to approve the revisions to Policy GBBD: Employment Disabilities as a first reading.
Trustee Farr seconded.
With no further discussion, the motion carried 7-0.

28. **(For Possible Action)** Discussion and possible action regarding new LCSD Policy GBBD: Reasonable Accommodation for Victims of Domestic Violence or Sexual Assault as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

The new Policy GBBDA: Reasonable Accommodation for Victims of Domestic Violence or Sexual Assault is to proactively comply with NRS 613 in providing applicable employment provisions to any employee or employee whose family or household members are victims of these crimes.

Trustee McIntyre II made a motion to approve new Policy GBBDA: Reasonable Accommodation for Victims of Domestic Violence or Sexual Assault as a first reading. Trustee Parsons seconded.

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

29. **(For Possible Action)** Discussion and possible action regarding new LCSD Policy GBBDB: Pregnancy, Childbirth, and Related Medical Conditions as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

The new Policy GBBDB: Pregnancy, Childbirth, and Related Medical Conditions is created in response to federal law and the Nevada Pregnant Workers' Fairness Act (NPPWFA) in providing reasonable accommodations for an employee relating to pregnancy, childbirth, or related medical conditions.

Trustee Farr made a motion to approve new LCSD Policy GBBDB: Pregnancy, Childbirth, and Related Medical Conditions as a first reading.

Clerk Peterson seconded.

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

30. **(For Possible Action)** Discussion and possible action regarding the second reading of the following LCSD Policies. No changes were made to these policies after the first reading. Any member of the Board may request that a policy be removed and discussed and acted upon separately.

Trustee Hendrix requested a discussion on items #30B - GAB: Personnel Files and #30C - GABA: Employee Access to Personnel Files.

These two policies were pulled from the group to be approved.

Clerk Peterson made a motion to approve Policies

GA: General Provisions (Item 30A),

GABB: Negative Information (Item 30D),

GABC: Verification of Employment (Item 30E), and

GAC: Confidential Information (Item 30 F) as a second and final reading.

Trustee McIntyre II seconded.

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

#30B Trustee Hendrix questioned Policy GAB: Personnel Files, asking why there is an ability for supervisors to make or have a duplicate copy of a personnel file.

Superintendent Logan explained that this would take place, for example, when there is an investigation into a particular employee. The need may arise for an administrator to have a copy for a Plan of Assistance in order to work with that employee.

Deputy Superintendent Huckaby explained that an administrator may need to keep a copy in a site file, but the master file would be at the District office. To be clear, hard paper copies

are what is being considered. There was discussion regarding the safety and security of documents, destruction of documents, and the NRS confirming the destruction of disciplinary letters/documents after 3 years, if there's nothing in 3 years. District files are secure and limited HR staff have authorized access. This is the policy that allows administrator access if needed.

Clerk Peterson made a motion to approve Policy GAB: Personnel Files as a second and final reading.

Trustee McIntyre seconded.

Trustee Parsons commented that this is the policy mentioned earlier in public comment by the LCEA President.

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

#30C Trustee Hendrix commented on Policy GABA: Employee Access to Personnel Files, with concerns that employees have to have a supervisor present to view their file.

Superintendent Logan explained that this is to prevent changes to the documents. They are hard copies. HR would make a copy for them if requested. For security, it is necessary to have someone present to make sure no changes are made. Records are slowly transitioning from hard copies to electronic, digital copies as the hiring process becomes more digital.

Clerk Peterson made a motion to approve Policy GABA: Employee Access to Personnel Files as a second and final reading.

Trustee Farr seconded.

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

31. **(Discussion Only)** Discussion regarding the Government graduation credit requirement, moving from .5 to 1 credit. This item is being presented by Executive Director of Educational Services Jim Gianotti.

In previous meetings the board discussed the requirement of one half credit for the subject of US Government. The required credits for the classes of 2025-2027 were provided.

Graduates beyond that will begin with the College and Career Ready Diploma requirements. A sample schedule was provided to give a simplistic look at a typical student schedule. With the Portrait of a Learner (POL) the district strives to allow students to own their path and be allowed the classes they prefer.

Trustee Villines noted that the scope and sequence for civics is missing from the attachments. This and the scope and sequence of the econ class will be sent to the board. They are currently on the website with all the standards.

Trustee Farr, after speaking with parents on the subject, stressed the importance of students having financial literacy, and cautioned not to short-change students.

Trustee McIntyre II brought up the earlier comment that government is not one of the subjects that the state tests on, but agreed that kids need to be educated in it. He expressed concern that students are not learning what they need in one semester. He does not agree with the requirement of 2 years of Physical Education (PE), but only one semester of government. He would like to look at this again to explore changes.

2 years of PE is required by the state. If students participate in a sport, a PE credit can be used in another area.

If a second government or civics class were an elective credit, students may not choose it.

They could be offered as dual credit. The board is asked to keep in mind that changes require additional staff and room for extra classes.

The board discussed holding this conversation until after the legislative session in the spring, causing changes to the policy at that time. The scope and sequence will show what the students are learning. The district mentioned the CTE courses the juniors and seniors are taking, guided by their interests and decisions for their future, including taking part in WBL. Students who do not do well on the ACT will be required to take another math to graduate. There are too many varied scenarios to give a clear answer for every student.

32. **(Discussion Only)** Discussion regarding LCSD Policy EDBB: Use of Cellular Phones and other Electronic Devices. This item is being presented by Deputy Superintendent Dawn Huckaby and Board President Phil Cowee.

Discussion on policy EDBB: Cellular Phones and other Electronic Devices was brought forward by President Cowee due to neighboring districts choosing to address the issue. Schools have their own rules, but they differ from school to school. It is his thought that a standard uniform policy would be helpful. He wanted to share what Silverland Middle School (SMS) does.

As a parent of an SMS student Trustee Farr appreciated the expectations set out from day one, allowing parents to have a conversation with their child and teaching accountability. Principal Henderson, Dean McMackin and Assistant Principal Moniz spoke about their experience and justification for implementing a system to restrict the use of cell phones in the school. They went from inappropriate use of cell phones to phones put away in pockets and backpacks. There was some initial kick-back, but the system is in place and the majority of parents are supportive because the students get to keep their phones. The students and parents understand the expectations and the consequences. The positive results have been significant.

The board discussed some of the positive results and what they would like to see across the district. The board policy regarding cell phones will be on the next agenda.

33. **(For Possible Action)** Discussion and possible action on agenda items for future board meetings and/or information item requests, including a summary by the superintendent. This item is being presented by Board President Cowee and Superintendent Tim Logan.

The next meeting is scheduled for Tuesday, October 22 at Silver Stage High School in Silver Springs.

Nevada Educator Performance Framework (NEPF)

Second readings of G policies

11 new policies for first readings including EDBB: Cell Phones and Other Electronic Devices

Silver Stage School Staff and highlights & goals updates

Trustee Hendrix asked to have a discussion item regarding the qualifications for deputy superintendent, when they were revised and who did the revision.

There was discussion regarding the subject of revising job descriptions, when they happen, and whether the board has authority.

Trustee Hendrix made a motion to have a discussion item regarding the qualifications for deputy superintendent, when they were revised and who did the revision.

Trustee Parsons seconded.

The vote failed 2-5. Trustees Farr, McIntyre, Cowee, Peterson and Villines voted nay.

34. PUBLIC PARTICIPATION: Items not listed on the agenda: At this time, the public is invited to address the Board on items not listed on the agenda over which the Board has jurisdiction. No action may be taken on any subject raised during public comment until the matter has been properly placed on an agenda for a properly noticed meeting pursuant to NRS 241 (Nevada's Open Meeting Law).

Kathy Rudy, president of Lyon County Classified School Employee Association(LCCSEA), and secretary Joy Hanssen thanked the board for the support for the flat rate provided to classified and certified employees from the SB231 funds from the state. She read a statement that was sent to the board previously. It is attached to the minutes.

35. ADJOURN:

10:09 pm

The notice for this meeting was posted on September 19, 2024, at Lyon County School District Administrative Office, Lyon County School District websites (<http://lyoncsd.org>) and the Nevada Public Notice Website (<http://notice.nv.gov>) in accordance with NRS 241.020 (3) (b).

Lyon County School District Statement of Nondiscrimination and Accessibility

The Lyon County School District does not discriminate on the basis of race, color, national origin, gender, disability or age in any of its policies, procedures, or practices, in compliance with Title VI of the Civil Rights Act of 1964 (pertaining to race, color, and national origin), Title IX of the Educational Amendments of 1972, section 504 of the Rehabilitation Act, the Americans with Disabilities Act, and Age Discrimination Act of 1975, and any other pertinent statute or requirement. This non-discrimination policy covers admission, access, treatment, and employment in the district's programs and activities, including occupational education. For information regarding opportunity policies, or the filing of grievances, contact your school principal.

The Lyon County School District is pleased to provide accommodations for the handicapped or disabled. Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify the administrative assistant to the superintendent and board of trustees, in writing at 25 E. Goldfield Avenue, Yerington, Nevada 89447; e-mail at mheim@lyoncsd.org; or by calling (775) 463-6800 ext. 10034, at least one week prior to the meeting.

Name: James Whisler

Location: Fernley

I would like my questions and comments to be included in the minutes.

On Agenda 14: Teacher employment and recruitment: I bet we could keep teachers if the administration supported them. Teachers are leaving LCSD and going to Fallon. The biggest complaint I have heard is there is no real support from the administration or the school board. They were also tired of dealing with certain individuals at their school, so they left, and they also received a nice bonus too. I am sure that if our board and administration put as much effort into retaining and recruiting teachers versus creating new jobs, changing qualifications, and ensuring that their friends got these high paying jobs we would have most these positions filled and would not have to rely on short- or long-term subs. And why are the empty positions being pulled down when there is a long-term sub in that position. How would anyone know to apply for a position if it is not posted. This is doing a disservice to our students by not having experienced, qualified teachers full time.

Agenda 21: I am just curious who gives these special contracts to individuals at each school? Is it the principal? If this is the case how does the district, ensure that favoritism to friends or family is not taking place? Should these contracts not be given out by the superintendent or the board?

Agenda 30: GAB- Why does any supervisor need a copy of personnel records. If a supervisor needs to view anything they should have to fill out a formal request through the superintendent and human resources to view them at the district office and under supervision. This ensures the security of those documents and provides a measure that employees know there is not multiple copies of their records floating around. Secondly to this, why does the county/administration need to know or keep on file any employee's credit history. That is personal information that has nothing to do with the job. And by accessing their credit history it also will access their spouse or other family members tied to their credit. You in no way deserve to know their credit history nor their spouses, let alone keep that on file.

GABA- So a supervisor can have a copy, but you are telling the employee to view their own record they must fill out a request and view it supervised. Refer to my previous statement. This shows that you have no trust in your employees, but you expect them to trust their administrators.

GABB- Why is there no mention of an employee having a union representative when there is the possibility of negative, disciplinary, or derogatory material that can be placed in an employee's record?

GAC- If the superintendent can designate someone to oversee personnel files other than themselves or human resources, what security measures are there to ensure the teachers feel their information will be kept confidential. Should not the teachers and other employees have a say in who they feel would best be suited for this position?

Why does the district need to know an employee's religion, political affiliation, living arrangements etc.? These are personal choices outside of work and is the business of the person and those they wish to share with. This type of information can lead to discrimination from others.

On grievances: The only personnel who should see these grievances are the superintendent, union representative, lawyers, and anyone part of an ongoing investigation. For a supervisor to see a grievance that may be against them, this could lead to discrimination or a hostile work environment.

On the disposing of an employee's records after termination, quitting or retiring, why not give all records back to the individual? It is their record, and they should be allowed to destroy it. This also can give them a sense of security knowing that the record is destroyed.



Silverland Middle School

Shaping Future Innovators through Learning, Connection, Ownership, and Discovery

Steve Henderson
Principal

Tammie Moniz
Assistant Principal

Shaun McMackin
Dean

Cell Phone Contract

All Silverland Middle School students should complete and return a cell phone contract in order to have a cell phone or other non-school issued electronic device at school. All policies apply to all students with or without contracts on file and apply to all non-school issued electronic devices, including earbuds.

A student's cell phone/device is to be off and stored in the student's locker or bag during the school day. Students cannot use cell phones/devices to photograph or videotape other students or staff on school property (including buses).

Consequences of violation of school cell phone policy:

1st incident – The cell phone/device will be confiscated and can be picked up by the student at the end of the period. Teacher will log the incident and contact parents.

2nd incident – The cell phone/device will be confiscated and can be picked up by student from the office. If a cell phone contract is not on file, the student will be handed one to take home and needs to be returned the following day. The incident will be logged by the teacher and contact parents.

3rd incident – The cell phone/device will be confiscated and can be picked up by ONLY a parent/guardian from the office. If a cell phone contract is not on file, the parents will need to sign one when picking up the cell phone.

4th and subsequent incidents – The cell phone/device will be confiscated and can be picked up by ONLY a parent/guardian from the office and the student for one week will not be allowed to have a cell phone on them. It is either left at home or turned into the office every morning.

These consequences apply to the incidents per student and NOT incidents per cell phone. Silverland Middle School is not responsible for the theft, damage, or loss of a cell phone or electronic device pursuant to Lyon County School Board of Education Policy EDBB.

Please sign and return this form to Silverland Middle School

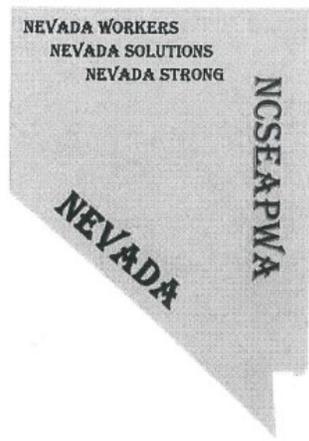
I read and agree to comply with the terms of the cell phone policy. I understand that violations of this policy will result in the consequences outlined in the policy.

Student Print Name _____

Student signature _____ **Date** _____

Parent signature _____ **Date** _____

Cell phone policies and consequences for violations apply regardless of a signed contract. The policies apply to the number of incidents per student and do not start over with a different phone. Failure to sign the contract means that you will NOT have a cell phone at Silverland Middle School.



September 22, 2024

Dear Lyon School County Board of Trustees and Classified Employees;

The Lyon County Classified School Employees Association, LCCSEA, is committed to ALL employees equally and that is why we supported the flat rate payout of SB231 funding. We are aware the Lyon County Educators Association; LCEA, has filed a suit against Lyon County School District and that it has gone to the Employee-Management Relations Board; EMRB. This case was on the July 10th agenda for the EMRB. It is our understanding that there was a hearing held September 13th and that during the hearing an agreement was reached. The LCCSEA was not at that hearing because we did not file suit with the LCSD. We negotiated in good faith with the LCSD in July of 2023 and agreed to the SB231 proposal and later in 2023 we agreed to and accepted the flat rate proposal of payout for the SB231 funding because it was **fair to all employees**. A percentage-based payout would have favored some employees over others. As classified employees we are the Backbone of the District, and we matter too. Teachers are the front line, they are in the classroom shaping our students and teaching them curriculum, however all LCSD employees are part of teaching our students/children.

We **all** take responsibility for creating a safe environment for our students to learn in. We have para pros who do amazing work assisting our special education departments and the students who fall under that umbrella. Our secretaries do amazing work maintaining records, orders, attendance, and a myriad of duties. Our IT department works tirelessly trying to update our wonderful old and new schools with constantly changing technology. The bus drivers are responsible for driving up to eighty students/people on a bus on cramped streets, busy highways, in treacherous conditions, including chaining up and pre-trip inspections. Our maintenance and custodial departments keep things running, whether it be the mechanics, custodians, or maintenance levels I, II, III, or IV who tend to eighteen schools or their own schools. These departments manage things such as heating, cooling, plumbing, maintaining a bus and "white car" fleet, cleaning, building, landscaping, adapting, and adjusting to the needs of the students, teachers, staff, parents, district representatives. The list goes on and on.

This letter is not to "put down" the teachers in LCSD in any way, it is intended to bring light to the classified employees who help make it possible for them to focus on their job: Teaching our children. It appears that some members of the board and the community seem to overlook the importance of ALL employees in Lyon County School District. Hopefully, this can cease to be the case moving forward.

Thank you,

Kathy Rudy

LCCSEA President

Attitude of Gratitude

My name is Alisi Tiliakivi and I am successful at

student name

DHS

school name

because of

Krugger

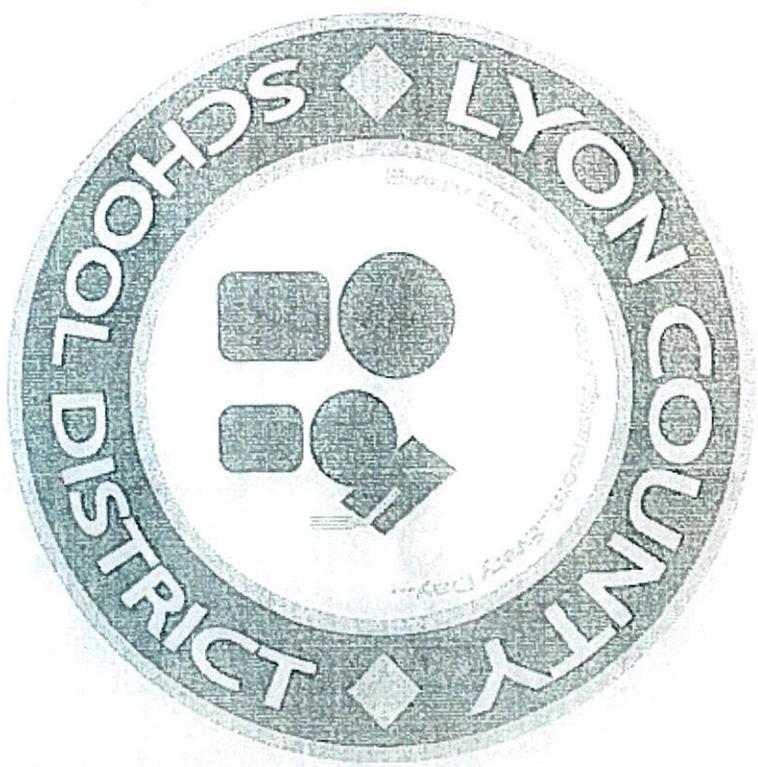
teacher/staff member's name

I want to thank him/her for everything! I feel like I am doing really good in Spanish because of you. I really miss our 7th period Spanish class. It was having a bad school day. I would look forward to your class. Sometimes you were a lot but I liked it. It made me want to learn more. really wish you taught Spanish II but I'll get you for government maybe!! Miss you lots.

Signed:

Alisi Tiliakivi

student signature



Attitude of Gratitude

My name is KASON and I am successful at

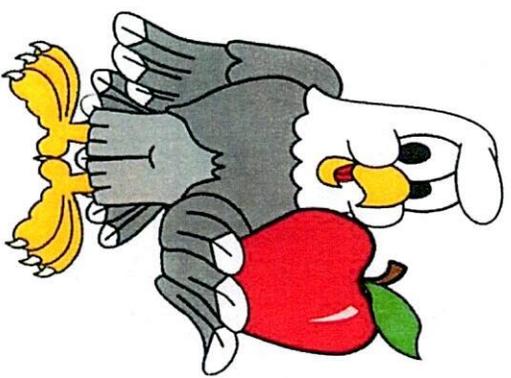
COTTONWOOD ELEMENTARY SCHOOL because of

teacher/staff member's name

Ms. Richardson

I want to thank him/her for

running cottonwood



and being an amazing Principal

and helping me be a member AND a row.

She is super nice and I love her as

a principal she is very helpful she

is a good principal because she has helped

me learn a lot she is kinder than me now

in 4th grade than Kyoum CS, Richardson.

Attitude of Gratitude

My name is Shaherah Muhammad and I am successful at _____
student name

Ferney High School because of Mccullar
school name teacher/staff member's name

I want to thank him/her for pushing me to
do better in everything I do.
I want to thank him for
wanting me to be my best
and believing in me. With this he
plays a part in my success
as a student-athlete.

Signed: [Signature]
student signature





Attitude of Gratitude

My name is Josue Sanchez C and I am successful at Yerington High School because of Mrs. Aldridge.

I want to thank him/her for

Mrs. Aldridge For all the fun moments that we have been doing in link crew and all the things that we do in the rest of the year thank you soo much for everything.





Attitude of Gratitude

My name is Annabelle Revelles Dominiquez and I am successful at

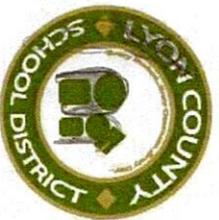
East Valley Elementary School because of Mrs. Hudson Si.

I want to thank him/her for

I want thank her for teaching me and being so kind
to me and thank you for giving me hugs and want so I
learn more thank you Mrs. Hudson

from: Annabelle

to: Mrs. Hudson



Sutro Elementary



Attitude of Gratitude

My name is Andie Bell and I am successful at Sutro Elementary School
because of Mrs. Smith.

I want to thank him/her for teaching me my tens and ones.

U A I Q Y O W W W W W



Attitude of Gratitude

My name is Michael Resler and I am successful at _____

Student Name

D.J.S.

because of _____

Mr. Nehring

School Name

Teacher/Staff Member's Name

I want to thank him/her for Being an amazing teacher and coach
And for being someone to look up to, I look up to him
because of the respect that he's earned in my eyes
and the way we get along.

Signed Michael R.

Sutro Elementary



Attitude of Gratitude

My name is Maximo Trejo and I am successful at Sutro Elementary School because of Mrs Haines.

I want to thank him/her for Mrs Haines help me read books
I like reading.





Attitude of Gratitude

My name is RILEY THIBODEUX and I am successful at Silverland Middle School because of Mrs. Hogen.

I want to thank him/her for

I want to thank him for helping me with work and for fun time with Bingo. :)

Lyon County School District Consent Agenda

Date: October 22, 2024
To: Board of School Trustees
From: Kyle Rodriguez, Fiscal Service Officer
Re: October Budget Transfer

Recommendation:

The Board of Trustees accepts the October Budget Transfers for the General Fund.

Background Information:

Per NRS 354.598005 section 5 (b); “Budget appropriations may be transferred between functions, funds or contingency accounts in the following manner, if such a transfer does not increase the total appropriation for any fiscal year and is not in conflict with other statutory provisions:

(b) The person designated to administer the budget may transfer appropriations between functions or programs within a fund, if:

- (1) The governing body is advised of the action at the next regular meeting; and
- (2) The action is recorded in the official minutes of the meeting.”

Budget Considerations:

There is no net increase in budgeted appropriations for these transfers, which are between functions as allowed by state law.

Discussed at Previous Meeting:

On September 24, 2024, the board of trustees accepted the budget transfer report, which authorized budget transfers between programs or functions for the General Fund.

Attachment(s):

Attachment A – Budget Transfer Report

Lyon County School District
FUND 100 - General Fund
BUDGET TRANSFER SUMMARY REPORT
For the period ending 10/15/2024

Program	Function	Final Budget	Prior Net Transfers	Current Period Transfers		Revised Appropriations
				Increase	Decrease	
1000 Instruction Services						
100 Regular Programs		\$ 50,906,000	\$ (175,000)	\$ -	\$ (125,000)	\$ 50,606,000
300 Vocational & Technical Programs		2,531,000		-	-	2,531,000.00
900 Extra Curricular Activites		2,347,000		-	-	2,347,000.00
	Total Instruction Services	\$ 55,784,000	\$ (175,000)	\$ -	\$ (125,000)	\$ 55,484,000
000 Undistributed						
2000 Support Services						
	2100 Student Support Services	4,508,000		-	(96,178)	4,411,822
	2200 Instructional Staff Support Services	2,516,000		-	-	2,516,000
	2300 General Administration Services	2,483,000	(200,000)	-	(55,000)	2,228,000
	2400 School Administration Services	10,591,000	(500,000)	-	(150,000)	9,941,000
	2500 Central Services	6,862,000	(100,000)	-	(23,822)	6,738,178
	2600 Operation and Maintenance Services	17,007,000	(850,000)	-	(392,000)	15,765,000
	2700 Student Transportation Services	6,657,000	(150,000)	-	(75,000)	6,432,000
	Total Support Services	\$ 50,624,000	\$ (1,800,000)	\$ -	\$ (792,000)	\$ 48,032,000
4000 Facilities Acquisition & Construction Services						
	4300 Architectural & Engineering Services	-	800,000	117,000	-	917,000
	4500 Building Acquisition and Construction	200,000	(100,000)	-	-	100,000
	4600 Site Improvements	225,000	-	-	-	225,000
	4700 Building Improvements	225,000	1,275,000	800,000	-	2,300,000
	Total Facilities Acquisition & Construction Services	\$ 650,000	\$ 1,975,000	\$ 917,000	\$ -	\$ 3,542,000
	6200 Fund Transfers	21,290,000	\$ -	-	-	21,290,000
	6300 Contingency (Budget Only)	\$ 1,300,000	-	-	-	1,300,000
		\$ 22,590,000	\$ -	\$ -	\$ -	\$ 22,590,000
	Total Fund Applications	\$ 129,648,000	\$ -	\$ 917,000	\$ (917,000)	\$ 129,648,000

*Cross-functional transfers in this fund are to re-align budgeted expenditures across functions based on the final outcome of project costs.

LYON COUNTY SCHOOL DISTRICT LICENSED

PERSONNEL REPORT LIC 1001 – October 22, 2024

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
Cottonwood Elementary	Teacher	X		New allocation	10/10/24	Jeffrey Rinas
Dayton Elementary	Teacher		X	(A. Factor)	8/21/24	Abigail Fisher
Fernley Intermediate	Teacher		X	(K. Jordan)	8/21/24	Amanda Vawter

SEPARATIONS:

SCHOOL/SITE	POSITION	EFF. DATE	EMPLOYEE
Sutro Elementary	Teacher	9/13/24	Renata Young

LYON COUNTY SCHOOL DISTRICT

CLASSIFIED

PERSONNEL REPORT CL 1001– October 22, 2024

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
Dayton High	Custodian		X	(D. Dubois)	9/19/24	Crystal Wright
Dayton Intermediate	Custodian		X	(H. Ruiz)	10/4/24	Ian Friedmann
District Wide	Bus Driver		X	(W. Hernandez)	9/23/24	Alyssa Pruden
East Valley Elementary	Maintenance		X	(C. Bullington)	10/28/24	Charles Fritz
Fernley Elementary	Paraprofessional		X	(G. Datu)	9/30/24	Taylor Mertz
Fernley Elementary	Paraprofessional		X	(A. Betts)	9/30/24	Jamie Lewis
Fernley Elementary	Paraprofessional		X	(M. Nash)	9/30/24	Mikayla Watson
Riverview Elementary	Paraprofessional		X	(T. Schuh)	10/22/24	Breanna Spracklin
Riverview Elementary	Paraprofessional		X	(L. Banks)	11/4/24	Irelynn House
Sutro Elementary	Paraprofessional	X		New allocation	10/14/24	Marilyn Friedmann
Yerington Elementary	Paraprofessional		X	(C. Guerrero-Tadeo)	09/20/24	Caitlin Schaffer
Yerington High	Paraprofessional		X	(M. Zambrano)	9/23/24	Daniela Cervantes

SEPARATIONS:

SCHOOL/SITE	POSITION	EFF. DATE	EMPLOYEE
Cottonwood Elementary	Paraprofessional	9/27/24	Janice Connor
Dayton Transportation	Bus Driver	9/25/24	Michael Shane
Fernley Transportation	Bus Paraprofessional	10/11/24	Carol Merrill
Fernley Transportation	Bus Driver	10/09/24	Christian McNeill
Riverview Elementary	Paraprofessional	9/26/24	Tosha Schuh
Silver Stage Middle	Custodian	9/27/24	Tina Adams
Sutro Elementary	Paraprofessional	10/17/24	Sophia Factor
Sutro Elementary	Paraprofessional	10/03/2024	Monica Clifton
Yerington Elementary	Paraprofessional	9/16/24	Crystal Olvera
Yerington Transportation	Bus Driver	10/2/24	Philip Remaley

	DAC	Description	Name
1	YERINGTON INTERMEDIATE SCHOOL	Xduty - Cross Country MS Assistant	DANE, ELIZABETH
2	FERNLEY INTERMEDIATE SCHOOL	Xduty - Intramurals MS	PAULSEN, BERTON W
3	YERINGTON HIGH SCHOOL	Xduty - Volleyball HS Head .5 FTE	ROGERS, ELIZABETH J
4	YERINGTON HIGH SCHOOL	Xduty - Volleyball HS Assist	COCHRANE, JESSLYNA
5	YERINGTON HIGH SCHOOL	Xduty - Volleyball HS Head .5 FTE	COCHRANE, JESSLYNA
6	DAYTON INTERMEDIATE SCHOOL	Xduty - Yearbook Advisor MS	ELLIS, RENAE
7	DAYTON INTERMEDIATE SCHOOL	Xduty - Cross Country MS Head	SIKORA, KAREN
8	DAYTON INTERMEDIATE SCHOOL	Xduty - Cross Country MS Assistant	RAND, JOSEPH
9	DAYTON INTERMEDIATE SCHOOL	Xduty - Basketball Girls 8	MANNING, PAUL E
10	DAYTON INTERMEDIATE SCHOOL	Xduty - Basketball Girls 7	WOODS, CHRISTINA M
11	DAYTON INTERMEDIATE SCHOOL	Xduty - Basketball Boys 7	MANNING, PAUL E
12	DAYTON INTERMEDIATE SCHOOL	Xduty - Basketball Boys 8	SANTOS, JASON
13	DAYTON INTERMEDIATE SCHOOL	Xduty - Choir Director MS	VEDOVA, AMBER
14	DAYTON INTERMEDIATE SCHOOL	Xduty - MTSS Program Facilitator	JORDAN, KIRBY
15	DAYTON INTERMEDIATE SCHOOL	Xduty - Intramurals MS	SPENCER, RENEE
16	DAYTON INTERMEDIATE SCHOOL	Xduty - National Junior Honor Society	JERGESEN, ARVELLA
17	DAYTON INTERMEDIATE SCHOOL	Xduty - Academic Olympics Advisor MS	JERGESEN, ARVELLA
18	DAYTON INTERMEDIATE SCHOOL	Xduty - Site Webmaster/School Tech Assist	SMITH, LAURA
19	DAYTON INTERMEDIATE SCHOOL	Xduty - Volleyball 8	SMITH, ASHTON
20	YERINGTON HIGH SCHOOL	Xduty - Football Head	SCEIRINE, WILLIAM TODD
21	YERINGTON INTERMEDIATE SCHOOL	Xduty - MTSS Program Facilitator	FOX, TRACY
22	SILVER STAGE MIDDLE SCHOOL	Xduty - MTSS Program Facilitator	ALLRED, CHELSEA L
23	SILVER STAGE MIDDLE SCHOOL	Xduty - Newspaper MS, No Class	ALLRED, CHELSEA L
24	SILVER STAGE MIDDLE SCHOOL	Xduty - Basketball Girls 8	VOLKOV, JESSICA L
25	SMITH VALLEY SCHOOLS	Xduty - Basketball Girls HS Head	HARTMAN, MARSHAL E
26	SMITH VALLEY SCHOOLS	Xduty - Class Advisor 10,11,12	MARSHEK, MELISSA
27	SMITH VALLEY SCHOOLS	Xduty - Class Advisor 9	SHOPE, EDWARD
28	SMITH VALLEY SCHOOLS	Xduty - FFA Advisor	DREYER, MATIA
29	SMITH VALLEY SCHOOLS	Xduty - MTSS Program Facilitator	JOHNSON, MISTI A
30	SMITH VALLEY SCHOOLS	Xduty - National Honor Society	FENILI, DANA M
31	SMITH VALLEY SCHOOLS	Xduty - Shop Maintenance HS	VICK, DAVID
32	YERINGTON INTERMEDIATE SCHOOL	Xduty - National Junior Honor Society	MATTICE, CRYSTAL
33	SMITH VALLEY SCHOOLS	Xduty - Site Webmaster/School Tech Assist	VICK, SHELLY
34	SMITH VALLEY SCHOOLS	Xduty - Yearbook Advisor HS	MARSHEK, MELISSA
35	SMITH VALLEY SCHOOLS	Xduty - Basketball Boys 7	MARSHEK, MELISSA
36	YERINGTON INTERMEDIATE SCHOOL	Xduty - Academic Olympics Advisor MS	ANGLE, VINCENT
37	FERNLEY INTERMEDIATE SCHOOL	Xduty - Activity Director MS .5 FTE	HISKEN, EMMA
38	FERNLEY INTERMEDIATE SCHOOL	Xduty - Activity Director MS .5 FTE	NOMICOS, ANNA
39	DAYTON ELEMENTARY SCHOOL	Xduty - Yearbook Advisor ES .5 FTE	WHITE, WHITNEY J
40	DAYTON ELEMENTARY SCHOOL	Xduty - Yearbook Advisor ES .5 FTE	GARRARD, NANCY
41	DAYTON ELEMENTARY SCHOOL	Xduty - MTSS Program Facilitator	FIRSTENBURG, HANNA M
42	DAYTON ELEMENTARY SCHOOL	Xduty - Site Webmaster/School Tech Assist	SATALICK, JENNIFER
43	DAYTON ELEMENTARY SCHOOL	Xduty - Music Programs ES	SATALICK, JENNIFER
44	DAYTON ELEMENTARY SCHOOL	Xduty - Academic Fair Advisor ES	FRANKLIN, KYLE
45	FERNLEY HIGH SCHOOL	Xduty - Softball Head	CHAPIN, DIANE
46	YERINGTON HIGH SCHOOL	Xduty - Football Assistant	VASQUEZ, JAYDAN D
47	FERNLEY HIGH SCHOOL	Xduty - Softball Assistant	KINGSTON, THOMAS
48	FERNLEY HIGH SCHOOL	Xduty - Track HS Assistant	DICKSON, AMY L
49	FERNLEY HIGH SCHOOL	Xduty - Wrestling HS Assistant	GAVIN, JOHN F

Enrollment for Quarter Ending September 30, 2024

To : Board of School Trustees
From: Tim Logan, Superintendent
Date : October 22, 2024
Re: Enrollment Report

Requested By

Tim Logan, Superintendent

STATEMENT:

Attached is the enrollment report for the first quarter ending September 30, 2024. Currently, our weighted student enrollment used for the Pupil Centered Funding Plan has decreased by 7 students from the fourth quarter ending on June 30, 2024.

EDUCATIONAL CONSIDERATIONS:

Not applicable.

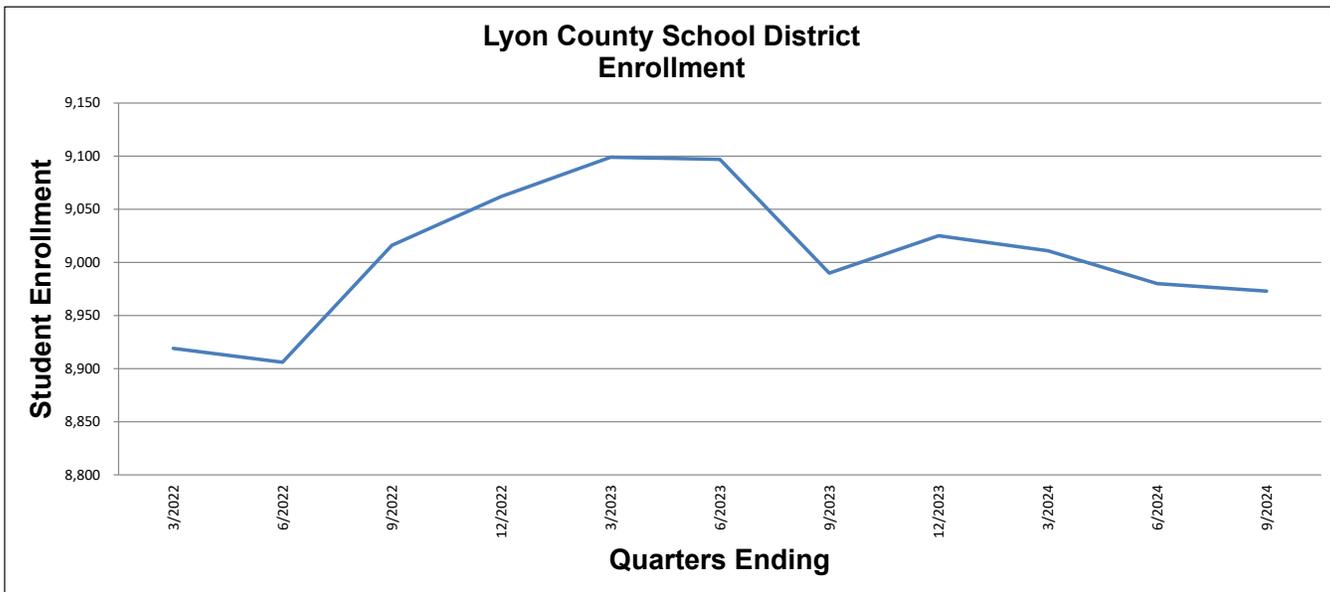
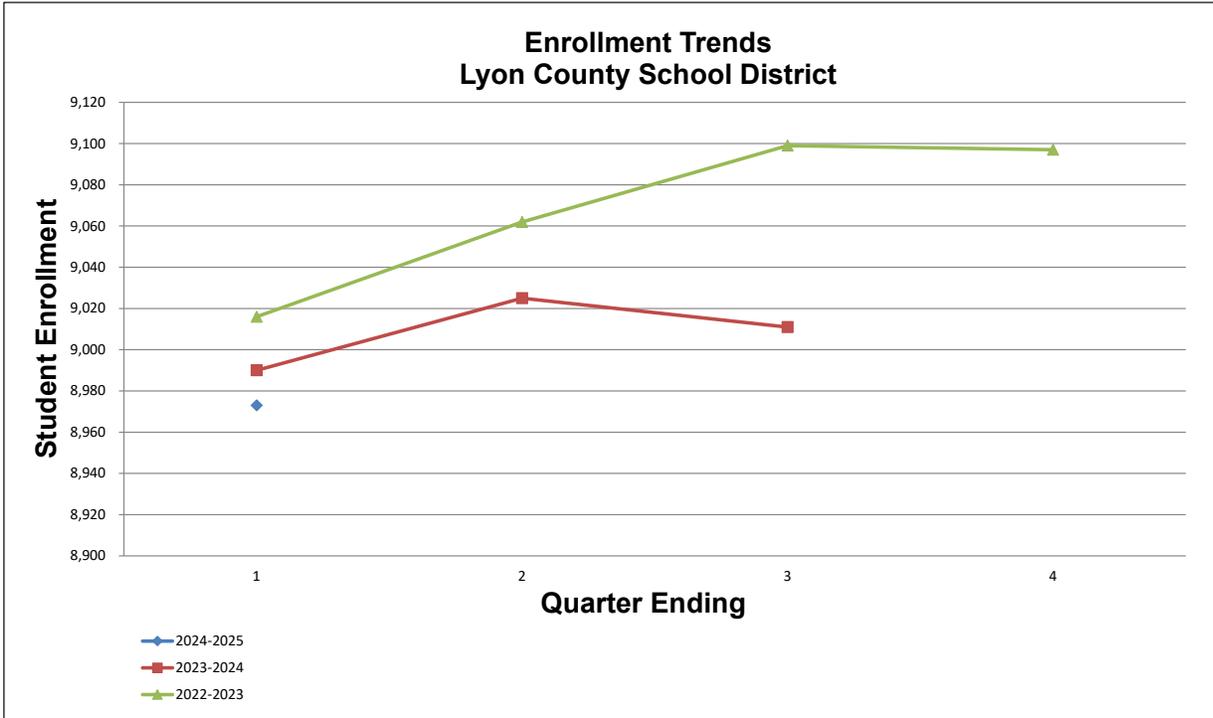
BUDGET CONSIDERATIONS:

Not applicable.

Respectfully submitted,
Tim Logan, Superintendent

Prepared by,
Cheryl Veil - Administrative Secretary

LYON COUNTY SCHOOL DISTRICT Enrollment for Quarter Ending September 30, 2024



LYON COUNTY SCHOOL DISTRICT
Average Daily Enrollment for Quarter Ending September 30, 2024

School	2021-2022				2022-2023				2023-2024				2024-2025				Validation Day Comparison		Current Year Comparison		
	1st	2nd	3rd	4th	1st	2nd	3rd	4th	1st	2nd	3rd	4th	1st	2nd	3rd	4th	23-24 to 24-25		1st to Current		
	9/30	12/31	3/31	6/30	9/30	12/31	3/31	6/30	9/30	12/31	3/31	6/30	9/30	12/31	3/31	6/30	Change	%	Change	%	
DES	430	440	449	448	433	440	447	449	452	461	462	459	431				(21)	-4.3%	(28)	-6.4%	
SES	392	405	412	411	403	401	402	410	411	404	410	415	405				(6)	-1.7%	(10)	-2.8%	
RES	434	438	422	421	409	419	423	424	431	438	452	450	434				3	0.7%	(16)	-4.2%	
DIS	377	379	376	373	376	379	375	375	364	368	366	362	349				(15)	-3.8%	(13)	-3.0%	
DHS	714	717	714	708	742	744	733	723	753	753	736	730	747				(6)	-0.9%	17	2.5%	
Dayton	2,347	2,379	2,373	2,362	2,363	2,383	2,381	2,382	2,412	2,424	2,426	2,417	2,366	-	-	-	(46)	-1.9%	(51)	-2.2%	
FES	438	480	469	480	423	425	440	436	415	420	433	443	426				11	2.4%	(17)	-3.9%	
CES	576	598	588	598	579	586	606	617	570	580	575	567	557				(13)	-2.1%	(10)	-1.7%	
EVES	504	516	511	516	556	555	552	550	498	499	514	522	502				4	0.7%	(20)	-4.0%	
FIS	620	625	627	625	634	643	657	652	665	661	653	654	656				(9)	-1.4%	2	0.3%	
SMS	649	665	660	665	643	641	641	640	635	642	639	637	672				37	5.5%	35	5.1%	
FHS	1,236	1,198	1,221	1,198	1,301	1,298	1,282	1,270	1,309	1,317	1,303	1,283	1,313				4	0.3%	30	2.4%	
Fernley	4,023	4,082	4,078	4,082	4,136	4,148	4,179	4,166	4,093	4,119	4,118	4,107	4,126	-	-	-	33	0.8%	19	39	0.5%
SSES	349	351	356	352	365	370	369	378	353	358	355	360	362				-		2	0.7%	
SSMS	337	341	344	343	330	326	328	331	321	323	323	321	326				5	1.4%	5	1.8%	
SSHS	324	321	312	305	337	334	329	325	341	336	328	325	346				5	1.6%	21	6.5%	
Silver Spg	1,010	1,012	1,012	1,000	1,032	1,030	1,026	1,034	1,016	1,017	1,006	1,005	1,034	-	-	-	18	1.8%	29	3.0%	
SVES	97	100	100	102	106	105	104	102	91	91	91	90	88				(3)	-3.2%	(2)	-2.1%	
SVHS	105	104	100	98	102	100	99	99	98	99	100	101	90				(8)	-7.4%	(11)	-8.6%	
Smith Val	202	204	200	200	208	205	203	201	189	190	191	191	178	-	-	-	(11)	-5.5%	(13)	-6.0%	
YES	451	446	451	464	474	490	499	505	463	462	462	464	449				(14)	-2.7%	(15)	-3.3%	
YIS	410	411	407	408	401	406	408	408	400	397	394	393	401				1	0.3%	8	2.0%	
YHS	399	399	392	382	392	393	394	392	408	407	404	394	411				3	0.7%	17	4.4%	
Yerington	1,259	1,256	1,250	1,254	1,267	1,289	1,301	1,306	1,272	1,266	1,259	1,251	1,261	-	-	-	(11)	-0.8%	10	0.8%	
ERHS	7	8	7	8	10	7	9	9	9	9	11	9	8				(1)	-9.1%	-	0.0%	
TOTAL	8,848	8,940	8,919	8,906	9,016	9,062	9,099	9,097	8,990	9,025	9,011	8,980	8,973	-	-	-	(17)	-0.2%	(7)	-0.1%	
Change fr	81	92	(21)	(13)	110	46	37	(3)	(107)	35	(14)	(31)	(7)	-	-	-					

LYON COUNTY SCHOOL DISTRICT
Enrollment for September 30, 2024

Area	Dayton					Fernley						Silver Springs			Smith Valley		Yerington			Other	TOTAL	
School	DES	SES	RES	DIS	DHS	FES	CES	EVES	FIS	SMS	FHS	SSES	SSMS	SSHS	SVES	SVHS	YES	YIS	YHS	ERHS		
Pre-K	4	14	16			16	14	11				15	-				12					103
K	39	49	52			74	114	82				62	-		14		67					553
1	66	52	46			92	91	90				62	-		3		75					576
2	59	51	66			82	116	100				64	-		14		93					643
3	67	58	58			82	105	108				75	-		15		102					669
4	68	65	69			80	118	111				85	-		16		100					712
5	71	64	61						302				76		13			105				692
6	58	52	67	-					354				85		13			93				722
7				165						332			73		11			97		0		678
8				184						340			92		16			106		2		739
9					177						316			77	13				111	2		696
10					182						331			92	11				104	2		723
11					185						335			95	20				103	1		739
12					196						322			80	19				92	1		710
Ungraded					6						9			3					2	-		20
Enrolled School	431	405	434	349	747	426	557	502	656	672	1,313	362	326	346	88	90	449	401	411	8		8,974
Area					2,366						4,126			1,034		178			1,261	8		8,974

Lyon County School District Consent Agenda

Date: October 22, 2024
To: Board of School Trustees
From: Kyle Rodriguez, Fiscal Services Officer
Re: 2024-25 Class Size Reduction Plan

Recommendation:

Approve the FY25 Class Size Reduction (CSR) Plan to comply with the provisions of Nevada Revised Statutes (NRS) 388.700 – 388.725 and authorization to file the plan with the State Superintendent of Public Instruction.

Background Information:

Lyon County School District (LCSD) annually develops a Class Size Reduction (CSR) plan with the goal of ultimately improving graduation rates. LCSD's CSR plan aims to foster a more personalized learning environment. Smaller classes allow teachers to give individualized attention, addressing each student's unique academic needs and learning gaps more effectively. This leads to better understanding of material, higher engagement, and increased participation, as students are more likely to feel comfortable in smaller settings. Additionally, reduced class sizes improve teacher-student relationships, helping students stay motivated and on track academically. With fewer students, teachers can provide timely and detailed feedback, which helps students perform better and stay committed to their education, ultimately leading to higher graduation rates.

The Nevada Department of Education collects this report each year to determine whether a district follows the required ratios for grades K through 6. The plan must be approved by the Board of Trustees and filed with the State Superintendent of Public Instruction.

NRS 388.720 (1) Except as otherwise provided in subsection 2, each school district together with the recognized associations representing licensed educational personnel shall develop a plan to reduce the district's pupil-teacher ratio per class in kindergarten and grades 1, 2 and 3 within the limits of available financial support specifically set aside for this purpose and submit that plan to the State Board. (2) In lieu of complying with the pupil-teacher ratio prescribed in paragraph (a) of subsection 1 of NRS 388.700, a school district in a county whose population is less than 100,000 may, in consultation with the recognized associations representing licensed educational personnel, develop a plan to reduce the district's pupil-teacher ratios per class for specified grade levels in elementary schools. Alternative ratios for grade 6 may only be approved for those school districts that include grade 6 in elementary school. The alternative pupil-teacher ratios must not:

- (a) Exceed 22 to 1 in grades 1, 2 and 3; and
- (b) Exceed 25 to 1 in grades 4 and 5 or grades 4, 5 and 6, as applicable.

The Districts current projected class size ratios for Kindergarten (17:1), 1st(20:1), 2nd(22:1), 3rd(22:1), 4th(23:1), 5th(24:1) and 6th(23:1).

Budget Considerations:

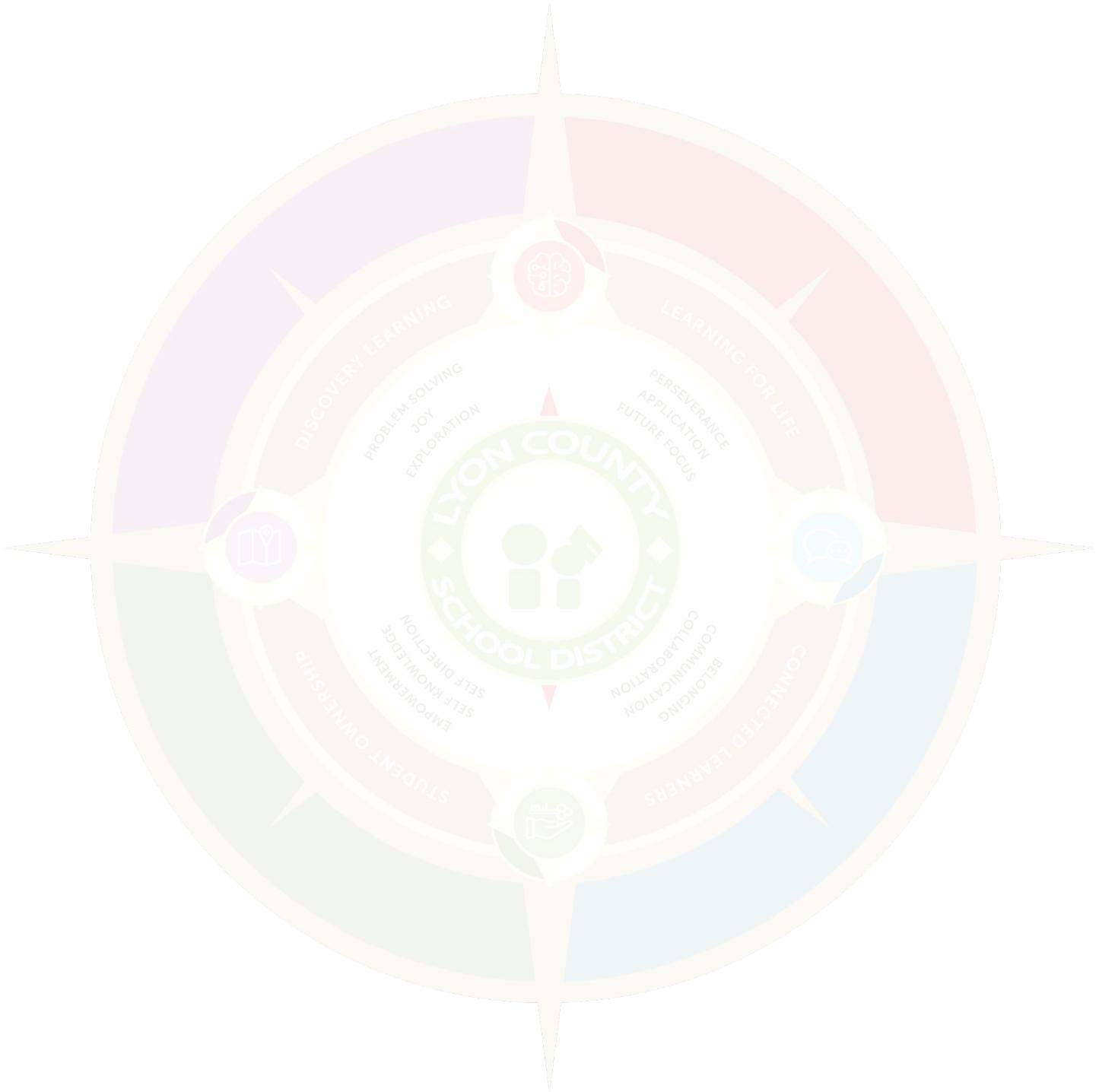
Discussed at Previous Meeting:

Mission Statement Lyon County School District fosters learning for life, empowers connected learners, promotes student ownership, and encourages discovery learning for success in a rapidly evolving world.

NA

Attachment(s):

Attachment A – Class Size Reduction Plan for 2024-25.



Mission Statement Lyon County School District fosters learning for life, empowers connected learners, promotes student ownership, and encourages discovery learning for success in a rapidly evolving world.

PART I: IDENTIFYING INFORMATION AND PLAN SELECTION

Please provide information below specific to your district, along with relevant contact information.

School District	Lyon County School District
Total # of Elementary Schools	11
Kindergarten Enrollment for SY24-25	553
Combined Grades 1-3 Enrollment for SY24-25	1888

Authorized Contact #1	Tim Logan
Contact's Title	Superintendent
Contact's Email	TLogan@lyoncsd.org
Contacts Phone	775-463-6800
Authorized Contact #2	Kyle Rodriguez
Contact's Title	Fiscal Services Officer
Contact's Email	Krodriguez@lyoncsd.org
Contacts Phone	775-463-6800

Districts may select any of the following, as applicable:

- *Regular Plan* – reporting and variances for grades K-3 as prescribed in NRS 388.700(1)
- *Regular Plan with Elective Reporting* – reporting and variances for grades K-3 as prescribed in NRS 388.700(1); opted into reporting and variances for grades 4-6 in alignment with NRS 388.720 for the purposes of data expansion
- *Alternative Plan* – reporting and variances for grades K-6 as prescribed in NRS 388.720

Plan Selection	Alternative
-----------------------	-------------

Goals for SY24-25 as it relates to class size ratios:	Lyon CSD continues to try to fill vacant teacher positions so the District complies with the K-6 ratios under NRS 388.720.
--	--

How the district will assess and monitor progress toward the goal:	Lyon CSD is tracking budgeted to actual teacher vacancies to monitor the status and progress toward our goal continuously.
---	--

PART II: RATIOS, VARIANCES, AND SHORTAGES

Please provide the following information for the 2024-25 school year related to the projected district-level class size ratios and the anticipated number of variances by grade.

Projected District-Level Class Size Ratios

Based on the number of enrolled students in each grade and the number of educators employed for the school year, the district must provide the estimated district-wide class size ratios for the school year.

Projected Ratios

K	1	2	3	4	5	6
17:1	20:1	22:1	22:1	23:1	24:1	23:1

Alternative Ratios (NRS 388.720)

K	1	2	3	4	5	6
16:1	22:1	22:1	22:1	25:1	25:1	25:1

Supporting documentation, to include the total number of educators contracted for SY24-25, disaggregated by the count of substitutes, substitute teachers in long-term positions, and educators by license classification; the total number of vacancies; the total number of vacancies calculated pursuant to NRS 391.135; and the total number of students enrolled in grades K-3 disaggregated by grade should be provided as attachments.

Grade	Enrollment	Total Number of Teachers	Long-Term Subs	Vacancies	NRS 391.135
K	553	30.5	3	1	4
1	576	27.5	3	1	4
2	643	27	3		3
3	669	28	2		2
4	712	32			0
5	587	25	4		4
6	628	28	3		3

Grade	Standard License	Professional	Provisional	ARL	Retiree
K	14.5	6	6	2	1
1	14.5	8	3		
2	16	7	2		1
3	10	10	5	2	1
4	12	11	8	1	
5	11	3	4	4	1
6	13	6	8	1	

Anticipated Number of Variances by Grade

Based on the above ratios pursuant to the Alternative Plan NRS 388.720 the district must report the estimated number of variances by grade the district will be requesting for the school year.

Projected Variances

K	1	2	3	4	5	6
3	1	3	3	1	1	1

Supporting information, to include the number of schools the district anticipates will require a variance; the number of classrooms within each school that will require a variance, disaggregated by grade; and the number of schools that will be requesting a variance due to facility limitations, should be provided as attachments.

PART III: DISTRICT PLAN TO REDUCE CLASS SIZE RATIOS

Strategies to Reduce Class Sizes

Please describe the three primary strategies that the district will be utilizing in their efforts to reduce class size ratios, to include class configurations (i.e., team teaching), recruitment efforts, placement or assignment of teachers (i.e., targeting specific schools or grades), and facility arrangement (i.e., expanding or combining classroom facilities, zone variances, etc.). These strategies should align with the use of funds, variance justifications, and the school-level plans for class size reduction. What programs are involved in these efforts? Please provide attachments as necessary.

Lyon CSD reviews average daily enrollment every quarter to determine if any allocations need to be modified, adjusted to another grade level or added to a school. Based on the trends in student enrollment, the district weighs the time of year, location of the school, the NSPF rating, and ability to hire teachers at the needed school site. Allocations for the FY25 school year began in April 2024 with a review of the student roll-up numbers and are monitored by reports from Infinite Campus. If ratios continue to increase or decrease, allocation modifications may be implemented, resulting in movement within and among schools or additional allocations. The school district has budgeted additional teachers to lower class sizes and continue to decrease variances under NRS 388.720 CSR ratios.

Upon providing schools with the allocation for the next school year, student enrollment is monitored, and discussions occur regularly with school principals regarding allocations. Student count data is obtained from Infinite Campus and reviewed by the Superintendent, Deputy Superintendent, and Executive Director of Human Resources. Quarterly reports are utilized and compared to historical trends.

Strategies to Mitigate the Impact of Class Sizes

Pursuant to NRS, paraprofessionals, student teachers, specialists, and educators licensed in special education, art, music, library sciences, or physical education do not qualify for calculation of the class size ratio. However, NDE recognizes that additional educators and support staff in the classroom may have a sizeable impact on the quality of education received. Please describe additional strategies in place to mitigate existing class size ratios in excess of the target ratio, particularly around the use of support personnel and/or station rotations with small group instruction, reading specialists, etc. Please provide attachments as necessary.

The Superintendent, Deputy Superintendent and Executive Director of Human Resources plan to review the formula for allocating specialists. College and Career Readiness Interventionists were added to schools to increase academic support for identified students further. Additional paraprofessionals have been added to assist students with specific learning needs.

PART IV: DISTRICT FUNDING

Use of Funds

Please describe the anticipated use of funds, identified by funding stream (i.e., federal grant, state, etc.) to support class size reduction efforts in your district. Please note that while categorical class size reduction funding was rolled into the Pupil-Centered Funding Plan (PCFP) for flexible use, funding within the PCFP may still be allocated toward class size reduction efforts. Please provide approximate amounts of funding by use (i.e., recruitment efforts, new educator salaries, etc.), alignment with identified strategies, and as applicable, school-level class size reduction efforts. Please provide attachments as necessary.

Lyon CSD will continue to use PCFP-adjusted base funding to maintain current projected class size ratios and focus on teacher retention, recruitment, and compensation.

PART V: CERTIFICATION

Please include the signature of the district superintendent and an education association representative on this certification prior to submission of this application.

I, Click or tap here to enter text., hereby certify that:

- To the best of my knowledge the information contained in this application is correct and in accordance with Nevada Revised Statute 388.720;
- That the plan contained herein has been developed with the following recognized associations representing licensed educational personnel: Click or tap here to enter text.; and
- That the local Board of Trustees has authorized me to file this plan and such action is recorded in the minutes of the Board's meeting held on Click or tap here to enter text..

Education Association:		Date:	
Signature:			10/15/24

District Superintendent:		Date:	
Signature:			10/15/24

Lyon County School District Board Memo

Date: October 22, 2024

To: Board of School Trustees

From: Deputy Superintendent Dawn Huckaby and Executive Director of Human Resources BillieJo Hogan

Re: Memorandums of Understanding between the Lyon County School District and Lyon County Educator's Association Regarding EMRB Settlement Conference

Recommendation:

Background Information:

The district met with the Lyon County Educator's Association (LCEA) and Employee Management Relations Board (EMRB) on September 16, 2024 for a settlement conference regarding the distribution of funds under SB231 of the 2023 legislative session. The attached Memorandum of Understanding (MOU) was drafted in agreement to dismiss the EMRB case. The MOU outlines that if the 2025 legislature assigns similar funds for employee pay to that of SB231 of the 2023 legislature, the district agrees to disperse those funds to LCEA covered employees by percentage unless precluded by law or agreed upon in subsequent negotiations.

The potential impact to staff will be based on the next legislative session and what, if any, funding will be approved for a bill similar to SB231. Next steps for implementation will depend on negotiations with our respective bargaining groups this summer.

Having good relationships with our employee associations and having additional pay for their work will assist in our recruiting and retention of employees, which supports our goal of graduating all students to be college, career and life successful.

Budget Considerations:

None

Discussed at Previous Meeting:

N/A

Attachment(s):

Memorandum of Understanding

SB 231 Language

The Parties agree to amend Article 21-3-2 as follows:

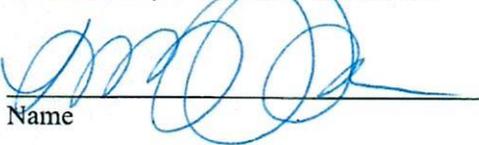
21-3-2 Senate Bill 231 (2023 Legislative Session) – Additional Salary

For the 2023-2025 biennium, LCSD will pursue funding as made available through Senate Bill 231 of the 2023 Legislative Session. Any awarded funds will be applied to salary and benefits as provided by law. Any increase in salary and benefits will only be for the term of the 2023-25 biennium and will sunset effective July 1, 2025, unless extended by the Nevada Legislature.

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

Should the legislature allocate funding similar to SB 231 for the 2025-27 biennium of additional pay for employees, the LCSD agrees to allocate the funds on a percentage of all eligible employees' base salaries and to pay employees covered by this agreement those funds based upon that percentage, unless precluded by law or agreed upon in subsequent negotiations. Any increase in salary will only be for the term of the 2025-27 biennium and will sunset effective July 1, 2027, unless extended by the Nevada Legislature.

Lyon County Education Association


Name

Dated the 23 day of September, 2024.

Lyon County School District


Name

Dated the 26 day of September, 2024.

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: See LCSD Board Policy DG: Travel Policy for all requirements.

Name(s) of Attendees Danielle Salamone & Robin Steinicke

SCHOOL Dayton High School

NAME OF CONFERENCE: Adrenaline
(Do Not Use Acronyms)

(ATTACH conference program information and provide website address)

CITY/STATE OF CONFERENCE: Stockton, California

DATE OF DEPARTURE: 12/06/2024

DATE OF RETURN: 12/06/2024

Training/Travel/Conference is (check all that apply): Mandated by the state Mandated by the district
Needed for certification/licensing Related to the District Performance Plan Related to our School
Performance Plan Related to a specific program/course Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

The Adrenaline cheer competition is a semi local event that allows us to have another opportunity to qualify for JAMZ Nationals and be in person, on stage for the repetition and experience. The more we can get on a stage with large crowds, the more comfortable the athletes become with their routine. The in person competitions allow for a raw score and live feedback from judges. Cheer is a primarily all girl sport and works hard to be recognized in Nevada. Cheer competitions are our games like football has their Friday night lights.

TRAVEL APPROVED: Date 10/2/24

TRAVEL APPROVED: Date 10/2/24

Julie Bumgarner
Site administrator or supervisor signature
Sauri Hückel
Superintendent or designee signature

District Office Use Only

Received by District Office

Date: 10/2/24

Board Approved: Yes () No ()

Date: _____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: _____

	Total	District Office	Grant	School Site	Other
BUDGET# Fundraising Registration Fees: Attendees <u>24</u> x <u>52</u> Reg. fee \$ <u>1248</u>	\$ 1248	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
BUDGET# Fundraising Travel By: <u>Charter</u> \$ <u>5000</u> (Air, district car, private car for personal convenience, etc.)	\$ 5000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> 51
BUDGET# Fundraising Lodging: Room rate \$ <u>0</u> x <u>0</u> nights \$ <u>0</u>	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) <u>lodging receipts must be obtained and sent to District Office upon return.</u>					
Meals: Breakfast \$ <u>0</u> x <u>0</u> days \$ <u>0</u>	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Lunch \$ <u>0</u> x <u>0</u> days \$ <u>0</u>	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dinner \$ <u>0</u> x <u>0</u> days \$ <u>0</u>	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Incidental \$ <u>0</u> x <u>0</u> days \$ <u>0</u>	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Substitutes: # of Days <u>0</u> x \$ /day \$ <u>0</u>	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.)	\$ <u>0</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other Miscellaneous expenses: (attach explanation)	\$ <u>0</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
TOTAL EXPENSES	\$ 6248	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

****FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.**

Conference Information

Conference Dates & Times: 12/06/2024 Times are unknown at this time.

Name of where conference/training is being held
(i.e. Hotel, School, College, Convention Center): Adventist Health Arena

Airline Information

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (i.e. Southwest, Delta, United, etc.)

Date & Time you wish to DEPART: Not Applicable

Date & Time you wish to RETURN: Not Applicable

List any special notes here: Not Applicable

52

Are you renting a car? Yes No How many days? 0

Note: Car insurance should be declined as the district insurance provides adequate coverage.

Lodging Information

Note: Lodging must be made by Attendee or Site for purchase order payments only. No district office credit card charges.

Lodging GSA (Per Diem Rate): 0 All travelers agree to share lodging as appropriate? Yes No

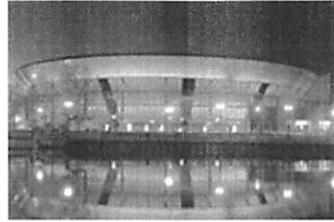
Register under what name(s)? Not Applicable

Name, Address, Phone number of lodging establishment: Not Applicable

DEADLINE DATE: _____

Code Information: _____

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval.



Adrenaline

Dec 6-7, 2024

Adventist Health Arena

Early Payment Deadline: 11/8/24
Final Payment Deadline: 11/15/24
2nd Performance Deadline: 11/1/24

[REGISTER](#)

[DIVISIONS & LEVELS](#) [RULES & SCORING](#) [RULES QUESTIONS](#) [SCHEDULE](#) [RESULTS](#)

Open to: Youth, NA, School & All Star **Qualifier for Nationals?** Yes **Status:** OPEN

Youth Rates

[VIEW RATES](#)

NA Rates

[VIEW RATES](#)

School Rates

[VIEW RATES](#)

All Star Rates

[VIEW RATES](#)

About Registration

- Register & Pay by the "Early Deadline" to save money!
- Events are subject to fill up prior to the deadline.
- CIF & NIAA-SANCTIONED (Sponsor School: Davis High School)

Spectator Rates

(per person)

General Admission: \$20
Child 6-15: \$10
Child 5 & Under: FREE

JAMZ Refund Policy

(if requested by the deadlines shown)

100% Refund by: 11/8/24
50% Refund by: 11/15/24
NO Refund After: 11/15/24

Hotels/Accommodations

JAMZ is always NO STAY TO PLAY. If there are room blocks for this event, they will appear below.

Performance Surface

Youth, NA & All Star will perform on a 54' wide x 42' deep Olympic Elite Fiberglass Spring Floor.

Additional Event Info

FRIDAY NIGHT LIGHTS - School teams will be performing FRIDAY December 6, 2024

School teams will perform on a 54' wide X 42' deep foam cheer floor.

SECURITY - BAG CHECK, INSPECTION & SEARCHES - All guests/competitors entering ASM Global facilities are subjected to a voluntary bag or clothing search. Guests of competitors please note that bags, backpacks, purses, clutches, or boxes are not permitted into the venue. The search is voluntary because the guest can refuse, however, the refusing guest **WILL NOT** be permitted entry to the event. If contraband is found during a search, the guest will be asked to return it to their vehicle or discard it.

Event Address

248 W Fremont Street, Stockton, CA 95203

[GET DIRECTIONS](#)

Parking

Located in the Stockton Arena Garage next to the arena or surface lots along Fremont Street. CREDIT CARDS ONLY.

Event Schedule

- **Prelim:** Two Tuesdays prior to the event
- **Draft:** Monday prior to the event
(You then have 24 hrs to make changes)
- **Final:** Thursday prior to the event by 5pm

Schedules sent to main contact emails entered in registration.

Awards & Giveaways



So many ways for teams to win!
Here's what we're giving away:

- Banners
- Ribbons
- Acrylics (Jumps/Stunts/Choreo)
- Congeniality Award
- Grand Champions - Yth/NA/Sch/DI/DII
- Level Champions (AS)
- Novice Ribbons
- Mascot Medals



The following items are prohibited inside all ASM Global venues:

- Bottles or cans
- Food coolers
- Outside food/beverages (baby food permitted)
- Frisbees and beach balls
- Laser pointers
- Any noise making devices (i.e. air horns, whistles, drums, etc.)
- Fireworks
- Illegal drugs and alcohol
- Audio/Video recording devices
- Weapons and dangerous devices of any kind
- Strollers – Have to be checked in at GR Booth
- Balloons
- Selfie Sticks
- Hydration pack
- E-Cigarettes
- Back packs & duffle bags
- Purses, Bags, or Clutches
- Any other items deemed unacceptable by ASM Management

All items brought into any ASM Global venue is subject to inspection. There are no provisions for storing or checking prohibited items at the entrance or on site.

Room Block(s)



BOOK ONLINE

Stay & Save! Competition Travel is our Official Travel Partner and has made arrangements for discounted hotel pricing at select hotels to ensure you receive the best pricing for our events! In need of a block of rooms? Email info@competitiontravel.com, call (303) 683-7013 or book online.

Partners



GET ON THE LIST

EMAIL *

EMAIL *

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(800) 920-4272

JAMZ Cheer & Dance
PO Box 4308

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: See LCSD Board Policy DG: Travel Policy for all requirements.

Name(s) of Attendees Danielle Salamone & Robin Steinicke

SCHOOL Dayton High School

NAME OF CONFERENCE: Holiday Showcase
(Do Not Use Acronyms)

(ATTACH conference program information and provide website address)

CITY/STATE OF CONFERENCE: Anaheim, California

DATE OF DEPARTURE: 12/13/2024

DATE OF RETURN: 12/16/2024

Training/Travel/Conference is (check all that apply):
Mandated by the state Mandated by the district
Needed for certification/licensing Related to the District Performance Plan Related to our School
Performance Plan Related to a specific program/course Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

The Holiday Showcase is one of the top JAMZ competitions to attend prior to School JAMZ Nationals. This competition is a qualifier for Nationals. The parents in the program are aware of this competition and are prepared to support the program and their athletes. The venue at the Holiday Showcase is the best competition set up. We will see the most competition at this event which means we will be able to see what we need to work on to be able to be the most competitive we need to be going into Nationals. Holiday Showcase allows for a multi-day registration so we will be able to be scored by two different judging panels. This primarily all girl sport works hard. We are hoping to be given the opportunity to show off all of our hard work and take advantage of events to help us become even stronger as a program.

TRAVEL APPROVED: Date 10/2/24

Julia Blumgard
Site administrator or supervisor signature

TRAVEL APPROVED: Date 10/2/24

Sandra Huckaby
Superintendent or designee signature

District Office Use Only

Received by District Office

Date: 10/2/24

Board Approved: Yes () No ()

Date: _____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: _____

	Total	District Office	Grant	School Site	Other
BUDGET# <u>Fundraising</u> Registration Fees: Attendees <u>24</u> x <u>52</u> Reg. fee \$ <u>1248</u>	\$ 1248	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
BUDGET# <u>Fundraising</u> Travel By: <u>Charter</u> \$ <u>5250</u> (Air, district car, private car for personal convenience, etc.)	\$ 5250	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
BUDGET# <u>Fundraising</u> Lodging: Room rate \$ <u>210</u> x <u>3</u> nights \$ <u>630</u> (3x6rooms=\$3780)	\$ 630	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) <u>lodging receipts must be obtained and sent to District Office upon return.</u>					
Meals: Breakfast \$ <u>0</u> x <u>0</u> days \$ <u>0</u>	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Lunch \$ <u>0</u> x <u>0</u> days \$ <u>0</u>	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dinner \$ <u>0</u> x <u>0</u> days \$ <u>0</u>	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Incidental \$ <u>0</u> x <u>0</u> days \$ <u>0</u>	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Substitutes: # of Days <u>0</u> x \$ <u>0</u> /day \$ <u>0</u>	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.) \$ <u>0</u>	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other Miscellaneous expenses: (attach explanation) \$ <u>0</u>	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
TOTAL EXPENSES	\$ 10278				

****FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.**

Conference Information

Conference Dates & Times: 12/14-15/2024 Times are unknown at this time.

Name of where conference/training is being held
(i.e. Hotel, School, College, Convention Center): Anaheim Convention Center

Airline Information

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (i.e. Southwest, Delta, United, etc.)

Date & Time you wish to DEPART: Not Applicable

Date & Time you wish to RETURN: Not Applicable

List any special notes here: Not Applicable

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Are you renting a car? Yes No How many days?

Note: Car insurance should be declined as the district insurance provides adequate coverage.

Lodging Information

Note: Lodging must be made by Attendee or Site for purchase order payments only. No district office credit card charges.

Lodging
GSA (Per Diem Rate) : 0

All travelers agree to share lodging as appropriate?

Yes No

Register under what name(s)?

Danielle Salamone

Name, Address, Phone number of
lodging establishment:

Hotel Lulu 1850 South Harbor Boulevard, Anaheim, California 92802 (657)688-5858

DEADLINE DATE:

Code Information:

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval.



Holiday Showcase

Dec 14-15, 2024

Anaheim Convention Center

Early Payment Deadline: 11/22/24
Final Payment Deadline: 11/29/24
2nd Performance Deadline: 11/15/24

[REGISTER](#)

[DIVISIONS & LEVELS](#) [RULES & SCORING](#) [RULES QUESTIONS](#) [SCHEDULE](#) [RESULTS](#)

Open to: Youth & School **Qualifier for Nationals?** Yes **Status:** OPEN

Youth Rates

[VIEW RATES](#)

NA Rates

[VIEW RATES](#)

School Rates

[VIEW RATES](#)

All Star Rates

[VIEW RATES](#)

About Registration

- School Teams Perform Saturday: Youth Teams Performs Sunday
- Register & Pay by the "Early Deadline" to save money!
- Events are subject to fill up prior to the deadline.
- CIF & NIAA-SANCTIONED (Sponsor School: John Burroughs High School)

Spectator Rates

(per person)

General Admission: \$20
Child 6-15: \$10
Child 5 & Under: FREE

JAMZ Refund Policy

(if requested by the deadlines shown)

100% Refund by: 11/22/24
50% Refund by: 11/29/24
NO Refund After: 11/29/24

Hotels/Accommodations

JAMZ is always NO STAY TO PLAY. If there are room blocks for this event, they will appear below.

Performance Surface

54' wide X 42' deep foam cheer floor

Additional Event Info

Due to holiday traffic and multiple events, please expect the Anaheim Convention Center and it's parking structures to be BUSY for most of the day. Please plan accordingly and allow yourself plenty of time when traveling to the ACC.

- Click below to purchase specially-priced Disneyland® Resort Theme Park tickets: <https://www.mydisneygroup.com/TMJL24A>

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The Ticket Store will open on Monday, June 24, 2024.
Tickets are valid from Tuesday, Dec 10, 2024 through Saturday, Dec 21, 2024.

Event Address

800 W Katella Ave, Anaheim, CA 92802

[GET DIRECTIONS](#)

Parking

\$20

Event Schedule

- **Prelim:** Two Tuesdays prior to the event
- **Draft:** Monday prior to the event
(You then have 24 hrs to make changes)
- **Final:** Thursday prior to the event by 5pm

Schedules sent to main contact emails entered in registration.

Awards & Giveaways



So many ways for teams to win!
Here's what we're giving away:

- Banners
- Ribbons
- Acrylics (Jumps/Stunts/Choreo)
- Congeniality Award
- Grand Champions (Yth/Sch)
- Exhibition Medals

Ticket Store Closes at 9:00pm PST on Friday, Dec 13, 2024.

These special ticket prices are not available once you arrive at the Resort.
Don't delay! Prices are subject to change without notice.

Room Block(s)



BOOK ONLINE

Stay & Save! Competition Travel is our Official Travel Partner and has made arrangements for discounted hotel pricing at select hotels to ensure you receive the best pricing for our events! In need of a block of rooms? Email info@competitiontravel.com, call (303) 683-7013 or book online.



Partners



GET ON THE LIST

EMAIL *

EMAIL *

59

(800) 920-4272

JAMZ Cheer & Dance
PO Box 4308

LYON COUNTY SCHOOL DISTRICT

*Staff Travel Report
to
School Board of Trustees*

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

Please Download & TYPE the following information.

Staff Member:	<u>Dusti Houk</u>	School:	<u>Dayton Elementary</u>
Assignment:	<u>Assistant Principal</u>	Name of Conference: <small>(Do not use acronyms)</small>	<u>Pacific Northwest Institute Soed Law</u>
Location of Conference:	<u>Bellevue, Washington</u>	Dates Attended:	<u>September 16-18, 2024</u>

General Overview: Do not use acronyms

This conference was about educating attendees on the importance of special education laws, and making decisions/choices that are in the best interest of the students, while following the laws. The depth of knowledge the individuals have that presented was tremendous. They gave insight, personal stories, and an overview of what happened this last year in special education law in the western states, and the 9th circuit.

How will this impact student learning in a positive way?

Getting hands on experience with individuals who work in the trenches with case law for special education was so beneficial. The mini-course, the general session and all the workshops allowed me an opportunity to learn firsthand from lawyers who are trying these cases in court. They gave insightful ideas, hints, and suggestions on how to create Individual Education Plans (IEP's) and/or 504's that will best benefit the direction the student's education will go. I have brought back the information that I learned and have already implementing this in my 504 meetings. Bringing awareness to the forefront will allow me the opportunity to make better decisions and have more informative conversations with parents.

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

I have already implemented what I have learned in the couple of 504's I have run since returning. Writing 504's in a way that benefit the student more and accommodation's that are geared to how the adults on campus with help the student. I had mentioned to a couple of our special education teachers I was going to this and they have been asking how it was. I can have more informative conversations with them, and shared with them a little bit of what I have learned. Being able to focus on specifics such as how attendance impacts the students' learning goals, and maybe setting up additional meetings in case we need to revisit to make sure the learning goals are written in a way to help the student.

Other Comments:

I want to thank Rachel Stewart for inviting me to this conference, as well as our school board for approving this. These types of conferences are very beneficial to allow us an opportunity to learn firsthand from individuals who work in these areas daily. I would also like to thank Mr. Woodford for taking care of everything at school while I was gone.

Rachel Stewart

Site Principal/Supervisor Approval

Sauri Huckaby

Deputy Superintendent Approval

10.3.2024

Date

10-4-24

Date

LYON COUNTY SCHOOL DISTRICT

*Staff Travel Report
to
School Board of Trustees*

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

Please Download & TYPE the following information.

Staff Member:	<u>Lisa Shea</u>	School:	<u>District Office</u>
Assignment:	<u>Special Services Data Manager</u>	Name of Conference : (Do not use acronyms)	<u>PNW Institute on Special Education and the Law</u>
Location of Conference:	<u>Bellevue, Washington</u>	Dates Attended:	<u>9/16/24-9/18/24</u>

General Overview: Do not use acronyms

The primary mission of the Institute is to keep practitioners aware of congressional amendments to the Individuals with Disabilities Education Act (IDEA) and recent court cases interpreting the Act. Most faculty are nationally prominent acknowledged school or Plaintiff attorneys with active practices in IDEA litigation. The Institute also addresses Section 504 of the Rehabilitation Act, the Americans with Disabilities Act, Sections 1983 and 1985 of the Civil Rights Act, No Child Left Behind Act, and other federal and state laws affecting the operation and management of special education programs in public schools.

How will this impact student learning in a positive way?

This conference focuses on recent legal decisions that impact Special Education. The conference is an opportunity to stay current in legal precedent regarding IDEA and 504/ADA. The conference focuses on Supreme Court, 9th Circuit, and other significant rulings in Special Education and 504.

By staying current on legal decisions, we will appropriately implement IDEA and 504 laws. We can insure that we are implementing FAPE within the most current legal guidance. This information also helps insure we are providing accurate and appropriate guidance to our teachers and administrators.

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

I will share current case law decisions regarding 504s and Special Education with staff and administration. In addition, the information I have learned will help me in providing guidance to Special Education Teachers and Administrators. Each year that I am able to attend this conference, increases my knowledge and understanding of current legal issues and decisions.

Other Comments:

Thank you for allowing me the opportunity to continue to attend this conference so that I can better serve our staff and students in Lyon County School District.

Rachel Stewart

Site Principal/Supervisor Approval

10.8.2024

Date

Saura Huckaby

Deputy Superintendent Approval

10-9-24

Date

LYON COUNTY SCHOOL DISTRICT

*Staff Travel Report
to
School Board of Trustees*

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

Please Download & TYPE the following information.

Staff Member:	<u>Paula Patterson</u>	School:	<u>Dayton Area Schools</u>
Assignment:	<u>School Psychologist</u>	Name of Conference :	<u>PNWI SpEd Law Conf</u>
		(Do not use acronyms)	
Location of Conference:	<u>Bellevue, WA</u>	Dates Attended:	<u>Sept 16, 17, 18, 2024</u>

General Overview: Do not use acronyms

The Pacific Northwest Institute (PNWI) on Special Education and the Law conference provided an overview of selected legal issues (focused on the 9th circuit court) affecting special education administration and practices. The conference provides the learner with updated empirical and practical studies of special education law. The conference highlighted key judicial decisions and federal guidance from the past 12 months to illustrate a variety of compliance conundrums faced by public school districts.

I attended several sessions throughout the 3 days. Specifically, I attended sessions that reviewed the non-FAPE legal requirements that apply to both IDEA and Section 504, which require that school administer these programs in a manner that affords student with disabilities an equal opportunity for access. I also attended a session that reviewed the confusion and questions that arise regarding the relationship between dyslexia and Specific Learning Disability (SLD) and how a determination of dyslexia can be important in meeting a student's reading needs in an IEP. I attended a session that outlined the legal framework, procedural nuances and practical considerations surrounding manifestation determination reviews (MDRs).

How will this impact student learning in a positive way?

In my role as a school psychologist, it is my responsibility along with my team members, to make sure IDEA procedures governing special education are followed. The conference provides the attendees with updated federal guidance and practical pointers gleaned from judicial decisions to help IEP teams make legally sound decisions and assist in avoiding costly litigation. The conference provides best practice tips regarding documenting IEP meetings and decisions made by IEP teams. This specific conference especially applies to LCSD because it reviews the Ninth US Circuit Court of Appeals decisions impacting western states regarding special education issues ranging from child find to least restrictive environment (LRE), and to school district obligations to parentally placed private school students. It is important that special education staff have an understanding how these court decisions influence our practices. By making sound decision through the IEP process we (IEP team members) are better able to meet the educational, social/emotional, and behavioral needs of our students and the families we serve.

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

Our schools are presented with an increasing number of students that are struggling academically and behaviorally. It is important that we continue to build our skills to be better practitioners who are prepared to deal with these complex cases. Upon my return, I will provide the IEP team members at my school with a presentation of current federal guidance and practical pointers gleaned from judicial decisions that impact IEP development, the relationship between Dyslexia and SLD evaluations, and current reading science and appropriate reading services. Provide copies of speaker handouts quick reference guides that I believe to be helpful to support and build teachers/staff skills.

Other Comments:

The Pacific Northwest Institute on Special Education and the Law Conference 2024 was excellent! Most of the speakers are current practitioners/attorneys who are experts in the field of special education law. This conference was very informative and presents a legal perspective which is very valuable in the practice of school psychology. Thank you, for allowing me to attend this conference. LCSD is a good school district to work for and is filled with staff that genuinely care about students and their families. Paula Patterson

Rachel Stewart

Site Principal/Supervisor Approval

Sawantuckabaf

Deputy Superintendent Approval

10-3-24

Date

10-4-24

Date

LYON COUNTY SCHOOL DISTRICT

*Staff Travel Report
to
School Board of Trustees*

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

Please Download & TYPE the following information.

Staff Member:	<u>Rachel Stewart</u>	School:	<u>District Office</u>
Assignment:	<u>Special Services Data Manager</u>	Name of Conference : (Do not use acronyms)	<u>PNW Institute on Special Education and the Law</u>
Location of Conference:	<u>Bellevue, Washington</u>	Dates Attended:	<u>9/16/24-9/18/24</u>

General Overview: Do not use acronyms

The primary mission of the Institute is to keep practitioners aware of congressional amendments to the Individuals with Disabilities Education Act (IDEA) and recent court cases interpreting the Act. Most faculty are nationally prominent acknowledged school or Plaintiff attorneys with active practices in IDEA litigation. The Institute also addresses Section 504 of the Rehabilitation Act, the Americans with Disabilities Act, Sections 1983 and 1985 of the Civil Rights Act, No Child Left Behind Act, and other federal and state laws affecting the operation and management of special education programs in public schools.

How will this impact student learning in a positive way?

This conference focused on recent legal decisions that impact special education. The conference gave an opportunity for me to get updates on current legal precedent regarding IDEA and 504/ADA. As the conference focused on Supreme Court cases as well as 9th Circuit court cases, I was able to take pieces of what was presented and look at procedures within our special services department to make sure we are implementing Free Appropriate Public Education (FAPE) with the most current legal guidance. This will also help to ensure we are providing accurate and appropriate guidance to administrators and other directors in Lyon CSD.

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

As the Executive Director of Special Services I will be able to take what I have learned and provide guidance around IDEA and 504/ADA to administrators, other directors, and staff. I will also take what I have learned and work with my special services team and the MTSS team on updated and current legal precedent so they can help teams at school sites.

Other Comments:

Thank you for allowing me to go to the conference.

Site Principal/Supervisor Approval

Date



Deputy Superintendent Approval

10/16/24

Date

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: See LCSD Board Policy DG: Travel Policy for all requirements.

Name(s) of Attendees Virginia Richardson, Nicole Jolley, Michelle Trousdale

SCHOOL Cottonwood Elementary School

NAME OF CONFERENCE: National Elementary and Secondary Education Act Conference
(Do Not Use Acronyms)

(ATTACH conference program information and provide website address)

CITY/STATE OF CONFERENCE: Austin, TX

DATE OF DEPARTURE: 02/18/2025

DATE OF RETURN: 02/21/2025

Training/Travel/Conference is (check all that apply): Mandated by the state Mandated by the district
Needed for certification/licensing Related to the District Performance Plan Related to our School
Performance Plan Related to a specific program/course Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

The national ESEA conference is an annual project of the National Association of ESEA State programs Administrators (NAESPA) and the only conference focused entirely on federal education programs for disadvantaged students. The conference emphasizes the critical nature of doing what is right and what is needed today to help every child succeed and achieve at high levels.

TRAVEL APPROVED: Date 09/24/2024

TRAVEL APPROVED: Date 9/27/24

Virginia Rich
Site administrator or supervisor signature
Sawon Huckaby
Superintendent or designee signature

District Office Use Only

Received by District Office

Date: 9/27/24

Board Approved: Yes () No ()

Date: _____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: Title 1

	<u>Total</u>	District Office	Grant	School Site	Other
BUDGET# 280.633.0000.100.2213.330.10209.10.000 Registration Fees: Attendees <u>3</u> x <u>649</u> Reg. fee \$	<u>1947.00</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.633.0000.000.2213.580.10209.10.000 Travel By: <u>Air</u> \$	<u>1463.88</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>(Air, district car, private car for personal convenience ,etc.)</i>					
BUDGET# 280.633.0000.000.2213.580.10209.10.000 Lodging: Room rate \$ <u>382</u> x <u>3</u> nights \$	<u>2292.00</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) <u>lodging receipts must be obtained and sent to District Office upon return.</u></i>					
Meals: Breakfast \$ <u>20.00</u> x <u>3</u> days \$	<u>240.00</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lunch \$ <u>22.00</u> x <u>3</u> days \$	<u>198.00</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dinner \$ <u>33.00</u> x <u>3</u> days \$	<u>396.00</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Incidental \$ <u>5.00</u> x <u>3</u> days \$	<u>60.00</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substitutes: # of Days <u>4</u> X \$ <u>145</u> /day	<u>1160.00</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.) \$	<u>50.00</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Miscellaneous expenses: (attach explanation) \$	<u>7806.88</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOTAL EXPENSES	\$ 7806.88				

****FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.**

Conference Information

Conference Dates & Times:	02/19/2025 to 02/21/2025
Name of where conference/training is being held (i.e. Hotel, School, College, Convention Center):	Austin Convention Center, Austin TX

Airline Information

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (i.e. Southwest, Delta, United, etc.)

Date & Time you wish to DEPART:	Tuesday 02/18/25 @8:10 am
Date & Time you wish to RETURN:	Friday 02/21/25 @ 11 pm
List any special notes here:	

Are you renting a car? Yes No How many days?

Note: Car insurance should be declined as the district insurance provides adequate coverage.

Lodging Information

Note: Lodging must be made by Attendee or Site for purchase order payments only. No district office credit card charges.

Lodging GSA (Per Diem Rate) : 187.00	All travelers agree to share lodging as appropriate?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Register under what name(s)?	Virginia Richarson	
Name, Address, Phone number of lodging establishment:	Hilton Austin Downtown 300 East 4th St Austin, TX 78701	

DEADLINE DATE: _____ **Code Information:** _____

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval.

NATIONAL ESEA CONFERENCE

[EXHIBIT
PRESENT
ATTEND](#)

[SCHEDULE
HOTELS & TRAVEL
REGISTER NOW](#)

**February 19-21, 2025
Austin, TX & Online**

Courtyard Austin Downtown Convention Center

[Make a Reservation](#)

Pricing:

\$352 (including all taxes and fees)

\$372 - triple occupancy

\$392 - quad occupancy

The Courtyard Austin Downtown/Convention Center is located right between The Austin Convention Center and the music and nightlife of the 6th Street entertainment district. The Texas State Capitol is less than a mile from the hotel as is the outdoor events and festival grounds at Zillker Metropolitan Park.

Address:

300 East 4th St
Austin, TX 78701

Across the street from the Austin Convention
Center

Amenities:

- Free WiFi
- Restaurant
- Indoor Pool
- Fitness Center
- Starbucks
- Indoor Pool
- Champion Restaurant
- No room service



Parking:

Valet: \$65 per day

Trip & Price Details

Price Payment Confirmation

Flight [Modify](#)

Tue 2/18	# 1063 / 991 RNO → AUS 8:10 AM 5:55 PM	7 hr 45 min 1 stop	<u>Wanna Get Away Plus</u>	Price per Passenger \$408.15 Taxes and fees per Passenger \$79.81
	# 3827 / 1545 AUS → RNO 5:20 PM 11:00 PM	7 hr 40 min 1 stop	<u>Wanna Get Away Plus</u>	Total per Passenger \$487.96 Passenger(s) x3 Flight total \$1,463.88 or from \$144/mo* with uplift Learn more

Helpful Information:

- All fares and fare ranges are subject to change until purchased and are per person for each way of travel.
- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Cash + Points bookings will not earn Rapid Rewards points, tier qualifying points for A-List or A-List Preferred status, or Companion Pass qualifying points.

Flight Extras

Upgrade to Anytime

Prices shown per passenger, per one-way.

- ✓ Refundable fare*
- ✓ Priority and Express Lanes⁸
- ✓ 10 Rapid Rewards points per dollar per qualifying flight*

*Please read the [fare rules](#) associated with this purchase.

Upgrade departing trip for \$60

Upgrade returning trip for \$60

Upgrade both for \$120

Primary Destination 	County 	2024	Nov	Dec	2025	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
		Oct			Jan								
Midland / Odessa	Midland / Andrews / Ector / Martin	\$132	\$118	\$118	\$118	\$132	\$132	\$132	\$132	\$132	\$132	\$132	\$132
Pecos	Reeves	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121
Plano	Collin	\$123	\$123	\$123	\$123	\$123	\$123	\$123	\$123	\$123	\$123	\$123	\$123

Meals & Incidental Expenses (M&IE) rates and breakdown

The M&IE total is the full daily amount for a single calendar day when that day is neither the first nor last day of travel. The amount received on the first and last day of travel equals 75% of the M&IE total. See [M&IE breakdowns](#) for information related to the individual meal amounts.

Primary Destination 	County 	M&IE Total	Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Standard Rate	Applies for all locations without specified rates	\$68	\$16	\$19	\$28	\$5	\$51.00
Arlington / Fort Worth / Grapevine	Tarrant / City of Grapevine	\$80	\$20	\$22	\$33	\$5	\$60.00
Austin	Travis	\$80	\$20	\$22	\$33	\$5	\$60.00
Big Spring	Howard	\$68	\$16	\$19	\$28	\$5	\$51.00
Dallas	Dallas	\$80	\$20	\$22	\$33	\$5	\$60.00
Galveston	Galveston	\$74	\$18	\$20	\$31	\$5	\$55.50
Houston	Montgomery / Fort Bend / Harris	\$80	\$20	\$22	\$33	\$5	\$60.00
Midland / Odessa	Midland / Andrews / Ector / Martin	\$74	\$18	\$20	\$31	\$5	\$55.50
Pecos	Reeves	\$74	\$18	\$20	\$31	\$5	\$55.50
Plano	Collin	\$80	\$20	\$22	\$33	\$5	\$60.00

[Top](#)

Additional per diem topics

- [Meals & Incidental Expenses breakdown \(M&IE\)](#)
- [FAQs](#)
- [State tax exemption forms](#)
- [Factors influencing lodging rates](#)

Need more information?

- [Rates for Alaska, Hawaii, U.S. territories and possessions \(set by DoD\)](#)
- [Rates in foreign countries \(set by State Dept.\)](#)

Related topics

- [Travel resources](#)
- [E-Gov Travel](#)
- [FedRooms](#)
- [POV mileage reimbursement rates](#)



GSA.gov unavailable during weekend maintenance

From 7 p.m. ET on Friday, Sept. 27, until 2 p.m. ET on Saturday, Sept. 28, GSA.gov will be unavailable while GSA IT upgrades the site.



An official website of the United States government



FY 2025 Per Diem Rates for Texas

Change fiscal year: or

Daily lodging rates (excluding taxes) | October 2024 - September 2025

Cities not appearing below may be located within a county for which rates are listed. To determine the county a destination is located in, visit the [Census Geocoder](#)

Primary Destination ⁱ	County ⁱ	2024 Oct	Nov	Dec	2025 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Standard Rate	Applies for all locations without specified rates	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110
Arlington / Fort Worth / Grapevine	Tarrant / City of Grapevine	\$181	\$181	\$181	\$181	\$181	\$181	\$181	\$181	\$181	\$181	\$181	\$181
Austin	Travis	\$173	\$173	\$173	\$187	\$187	\$187	\$173	\$173	\$173	\$173	\$173	\$173
Big Spring	Howard	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$114
Dallas	Dallas	\$170	\$170	\$170	\$191	\$191	\$191	\$170	\$170	\$170	\$170	\$170	\$170
Galveston	Galveston	\$111	\$111	\$111	\$111	\$111	\$111	\$111	\$111	\$146	\$146	\$111	\$111
Houston	Montgomery / Fort Bend / Harris	\$128	\$128	\$128	\$128	\$128	\$128	\$128	\$128	\$128	\$128	\$128	\$128

Top

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: See LCSD Board Policy DG: Travel Policy for all requirements.

Name(s) of Attendees Will Bumgardner

SCHOOL Dayton High School

NAME OF CONFERENCE: Special Interest Group on Computer Science Education Technical Symposium 2025
(Do Not Use Acronyms)
(ATTACH conference program information and provide website address)

CITY/STATE OF CONFERENCE: Pittsburgh, PA

DATE OF DEPARTURE: 2/25/25 DATE OF RETURN: 3/2/25

Training/Travel/Conference is (check all that apply):
Mandated by the state Mandated by the district
Needed for certification/licensing Related to the District Performance Plan Related to our School
Performance Plan Related to a specific program/course Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

This conference addresses problems that are common to those within the computer science education field. The focus is to provide a forum to share new ideas at all levels of instruction with computer science education. This includes working on developing, implementing, and/or evaluating programs, curricula, and courses.

By attending this conference, I will be able to come back with fresh ideas to use for all of my students within all of my courses -- computer science, game development, and cybersecurity.

Website of conference: <https://sigcse2025.sigcse.org/>

I have attached last year's program as this year's program has not been finalized yet.

TRAVEL APPROVED: Date 9/13/24

TRAVEL APPROVED: Date 9/23/24

Will Bumgardner
Site administrator or supervisor signature
Sawon Huckaby
Superintendent or designee signature

District Office Use Only

Received by District Office

Date: 9/19/24

Board Approved: Yes () No ()

Date: _____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: Perkins

	<u>Total</u>	<i>District Office</i>	<i>Grant</i>	<i>School Site</i>	<i>Other</i>
BUDGET# 280.631.0000.300.2213.580.10000.00.000 Registration Fees: Attendees <u>1</u> x <u>450</u> Reg. fee \$	450	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.631.0000.300.2213.580.10000.00.000 Travel By: <u>Air</u> \$	505.96	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>(Air, district car, private car for personal convenience, etc.)</i>					
BUDGET# 280.631.0000.300.2213.580.10000.00.000 Lodging: Room rate \$ <u>164.35</u> x <u>5</u> nights \$	821.75	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) <u>lodging receipts must be obtained and sent to District Office upon return.</u>					
Meals: Breakfast \$ <u>20</u> x <u>5</u> days \$	100	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lunch \$ <u>22</u> x <u>6</u> days \$	132	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dinner \$ <u>33</u> x <u>5</u> days \$	165	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Incidental \$ <u>5</u> x <u>6</u> days \$	30	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substitutes: # of Days <u>4</u> x \$ <u>120</u> /day	480	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.) \$	150	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Miscellaneous expenses: (attach explanation) \$	2834.71	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOTAL EXPENSES	2834.71				

****FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.**

Conference Information

Conference Dates & Times: February 26 - March 1, 2025

Name of where conference/training is being held
(i.e. Hotel, School, College, Convention Center): David L Lawrence Convention Center

Airline Information

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (i.e. Southwest, Delta, United, etc.)

Date & Time you wish to DEPART: 2/25, 5:15 am Departure

Date & Time you wish to RETURN: 3/2, 1:10 pm Return

List any special notes here: Southwest

Are you renting a car? Yes No How many days?

Note: Car insurance should be declined as the district insurance provides adequate coverage.

Lodging Information

Note: Lodging must be made by Attendee or Site for purchase order payments only. No district office credit card charges.

Lodging
GSA (Per Diem Rate) : 138.00

All travelers agree to share lodging as appropriate?

Yes No

Register under what name(s)?

Will Bumgardner

Name, Address, Phone number of
lodging establishment:

Homewood Suites b1410 Smallman St, Pittsburgh, PA 15222 (412) 232-0200

DEADLINE DATE :

Code Information:

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval.

SIGCSE TS 2025: Leading the Transformation

Welcome!

The Technical Symposium on Computer Science Education (SIGCSE TS) is organized by the ACM Special Interest Group on Computer Science Education (SIGCSE) and is the organization's flagship conference. The SIGCSE Technical Symposium addresses problems common among educators working to develop, implement and/or evaluate computing programs, curricula, and courses. The symposium provides a forum for sharing new ideas for syllabi, laboratories, and other elements of teaching and pedagogy, at all levels of instruction. The symposium provides a diverse selection of technical sessions and opportunities for learning and interaction.

SIGCSE TS 2025 will be held from February 26 - March 01, 2025, at the David L. Lawrence Convention Center (<https://www.pittsburghcc.com/>) in Pittsburgh, Pennsylvania. SIGCSE TS 2025 will be primarily an in-person conference, though there will be limited online participation options.

Hybrid Options for 2025

SIGCSE TS 2025 will continue to be a hybrid event. Some aspects of the conference will be only available to in-person attendees. However, online participants will be able to participate in:

- Keynotes
- A selection of panels and special sessions
- A selection of live online paper presentations
- A selection of online tutorials
- Nifty Assignments
- The legendary SIGCSE Coffee Break Show
- The online conference communication platform

Our hope is that this will give everyone an opportunity to present their research at the 2025 SIGCSE Technical Symposium, even if they are unable to travel, and that it will provide an affordable option to enjoy some of the symposium's content for those that can't attend in person. **The remaining aspects of SIGCSE TS 2025—including BoFs, Demos, Lightning Talks, Posters, and the ACM Student Research Competition—will be offered only in person.**

Authors of accepted submissions will be **required to present their work in-person at the conference**, except for a limited number of papers and tutorials that are scheduled to be virtual.

Submission Information

We will be using EasyChair (<https://easychair.org/conferences/?conf=sigcsets2025>) for SIGCSE TS 2025.

We are not requiring ACM TAPS (<https://authors.acm.org/proceedings/production-information/taps-production-workflow>) for SIGCSE TS 2025.

We will be using the ACM two-column format for papers, posters, panels, special sessions, lightning talks, demos, and the ACM SRC. Tutorials and Birds-of-a-feather submissions will now use forms rather than PDFs. Nifty will continue to expect a zipped folder.

Submission Link: <https://easychair.org/conferences/?conf=sigcsets2025> (<https://easychair.org/conferences/?conf=sigcsets2025>)

Reviewing Information

To volunteer to review for SIGCSE TS 2025, please visit <https://tinyurl.com/review-sigcse25> (<https://tinyurl.com/review-sigcse25>). If you are not sure whether or not you have already volunteered to review, please send email to program@sigcse2025.sigcse.org (<mailto:program@sigcse2025.sigcse.org>).

New for 2025

SIGCSE-Style Workshops are now called Tutorials: We are now referring to these three-hour interactive sessions as “Tutorials”. The submission and review process will otherwise be the same as they were last year. (Explanation: We’ve heard some confusion between SIGCSE-Style Workshops and “Workshops” that are intended to be a collection of papers.)

New/clarified AI Policies: Please visit the Policies on Generative AI, LLMs, and Related Tools (<https://sigcse2025.sigcse.org/track/sigcse-ts-2025-Papers#Choosing-a-Track>) menu item under the Info menu for more details.

Clarifications on Paper Tracks: We’ve set up a new menu item, Choosing a Track (<https://sigcse2025.sigcse.org/track/sigcse-ts-2025-Papers#Choosing-a-Track>), to provide information on which paper track might be most appropriate. Also feel free to reach out to the program chairs at program@sigcse2025.sigcse.org (<mailto:program@sigcse2025.sigcse.org>).

Earlier Deadlines: Unfortunately, with SIGCSE TS occurring about three weeks earlier this year than last year, as well as the ever-increasing number of submissions, we have had to move the paper deadlines to mid/late July.

Important Deadlines

Round One	Papers, Panels, Special Sessions, Tutorials
<i>Abstract Due Date (Papers Only)</i>	Sunday, 14 July 2024
<i>Abstract Due Time (Papers Only)</i>	23:59 AoE (Anywhere on Earth, UTC-12h)
<i>Round One Due Date</i>	Sunday, 21 July 2024
<i>Round One Due Time</i>	23:59 AoE (Anywhere on Earth, UTC-12h)
<i>Round One Notification to Authors</i>	Monday, 30 September 2024 <i>tentative</i>
<i>Round One final submissions due</i>	Sunday, 17 November 2024
Round Two	ACM Student Research Competition, Affiliated Events, BoFs, Demos, Lightning Talks, Nifty Assignments, Posters
<i>Round Two Due Date</i>	Monday, 14 October 2024
<i>Round Two Due Time</i>	23:59 AoE (Anywhere on Earth, UTC-12h)

Round Two Notification to
Authors

Monday, 18 November 2024 *tentative*

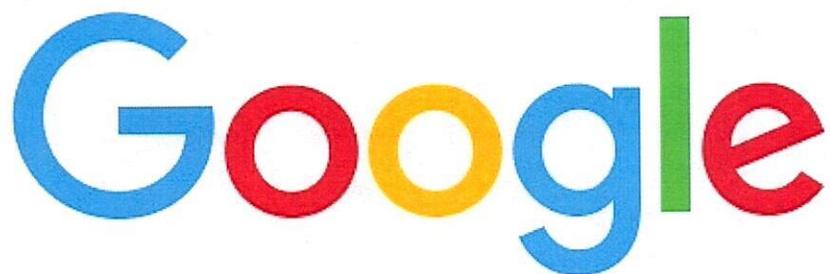
[Blogs \(1\) >> \(https://sigcse2025.sigcse.org/blogposts\)](https://sigcse2025.sigcse.org/blogposts)

Round Two Final
Submissions Due

Sunday 8 December 2024

Supporters

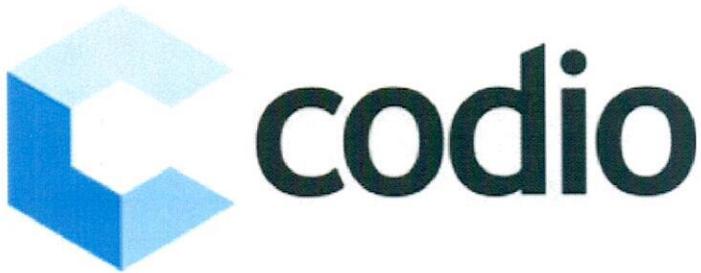
Platinum



Gold

[Blogs \(1\) >> \(https://sigcse2025.sigcse.org/blogposts\)](https://sigcse2025.sigcse.org/blogposts)

Rephactor



Are you interested in supporting the SIGCSE Technical Symposium, or being an exhibitor? Opportunities are still available! Additional information about such can be found on our Supporters & Exhibitors (<https://sigcse2025.sigcse.org/info/supporters>) page.

A SIGCSE TS 2025

Papers (<https://sigcse2025.sigcse.org/track/sigcse-ts-2025-Papers>) |

Panels (<https://sigcse2025.sigcse.org/track/sigcse-ts-2025-panels>) |

Special Sessions (<https://sigcse2025.sigcse.org/track/sigcse-ts-2025-special-sessions>) |

Tutorials (<https://sigcse2025.sigcse.org/track/sigcse-ts-2025-tutorials>) |

ACM Student Research Competition (<https://sigcse2025.sigcse.org/track/sigcse-ts-2025-acm-student-research-competition>)

| Birds of a Feather (<https://sigcse2025.sigcse.org/track/sigcse-ts-2025-birds-of-a-feather>) |
 Demos (<https://sigcse2025.sigcse.org/track/sigcse-ts-2025-demos>) |
 Lightning Talks (<https://sigcse2025.sigcse.org/track/sigcse-ts-2025-lightning-talks>) |
 Nifty Assignments (<https://sigcse2025.sigcse.org/track/sigcse-ts-2025-nifty-assignments>) |
 Posters (<https://sigcse2025.sigcse.org/track/sigcse-ts-2025-posters>) |
 Affiliated Events (<https://sigcse2025.sigcse.org/track/sigcse-ts-2025-affiliated-events>) |
 Supporter Sessions (<https://sigcse2025.sigcse.org/track/sigcse-ts-2025-supporter-sessions>)

Supporters



Platinum



Platinum



Gold



Gold



Gold



Gold



Language English ▾



Find Stay

Join

Sign In

Your Stay

[Edit Stay](#)

Homewood Suites by Hilton Pittsburgh Downtown

Tue, Feb 25 – Sun, Mar 2, 2025 (5 nights)

1 room for 1 adult

Payment and Guest Details

Step 3 of 3

Total for stay

\$821.75 ✓

[Hide price details](#)

Price in \$USD

1 King Bed Studio Suite Nonsmoking

Honors Discount Non-refundable

25 Feb 2025

\$148.67

26 Feb 2025

\$147.86

27 Feb 2025

\$144.65

28 Feb 2025

\$151.88

01 Mar 2025

\$127.77

Total room charge

\$720.83

6.00 % per room, per night

7.00 % per room, per night

1.00 % per room, per night

Total taxes

\$100.92

Total for stay: \$821.75

i This members-only rate is non-refundable and requires you to pay up front. Join Hilton Honors (for free!) on this page, [sign in](#), or [choose a different rate](#).

All fields are required unless marked optional.

Payment

Card number

83

Trip & Price Details

Price Payment Confirmation

Flight [Modify](#)

	Tue 2/25	# 3934 / 2548 RNO 5:15 AM	→ PIT 5:40 PM	9 hr 25 min	1 stop 	<u>Wanna Get Away</u>
	Sun 3/2	# 1853 / 3173 PIT 7:05 AM	→ RNO 1:10 PM	9 hr 5 min	1 stop 	<u>Wanna Get Away</u>

Price per Passenger	\$424.89
Taxes and fees per Passenger	\$81.07
Total per Passenger	\$505.96
Passenger(s)	x1
Flight total	\$505.96 ✓
	or from \$50/mo* with uplift Learn more

Helpful Information:

- All fares and fare ranges are subject to change until purchased and are per person for each way of travel.
- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Cash + Points bookings will not earn Rapid Rewards points, tier qualifying points for A-List or A-List Preferred status, or Companion Pass qualifying points.

Flight Extras

Upgrade to Wanna Get Away *plus*

Prices shown per passenger, per one-way.

- ✓ Free same-day confirmed change (taxes and fees may apply)⁶
- ✓ Transferable Flight Credit™⁵
- ✓ 8 Rapid Rewards points per dollar per qualifying flight¹¹

*Please read the [fare rules](#) associated with this purchase.

Upgrade departing trip for \$20

Upgrade returning trip for \$20

Upgrade both for \$40

Apply upgrade



An official website of the United States government



FY 2025 Per Diem Rates for Pittsburgh, Pennsylvania

Change fiscal year: or [New Search](#)

Daily lodging rates (excluding taxes) | October 2024 - September 2025

Cities not appearing below may be located within a county for which rates are listed. To determine the county a destination is located in, visit the [Census Geocoder](#).

Primary Destination <i>i</i>	County <i>i</i>	2024 Oct	Nov	Dec	2025 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Pittsburgh	Allegheny	\$138	\$138	\$138	\$138	\$138	\$138	\$138	\$138	\$138	\$138	\$138	\$138

Meals & Incidental Expenses (M&IE) rates and breakdown

The M&IE total is the full daily amount for a single calendar day when that day is neither the first nor last day of travel. The amount received on the first and last day of travel equals 75% of the M&IE total. See [M&IE breakdowns](#) for information related to the individual meal amounts.

Primary Destination <i>i</i>	County <i>i</i>	M&IE Total	Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Pittsburgh	Allegheny	\$80	\$20	\$22	\$33	\$5	\$60.00

Additional per diem topics

- [Meals & Incidental Expenses breakdown \(M&IE\)](#)

Need more information?

- [Rates for Alaska, Hawaii, U.S. territories and possessions \(set by\)](#)

Related topics

- [Travel resources](#)
- [E-Gov Travel](#)

✓

**LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST**

NOTE: See LCSD Board Policy DG: Travel Policy for all requirements.

Name(s) of Attendees Kevin Kranjcec

SCHOOL Dayton Intermediate School

NAME OF CONFERENCE: 2025 National ESEA (Elementary and Secondary Education Act) conference;
(Do Not Use Acronyms)
(ATTACH conference program information and provide website address)

CITY/STATE OF CONFERENCE: Austin, TX

DATE OF DEPARTURE: 2/18/2025

DATE OF RETURN: 2/21/2025

Training/Travel/Conference is (check all that apply):
Mandated by the state Mandated by the district
Needed for certification/licensing Related to the District Performance Plan Related to our School Performance Plan
Performance Plan Related to a specific program/course Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

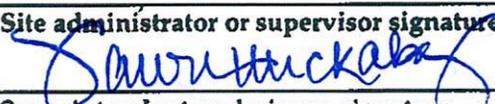
The National ESEA Conference is an annual project of the National Association of ESEA State Program Administrators (NAESPA) and the only conference focused entirely on federal education programs for disadvantaged students. The Conference emphasizes the critical nature of doing what's right and what's needed today - to help every child succeed and achieve at high levels.

TRAVEL APPROVED: Date 9-7-24

TRAVEL APPROVED: Date 9-27-24



Site administrator or supervisor signature



Superintendent or designee signature

District Office Use Only

Received by District Office

Date: 9/27/24

Board Approved: Yes () No ()

Date: _____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: Title 1A

	<u>Total</u>	<i>District Office</i>	<i>Grant</i>	<i>School Site</i>	<i>Other</i>
BUDGET# 280.633.0000.000.2213.330.10208.31 Registration Fees: Attendees <u>1</u> x <u>649</u> Reg. fee \$	649.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.633.0000.000.2213.580.10208.31 Travel By: <u>Air</u> \$	458.96	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>(Air, district car, private car for personal convenience, etc.)</i>					
BUDGET# 280.633.0000.000.2213.580.10208.31 Lodging: Room rate \$ <u>382</u> x <u>3</u> nights \$	1146.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) <u>lodging receipts must be obtained and sent to District Office upon return.</u></i>					
Meals: Breakfast \$ <u>20</u> x <u>4</u> days \$	80.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lunch \$ <u>22</u> x <u>4</u> days \$	88.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dinner \$ <u>33</u> x <u>4</u> days \$	132.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Incidental \$ <u>5</u> x <u>4</u> days \$	20.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substitutes: # of Days <u> </u> X \$ <u> </u> /day		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.) \$	50.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Miscellaneous expenses: (attach explanation) \$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOTAL EXPENSES	\$ 2623.96				

****FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.**

Conference Information

Conference Dates & Times: February 19-21

Name of where conference/training is being held
(i.e. Hotel, School, College, Convention Center): Austin, TX at the Austin Convention Center

Airline Information

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (i.e. Southwest, Delta, United, etc.)

Date & Time you wish to DEPART: February 18 at 9:15 am

Date & Time you wish to RETURN: February 21 11:30 am

List any special notes here:

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Are you renting a car? Yes No How many days?

Note: Car insurance should be declined as the district insurance provides adequate coverage.

Lodging Information

Note: Lodging must be made by Attendee or Site for purchase order payments only. No district office credit card charges.

Lodging
GSA (Per Diem Rate): 187

All travelers agree to share lodging as appropriate?

Yes No

Register under what name(s)?

Kevin Kranjcec

Name, Address, Phone number of
lodging establishment:

Hilton Austin Downtown 500 E 4th St Austin, TX 78701

DEADLINE DATE:

Code Information:

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval.

NATIONAL ESEA CONFERENCE

[EXHIBIT](#)
[PRESENT](#)
[ATTEND](#)

[SCHEDULE](#)
[HOTELS & TRAVEL](#)
[REGISTER NOW](#)

February 19-21, 2025
Austin, TX & Online

Hilton Austin Downtown

Pricing:

\$382 (including all taxes and fees)

[Make a Reservation](#)

\$402 - triple occupancy
\$422 - quad occupancy

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Located in the heart of downtown and connected via skywalk to the Convention Center, Hilton Austin is steps away from the entertainment and dining the city has to offer. Guests are welcomed with first-class customer service, two restaurants, a Starbucks and spacious rooms. Other amenities include a business center, fitness center, complimentary WiFi and a heated rooftop pool with skyline views.

Address:

500 E 4th St
Austin, TX 78701

.2 miles from the Austin Convention Center,
connected via skywalk



Amenities:

- Free WiFi
- Plush bedding
- Mini fridge
- Starbucks
- Austin Taco Project
- CANNON & Belle - Fresh Tex
- Room Service
- 24-hour StayFit Gym
- Business services

Parking:

Self-park: \$48 per day
Valet: \$54 per day

Registration Types & Prices

INDIVIDUAL REGISTRATION **In-Person & Virtual**

\$649 – EARLY BIRD PRICE

Available June 3 - November 30, 2024

\$719 – STANDARD PRICE

Starting December 1, 2024

[Download the Attendee Guide for More Information](#)

NOTE: If paying by check, the check must be received no later than February 14, 2025.

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GROUP REGISTRATION **10 or more people**

\$609/each

June 3 - November 30

No Group Packages available after November 30, 2024

[Group Registration FAQs](#)

REGISTER NOW

Exhibit Hall Schedule

The National ESEA Conference includes two full days of exhibits inside the Exhibit Hall and many Conference sessions presented by exhibitors. Be sure to carve out some time on Wednesday and Thursday to get acquainted with exhibiting organizations and learn about their products and services.

Wednesday February 19

Exhibit Hall Open
9:15am - 4:30pm

Sponsored Sessions
1:00pm - 2:15pm

Session Breaks

Morning Break
9:30am - 10:00am

Midday Break
2:15pm - 2:45pm

Thursday February 20

Exhibit Hall Open
9:00am - 3:00pm

Sponsored Sessions
12:45pm - 2:00pm

Session Breaks

Morning Break
9:15am - 9:45am

Midday Break
2:00pm - 2:30pm

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**"This was my first time attending and I loved it! All of the speakers were so prepared and brought great information to the table."
- 2024 National ESEA Conference Attendee**

About Us

The National Association of ESEA State Program Administrators (formerly the National Title I Association) is dedicated to building the capacity of education professionals to provide disadvantaged children with a high quality education. Their ESEA Network website provides a host of resources to educators at all levels.

[About Us](#)

[Help and Support](#)

Connect with Us





Attendee Guide

Hosted by, *NAESPA - the National Association of ESEA State Program Administrators*

This year's theme:

FOCUS ON IMPROVEMENT



February 19-21, 2025
Austin, Texas
at the Austin Convention Center
& Online

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This conference serves as a valuable reminder to prioritize the continual progress towards improvement. It urges us to make a conscious effort to exchange effective strategies and best practices that empower us as educators to reshape the educational opportunities for children.

This year's theme implores us to be deliberate in identifying our constant areas of focus, whether refining instruction to elevate student achievement or self-improvement. Having a clear focus on our student's academic growth and an unyielding belief in the possibility of improvement, we approach this Conference as an invaluable opportunity to enhance our collective capacity to make today better than yesterday and build improved tomorrows for our students and those dedicated to their service.

- Beth Wooster, 2025 Conference Planning Committee Chair

Federal programs practitioners from around the country will convene in Austin and online for meaningful and timely professional development – you've got to be there!

**"The keynotes were absolutely incredible.
This conference was well organized and I can't wait to return!"**

- 2024 National ESEA Conference Attendee

What is the ESEA Conference?

The National ESEA Conference is an annual project of the National Association of ESEA State Program Administrators (NAESPA) and the only conference focused entirely on federal education programs for disadvantaged students. The Conference emphasizes the critical nature of doing what's right and what's needed today - to help every child succeed and achieve at high levels.

The Elementary and Secondary Education Act (ESEA) was signed into law in 1965 by President Lyndon B. Johnson as a legislative priority of the "War on Poverty." ESEA has undergone several forms of reauthorization, which initiated and augmented educational programs designed to improve the quality of elementary and secondary education in the United States. Title I, Part A is the largest federally funded ESEA program designed to address the educational needs of underprivileged children. The following Elementary and Secondary Education Act (ESEA) and related programs serve as the cornerstone for all sessions and programming of the National ESEA Conference:

- **Title I, Part A** - Education for the Disadvantaged
- **Title I, Part C** - Education of Migratory Children
- **Title I, Part D** - Neglected & Delinquent
- **Title II, Part A** - Supporting Effective Instruction
- **Title III, Part A** - English Learners & Immigrant Education
- **Title IV, Part A** - Student Support & Academic Enrichment
- **Title IV, Part B** - 21st Century Community Learning Centers
- **Title V, Part B** - Rural Education Initiative
- **Title VI, Part A** - Indian, Native Hawaiian, and Alaska Native Education
- **Title VII, Part B** - McKinney-Vento Homeless Assistance Act, Education for Homeless Children and Youth
- **IDEA** - Individuals with Disabilities Act (Special Education)



Welcome!

We hope you will join us in Austin. If travel restrictions, cost, or other factors prevent you from attending the Conference in person, don't worry – you can still be a part of the action! We offer a virtual registration option allowing you to participate in live sessions, access the same great content, and interact with your colleagues from a remote location.

"The virtual experience was amazing! The sessions were easy to attend and locate on the online platform."

-2024 National ESEA Conference attendee

A Dual Approach

Session Formats

We're pleased to offer four types of sessions, which allow both the in-person and virtual audience access to each and every session on the schedule.

Hybrid Lecture sessions are presented in-person in Austin, while simultaneously live-streamed to the virtual audience. Lecture sessions are recorded for later viewing by all audiences. (60 minutes)

In-Person Workshop sessions involve an interactive component, with the presenter(s) in-person in Austin. In-person workshop sessions are recorded for later viewing by all audiences. (60 minutes)

Virtual Workshop sessions involve an interactive component, with both the presenter(s) and audience participating virtually. Virtual workshop sessions are recorded for later viewing by all audiences. (60 minutes)

Sponsored sessions take place in-person in Austin. Presented by our commercial partners, these sessions may include references to products and services of interest to the ESEA community. Sponsored sessions follow the same formats referenced above. (60 minutes)

Health and Safety

The health and safety of our attendees, presenters, and exhibitors is our highest priority. All in-person conference participants must be willing and available to adhere to any and all health and safety requirements in place at the time of the Conference as specified by the Association, Show Management, the host venue, or any governmental authority. We look forward to seeing you in Austin!

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Depart: RNO → AUS

Reno/Tahoe, NV - RNO to Austin, TX - AUS

Government taxes & fees included
All fares are rounded up to the nearest dollar. \$ Points

SUN Feb 16	MON Feb 17	TUE Feb 18	WED Feb 19	THU Feb 20	Low Fare Calendar	\$200 statement credit and 10,000 points. Apply item
---------------	---------------	---------------	---------------	---------------	-------------------	--

Departing flights

Number of stops	Duration	Business Select	Anytime	Wanna Get Away plus	Wanna Get Away
1 stop Change planes DEN	5h 35m	\$370	\$320 <small>5 left</small>	\$260 <small>5 left</small>	\$240 <small>5 left</small>

Wanna Get Away
EARN 1,203 Rapid Rewards® points¹¹

- Non-refundable (flight credit if you cancel)⁴
- No change² or cancel fees³
- Free same-day standby (taxes and fees may apply)⁶

SELECTED

Upgrade to Wanna Get Away plus

- Earn 1,752 Rapid Rewards® points¹¹
- Transferable Flight Credit™⁵
- Free same-day confirmed change (taxes and fees may apply)⁶

for only **\$20 more** [Upgrade](#)

[Clear flight selection](#)

[Great Deal Southwest Vacations](#)
Save up to \$375 with Flight + Hotel [See packages](#) [Select next flight](#)





U.S. General Services Administration

FY 2025 Per Diem Rates for austin, Texas

Meals & Incidental Expenses (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Austin	Travis	\$80	\$20	\$22	\$33	\$5	\$60.00



An official website of the United States government



U.S. General Services Administration

FY 2025 Per Diem Rates for Austin, Texas

Change fiscal year: or

[New Search](#)

Daily lodging rates (excluding taxes) | October 2024 - September 2025

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Cities not appearing below may be located within a county for which rates are listed. To determine the county a destination is located in, visit the [Census Geocoder](#).

Primary Destination ⁱ	County ⁱ	2024 Oct	Nov	Dec	2025 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Austin	Travis	\$173	\$173	\$173	\$187	\$187	\$187	\$173	\$173	\$173	\$173	\$173	\$173

Meals & Incidental Expenses (M&IE) rates and breakdown

The M&IE total is the full daily amount for a single calendar day when that day is neither the first nor last day of travel. The amount received on the first and last day of travel equals 75% of the M&IE total. See [M&IE breakdowns](#) for information related to the individual meal amounts.

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: See LCSD Board Policy DG: Travel Policy for all requirements.

Name(s) of Attendees Damon Etter, Cari Bunyard, Dena Wright, Tamara Roseberry, Jim Gianotti, Heather Moyle, Sandra Garner

SCHOOL Lyon County Schools, District Office

NAME OF CONFERENCE: Learning Forward's Annual Conference
(Do Not Use Acronyms)

(ATTACH conference program information and provide website address)

CITY/STATE OF CONFERENCE: Denver, Colorado

DATE OF DEPARTURE: December 7, 2024 DATE OF RETURN: December 11, 2024

Training/Travel/Conference is (check all that apply):
Mandated by the state Mandated by the district
Needed for certification/licensing Related to the District Performance Plan Related to our School
Performance Plan Related to a specific program/course Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

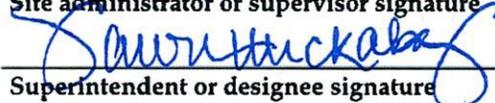
Lyon County School District would like to provide a collaborative opportunity for our Educational Services Department with Title II teams from across the nation to support improvements in professional development within the District. To do this, we would like to send the Educational Services Department to the 2024 Learning Forward Conference in Denver, Colorado. Attending the Learning Forward Conference will support the purpose of Title II, Part A by increasing the number of teachers, principals, and other school leaders who are effective in improving student academic achievement in schools. Attending this conference would also support the School Improvement Plan through developing community success systems and access to quality professional learning opportunities.

TRAVEL APPROVED: Date 9/24/24



Site administrator or supervisor signature

TRAVEL APPROVED: Date 9/24/24



Superintendent or designee signature

District Office Use Only

Received by District Office

Date: 9-24-24

Board Approved: Yes () No ()

Date: _____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: Title IIA

	<u>Total</u>	<i>District Office</i>	<i>Grant</i>	<i>School Site</i>	<i>Other</i>
BUDGET# 280.709.0000.000.2213.330.10000.00.000 Registration Fees: <u>Attendees 7</u> x <u>1,631.00</u> Reg. fee \$ 11,417.00	\$ 11,417.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.709.0000.000.2213.580.10000.00.000 Travel By: <u>Airline fees reflect roundtrip *7* x 252</u> \$ 1,764 (Air, district car, private car for personal convenience, etc.)	\$ 1,764	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.709.0000.000.2213.580.10000.00.000 Lodging: <u>Room rate</u> \$ <u>136.00 *7*</u> x <u>4</u> nights \$ 3,808.00	\$ 3,808.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) <u>lodging receipts must be obtained and sent to District Office upon return.</u>					
Meals: Breakfast \$ <u>23*7</u> x <u>5</u> days \$ 805	\$ 805	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lunch \$ <u>26*7</u> x <u>5</u> days \$ 910	\$ 910	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dinner \$ <u>38*7</u> x <u>5</u> days \$ 1,330	\$ 1,330	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Incidental \$ <u>5*7</u> x <u>5</u> days \$ 175	\$ 175	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substitutes: # of Days <u>0</u> x \$ <u>0</u> /day \$ 0	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.)	\$ 1,392.82	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Miscellaneous expenses: (attach explanation)	\$ 1,400.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOTAL EXPENSES	\$ 23,001.82	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

****FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.**

Conference Information

Conference Dates & Times:	Sunday, 12/08/24 7 am-Wednesday, 12/11/2024 1 pm
Name of where conference/training is being held (i.e. Hotel, School, College, Convention Center):	Gaylord Rockies Resort & Convention Center, Denver, Colorado

Airline Information

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (i.e. Southwest, Delta, United, etc.)

Date & Time you wish to DEPART:	Saturday, December 7, 2024, 6:25 am
Date & Time you wish to RETURN:	Wednesday, December 11, 2025, 10:15 pm
List any special notes here:	

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Are you renting a car? Yes No How many days? 5

Note: Car insurance should be declined as the district insurance provides adequate coverage.

Lodging Information

Note: Lodging must be made by Attendee or Site for purchase order payments only. No district office credit card charges.

Lodging GSA (Per Diem Rate) : 165	All travelers agree to share lodging as appropriate?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Register under what name(s)?	Damon Etter, Carl Bunyard, Dena Wright, Tamara Roseberry, Jim Gianotti, Heather Moyle, Sandra Garner	
Name, Address, Phone number of lodging establishment:	Tue by Hilton Denver Airport Tower Road, 6951 N Yampa St Suite B, Denver, CO 80249. +13033079500	

DEADLINE DATE : _____ **Code Information:** _____

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval.



(<https://conference.learningforward.org/>)

Menu

[Log Out \(https://lfn.learningforward.org/logout.cfm\)](https://lfn.learningforward.org/logout.cfm)

* = REQUIRED FIELD

2024 Annual Conference Registration

Step 1

Step 2

Step 3

Step 4

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[« Previous](#)

Step 2: Choose Days Attending

[Next »](#)

NonMember Pricing

- Day *
- Sunday, December 8, 2024
 - Monday, December 9, 2024
 - Tuesday, December 10, 2024
 - Wednesday, December 11, 2024

Only one discount code (flat fee, full day, percentage) can be used for registration.

Registration Fees

The rates include early discount.

Sunday, December 8, 2024	\$481.00
Monday, December 9, 2024	\$434.00
Tuesday, December 10, 2024	\$434.00
Wednesday, December 11, 2024	\$382.00
Subtotal:	\$1731.00
Bundled/Multi-Day Discounts: 4 Days	- \$100.00
Coupon Code:	- \$0.00
<small>(enter code above and click 'Apply')</small>	
Total:	\$1631.00

[« Previous](#)

[Next »](#)

CANCELLATION POLICY

A \$50 cancellation fee will apply to all cancellations. Cancellations must be sent in writing to the Learning Forward business office by November 10, 2024 to receive a full refund. A 50% refund will be given to written requests received by November 19, 2024. No refunds will be issued for



(<https://conference.learningforward.org/>).

Menu

Registration rates

REGISTER NOW (<https://lfp.learningforward.org/commerce/annual-conference>)

Early Bird Registration 4/1 - 7/1		Sunday	Monday	Tuesday	Wednesday
	Member	\$366	\$319	\$319	\$26103
	Non-member	\$466	\$419	\$419	\$367
Early Registration 7/2 - 11/4		Sunday	Monday	Tuesday	Wednesday
	Member	\$381	\$334	\$334	\$282
	Non-member	\$481	\$434	\$434	\$382
Regular & Onsite Registration 11/5 - 12/11		Sunday	Monday	Tuesday	Wednesday
	Member	\$396	\$349	\$349	\$297
	Non-member	\$496	\$449	\$449	\$397

Additional discounts

- Save \$100 with a four-day registration.
- Groups of 10 or more are eligible for a 10% discount. *Please call 800-727-7288 or 513-523-6029 to receive a discount code.*

Can I use Title II-A funds to pay for the conference?

- Are you a teacher, paraprofessional, school-based librarian, school counselor, or school administrator?
- Can you show that the content you will gain aligns to or is part of a broader professional learning plan?
- Can you show that you will either learn collaboratively while at the conference (because you are part of a team of attendees) or that you will share what you have learned with colleagues when you return to your school?

If you answered yes to these three questions, your district could approve the use of Title II-A funds to support attendance at the conference.

← Share

Reno ↔ Denver

\$252

Round trip · Economy · 1 passenger

Lowest total price

Selected flights

 Departing flight · Sat, Dec 7 ✕

 **6:25 AM** → **9:45 AM** ▼

RNO DEN

Nonstop · 2 hr 20 min · Southwest 144 kg CO₂e

Avg emissions

 Returning flight · Wed, Dec 11 ✕

 **8:50 PM** → **10:15 PM** ▼

DEN RNO

Nonstop · 2 hr 25 min · Southwest 116 kg CO₂e

-20% emissions

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Booking options

 Book with Southwest Airline ^ Hide options

Wanna Get Away \$252	Wanna Get Away Plus \$292	Anytime
<ul style="list-style-type: none">  Priority boarding for a fee ✓ Free change, possible fare difference ✕ No refunds 	<ul style="list-style-type: none">  Priority boarding for a fee ✓ Free change, possible fare difference ✕ No refunds 	<ul style="list-style-type: none"> ✓ Priority boarding ✓ Free change, possible fare difference ✓ Full refunds
<ul style="list-style-type: none"> ✓ 1 free carry-on ✓ 2 free checked bags 	<ul style="list-style-type: none"> ✓ 1 free carry-on ✓ 2 free checked bags 	<ul style="list-style-type: none"> ✓ 1 free carry-on ✓ 2 free checked bags
Continue	Continue	Continue

Fare and baggage conditions apply to your entire trip. [Southwest bag policy](#). For non-refundable fare options, taxes may be refundable.

Prices include required taxes + fees for 1 adult. Optional charges and [bag fees](#) may apply

🌐 Language · English (United States)

📍 Location · United States

💵 Currency · USD

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Displayed currencies may differ from the currencies used to purchase flights. [Learn more](#)



Language English ▾

Find Stay Join Sign In

Your Stay

[Edit Stay](#)

Tru by Hilton Denver Airport Tower Road

Sat, Dec 7 – Wed, Dec 11, 2024 (4 nights)

1 room for 1 adult

Payment and Guest Details

Step 3 of 3

Total for stay

\$597.27

[Hide price details](#)

Price in \$USD

1 King Bed	105
Flexible Rate	
07 Dec 2024	\$127.00
08 Dec 2024	\$120.00
09 Dec 2024	\$133.00
10 Dec 2024	\$136.00
Total room charge	\$516.00
10.75 % per room, per night	
4.00 % per room, per night	
1.00 % per room, per night	
Total taxes	\$81.27

Total for stay: \$597.27

Guarantee and Cancellation Policy

[Book now, pay later](#)

There is a credit card required for this reservation. **Free cancellation before 11:59 PM local hotel time on 06 Dec 2024.**

All fields are required unless marked optional.

Payment



An official website of the United States government



U.S. General Services Administration

FY 2025 Per Diem Rates for denver, Colorado

Change fiscal year: or

Daily lodging rates (excluding taxes) | October 2024 - September 2025

Cities not appearing below may be located within a county for which rates are listed. To determine the county a destination is located in, visit the [Census Geocoder](#).

Primary Destination ⁱ	County ⁱ	2024 Oct	Nov	Dec	2025 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Boulder / Broomfield	Boulder / Broomfield	\$173	\$125	\$125	\$125	\$125	\$125	\$125	\$173	\$173	\$173	\$173	\$173
Denver / Aurora	Denver / Adams / Arapahoe / Jefferson	\$215	\$165	\$165	\$165	\$165	\$165	\$215	\$215	\$215	\$215	\$215	\$215

Meals & Incidental Expenses (M&IE) rates and breakdown

The M&IE total is the full daily amount for a single calendar day when that day is neither the first nor last day of travel. The amount received on the first and last day of travel equals 75% of the M&IE total. See [M&IE breakdowns](#) for information related to the individual meal amounts.

Primary Destination ⓘ	County ⓘ	M&IE Total	Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Boulder / Broomfield	Boulder / Broomfield	\$80	\$20	\$22	\$33	\$5	\$60.00
Denver / Aurora	Denver / Adams / Arapahoe / Jefferson	\$92	\$23	\$26	\$38	\$5	\$69.00

Additional per diem topics

- [Meals & Incidental Expenses breakdown \(M&IE\)](#)
- [FAQs](#)
- [State tax exemption forms](#)
- [Factors influencing lodging rates](#)
- [Per diem highlights](#)
- [Fire safe hotels](#)
- [Have a per diem question?](#)
- [Downloadable per diem files](#)

Need more information?

- [Rates for Alaska, Hawaii, U.S. territories and possessions \(set by DoD\)](#)
- [Rates in foreign countries \(set by State Dept.\)](#)
- [Federal travel regulations](#)

Related topics

- [Travel resources](#)
- [E-Gov Travel](#)
- [FedRooms](#)
- [POV mileage reimbursement rates](#)

CONFERENCE AGENDA:

* All times are Mountain time

SATURDAY, DEC. 7, 2024

8 am–4 pm **Learning Forward's Academies**

4:30 pm–7:30 pm **Registration Opens**

SUNDAY, DEC. 8, 2024

7 am **Registration Opens**

8 am–9 am **Morning Coffee**

9 am–12 pm **Preconference Sessions
(First Half)**

Noon–1 pm **Lunch**

1 pm–4 pm **Preconference Sessions
(Second Half)**

4:30 pm–5:30 pm **Academy Graduation**

6:30 pm **Registration Closes**

6 pm–7:30 pm **Welcome Reception, sponsored
by the Gaylord Rockies Resort &
Convention Center**

MONDAY, DEC. 9, 2024

7 am **Registration Opens**

7:30 am–8 am **Morning Coffee**

7:30 am–8 am **Standards Lab: Implementing
the Standards for Professional
Learning with fidelity and
integrity**

7:30 am–8 am **Conference Overview &
First Timers Orientation**

8:15 am–9:15 am **Welcome and Keynote:
Frederick Brown**

9:30 am–10:30 am **Keynote Q&A**

9:30 am–11:30 am **Concurrent Sessions**

10:45 am–11:45 am **Thought Leader:
Ellen Goldring & Matthew
Clifford**

11:45 am–12:30 pm **Lunch**

12:45 pm–2:45 pm **Concurrent Sessions**

12:45 pm–1:45pm **Table Talks**

2 pm–3 pm **Table Talks**

3 pm–3:30 pm **Standards Lab: Understanding
and implementing the
Standards Assessment
Inventory (SAI)**

3 pm–4 pm **Sponsor Reception**

4:30 pm **Registration Closes**

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CONFERENCE AGENDA:

* All times are Mountain time

TUESDAY, DEC. 10, 2024

7 am Stepping Forward for Learning Foundation fundraising walk

7 am Registration Opens

7:30 am–8 am Morning Coffee

7:30 am–8 am Standards Lab: Measuring the impact of high-quality professional learning

8:15 am–9:15 am Welcome & Keynote: Juliana Urtubey

9:30 am–10:30 am Keynote Q&A

9:30 am–11:30 am Concurrent Sessions

10:45 am–11:45 am Thought Leader: Elizabeth Chu & Molly Gurny

11:45 am–12:30 pm Lunch

12:45 pm–2:45 pm Concurrent Sessions

12:45 pm–1:45pm Table Talks

2 pm–3 pm Table Talks

3 pm–3:30 pm Standards Lab: Leveraging mentoring and coaching to support and strengthen educator practice

3 pm–4 pm Sponsor Sessions

4 pm Registration Closes

WEDNESDAY, DEC. 11, 2024

8 am Registration Opens

8 am–8:30 am Morning Coffee

8:45 am–10:45 am Concurrent Sessions

11 am–11:45 am Brunch

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11:45 am–1 pm Keynote: A.J. Juliani (and Conference Wrap-up)

1 pm Registration Closes

“

It's a phenomenal learning experience with information you can immediately implement.

— Julie Devine, Supervisor of Digital and Online Learning, Garnet Valley School District, Glen Mills, PA





Denver International Airport
Dec 7, 10:30 AM • Dec 11, 5:30 PM

🕒 Best Rate held for: 13:50

1: EDIT ITINERARY

2: CHOOSE A CAR

3: MAKE YOUR RENTAL EVEN
BETTER

4: REVIEW & BOOK

Checkout

Rental Details

Extra Capacity Large SUV
(T6) Chevrolet Suburban
or similar

110



📍 **Denver International Airport**

Sat, Dec 07, 2024 at 10:30 AM Wed, Dec 11, 2024 at 05:30 PM

Checkout

Driver Information

First Name:

Last Name:

E-mail:

Mobile Country Code:

United States (+1) ▼

Mobile Number*

By providing my phone number, I consent to receive automated calls and texts regarding important information about my transactions from Hertz.

Yes - I want to receive marketing and promotional emails per Hertz's Privacy Policy

Total

1392.82 USD

Cancel booking before scheduled pick up
No-Show

No Fee
209.60 USD

*If you fail to cancel this reservation prior to your reserved pick-up time or fail to pick-up the vehicle, the No-Show fee listed in the chart above will be charged to the Credit Card you used at booking 111
(Quebec residents are exempt from the No-show fee above when renting at any location in Canada. Additionally, all customers renting at any location within Quebec are exempt from the No-show fee.)

Payment Details

Credit Card Type:
Select A Card ▼

Credit Card Number:
Do not include spaces or dashes

Expiration Date:
Month ▼ **Year** ▼

Address 1*



[\(https://conference.learningforward.org/\)](https://conference.learningforward.org/)

Menu

Save the date: **December 8-11, 2024**

Learning Forward's Annual Conference

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Reach New Heights for Students

Denver, CO | #LearnFwd24

REGISTER NOW
(<https://fp.learningforward.org/commerce/annual-conference>)



Welcome

We know you are invested in the success of your educators and students, so we invite you to learn more about Learning Forward's Annual Conference -- the only conference focused exclusively on how to plan, implement, and measure high-quality professional learning that changes educator practice and improves results for all students.

Learning Forward brings together thought leaders, experts, researchers, and other practitioners to collaboratively share the latest learnings, knowledge, and techniques. Our conference models deep learning and best practices so you can take them back to lead learning in your schools, districts, or systems.

Read on to find out why we are known as THE conference for learning about professional learning.

Registration Information (<https://conference.learningforward.org/registration-information/>)

Hotel & Travel (<https://conference.learningforward.org/hotel-and-travel/>)

Preconference Sessions (https://lfp.learningforward.org/session-selection/view_preconference_PCXX.cfm)

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A focus on deep learning that changes practice

At Learning Forward, we go beyond the usual lectures and anecdotes of typical professional development conferences with in-session engagement strategies that are focused on deep and meaningful learning that is evidence-supported and proven to change practice.

We set the bar high for our presenters. They know they Learning Forward is not the typical conference. They know they are presenting for the organization that wrote the Standards for Professional Learning. They know that our attendees lead professional learning back in their schools and systems, so they cannot waste time with sessions that are not evidence-backed solutions with proven strategies.

Keynotes



(<https://conference.learningforward.org/speakers/frederick-brown/>)

Frederick Brown
(<https://conference.learningforward.org/speakers/frederick-brown/>)

Who we are shapes how we learn



(<https://conference.learningforward.org/speakers/juliana-urtubey/>)

Juliana Urtubey
(<https://conference.learningforward.org/speakers/juliana-urtubey/>)

Cultivating a joyous and just education for all



(<https://conference.learningforward.org/speakers/a-j-juliani/>)

A.J. Juliani
(<https://conference.learningforward.org/speakers/a-j-juliani/>)

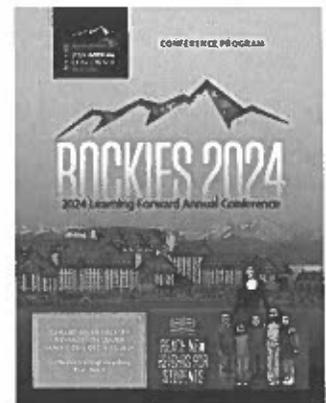
Learning in the AI age: Meaningful and relevant practices

Printed program now available

(<https://conference.learningforward.org/2024/08/08/printed-program-now-available/>)

The wait is over! The highly anticipated printed program for our 2024 Annual Conference is now available.

Get ready to immerse yourself in a world of knowledge, inspiration, and innovation as we present an extraordinary lineup of speakers, captivating sessions, and exciting events. To have a comprehensive overview of what awaits you, we invite you to download your very own copy of the full program (https://conference.learningforward.org/wp-content/uploads/sites/4/2024/07/rockies24_Program_web.pdf).



(https://conference.learningforward.org/wp-content/uploads/sites/4/2024/07/rockies24_Program_web.pdf)

Hotel registration is now open!

(<https://conference.learningforward.org/2024/05/10/hotel-registration-is-now-open/>)

GAYLORD ROCKIES RESORT & CONVENTION CENTER

Standing at the edge of the Front Range, Gaylord Rockies Resort & Convention Center showcases the state's alpine charm and offers guests a welcome reprieve from the typical mountain resort stays. Relax on the beautiful new Grand Lodge Lawn with stunning mountain views. Enjoy delicious restaurants, a world-class spa, seasonal events, and entertainment.

Please note that conference dates are December 8-11, but the hotel block discount is extended from December 4-12 for your convenience.

Rooms are limited, so please reserve yours before they sell out. Reservations may be canceled up to 72 hours before the event without penalties.

Reserve your room here (<https://book.passkey.com/event/50478870/owner/49722822/home>).

Load More

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Subscribe to conference updates.

Email *

*Required

Who attends

- ✓ Central office administrators
- ✓ Superintendents
- ✓ Policymakers and decision makers



Evidence of impact

Sessions must have evidence of impact that leads to improved student outcomes.

Results for students, not trends and gizmos

Did you know that we do not have an exhibit hall? Our attendees made it clear that they would rather spend their time on deep learning. Instead, we offer a limited number of sponsorship opportunities so that you get more personal access with the top minds of the field.

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See what others are saying about our conference

"High-quality professional learning with engaging presenters. It was wonderful to hear about these topics rooted in research and with a national perspective, and then hear from practitioners in other states. It helped me see how these seemingly intractable issues are being addressed elsewhere and consider how I can provide professional learning locally."

- Mauree Donahue Revier, Director of Education and Innovation
The Dalles, Oregon

Can I use Title II-A funds to pay for the conference?

- Are you a teacher, paraprofessional, school-based librarian, school counselor, or school administrator?
- Can you show that the content you will gain aligns to or is part of a broader professional learning plan?
- Can you show that you will either learn collaboratively while at the conference (because you are part of a team of attendees) or that you will share what you have learned with colleagues when you return to your school?

If you answered yes to these three questions, your district could approve the use of Title II-A funds to support attendance at the conference.

Tired of racing to your next session?



Learning Forward uses a ticketed system so you can reserve your seat in advance. This way, you are guaranteed a seat in the sessions you want to attend, no matter how far you have to walk! No more standing against a wall, sitting on the floor, or having to leave sessions early just to get your next seat, like at typical professional development conferences. Instead, you can take your time between sessions and focus on the learning.

"The Learning Forward conference offers top-tier professional development opportunities, providing attendees with valuable insights into the latest educational trends, research, and effective teaching strategies. It is a prime platform to connect with other educators, administrators, and experts in the field, fostering collaborations and the exchange of innovative ideas that can positively impact your educational community. The conference focuses on continuous improvement in education, equipping attendees with practical tools and resources to enhance teaching practices, curriculum development, and overall educational outcomes."

- Gigi Geimer, ESE Professional Learning Specialist
Port Charlotte, FL



What others are saying

Great variety
(https://conference.learningforward.org/lf_testimonial/great-variety/)

"Great variety of sessions, well organized, and lots of different people from far and wide." Libby Duethman, Principal, Carmel-by-the-Sea, California
[Read More](https://conference.learningforward.org/lf_testimonial/great-variety/)

Full of great learning
(https://conference.learningforward.org/lf_testimonial/full-of-great-learning/)

"It's been difficult in the past 8-ish years for me to find a conference with sessions where I actually learn something. Learning Forward was full of great learning!" Janelle McLaughlin, EL

Relevant and engaging
(https://conference.learningforward.org/lf_testimonial/relevant-and-engaging/)

"The sessions were relevant, engaging, and offered tools and strategies I will implement immediately. Allison Whitworth, Instructional Coach, Roseburg, Oregon

Meets the needs of people to improve the craft
(https://conference.learningforward.org/lf_testimonial/77980-2/)

"The presenters are professional choice of sessions readily meet the needs of people to simply improve their craft. You walk away with..."

Join the conversation

#LearnFwd24 Tweets (https://twitter.com/search?q=%23LearnFwd24&src=typed_query&f=live)





REGISTER NOW (<https://lfp.learningforward.org/commerce/annual-conference>)

504 South Locust St.
Oxford, OH 45056
800-727-7288 or 513-523-6029
Fax: 513-523-0638
Email Us (<https://learningforward.org/contact>)

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(<https://www.facebook.com/learningforward>)



(<https://www.linkedin.com/company/learning-forward>)



(<https://www.youtube.com/user/learningforwar>)

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: See LCSD Board Policy DG: Travel Policy for all requirements.

Name(s) of Attendees Jamie Henderson, Kelly Simmons; Nancy Neeley

SCHOOL Fernley Elementary School

NAME OF CONFERENCE: National ESEA Conference www.ESEAnetwork.org
(Do Not Use Acronyms)

(ATTACH conference program information and provide website address)

CITY/STATE OF CONFERENCE: Austin TX

DATE OF DEPARTURE: 2/18/2025

DATE OF RETURN: 2/22/2025

Training/Travel/Conference is (check all that apply):
Mandated by the state Mandated by the district
Needed for certification/licensing Related to the District Performance Plan Related to our School Performance Plan
Performance Plan Related to a specific program/course Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

This Conference will allow us to integrate with nationally recognized leaders and experts and to network with colleagues from around the country, sharing ideas and fostering connections which will support our School Improvement Plan. We will be looking for the inspiration which comes from networking with like minded educators, coming together to address best practice, and to find new and better ways to support our students and staff.

TRAVEL APPROVED: Date 9/23/24

TRAVEL APPROVED: Date 9/23/24

J Henderson
Site administrator or supervisor signature
Sawon Huckaby
Superintendent or designee signature

District Office Use Only
Received by District Office Date: 9/23/24
Board Approved: Yes () No () Date: _____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: Title 1

	<u>Total</u>	<i>District Office</i>	<i>Grant</i>	<i>School Site</i>	<i>Other</i>
BUDGET# 280.633.0000.000.2213.580.10203.10.000 Registration Fees: Attendees <u>3</u> x <u>649.00</u> Reg. fee	\$ 1947.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.633.0000.000.2213.580.10203.10.000 Travel By: <u>Air</u> (Air, district car, private car for personal convenience, etc.)	\$ 1500.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.633.0000.000.2213.580.10203.10.000 Lodging: Room rate \$ <u>350</u> x <u>4</u> nights	\$ 1400.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) <u>lodging receipts must be obtained and sent to District Office upon return.</u>					
Meals: Breakfast \$ <u>60.00</u> x <u>4</u> days	\$ 240.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lunch \$ <u>66.00</u> x <u>3</u> days	\$ 198.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dinner \$ <u>99.00</u> x <u>4</u> days	\$ 396.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Incidental \$ <u>15.00</u> x <u>4</u> days	\$ 60.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substitutes: # of Days <u>8</u> x \$ <u>145.00</u> /day	\$ 1160.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.)	\$ 50.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Miscellaneous expenses: (attach explanation)	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOTAL EXPENSES	\$ 6951.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

****FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.**

Conference Information

Conference Dates & Times: **2/19/25 to 2/21/25**

Name of where conference/training is being held
(i.e. Hotel, School, College, Convention Center): **Austin Convention Ctr, Austin TX**

Airline Information

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (i.e. Southwest, Delta, United, etc.)

Date & Time you wish to DEPART: **Tues, 2/18/25 @ 8:10am**

Date & Time you wish to RETURN: **Sat 2/22/25 @ 5:10pm**

List any special notes here:

Are you renting a car? Yes No How many days?

Note: Car insurance should be declined as the district insurance provides adequate coverage.

Lodging Information

Note: Lodging must be made by Attendee or Site for purchase order payments only. No district office credit card charges.

Lodging
GSA (Per Diem Rate) : **187.00**

All travelers agree to share lodging as appropriate?

Yes No

Register under what name(s)?

Kelly Simmons & Nancy Neeley

Name, Address, Phone number of
lodging establishment:

Courtyard Marriott Downtown Convention Ctr, 300 E 4th St, Austin TX 787015122368008

DEADLINE DATE: _____

Code Information: _____

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval.



Attendee Guide

Hosted by, NAESPA - the National Association of ESEA State Program Administrators

This year's theme:

FOCUS ON IMPROVEMENT



February 19-21, 2025
Austin, Texas
*at the Austin Convention Center
& Online*

This conference serves as a valuable reminder to prioritize the continual progress towards improvement. It urges us to make a conscious effort to exchange effective strategies and best practices that empower us as educators to reshape the educational opportunities for children.

This year's theme implores us to be deliberate in identifying our constant areas of focus, whether refining instruction to elevate student achievement or self-improvement. Having a clear focus on our student's academic growth and an unyielding belief in the possibility of improvement, we approach this Conference as an invaluable opportunity to enhance our collective capacity to make today better than yesterday and build improved tomorrows for our students and those dedicated to their service.

- Beth Wooster, 2025 Conference Planning Committee Chair

Federal programs practitioners from around the country will convene in Austin and online for meaningful and timely professional development – you've got to be there!

**"The keynotes were absolutely incredible.
This conference was well organized and I can't wait to return!"**

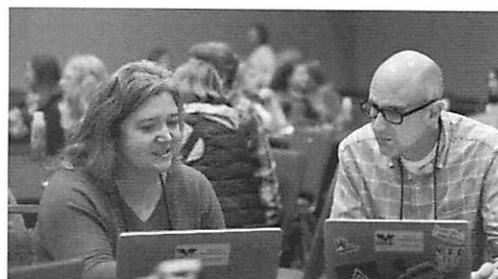
- 2024 National ESEA Conference Attendee

What is the ESEA Conference?

The National ESEA Conference is an annual project of the National Association of ESEA State Program Administrators (NAESPA) and the only conference focused entirely on federal education programs for disadvantaged students. The Conference emphasizes the critical nature of doing what's right and what's needed today - to help every child succeed and achieve at high levels.

The Elementary and Secondary Education Act (ESEA) was signed into law in 1965 by President Lyndon B. Johnson as a legislative priority of the "War on Poverty." ESEA has undergone several forms of reauthorization, which initiated and augmented educational programs designed to improve the quality of elementary and secondary education in the United States. Title I, Part A is the largest federally funded ESEA program designed to address the educational needs of underprivileged children. The following Elementary and Secondary Education Act (ESEA) and related programs serve as the cornerstone for all sessions and programming of the National ESEA Conference:

- **Title I, Part A** - Education for the Disadvantaged
- **Title I, Part C** - Education of Migratory Children
- **Title I, Part D** - Neglected & Delinquent
- **Title II, Part A** - Supporting Effective Instruction
- **Title III, Part A** - English Learners & Immigrant Education
- **Title IV, Part A** - Student Support & Academic Enrichment
- **Title IV, Part B** - 21st Century Community Learning Centers
- **Title V, Part B** - Rural Education Initiative
- **Title VI, Part A** - Indian, Native Hawaiian, and Alaska Native Education
- **Title VII, Part B** - McKinney-Vento Homeless Assistance Act, Education for Homeless Children and Youth
- **IDEA** - Individuals with Disabilities Act (Special Education)



Welcome!

A Dual Approach

We hope you will join us in Austin. If travel restrictions, cost, or other factors prevent you from attending the Conference in person, don't worry – you can still be a part of the action! We offer a virtual registration option allowing you to participate in live sessions, access the same great content, and interact with your colleagues from a remote location.

"The virtual experience was amazing! The sessions were easy to attend and locate on the online platform."

-2024 National ESEA Conference attendee

Session Formats

We're pleased to offer four types of sessions, which allow both the in-person and virtual audience access to each and every session on the schedule.

Hybrid Lecture sessions are presented in-person in Austin, while simultaneously live-streamed to the virtual audience. Lecture sessions are recorded for later viewing by all audiences. (60 minutes)

In-Person Workshop sessions involve an interactive component, with the presenter(s) in-person in Austin. In-person workshop sessions are recorded for later viewing by all audiences. (60 minutes)

Virtual Workshop sessions involve an interactive component, with both the presenter(s) and audience participating virtually. Virtual workshop sessions are recorded for later viewing by all audiences. (60 minutes)

Sponsored sessions take place in-person in Austin. Presented by our commercial partners, these sessions may include references to products and services of interest to the ESEA community. Sponsored sessions follow the same formats referenced above. (60 minutes)

Health and Safety

The health and safety of our attendees, presenters, and exhibitors is our highest priority. All in-person conference participants must be willing and available to adhere to any and all health and safety requirements in place at the time of the Conference as specified by the Association, Show Management, the host venue, or any governmental authority. We look forward to seeing you in Austin!

Conference Schedule

Times shown are listed in Central Time
(local time Austin, TX)

"I left the ESEA conference this year inspired and filled with a renewed hope in our education system across the country. There is profound hope when networks of caring individuals come together to address best practice and how to support our young people."

— 2024 National ESEA
Conference Attendee

Tuesday, February 18

12:00 PM – 9:00 PM - Badge Pick Up

Wednesday, February 19

7:00 AM – 5:00 PM - Badge Pick Up

8:00 AM – 9:30 AM - Opening Keynote

9:15 AM – 4:30 PM - Exhibit Hall Open

9:30 AM – 10:00 AM - Morning Break

10:00 AM – 12:45 PM - Concurrent Sessions

1:00 PM – 2:15 PM - Dedicated Exhibit Hall & Sponsored Sessions

2:15 PM – 2:45 PM - Midday Break

2:45 AM – 5:30 PM - Concurrent Sessions

Thursday, February 20

7:00 AM – 4:30 PM - Badge Pick Up

8:00 AM – 9:15 AM - Keynote

9:00 AM – 3:00 PM - Exhibit Hall Open

9:15 AM – 9:45 AM - Morning Break

9:45 AM – 12:30 PM - Concurrent Sessions

12:45 PM – 2:00 PM - Dedicated Exhibit Hall & Sponsored Sessions

2:00 PM – 2:30 PM - Midday Break

2:30 AM – 5:15 PM - Concurrent Sessions

Friday, February 21

8:00 AM – 3:30 PM - Badge Pick Up

9:00 AM – 10:15 AM - Keynote

10:30 AM – 4:15 PM - Concurrent Sessions

Schedule subject to change.

Complete schedule with session details will be available in fall 2024.

Registration Options

Purchase early for the best price!

Virtual and In-Person Registrations are priced the same.

	Individual	Group Package <small>Mix & Match in-person and virtual registrations</small>
2024	June	\$609 each Group Rate (10 or more people) June 3 - November 30
	July	
	August	
	September	
	October	
	November	
2025	December	No Group Packages available after November 30
	January	
	February	

Every Registration Includes:

- 120+ sessions over three days
- Keynote presentations
- 3-month subscription to all session recordings
- Conference Guide - PDF
- Downloadable session materials
- Individual attendance record
- Option to earn graduate-level extension credits
- Virtual Exhibitor Directory

Each In-Person Registration Includes All the above PLUS:

- Attendee-to-attendee networking in-person
- Printed Conference Guide
- Conference App
- Exhibit Hall access for two days
- Lodging at special attendee rates

Group Registration

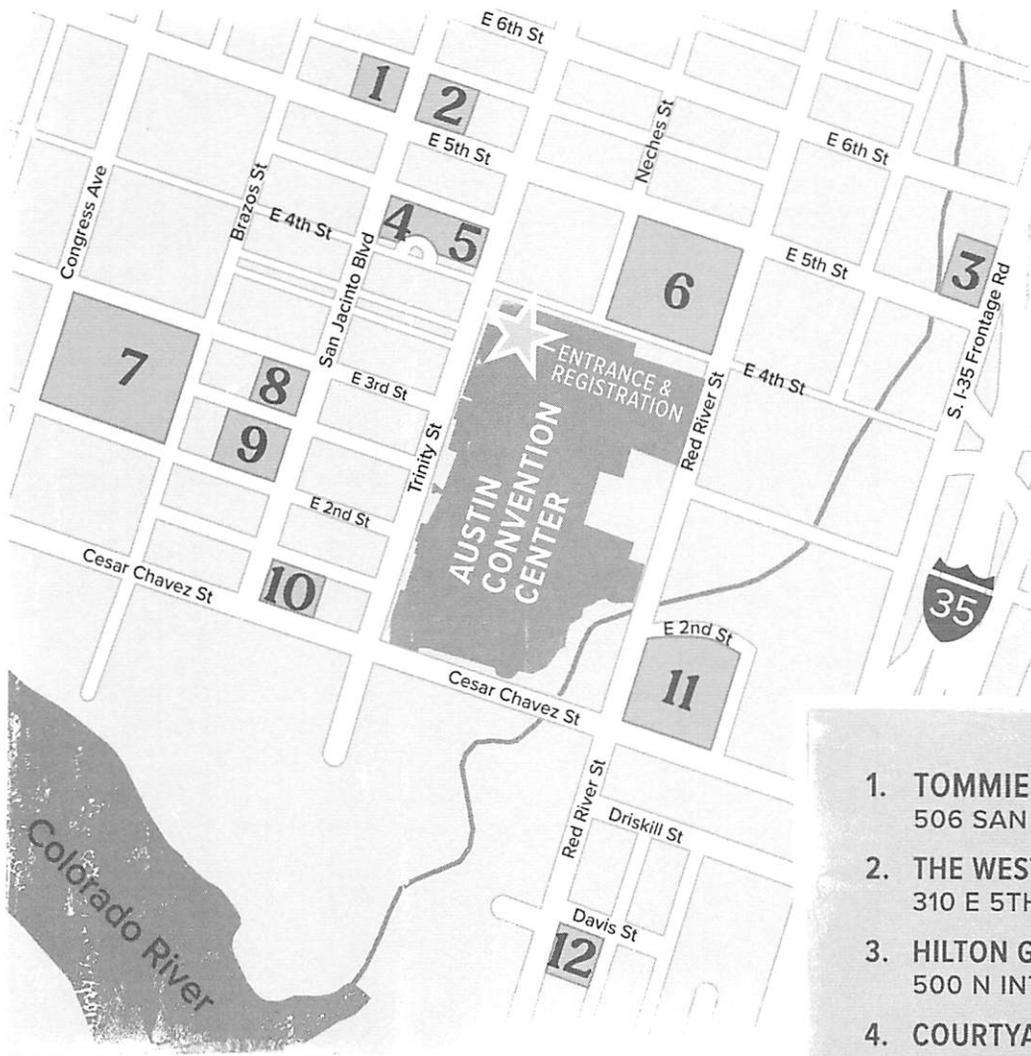
We're excited to offer a special group discount for ten or more attendee registrations purchased together. Both in-person and virtual registrations may be included in the group of at least ten. This enables schools, districts, or other groups to save on registration costs, pay for multiple attendees in one easy step, and have the flexibility to assign individual attendee names and choose the types of registration, closer to the event.

For group packages of 10 or more attendees, a coupon code will be emailed to the purchaser's account as soon as payment is processed. When they're ready to register, each attendee in your group will enter the coupon code in their account Dashboard at checkout to activate their registration.

Continuing Education

Attendees may earn up to two graduate-level extension credits (GLECs) for attending a majority of Conference sessions. First, register for the Conference, then [enroll here](#) through the University of San Diego. (Extra \$79 fee applies, enrollment open June 3, 2024 through March 31, 2025.)

Hotels



Hotel Pricing

The National ESEA Conference contracts with several local hotels to ensure the best possible rates. Hotel prices are subject to change.

Hotel rooms are charged at a flat rate. All locally mandated taxes and fees have been paid in advance by the Conference and are itemized on invoices for transparency. Attendees are offered the same flat rates on hotel reservations, regardless of tax-exempt status.

Policies

All reservations are made via the event section of your account Dashboard and require payment in full, in advance. In-person registration is required prior to securing a hotel reservation. Hotels will not sell rooms directly to attendees within the conference block nor at the conference rates. Refunds are available on cancelled hotel reservations in accordance with the same sliding-scale refund policy as registration items. A reduction in the number of nights of a hotel reservation is considered a cancellation, and the same refund scale is applied to the cost of each reduced night of the stay.

1. **TOMMIE AUSTIN - JDV BY HYATT** (\$352*)
506 SAN JACINTO BLVD
2. **THE WESTIN** (\$412*)
310 E 5TH ST
3. **HILTON GARDEN INN** (363*)
500 N INTERSTATE HWY 35
4. **COURTYARD BY MARRIOTT** (\$352*)
300 E 4TH ST
5. **RESIDENCE INN BY MARRIOTT** (\$352*)
300 E 4TH ST
6. **HILTON AUSTIN** (\$382*)
500 E 4TH ST
7. **JW MARRIOTT AUSTIN** (\$481*)
110 E 2ND ST
8. **HYATT PLACE AUSTIN DOWNTOWN** (\$352*)
211 E 3RD ST
9. **HAMPTON INN & SUITES** (\$352*)
200 SAN JACINTO BLVD
10. **AUSTIN MARRIOTT DOWNTOWN** (\$469*)
304 E CESAR CHAVEZ ST
11. **FAIRMONT AUSTIN** (\$469*)
101 RED RIVER ST
12. **HOTEL VAN ZANDT** (\$369*)
605 DAVIS ST

**All prices include tax*



U.S. General Services Administration

FY 2025 Per Diem Rates for Austin, Texas

Meals & Incidental Expenses (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Austin	Travis	\$80	\$20	\$22	\$33	\$5	\$60.00



U.S. General Services Administration

FY 2025 Per Diem Rates for Austin, Texas

Daily lodging rates (excluding taxes) | October 2024 - September 2025

Primary Destination	County	2024 Oct	Nov	Dec	2025 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Austin	Travis	\$173	\$173	\$173	\$187	\$187	\$187	\$173	\$173	\$173	\$173	\$173	\$173



Beth Perry



2025 National ESEA Conference Registration

Registrations

Choose your registration type

\$649.00

Early Bird In-Person Conference Registration

Includes all sessions listed on the 2025 Conference schedule

\$649.00

Early Bird Virtual Conference Registration

Includes all sessions listed on the 2025 Conference schedule

Additional Items

Choose optional items below

\$6,090.00

Group Registration

Group discount for registrations of 10 or more attendees

\$609.00

1 Additional Attendee with Group Registration

One (1) additional registration added to group registration

\$1,218.00

2 Additional Attendees with Group Registration

Two (2) additional registrations added to group registration

\$2,436.00

4 Additional Attendees with Group Registration

Four (4) additional registrations added to group registration

\$4,872.00

8 Additional Attendees with Group Registration

Eight (8) additional registrations added to group registration

\$6,090.00

10 Additional Attendees with Group Registration

Ten (10) additional registrations added to group registration

\$199.00

Conference Local Education Agency (LEA) Affiliate Bundle

Includes credit to apply to an annual LEA Affiliate Program enrollment.

Hotels

Enter your check in and check out dates below to find available hotels for your stay.

Please allow time for reservations to be found in our system. This may take up to a few minutes.

02/18/2025 02/22/2025 Find rooms

Courtyard Marriott Downtown Convention Center

\$352 /night

Standard Run of House

4 available

Relax in newly refurbished guestrooms with modern amenities like flat panel televisions and free WiFi. Get down to business near the Austin Convention Center in your in-room ergonomic work station.

(\$299.00 plus \$53.00 taxes + fees /night)

Fairmont Hotel

133

\$469 /night

Fairmont Standard Room

5 available

Fairmont Austin presents an unparalleled offering of luxury hotel rooms in downtown Austin. Each tastefully appointed guest room is distinguished by a bright and fresh-feeling aesthetic with an unmistakably contemporary flair: expect ceiling-high windows, plush bedding and extravagant bathrooms. (\$399.00 plus \$70.00 taxes + fees /night)

Hampton Inn \$352 /night**Standard Queen/Queen**

8 available

Relax in this comfortable room which features fresh Hampton beds and a 55-inch LCD TV with HD channels. Catch up on business at the spacious work desk and stay connected with free WiFi. Enjoy the added convenience of having a coffeemaker in the room. The bathroom boasts fluffy towels and a curved shower rod in the shower, offering extra light and space. (\$299.00 plus \$53.00 taxes + fees /night)

 \$352 /night**Standard King**

2 available

Relax in this comfortable room which features fresh Hampton beds and a 55-inch LCD TV with HD channels. Catch up on business at the spacious work desk and stay connected with free WiFi. Enjoy the added convenience of having a coffeemaker in the room. The bathroom boasts fluffy towels and a curved shower rod in the shower, offering extra light and space. (\$299.00 plus \$53.00 taxes + fees /night)

Hilton Austin Downtown \$382 /night**Standard Run of House**

2 available

Stay in the heart of Austin. Each room has a sleek design, European-style linens, and premium bath products. (\$325.00 plus \$57.00 taxes + fees /night)

Hilton Garden Inn \$363 /night**Queen/Queen**

25 available

All of the rooms feature a flat-screen TV, refrigerator, microwave and desk and modern in-room amenities, including wireless internet along with on-site dining options. (\$309.00 plus \$54.00 taxes + fees /night)

 \$363 /night**Standard King**

12 available

All of the rooms feature a flat-screen TV, refrigerator, microwave and desk and modern in-room amenities, including wireless internet along with on-site dining options. (\$309.00 plus \$54.00 taxes + fees /night)

Hotel Van Zandt \$369 /night

134

Standard Run of House

21 available

Unwind in our classy, comfy, and chic Downtown Austin guestrooms and experience what boutique hotel rooms should be all about. Wrap up in your plush robe, kick your feet up, order in-room dining and relish in an authentic Austin experience like no other.

(\$315.00 plus \$54.00 taxes + fees /night)

Hyatt Place Downtown

\$352 /night

Standard Run of House

25+ available

The Hyatt Place offers spacious rooms that feature high-tech goodies, such as remote printing and bedside plug-ins, plush accents, such as the Cozy Corner to relax out after a long day of sessions and mini-fridge & coffeemaker. Enjoy a great night's rest on a signature Hyatt Luxury Pillowtop Mattress.

(\$299.00 plus \$53.00 taxes + fees /night)

JW Marriott Downtown

\$481 /night

Standard Run of House

25+ available

Enjoy luxury accommodations that are designed for pleasure and productivity. Soaring 34 stories into the Austin skyline, JW Marriott Austin guest rooms feature impressive views of the city. This modern downtown destination offers an authentic experience in the heart of the city, with elegant guest rooms signature Marriott Revive bedding. High-speed Wi-Fi, as well as 48" HD LED Smart TVs included.

(\$409.00 plus \$72.00 taxes + fees /night)

Marriott Downtown Austin

\$469 /night

Standard Run of House

25+ available

Experience modern accommodations, where unforgettable views can be seen in every direction. The design was created for both business & leisure, with the classic comforts you know and love.

(\$399.00 plus \$70.00 taxes + fees /night)

Tommie Austin Downtown

\$352 /night

Standard Tommie King

25+ available

For your perfect downtown Austin stay, tommie's unique boutique hotel rooms offer a different kind of experience; intentionally minimalistic and cool, with sparkling cityscape views and subtle Southwestern touches that inspire you to explore beyond four walls.

(\$299.00 plus \$53.00 taxes + fees /night)

Westin Austin Downtown

\$412 /night

Standard Run of House

2 available

The Westin Austin Downtown is designed to keep you feeling your best. Enjoy stunning city views with floor to ceiling windows and vibrant artwork inspired by the downtown Austin live music tradition. Awake refreshed in Heavenly beds and pamper yourself with Heavenly shower products.

(\$350.00 plus \$62.00 taxes + fees /night)

Order Summary

Total

\$649

Checkout

Items

\$649 - Early Bird In-Person Conference Registration



About Us

The National Association of ESEA State Program Administrators (formerly the National Title I Association) is dedicated to building the capacity of education professionals to provide disadvantaged children with a high quality education. Their ESEA Network website provides a host of resources to educators at all levels.

[About Us](#)

[Help and Support](#)

Connect with Us



Conference

[EXHIBIT](#)

[PRESENT](#)

[ATTEND](#)

[SCHEDULE](#)

[HOTELS & TRAVEL](#)

[REGISTER NOW](#)

On Demand

[VOD 2024](#)

136

Trip & Price Details

Price Payment Confirmation

✈ Flight [Modify](#)

✈ Tue 2/18	# 1063 / 991	RNO → AUS	7 hr 45 min	1 stop ✈	Wanna Get Away	Price per Passenger	\$396.98
	8:10 AM	5:55 PM				Taxes and fees per Passenger	\$78.97
						Total per Passenger	\$475.95
✈ Sat 2/22	# 1463 / 4236	AUS → RNO	9 hr 0 min	1 stop ✈	Wanna Get Away	Passenger(s)	x3
	10:10 AM	5:10 PM				Flight total	\$1,427.85

or from \$140/mo* with **uplift** [Learn more](#)

Helpful Information:

- All fares and fare ranges are subject to change until purchased and are per person for each way of travel.
- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Cash + Points bookings will not earn Rapid Rewards points, tier qualifying points for A-List or A-List Preferred status, or Companion Pass qualifying points.

✈ Flight Extras

Upgrade to Wanna Get Away *plus*

Prices shown per passenger, per one-way.

- ✓ Free same-day confirmed change (*taxes and fees may apply*)⁶
- ✓ Transferable Flight Credit™⁵
- ✓ 8 Rapid Rewards points per dollar per qualifying flight¹¹

⁶Please read the [fare rules](#) associated with this purchase.

Upgrade departing trip for \$21

Upgrade returning trip for \$20

Upgrade both for \$41

Apply upgrade

Flexibility comes with every fare.



Two bags fly free*.¹



No change² or cancel³ fees. Change your flight later without a fee. Fare difference may apply.

¹1st and 2nd checked bags. Weight and size limits apply. ²Fare difference may apply. ³Failure to cancel a reservation at least 10 minutes prior to scheduled departure may result in forfeited flight credits.

BAG FEE * \$0.00

SUBTOTAL \$1,190.94

TAXES & FEES \$236.91

TRIP TOTAL

\$1,427.85

Show price breakdown



Get a \$200.00 statement credit¹ and 10,000 Rapid Rewards[®] points.²

1. After first purchase. 2. After you spend \$500 in first three months.

Apply now >

YOU PAY TODAY

\$1,427.85

CREDIT ON YOUR STATEMENT

-\$200.00

TOTAL AFTER STATEMENT CREDIT

\$1,227.85

Not ready to buy yet? [Save this flight for later.](#)

*1st and 2nd checked bags fly free[®]. [Weight and size limits apply.](#)

Log in for faster checkout

Continue

By clicking 'Continue', you agree to accept the [fare rules](#) and want to continue with this purchase.



Add a Car

Products not confirmed until purchase.

No worries, your flight will remain in your cart while you search for a car.



Add a car



Book now. Pay later!

From \$68.39*/day in

Austin

*Taxes and fees excl. Terms apply.



Book now

PICK-UP LOCATION

Austin, TX - A

Austin, TX - AUS

PICK-UP DATE

2/18

Tue, Feb 18, 2025

PICK-UP TIME

7:00 PM

RETURN LOCATION

Austin, TX - A

Austin, TX - AUS

RETURN DATE

2/22

Sat, Feb 22, 2025

RETURN TIME

9:00 AM

RENTAL COMPANY (Optional)

No preference

VEHICLE SIZE (Optional)

No preference

Search

Not ready to buy yet? [Save this flight for later.](#)

*1st and 2nd checked bags fly free[®]. [Weight and size limits apply.](#)

Log in for faster checkout

Continue

By clicking 'Continue', you agree to accept the [fare rules](#) and want to continue with this purchase.



LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: See LCSD Board Policy DG: Travel Policy for all requirements.

Name(s) of Attendees FHS Accreditation/SPP team- 6 travelers (TBD)

SCHOOL Fernley High School

NAME OF CONFERENCE: National Elementary and Secondary Education Act Conference
(Do Not Use Acronyms)
(ATTACH conference program information and provide website address)

CITY/STATE OF CONFERENCE: Austin, Texas

DATE OF DEPARTURE: 02/18/2025 DATE OF RETURN: 02/21/2025

Training/Travel/Conference is (check all that apply):
Mandated by the state Mandated by the district
Needed for certification/licensing Related to the District Performance Plan Related to our School Performance Plan
Performance Plan Related to a specific program/course Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

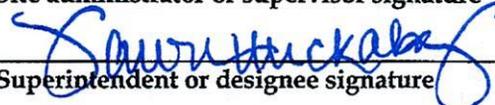
The National ESEA Conference is intentionally aimed at coordination among federal education programs under the Elementary and Secondary Education Act (ESEA) and other federal programs. The National ESEA Conference is an annual project of the National Association of ESEA State Program Administrators (NAESPS) and the only conference focused entirely on federal education programs for disadvantaged students. The conference emphasizes the critical nature of doing what is right and what is needed today to help every child succeed and achieve at high levels. While Title I, Part A is the largest federally-funded program focused on the needs of disadvantaged students, the Elementary and Secondary Act offers a host of other related programs, including McKinney-Vinto Homeless Assistance, Title IC, Title IIA and Title III (EL). Attending this conference will help ensure compliance with federal regulations, but more importantly, to see that all children, especially those living in economically disadvantaged conditions, have the opportunity to receive a high quality education.

TRAVEL APPROVED: Date 10/08/2024



Site administrator or supervisor signature

TRAVEL APPROVED: Date 10/10/24



Superintendent or designee signature

District Office Use Only

Received by District Office

Date: 10/10/24

Board Approved: Yes () No ()

Date: _____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: _____ Title I

	Total	District Office	Grant	School Site	Other
BUDGET# 280.633.0000.000.2213.330.10601.32.000 Registration Fees: Attendees <u>6</u> x <u>649</u> Reg. fee \$	<u>3894.00</u>		✓		
BUDGET# 280.633.0000.000.2213.580.10601.32.000 Travel By: <u>Air, 6 @ \$467.96</u> \$	<u>2807.76</u>		✓		
<i>(Air, district car, private car for personal convenience, etc.)</i>					
BUDGET# 280.633.0000.000.2213.580.10601.32.000 Lodging: Room rate \$ <u>352</u> X <u>4</u> rooms, <u>4</u> nights \$	<u>5632.00</u>		✓		
<i>(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) <u>lodging receipts must be obtained and sent to District Office upon return.</u></i>					
Meals: Breakfast \$ <u>14</u> x <u>6x4</u> days \$	<u>336.00</u>		✓		
Lunch \$ <u>16</u> x <u>6x5</u> days \$	<u>480.00</u>		✓		
Dinner \$ <u>29</u> x <u>6x4</u> days \$	<u>696.00</u>		✓		
Incidental \$ <u>5</u> x <u>6x5</u> days \$	<u>150.00</u>		✓		
Substitutes: # of Days <u>3x3</u> X \$ <u>145</u> /day	<u>1305.00</u>		✓		
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.) \$	<u>Uber</u>		✓		
Other Miscellaneous expenses: (attach explanation) \$	<u>15300.76</u>				
TOTAL EXPENSES					

****FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.**

Conference Information

Conference Dates & Times:	Feb. 19-21 8:00am-5:30pm
Name of where conference/training is being held (i.e. Hotel, School, College, Convention Center):	Austin Convention Center

Airline Information

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (i.e. Southwest, Delta, United, etc.)

Date & Time you wish to DEPART:	Feb 18, 2024@ 6:00am
Date & Time you wish to RETURN:	Feb 22, 2024 @ 11:00am
List any special notes here:	

Are you renting a car? Yes No How many days?

Note: Car insurance should be declined as the district insurance provides adequate coverage.

Lodging Information

Note: Lodging must be made by Attendee or Site for purchase order payments only. No district office credit card charges.

Lodging GSA (Per Diem Rate) : <u>184.00</u>	All travelers agree to share lodging as appropriate?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Register under what name(s)?		
Name, Address, Phone number of lodging establishment: Hampton Inn 200 San Jacinto Blvd Austin, TX 78701		

DEADLINE DATE : Nov 30, 2024 Early Bird Pricing **Code Information:** _____

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval.

NATIONAL ESEA CONFERENCE

[EXHIBIT](#)
[PRESENT](#)
[ATTEND](#)

[SCHEDULE](#)
[HOTELS & TRAVEL](#)
[REGISTER NOW](#)

February 19-21, 2025
Austin, TX & Online

Program Overview

Times shown are listed in Central Time (local time Austin, TX)
Schedule subject to change

Tuesday, February 18

- 12:00pm - 9:00pm - Badge Pick Up

Wednesday, February 19

- 7:00am - 5:00pm - Badge Pick Up
- 8:00am - 9:30am - Opening Keynote
- 9:15am - 4:30pm - Exhibit Hall Open
- 9:30am - 10:00am - Morning Break
- 10:00am - 12:45pm - Concurrent Sessions
- 1:00pm - 2:15pm - Sponsored Sessions
- 2:15pm - 2:45pm - Midday Break
- 2:45pm - 5:30pm - Concurrent Sessions

Thursday, February 20

- 7:00am - 5:00pm - Badge Pick Up
- 8:00am - 9:15am - Keynote
- 9:00am - 3:00pm - Exhibit Hall Open
- 9:15am - 9:45am - Morning Break
- 9:45am - 12:30pm - Concurrent Sessions
- 12:45pm - 2:00pm - Sponsored Sessions
- 2:00pm - 2:30pm - Midday Break
- 2:30pm - 5:15pm - Concurrent Sessions

Friday, February 21

- 8:00am - 3:30pm - Badge Pick up
- 9:00am - 10:15am - Keynote
- 10:30am - 4:15pm - Concurrent Sessions

The Westin Austin Downtown is designed to keep you feeling your best. Enjoy stunning city views with floor to ceiling windows and vibrant artwork inspired by the downtown Austin live music tradition. Awake refreshed in Heavenly beds and pamper yourself with Heavenly shower products.
(\$350.00 plus \$62.00 taxes + fees /night)

Order Summary

Total

\$2,057

Items

\$649 - Early Bird In-Person Conference Registration

\$1,408 - Hampton Inn - Standard Queen/Queen

About Us

The National Association of ESEA State Program Administrators (formerly the National Title I Association) is dedicated to building the capacity of education professionals to provide disadvantaged children with a high quality education. Their ESEA Network website provides a host of resources to educators at all levels.

[About Us](#)

[About ESEA](#)

[Federal Education Programs Summary](#)

[Mission & Principles](#)

[Bylaws](#)

[Association Leadership](#)

[Association Staff](#)

[State ESEA Leaders](#)

[Help and Support](#)

Connect with Us

Registration Types & Prices

INDIVIDUAL REGISTRATION In-Person & Virtual

\$649 – EARLY BIRD PRICE

Available June 3 - November 30, 2024

\$719 – STANDARD PRICE

Starting December 1, 2024

[Download the Attendee Guide for More Information](#)

NOTE: If paying by check, the check must be received no later than February 14, 2025.

GROUP REGISTRATION 10 or more people

\$609/each

June 3 - November 30

No Group Packages available after November 30, 2024

[Group Registration FAQs](#)

REGISTER NOW

Exhibit Hall Schedule

The National ESEA Conference includes two full days of exhibits inside the Exhibit Hall and many Conference sessions presented by exhibitors. Be sure to carve out some time on Wednesday and Thursday to get acquainted with exhibiting organizations and learn about their products and services.

tastefully appointed guest room is distinguished by a bright and fresh-feeling aesthetic with an unmistakably contemporary flair: expect ceiling-high windows, plush bedding and extravagant bathrooms. (\$399.00 plus \$70.00 taxes + fees /night)

Hampton Inn

\$352 /night

Standard Queen/Queen

6 available

Relax in this comfortable room which features fresh Hampton beds and a 55-inch LCD TV with HD channels. Catch up on business at the spacious work desk and stay connected with free WiFi. Enjoy the added convenience of having a coffeemaker in the room. The bathroom boasts fluffy towels and a curved shower rod in the shower, offering extra light and space.

(\$299 plus \$53 taxes + fees /night)

\$352 /night

Standard King

6 available

Relax in this comfortable room which features fresh Hampton beds and a 55-inch LCD TV with HD channels. Catch up on business at the spacious work desk and stay connected with free WiFi. Enjoy the added convenience of having a coffeemaker in the room. The bathroom boasts fluffy towels and a curved shower rod in the shower, offering extra light and space.

(\$299.00 plus \$53.00 taxes + fees /night)

Hilton Austin Downtown

\$382 /night

Standard Run of House

25+ available

Stay in the heart of Austin. Each room has a sleek design, European-style linens, and premium bath products.

(\$325.00 plus \$57.00 taxes + fees /night)

Hilton Garden Inn

\$363 /night

Queen/Queen

25 available

All of the rooms feature a flat-screen TV, refrigerator, microwave and desk and modern in-room amenities, including wireless internet along with on-site dining options.

(\$309.00 plus \$54.00 taxes + fees /night)

\$363 /night

Standard King

20 available

All of the rooms feature a flat-screen TV, refrigerator, microwave and desk and modern in-room amenities, including wireless internet along with on-site dining options.

(\$309.00 plus \$54.00 taxes + fees /night)

Hotel Van Zandt

\$369 /night

Standard Run of House

21 available



Trip & Price Details

	Price	Payment	Confirmation
Tue 2/18 # 2187 / 3584 RNO → AUS 6:00 AM → 12:50 PM 4 hr 50 min 1 stop Wanna Get Away		Price per Passenger Taxes and fees per Passenger Total per Passenger	\$389.54 \$78.42 \$467.96
Sat 2/22 # 5145 / 2168 AUS → RNO 6:45 AM → 11:00 AM 6 hr 15 min 1 stop Wanna Get Away		Passenger(s) Flight total	x5 \$2,339.80 or from \$229/mo* with uplift Learn more

Helpful Information:

- All fares and fare ranges are subject to change until purchased and are per person for each way of travel.
- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Please read the [fare rules](#) associated with this purchase.
- When booking with Rapid Rewards points, your points balance may not immediately update in your account.
- Cash + Points bookings will not earn Rapid Rewards points, tier qualifying points for A-List or A-List Preferred status, or Companion Pass qualifying points.
- **REAL ID Requirement:** Do you have a REAL ID? Beginning May 7, 2025, you will need a state-issued REAL ID compliant license or identification card, or another acceptable form of ID (such as a U.S. Passport), to fly within the United States. Visit www.tsa.gov for a list of acceptable forms of ID and additional information regarding REAL ID requirement.

Upgrade to Wanna Get Away plus

Upgrade to Wanna Get Away plus

Prices shown per passenger, per one-way.

- ✓ Free same-day confirmed change (taxes and fees may apply)⁶
- ✓ Transferable Flight Credit™⁵
- ✓ 8 Rapid Rewards points per dollar per qualifying flight¹¹

⁶Please read the [fare rules](#) associated with this purchase.

- Upgrade departing trip for \$21
- Upgrade returning trip for \$20
- Upgrade both for \$41

Apply upgrade



FY 2024 Per Diem Rates for Austin, Texas

Meals & Incidentals (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Austin	Travis	\$64	\$14	\$16	\$29	\$5	\$48.00



FY 2024 Per Diem Rates for Austin, Texas

Daily lodging rates (excluding taxes) | October 2023 - September 2024

Primary Destination	County	2023 Oct	Nov	Dec	2024 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Austin	Travis	\$184	\$184	\$184	\$184	\$184	\$184	\$170	\$170	\$170	\$170	\$170	\$184

7 + 275 + 000 +
 2 + 119 + 800 +
 5 + 612 + 000 +
 280 + 000 +
 700 + 000 +
 520 + 000 +
 125 + 000 +
 12 + 001 + 510 0

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: See LCSD Board Policy DG: Travel Policy for all requirements.

Name(s) of Attendees Michael Walker

SCHOOL Sutro Elementary

NAME OF CONFERENCE: National Elementary and Secondary Education Act (ESEA) Conference
(Do Not Use Acronyms)

(ATTACH conference program information and provide website address)

CITY/STATE OF CONFERENCE: Austin, TX

DATE OF DEPARTURE: 2/18/2024

DATE OF RETURN: 2/21/2024

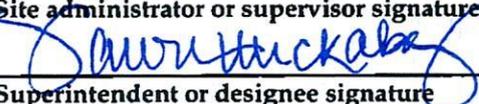
Training/Travel/Conference is (check all that apply):
Mandated by the state Mandated by the district
Needed for certification/licensing Related to the District Performance Plan Related to our School Performance Plan
Performance Plan Related to a specific program/course Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

This conference serves as a valuable reminder to prioritize the continual progress towards improvement. It urges us to make a conscious effort to exchange effective strategies and best practices that empower us as educators to reshape educational opportunities for our students.

TRAVEL APPROVED: Date 9/23/24

TRAVEL APPROVED: Date 9/24/24


Site administrator or supervisor signature

Superintendent or designee signature

District Office Use Only

Received by District Office Date: 9-24-24

Board Approved: Yes () No () Date: _____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: Title 1

	<u>Total</u>	<i>District Office</i>	<i>Grant</i>	<i>School Site</i>	<i>Other</i>
BUDGET# 280.633.0000.000.2213.330.10210.10.000 Registration Fees: Attendees <u>1</u> x <u>649.00</u> Reg. fee	\$ 649.00		✓		
BUDGET# 280.633.0000.000.2213.580.10210.10.000 Travel By: <u>Southwest Air</u> (Air, district car, private car for personal convenience, etc.)	\$ 396.96		✓		
BUDGET# <u>Hilton Garden Inn</u> Lodging: Room rate \$ <u>363</u> x <u>3</u> nights	\$ 1089.00		✓		
(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) <u>lodging receipts must be obtained and sent to District Office upon return.</u>					
Meals: Breakfast \$ <u>20</u> x <u>4</u> days	\$ 80.00		✓		
Lunch \$ <u>22</u> x <u>4</u> days	\$ 88.00		✓		
Dinner \$ <u>33</u> x <u>4</u> days	\$ 132.00		✓		
Incidental \$ <u>5</u> x <u>4</u> days	\$ 20.00		✓		
Substitutes: # of Days _____ X \$ _____ /day					
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.)	\$ 124.00		✓		
Other Miscellaneous expenses: (attach explanation)					
TOTAL EXPENSES	\$ 2578.96				

150

****FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.**

Conference Information

Conference Dates & Times: February 19-21, 2025

Name of where conference/training is being held
(i.e. Hotel, School, College, Convention Center): Austin Convention Center

Airline Information

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (i.e. Southwest, Delta, United, etc.)

Date & Time you wish to DEPART: 2/18/2025 @ 7:45am

Date & Time you wish to RETURN: 2/21/2025 @ 8:20pm

List any special notes here:

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Are you renting a car? Yes No How many days?

Note: Car insurance should be declined as the district insurance provides adequate coverage.

Lodging Information

Note: Lodging must be made by Attendee or Site for purchase order payments only. No district office credit card charges.

Lodging
CSA (Per Diem Rate): 187.00

All travelers agree to share lodging as
appropriate?

Yes No

Register under what name(s)?

Michael Walker

Name, Address, Phone number of
lodging establishment:

Hilton Garden Inn 500 N. Interstate 35 Austin, TX 78701

DEADLINE DATE: _____

Code Information: _____

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval.

NATIONAL ESEA CONFERENCE

[EXHIBIT](#)
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February 19-21, 2025
Austin, TX & Online



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2025 National ESEA Conference

February 19-21, 2025
Austin, TX & Online

The National ESEA Conference is intentionally aimed at coordination among federal education programs under the Elementary and Secondary Education Act (ESEA) and other federal programs.

Join us at the Austin Convention Center or virtually as we unite to address a shared goal – how to best meet the needs of disadvantaged students.

Integrate with nationally recognized education leaders and experts; presentations offer content you can't find anywhere else

Network with colleagues from across the nation; new connections can turbocharge your career

Discover relevant educational products and hear from [amazing keynotes](#)

Celebrate [exceptional schools](#) from across the country

"I left the ESEA conference this year inspired and filled with a renewed hope in our education system across the country. There is profound hope when networks of caring individuals come together to address best practice and how to support our young people."

- 2024 National ESEA Conference Attendee

EXHIBIT

Booth sales are open now.
Join dozens of other companies making an impact on this community.

[LEARN MORE](#) PRESENT

Proposal Submissions are now closed.
Thank you for your submissions!

[LEARN MORE](#) ATTEND

Registration and Hotel Reservations
are open now!

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[LEARN MORE](#)

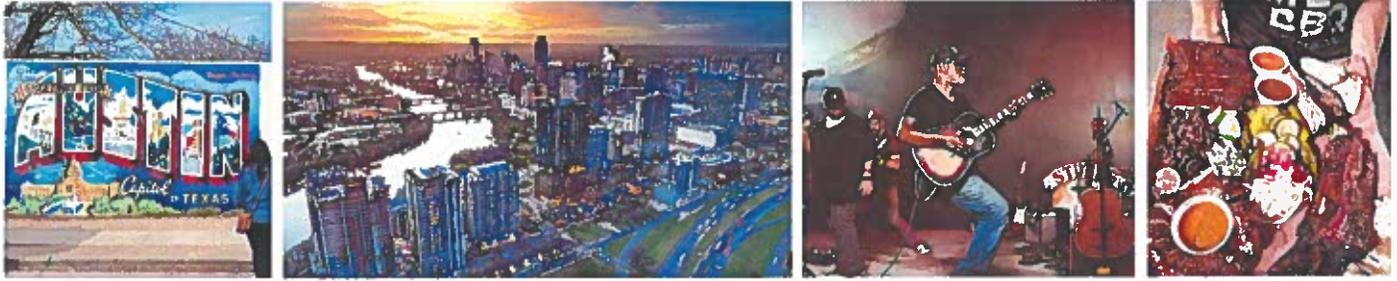
This year's theme:

FOCUS

ON IMPROVEMENT

This conference serves as a valuable reminder to prioritize the continual progress towards improvement. It urges us to make a conscious effort to exchange effective strategies and best practices that empower us as educators to reshape the educational opportunities for children.

This year's theme implores us to be deliberate in identifying our constant areas of focus, whether refining instruction to elevate student achievement or self-improvement. Having a clear focus on our student's academic growth and an unyielding belief in the possibility of improvement, we approach this Conference as an invaluable opportunity to enhance our collective capacity to make today better than yesterday and build improved tomorrows for our students and those dedicated to their service.



Austin - Get Excited

Austin, Texas is a melting pot of culture, creativity, and innovation, making it truly one-of-a-kind. From the iconic live music venues on 6th Street to the natural beauty of Barton Springs, there's something for everyone in Austin. Come experience the perfect blend of southern charm and urban excitement.

Join thought leaders, educators, and innovators from around the US as we converge in the dynamic heart of Texas. Explore cutting-edge pedagogies, exchange groundbreaking ideas, and collaborate to shape the next generation of learning. From inspiring keynotes to interactive workshops, this conference promises to ignite your passion for education and empower you with actionable insights. Don't miss this opportunity to be part of the action in Austin!

About Us

The National Association of ESEA State Program Administrators (formerly the National Title I Association) is dedicated to building the capacity of education professionals to provide disadvantaged children with a high quality education. Their ESEA Network website provides a host of resources to educators at all levels.

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Conference

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Contact Us

admin@eseanetwork.org | 800-256-6452
532 North Franklin Street | Fort Bragg, CA 95437

NATIONAL ESEA CONFERENCE

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February 19-21, 2025
Austin, TX & Online

Registration Open Now!

ATTEND

[ATTENDEE POLICIES](#)

[HOTELS & TRAVEL](#)

Join Us in Austin, Texas or Online

The annual National ESEA Conference is coming to Austin this February 19-21, 2025. With more than a hundred sessions covering a wide array of education-related topics, attendees have plenty of opportunities to gain valuable insights into the newest educational trends and advancements, from local and state projects to federal education programs and policies. Three inspiring keynote presentations offer unique perspectives from thought leaders and experts in their respective fields. View some of the [outstanding keynote speakers](#) from previous conferences.

Register Early and Save

Whether you prefer the convenience of virtual registration or traveling to the in-person event in downtown Austin - mark your calendar and [secure your spot](#) before December 1st to save \$70 off the cost of registration. In-person registration is anticipated to sell out and hotel rooms are limited, so don't delay.

Continuing Education

Attendees have the opportunity to earn up to two graduate-level extension credits (GLECs) for attending a majority of Conference sessions. Once registered for the Conference, [enroll here](#) through the University of San Diego. (Extra \$79 fee per credit applies, enrollment open now through March 31, 2025.)

[REGISTER NOW](#)

2025 NATIONAL ESEA CONFERENCE

Attendee Guide

Hosted by NAESP, the National Association of ESEA State Program Administrators

This year's theme:

FOCUS ON IMPROVEMENT

February 19-21, 2025
Austin, Texas
at the Austin Convention Center & Online

DOWNLOAD THE ATTENDEE GUIDE!

This conference serves as a platform to prioritize the most progress in improvement efforts, make a collective effort to exchange ideas and best practices that empower students and reshape the educational opportunities.

This year's theme explores ways to be deliberate in identifying our constant areas of focus, whether refining instruction to elevate student achievement or self-improvement. Having a clear focus on our student's academic growth and an unyielding belief in the possibility of improvement, we approach this Conference as an invaluable opportunity to enhance our collective capacity to make today better than yesterday and build improved tomorrows for our students and those dedicated to their service.

- Beth Wooster, 2025 Conference Planning Committee Chair

"The keynotes were absolutely incredible. This conference was well organized and I can't wait to return!"
- 2024 National ESEA Conference Attendee

2025 NATIONAL ESEA CONFERENCE • 800.256.6452 • www.ESEAnetwork.org

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The Attendee Guide has all the information you'll need to attend the 2025 National ESEA Conference. [DOWNLOAD IT NOW!](#)



Registration Types & Prices

Trip & Price Details

Price Payment Confirmation

✈ Flight [Modify](#)

✈ Tue 2/18	# 5031 / 358	RNO → AUS	5 hr 10 min	1 stop ✈✈	<u>Wanna Get Away Plus</u>	Price per Passenger	\$323.50
	7:45 AM	2:55 PM				Taxes and fees per Passenger	\$73.46
						Total per Passenger	\$396.96
						Passenger(s)	x1
✈ Fri 2/21	# 1458 / 4711	AUS → RNO	5 hr 50 min	1 stop ✈✈	<u>Wanna Get Away Plus</u>	Flight total	\$396.96
	8:20 PM	12:10 AM ↩ Next Day					or from \$39/mo ¹ 57 with uplift Learn more

Helpful Information:

- All fares and fare ranges are subject to change until purchased and are per person for each way of travel.
- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Cash + Points bookings will not earn Rapid Rewards points, tier qualifying points for A-List or A-List Preferred status, or Companion Pass qualifying points.

✈ Flight Extras

Upgrade to Anytime

Prices shown per passenger, per one-way.

- ✓ Refundable fare*
- ✓ Priority and Express Lanes⁸
- ✓ 10 Rapid Rewards points per dollar per qualifying flight*

*Please read the [fare rules](#) associated with this purchase.

Upgrade departing trip for \$60

Upgrade returning trip for \$60

Upgrade both for \$120

Apply upgrade

**INDIVIDUAL REGISTRATION
In-Person & Virtual**

\$649 – EARLY BIRD PRICE

Available June 3 - November 30, 2024

\$719 – STANDARD PRICE

Starting December 1, 2024

[Download the Attendee Guide for More Information](#)

NOTE: If paying by check, the check must be received no later than February 14, 2025.

**GROUP REGISTRATION
10 or more people**

\$609/each

June 3 - November 30

No Group Packages available after November 30, 2024

[Group Registration FAQs](#)

REGISTER NOW

Exhibit Hall Schedule

The National ESEA Conference includes two full days of exhibits inside the Exhibit Hall and many Conference sessions presented by exhibitors. Be sure to carve out some time on Wednesday and Thursday to get acquainted with exhibiting organizations and learn about their products and services.

Wednesday February 19

Exhibit Hall Open
9:15am - 4:30pm

Sponsored Sessions
1:00pm - 2:15pm

Session Breaks

Morning Break
9:30am - 10:00am

Midday Break
2:15pm - 2:45pm

Thursday February 20

Exhibit Hall Open
9:00am - 3:00pm

Sponsored Sessions
12:45pm - 2:00pm

Session Breaks

Morning Break
9:15am - 9:45am

Midday Break
2:00pm - 2:30pm

"This was my first time attending and I loved it! All of the speakers were so prepared and brought great information to the table."
- 2024 National ESEA Conference Attendee

About Us

The National Association of ESEA State Program Administrators (formerly the National Title I Association) is dedicated to building the capacity of education professionals to provide disadvantaged children with a high quality education. Their ESEA Network website provides a host of resources to educators at all levels.

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Conference

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532 North Franklin Street | Fort Bragg, CA 95437

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**February 19-21, 2025
Austin, TX & Online**

Hilton Garden Inn

Pricing:

\$363 (including all taxes and fees)

[Make a Reservation](#)

\$383 - triple occupancy

\$403 - quad occupancy

The Hilton Garden Inn Austin Downtown hotel, located in the heart of downtown Austin, Texas, offers first-class Texas hospitality. Situated just blocks from the Austin Convention Center, downtown business district, Austin's legendary 6th Street/Warehouse Entertainment District, and the University of Texas at Austin, this hotel is nestled in the heart of the Texas State Capitol.

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Address:

500 N Interstate 35
Austin, TX 78701

0.4 miles from the Austin Convention Center

Amenities:

- Plush Bedding
- Onsite Restaurants
- 24/7 Gallery Market - grab 'n go items
- Free in-room coffee & tea
- Fitness Center
- Business services

Parking:

On-Site/Valet: \$55 per day

View hotel policies on the [Hotels & Travel Page](#)



About Us

The National Association of ESEA State Program Administrators (formerly the National Title I Association) is dedicated to building the capacity of education professionals to provide disadvantaged children with a high quality education. Their ESEA Network website provides a host of resources to educators at all levels.

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admin@eseanetwork.org | 800-256-6452
532 North Franklin Street | Fort Bragg, CA 95437



NATIONAL ESEA CONFERENCE

FEBRUARY 19-21, 2025 | AUSTIN, TX & ONLINE

Bill to: Michael Walker
Sutro Elementary School
190 Dayton Village Parkway
Dayton, Nevada 89701

Invoice # 8F9K
Date 09/20/2024
Expires 10/20/2024

<u>Item</u>	<u>Description</u>	<u>Amount</u>	
Early Bird In-Person Conference Registration	Includes all sessions listed on the 2025 Conference schedule	\$649.00	
Hilton Garden Inn: Standard King	Michael Walker 3 nights check in: 02/18/2025 check out: 02/21/2025 confirmation number not yet available	\$1,089.00 (\$927.00 plus \$162.00 taxes + fees)	
Total:		\$1,738.00	163

Status: Payment Due

Balance Due: \$1,738.00

No exceptions are made to the refund policy, including cases of weather or travel delays, illness, family emergencies, or unexpected work obligations. Travel insurance is strongly recommended to protect your investment. Even if you instruct someone else to log in to your account to complete your purchase, it is your responsibility to adhere to the Terms and Conditions. Please review them carefully.

Please note: Purchase Orders are not an accepted form of payment.

All payments are processed by ESEA Network. The vendor on credit card statements is listed as ESEA Network.

Make checks payable to: ESEA Network (EIN: 05-0487084)

Mailing address:
ESEA Network
532 North Franklin Street
Fort Bragg, CA 95437
1-800-256-6452

[Check Payment Instructions](#)

FY 2025 Per Diem Rates for Austin, Texas

Meals & Incidental Expenses (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Austin	Travis	\$80	\$20	\$22	\$33	\$5	\$60.00

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: See LCSD Board Policy DG: Travel Policy for all requirements.

Name(s) of Attendees Steve Henderson, Scott Fellows

SCHOOL Silverland Middle School

NAME OF CONFERENCE: 2025 National ESEA (elementary and secondary education act)
(Do Not Use Acronyms)
(ATTACH conference program information and provide website address)

CITY/STATE OF CONFERENCE: Austin, TX

DATE OF DEPARTURE: 2/18/2025 DATE OF RETURN: 2/21/2025

Training/Travel/Conference is (check all that apply):
Mandated by the state Mandated by the district
Needed for certification/licensing Related to the District Performance Plan Related to our School Performance Plan
Performance Plan Related to a specific program/course Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

The National ESEA Conference is an annual project of the National Association of ESEA State Program Administrators (NAESPA) and the only conference focused entirely on federal education programs for disadvantaged students. The Conference emphasizes the critical nature of doing what's right and what's needed today - to help every child succeed and achieve at high levels.

TRAVEL APPROVED: Date

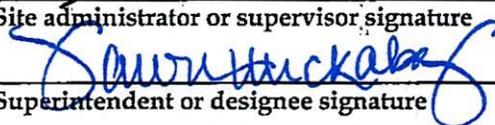
10/3/24



Site administrator or supervisor signature

TRAVEL APPROVED: Date

10/10/24



Superintendent or designee signature

District Office Use Only

Received by District Office: _____ Date: 10/10/24

Board Approved: Yes (✓) No (✗) Date: _____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: TITLE

	<u>Total</u>	<i>District Office</i>	<i>Grant</i>	<i>School Site</i>	<i>Other</i>
BUDGET# 280.633.0000.000.2213.330.10305.31.000 Registration Fees: Attendees <u>2</u> x <u>649</u> Reg. fee \$	1,298.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.633.0000.000.2213.10305.31.000 Travel By: <u>AIR</u> \$	532.95	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>(Air, district car, private car for personal convenience, etc.)</i>					
BUDGET# 280.633.0000.000.2213.10305.31.000 Lodging: Room rate \$ <u>382</u> x <u>3</u> nights \$	1,146.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) <u>lodging receipts must be obtained and sent to District Office upon return.</u></i>					
Meals: Breakfast \$ <u>20</u> x <u>4</u> days \$	80	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lunch \$ <u>22</u> x <u>4</u> days \$	88	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dinner \$ <u>33</u> x <u>4</u> days \$	132	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Incidental \$ <u>5</u> x <u>4</u> days \$	20	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Substitutes: # of Days <u>4</u> x \$ <u>145</u> /day	580	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.) \$	900.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Miscellaneous expenses: (attach explanation) \$	900.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOTAL EXPENSES	900.00				

****FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.**

Conference Dates & Times: February 19-21

Name of where conference/training is being held (i.e. Hotel, School, College, Convention Center): Austin, TX at the Austin Convention Center

Do you need airline reservations? Yes No

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (i.e. Southwest, Delta, United, etc.)

Date & Time you wish to DEPART: February 18 at 9:15 am

Date & Time you wish to RETURN: February 21 11:30 am

List any special notes here:

Are you renting a car? Yes No How many Days? _____

Note: Car insurance should be declined as the district insurance provides adequate coverage.

Do you need lodging reservations? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Single <input checked="" type="checkbox"/>	Double <input type="checkbox"/>	Triple <input type="checkbox"/>
(Circle Preferences) Note: Lodging must be made by Attendee or Site for purchase order payments only. "No" district office credit card charges.	Smoking <input type="checkbox"/>		Non-Smoking <input checked="" type="checkbox"/>

GSA (Per Diem Rate): 187 All travelers agree to share lodging as appropriate? Yes No

Register under what name(s)?
Steve Henderson, Scott Fellows (Jamie Henderson will share a room with Steve to come out of our budget)

Name, Address, Phone number of lodging establishment:
Hilton Austin Downtown 500 E 4th St Austin, TX 78701

If this activity is sponsored by a large group, does the group have a block of rooms/code reservation name or number reserved in a particular hotel? Yes No

DEADLINE DATE: **Code Information:**

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval. Keep copies at your site, as this paperwork will not be returned to you.

NATIONAL ESEA CONFERENCE

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February 19-21, 2025
Austin, TX & Online

Hilton Austin Downtown

Pricing:

\$382 (including all taxes and fees)

[Make a Reservation](#)

\$402 - triple occupancy

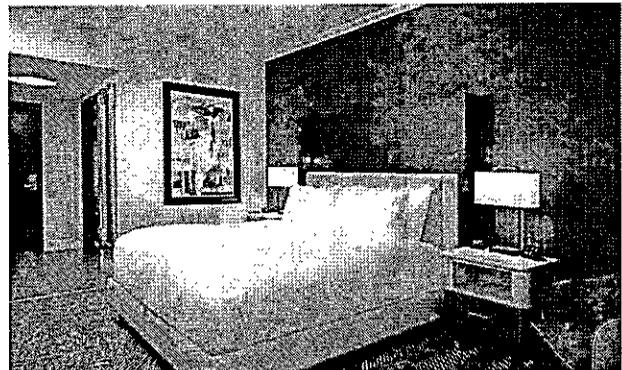
\$422 - quad occupancy

Located in the heart of downtown and connected via skywalk to the Convention Center, Hilton Austin is steps away from the entertainment and dining the city has to offer. Guests are welcomed with first-class customer service, two restaurants, a Starbucks and spacious rooms. Other amenities include a business center, fitness center, complimentary WiFi and a heated rooftop pool with skyline views.

Address:

500 E 4th St
Austin, TX 78701

.2 miles from the Austin Convention Center;
connected via skywalk



Amenities:

- Free WiFi
- Plush bedding
- Mini fridge
- Starbucks
- Austin Taco Project
- CANNON & Belle - Fresh Tex
- Room Service
- 24-hour StayFit Gym
- Business services

Parking:

Self-park: \$48 per day
Valet: \$54 per day

FY 2025 Per Diem Rates for AUSTIN, Texas

Daily lodging rates (excluding taxes) | October 2024 - September 2025

Primary Destination	County	2024 Oct	Nov	Dec	2025 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Austin	Travis	\$173	\$173	\$173	\$187	\$187	\$187	\$173	\$173	\$173	\$173	\$173	\$173



FY 2025 Per Diem Rates for AUSTIN, Texas

Meals & Incidental Expenses (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Austin	Travis	\$80	\$20	\$22	\$33	\$5	\$60.00

^ Hide details

Austin AUS to Reno RNO

Feb 21 • 4:45 pm to 9:12 pm • 1 stop

Duration: 6h 27m

Travelers: 2

Austin AUS to Denver DEN

Feb 21 • 4:45 pm to 6:10 pm

Duration: 2h 25m

Flight Number: UA 2447

Aircraft type: Boeing 737-800

Emissions per seat type: 243 kg CO₂

----- 1H 33M -----

Denver DEN to Reno RNO

Feb 21 • 7:43 pm to 9:12 pm

Duration: 2h 29m

Flight Number: UA 719

Aircraft type: Boeing 737-800

Emissions per seat type: 243 kg CO₂

^ Hide details

Fare	\$900.10
∨ Taxes and fees	\$165.90
2 adults (18-64)	\$450.05/person
Taxes and fees	\$82.95/person
U.S. Transportation Tax	\$18.37
U.S. Transportation Tax	\$15.38
U.S. Passenger Facility Charge	\$4.50
U.S. Passenger Facility Charge	\$4.50
U.S. Flight Segment Tax	\$5.00
Passenger Civil Aviation Security Service Fee	\$5.60
U.S. Flight Segment Tax	\$5.00

U.S. Passenger Facility Charge	\$4.50
U.S. Passenger Facility Charge	\$4.50
U.S. Flight Segment Tax	\$5.00
Passenger Civil Aviation Security Service Fee	\$5.60
U.S. Flight Segment Tax	\$5.00

Total due **\$1,066.00**

or starting from \$113/month ?

Continue

Cart ID: 228961468 ?

EXCLUSIVE OFFER

\$300 + **25,000**
STATEMENT CREDIT **BONUS MILES**
after first purchase after qualifying purchases

\$0 intro annual fee

[Learn more >](#)



You Pay Today	\$1,066.00
Card Statement Credit	-\$300.00

Total After Statement Credit	\$766.00
-------------------------------------	-----------------

Traveler contact information* ∨

Calculate checked baggage charges ∧

Status or memberships? ?

General ∨

Reno, NV → Austin, TX

February 18, 2025

FIRST BAG

172

\$40

SECOND BAG \$50

WEIGHT PER BAG 50 lbs (23 kgs)

Austin, TX → Reno, NV

February 21, 2025

FIRST BAG \$40

SECOND BAG \$50

WEIGHT PER BAG 50 lbs (23 kgs)

Charges may vary by traveler, depending on status or membership. Charges presented are for informational purposes only and are collected when bags are checked.

Terms & conditions 

Learn More:

[View fare rules and restrictions](#)

[Additional baggage charges may apply](#)

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LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: See LCSD Board Policy DG: Travel Policy for all requirements.

Name(s) of Attendees Erin Korf

SCHOOL Silver Stage Elementary

NAME OF CONFERENCE: 2025 National Elementary and Secondary Education Act (ESEA) Conference
(Do Not Use Acronyms)
(ATTACH conference program information and provide website address)

CITY/STATE OF CONFERENCE: Austin, Texas

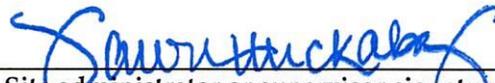
DATE OF DEPARTURE: 2/18/2025 DATE OF RETURN: 2/21/2025

Training/Travel/Conference is (check all that apply): Mandated by the state Mandated by the district
Needed for certification/licensing Related to the District Performance Plan Related to our School Performance Plan
Performance Plan Related to a specific program/course Other

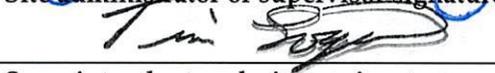
Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

The National ESEA Conference is three days of learning and skill- building focused on supporting disadvantaged children. Then Conference welcomes thousands of K-12 educators from across the country each year. This year's theme Focus on Improvement serves as vauable reminder to prioritize towards improvement. It urges us to make a conscious effort to exchange effective strategies and best practices that empower us as educators to reshape the educational opportunities for children. It also implores us to be deliberate in identifying our constant areas of focus, whether refining instuction to elevate student achievement or self-improvement.

TRAVEL APPROVED: Date 9/23/24


Site administrator or supervisor signature

TRAVEL APPROVED: Date 9/24/24


Superintendent or designee signature

District Office Use Only
Received by District Office Date: 9/23/24
Board Approved: Yes () No () Date: _____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: Title 1 Grant

	<u>Total</u>	<i>District Office</i>	<i>Grant</i>	<i>School Site</i>	<i>Other</i>
BUDGET# 280.633.0000.000.2213.330.10205.10.000 Registration Fees: Attendees <u>1</u> x <u>649</u> Reg. fee \$	649.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.633.0000.000.2213.580.10205.10.000 Travel By: <u>Air, Taxi/ Uber</u> \$	796.96	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.633.0000.000.2213.580.10205.10.000 Lodging: Room rate \$ <u>382</u> x <u>3</u> nights \$	1146.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) <u>lodging receipts must be obtained and sent to District Office upon return.</u>					
Meals: Breakfast \$ <u>20</u> x <u>4</u> days \$	80	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lunch \$ <u>22</u> x <u>4</u> days \$	88	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dinner \$ <u>33</u> x <u>4</u> days \$	132.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Incidental \$ <u>5</u> x <u>4</u> days \$	20	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substitutes: # of Days <u>0</u> X \$ /day	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.) \$	80	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Miscellaneous expenses: (attach explanation) \$	2991.96	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOTAL EXPENSES	\$ 2991.96				

****FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.**

Conference Information

Conference Dates & Times: 2/19/25-2/21/25 8:15- 4:15 Daily

Name of where conference/training is being held
(i.e. Hotel, School, College, Convention Center): Austin Convention Center

Airline Information

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (i.e. Southwest, Delta, United, etc.)

Date & Time you wish to DEPART: 2/18/25 @ 7:45

Date & Time you wish to RETURN: 2/21/25 @ 11:59

List any special notes here: Flight leaves Austin at 8:20 PM

Are you renting a car? Yes No How many days?

Note: Car insurance should be declined as the district insurance provides adequate coverage.

Lodging Information

Note: Lodging must be made by Attendee or Site for purchase order payments only. No district office credit card charges.

Lodging
GSA (Per Diem Rate) : 187

All travelers agree to share lodging as appropriate?

Yes No

Register under what name(s)?

Erin Korf

Name, Address, Phone number of
lodging establishment:

Hilton Austin Downtown 500 E. 4th St Austin, TX 78701 512-482-8000

DEADLINE DATE :

Code Information:

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval.

Trip & Price Details

Price

Payment

Confirmation

✈ Flight [Modify](#)

✈	Tue 2/18	# 5031 / 358 RNO 7:45 AM	→	AUS 2:55 PM	5 hr 10 min	1 stop ✈✈	<u>Wanna Get Away Plus</u>	Price per Passenger	\$323.50
								Taxes and fees per Passenger	\$73.46
								Total per Passenger	\$396.96
								Passenger(s)	x1
								Flight total	\$396.96
									or from \$39/mo* with uplift Learn more

Helpful Information:

- All fares and fare ranges are subject to change until purchased and are per person for each way of travel.
- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Cash + Points bookings will not earn Rapid Rewards points, tier qualifying points for A-List or A-List Preferred status, or Companion Pass qualifying points.

✈ Flight Extras

Upgrade to Anytime

Prices shown per passenger, per one-way.

- ✓ Refundable fare*
- ✓ Priority and Express Lanes⁸
- ✓ 10 Rapid Rewards points per dollar per qualifying flight*

*Please read the [fare rules](#) associated with this purchase

Upgrade departing trip for \$60

Upgrade returning trip for \$60

Upgrade both for \$120

Apply upgrade



FY 2025 Per Diem Rates for Austin, Texas

Daily lodging rates (excluding taxes) | October 2024 - September 2025

Primary Destination	County	2024 Oct	Nov	Dec	2025 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Austin	Travis	\$173	\$173	\$173	\$187	\$187	\$187	\$173	\$173	\$173	\$173	\$173	\$173



FY 2025 Per Diem Rates for Austin, Texas

Meals & Incidental Expenses (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Austin	Travis	\$80	\$20	\$22	\$33	\$5	\$60.00



Attendee Guide

Hosted by, NAESPA - the National Association of ESEA State Program Administrators

This year's theme:

FOCUS ON IMPROVEMENT



February 19-21, 2025
Austin, Texas
at the Austin Convention Center
& Online

This conference serves as a valuable reminder to prioritize the continual progress towards improvement. It urges us to make a conscious effort to exchange effective strategies and best practices that empower us as educators to reshape the educational opportunities for children.

This year's theme implores us to be deliberate in identifying our constant areas of focus, whether refining instruction to elevate student achievement or self-improvement. Having a clear focus on our student's academic growth and an unyielding belief in the possibility of improvement, we approach this Conference as an invaluable opportunity to enhance our collective capacity to make today better than yesterday and build improved tomorrows for our students and those dedicated to their service.

- Beth Wooster, 2025 Conference Planning Committee Chair

Federal programs practitioners from around the country will convene in Austin and online for meaningful and timely professional development – you've got to be there!

**"The keynotes were absolutely incredible.
This conference was well organized and I can't wait to return!"**

- 2024 National ESEA Conference Attendee

What is the ESEA Conference?

The National ESEA Conference is an annual project of the National Association of ESEA State Program Administrators (NAESPA) and the only conference focused entirely on federal education programs for disadvantaged students. The Conference emphasizes the critical nature of doing what's right and what's needed today - to help every child succeed and achieve at high levels.

The Elementary and Secondary Education Act (ESEA) was signed into law in 1965 by President Lyndon B. Johnson as a legislative priority of the "War on Poverty." ESEA has undergone several forms of reauthorization, which initiated and augmented educational programs designed to improve the quality of elementary and secondary education in the United States. Title I, Part A is the largest federally funded ESEA program designed to address the educational needs of underprivileged children. The following Elementary and Secondary Education Act (ESEA) and related programs serve as the cornerstone for all sessions and programming of the National ESEA Conference:

- **Title I, Part A** - Education for the Disadvantaged
- **Title I, Part C** - Education of Migratory Children
- **Title I, Part D** - Neglected & Delinquent
- **Title II, Part A** - Supporting Effective Instruction
- **Title III, Part A** - English Learners & Immigrant Education
- **Title IV, Part A** - Student Support & Academic Enrichment
- **Title IV, Part B** - 21st Century Community Learning Centers
- **Title V, Part B** - Rural Education Initiative
- **Title VI, Part A** - Indian, Native Hawaiian, and Alaska Native Education
- **Title VII, Part B** - McKinney-Vento Homeless Assistance Act, Education for Homeless Children and Youth
- **IDEA** - Individuals with Disabilities Act (Special Education)



Welcome!

A Dual Approach

We hope you will join us in Austin. If travel restrictions, cost, or other factors prevent you from attending the Conference in person, don't worry – you can still be a part of the action! We offer a virtual registration option allowing you to participate in live sessions, access the same great content, and interact with your colleagues from a remote location.

"The virtual experience was amazing! The sessions were easy to attend and locate on the online platform."

-2024 National ESEA Conference attendee

Session Formats

We're pleased to offer four types of sessions, which allow both the in-person and virtual audience access to each and every session on the schedule.

Hybrid Lecture sessions are presented in-person in Austin, while simultaneously live-streamed to the virtual audience. Lecture sessions are recorded for later viewing by all audiences. (60 minutes)

In-Person Workshop sessions involve an interactive component, with the presenter(s) in-person in Austin. In-person workshop sessions are recorded for later viewing by all audiences. (60 minutes)

Virtual Workshop sessions involve an interactive component, with both the presenter(s) and audience participating virtually. Virtual workshop sessions are recorded for later viewing by all audiences. (60 minutes)

Sponsored sessions take place in-person in Austin. Presented by our commercial partners, these sessions may include references to products and services of interest to the ESEA community. Sponsored sessions follow the same formats referenced above. (60 minutes)

Health and Safety

The health and safety of our attendees, presenters, and exhibitors is our highest priority. All in-person conference participants must be willing and available to adhere to any and all health and safety requirements in place at the time of the Conference as specified by the Association, Show Management, the host venue, or any governmental authority. We look forward to seeing you in Austin!

Conference Schedule

Times shown are listed in Central Time
(local time Austin, TX)

"I left the ESEA conference this year inspired and filled with a renewed hope in our education system across the country. There is profound hope when networks of caring individuals come together to address best practice and how to support our young people."

— 2024 National ESEA
Conference Attendee

Tuesday, February 18

12:00 PM – 9:00 PM - Badge Pick Up

Wednesday, February 19

7:00 AM – 5:00 PM - Badge Pick Up

8:00 AM – 9:30 AM - Opening Keynote

9:15 AM – 4:30 PM - Exhibit Hall Open

9:30 AM – 10:00 AM - Morning Break

10:00 AM – 12:45 PM - Concurrent Sessions

1:00 PM – 2:15 PM - Dedicated Exhibit Hall & Sponsored Sessions

2:15 PM – 2:45 PM - Midday Break

2:45 AM – 5:30 PM - Concurrent Sessions

Thursday, February 20

7:00 AM – 4:30 PM - Badge Pick Up

8:00 AM – 9:15 AM - Keynote

9:00 AM – 3:00 PM - Exhibit Hall Open

9:15 AM – 9:45 AM - Morning Break

9:45 AM – 12:30 PM - Concurrent Sessions

12:45 PM – 2:00 PM - Dedicated Exhibit Hall & Sponsored Sessions

2:00 PM – 2:30 PM - Midday Break

2:30 AM – 5:15 PM - Concurrent Sessions

Friday, February 21

8:00 AM – 3:30 PM - Badge Pick Up

9:00 AM – 10:15 AM - Keynote

10:30 AM – 4:15 PM - Concurrent Sessions

Schedule subject to change.

Complete schedule with session details will be available in fall 2024.

Registration Options

Purchase early for the best price!

Virtual and In-Person Registrations are priced the same.

		Individual	Group Package <small>Mix & Match in-person and virtual registrations</small>
2024	June	\$649 Early Bird June 3 - November 30	\$609 each Group Rate (10 or more people) June 3 - November 30
	July		
	August		
	September		
	October		
	November		
2025	December	\$719 Standard Starting December 1	No Group Packages available after November 30
	January		
	February		

Every Registration Includes:

- 120+ sessions over three days
- Keynote presentations
- 3-month subscription to all session recordings
- Conference Guide - PDF
- Downloadable session materials
- Individual attendance record
- Option to earn graduate-level extension credits
- Virtual Exhibitor Directory

Each In-Person Registration Includes All the above PLUS:

- Attendee-to-attendee networking in-person
- Printed Conference Guide
- Conference App
- Exhibit Hall access for two days
- Lodging at special attendee rates

Group Registration

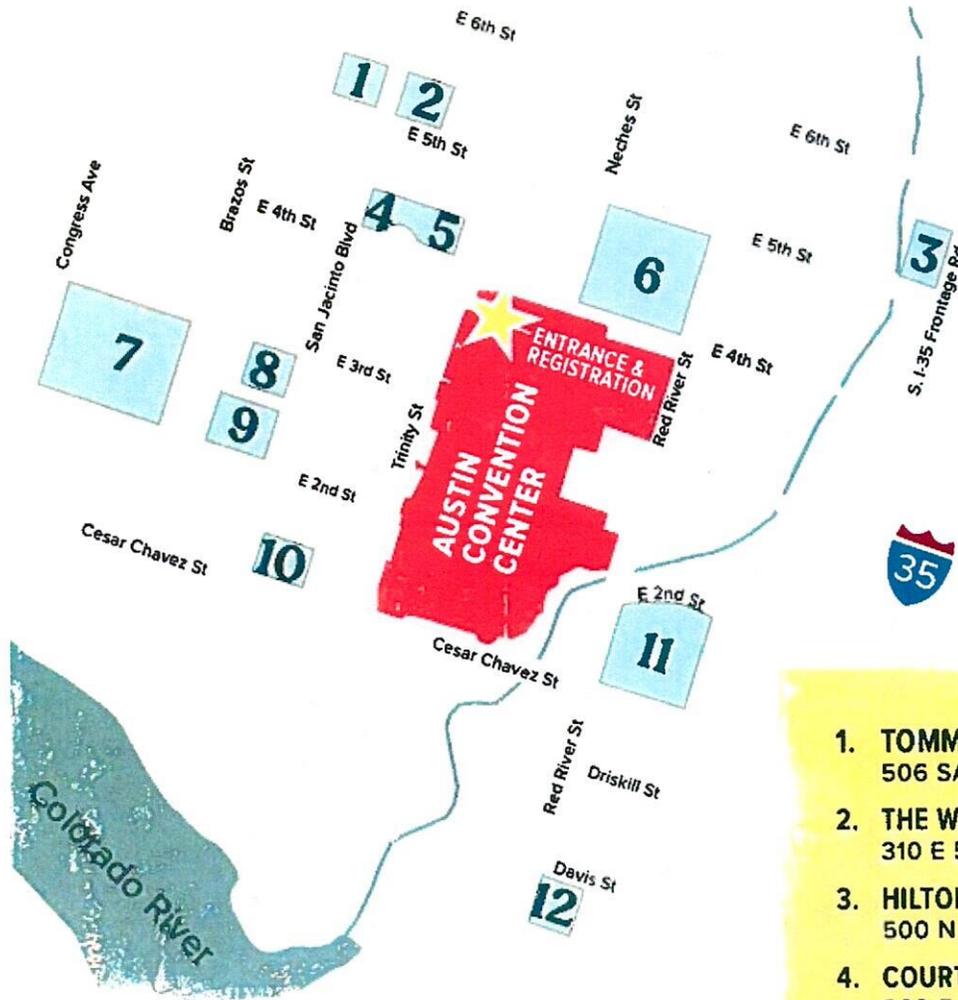
We're excited to offer a special group discount for ten or more attendee registrations purchased together. Both in-person and virtual registrations may be included in the group of at least ten. This enables schools, districts, or other groups to save on registration costs, pay for multiple attendees in one easy step, and have the flexibility to assign individual attendee names and choose the types of registration, closer to the event.

For group packages of 10 or more attendees, a coupon code will be emailed to the purchaser's account as soon as payment is processed. When they're ready to register, each attendee in your group will enter the coupon code in their account Dashboard at checkout to activate their registration.

Continuing Education

Attendees may earn up to two graduate-level extension credits (GLECs) for attending a majority of Conference sessions. First, register for the Conference, then [enroll here](#) through the University of San Diego. (Extra \$79 fee applies, enrollment open June 3, 2024 through March 31, 2025.)

Hotels



Hotel Pricing

The National ESEA Conference contracts with several local hotels to ensure the best possible rates. Hotel prices are subject to change.

Hotel rooms are charged at a flat rate. All locally mandated taxes and fees have been paid in advance by the Conference and are itemized on invoices for transparency. Attendees are offered the same flat rates on hotel reservations, regardless of tax-exempt status.

Policies

All reservations are made via the event section of your account Dashboard and require payment in full, in advance. In-person registration is required prior to securing a hotel reservation. Hotels will not sell rooms directly to attendees within the conference block nor at the conference rates. Refunds are available on cancelled hotel reservations in accordance with the same sliding-scale refund policy as registration items. A reduction in the number of nights of a hotel reservation is considered a cancellation, and the same refund scale is applied to the cost of each reduced night of the stay.

1. **TOMMIE AUSTIN - JDV BY HYATT (\$352*)**
506 SAN JACINTO BLVD
2. **THE WESTIN (\$412*)**
310 E 5TH ST
3. **HILTON GARDEN INN (363*)**
500 N INTERSTATE HWY 35
4. **COURTYARD BY MARRIOTT (\$352*)**
300 E 4TH ST
5. **RESIDENCE INN BY MARRIOTT (\$352*)**
300 E 4TH ST
6. **HILTON AUSTIN (\$382*)**
500 E 4TH ST
7. **JW MARRIOTT AUSTIN (\$481*)**
110 E 2ND ST
8. **HYATT PLACE AUSTIN DOWNTOWN (\$352*)**
211 E 3RD ST
9. **HAMPTON INN & SUITES (\$352*)**
200 SAN JACINTO BLVD
10. **AUSTIN MARRIOTT DOWNTOWN (\$469*)**
304 E CESAR CHAVEZ ST
11. **FAIRMONT AUSTIN (\$469*)**
101 RED RIVER ST
12. **HOTEL VAN ZANDT (\$369*)**
605 DAVIS ST

**All prices include tax*

**NATIONAL ESEA
CONFERENCE**

EXHIBIT SCHEDULE
PRESENT HOTELS &
ATTEND TRAVEL
 REGISTER
 NOW

HOTEL

**February 19-21, 2025
Austin, TX & Online**

Hilton Austin Downtown

512-482-8000

Pricing:

\$382 (including all taxes and fees)

\$402 - triple occupancy

\$422 - quad occupancy

[Make a Reservation](#)

Located in the heart of downtown and connected via skywalk to the Convention Center, Hilton Austin is steps away from the entertainment and dining the city has to offer. Guests are welcomed with first-class customer service, two restaurants, a Starbucks and spacious rooms. Other amenities include a business center, fitness center, complimentary WiFi and a heated rooftop pool with skyline views.

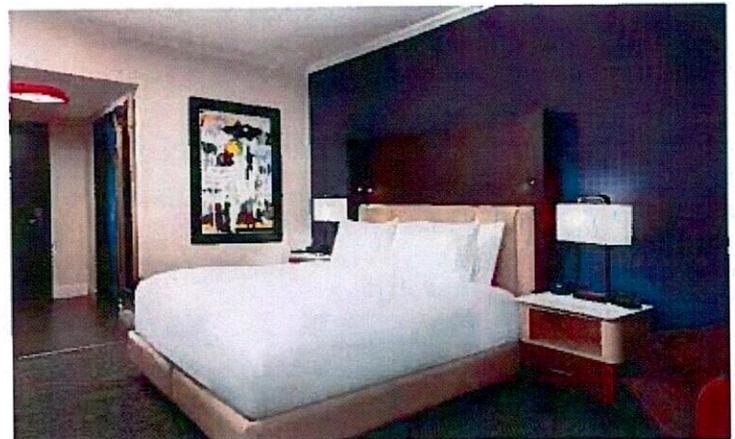
Address:

500 E 4th St
Austin, TX 78701

.2 miles from the Austin Convention Center;
connected via skywalk

Amenities:

- Free WiFi
- Plush bedding
- Mini fridge
- Starbucks
- Austin Taco Project
- CANNON & Belle - Fresh Tex
- Room Service
- 24-hour StayFit Gym
- Business services

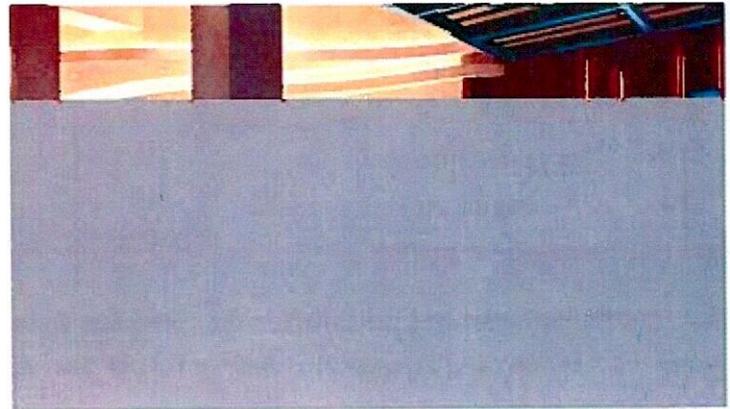


Parking:

Self-park: \$48 per day

Valet: \$54 per day

View hotel policies on the [Hotels & Travel Page](#)



ESEA Network

The National Association of ESEA State Program Administrators (formerly the National Title I Association) is dedicated to building the capacity of education professionals to provide disadvantaged children with a high quality education. Their ESEA Network website provides a host of resources to educators at all levels.

Connect With Us



Contact Us

admin@eseanetwork.org | 800-256-6452

532 North Franklin Street | Fort Bragg, CA 95437

About

[About Us](#)

[About ESEA](#)

[Mission & Principles](#)

[Bylaws](#)

[Association Leadership](#)

[State ESEA Leaders](#)

[HELP/FAQ](#)

Conference

[Attendees](#)

[Presenters](#)

[Exhibitors](#)

Video

[Featured](#)

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**NATIONAL ESEA
CONFERENCE**

SCHEDULE
EXHIBIT HOTELS &
PRESENT TRAVEL
ATTEND REGISTER
NOW

**February 19-21, 2025
Austin, TX & Online**

Registration Open Now!

ATTEND

ATTENDEE POLICIES

HOTELS & TRAVEL

Join Us in Austin, Texas or Online

The annual National ESEA Conference is coming to Austin this February 19-21, 2025. With more than a hundred sessions covering a wide array of education-related topics, attendees have plenty of opportunities to gain valuable insights into the newest educational trends and advancements, from local and state projects to federal education programs and policies. Three inspiring keynote presentations offer unique perspectives from thought leaders and experts in their respective fields. View some of the [outstanding keynote speakers](#) from previous conferences.

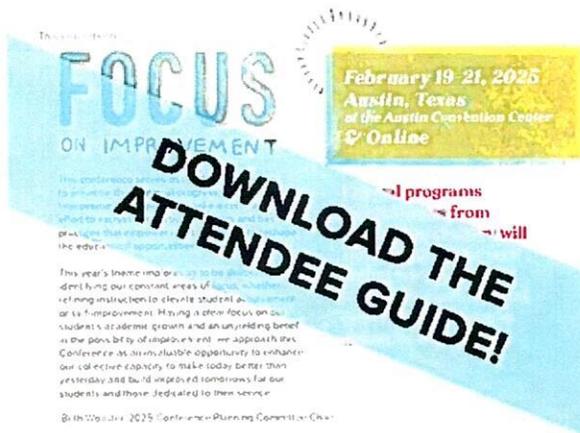
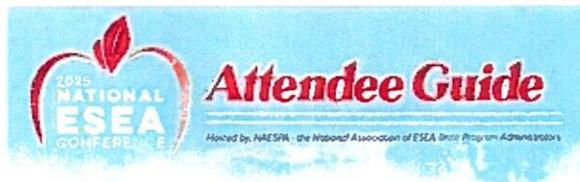
Register Early and Save

Whether you prefer the convenience of virtual registration or traveling to the in-person event in downtown Austin - mark your calendar and [secure your spot](#) before December 1st to save \$70 off the cost of registration. In-person registration is anticipated to sell out and hotel rooms are limited, so don't delay.

Continuing Education

Attendees have the opportunity to earn up to two graduate-level extension credits (GLECs) for attending a majority of Conference sessions. Once registered for the Conference, [enroll here](#) through the University of San Diego. (Extra \$79 fee per credit applies, enrollment open now through March 31, 2025.)

REGISTER NOW



"The keynotes were absolutely incredible. This conference was well organized and I can't wait to return!"
2024 National ESEA Conference Attendee

2025 NATIONAL ESEA CONFERENCE • 800.255.0152 • www.ESEAnet.org

The Attendee Guide has all the information you'll need to attend the 2025 National ESEA Conference. [DOWNLOAD IT NOW!](#)



Registration Types & Prices

INDIVIDUAL REGISTRATION
In-Person & Virtual

\$649 – EARLY BIRD PRICE

189

GROUP REGISTRATION
10 or more people

\$609/each

Available June 3 - November 30, 2024

\$719 – STANDARD PRICE

Starting December 1, 2024

June 3 - November 30

No Group Packages available after November 30, 2024

[Group Registration FAQs](#)

[Download the Attendee Guide for More Information](#)

NOTE: If paying by check, the check must be received no later than February 14, 2025.

REGISTER NOW

Exhibit Hall Schedule

The National ESEA Conference includes two full days of exhibits inside the Exhibit Hall and many Conference sessions presented by exhibitors. Be sure to carve out some time on Wednesday and Thursday to get acquainted with exhibiting organizations and learn about their products and services.

Wednesday February 19

Exhibit Hall Open
9:15am - 4:30pm

Sponsored Sessions
1:00pm - 2:15pm

Session Breaks

Morning Break
9:30am - 10:00am

Midday Break
2:15pm - 2:45pm

Thursday February 20

Exhibit Hall Open
9:00am - 3:00pm

Sponsored Sessions
12:45pm - 2:00pm

Session Breaks

Morning Break
9:15am - 9:45am

Midday Break
2:00pm - 2:30pm

"This was my first time attending and I loved it! All of the speakers were so prepared and brought great information to the table."
- 2024 National ESEA Conference Attendee

Trip & Price Details

Price

Payment

Confirmation

✈ Flight [Modify](#)

✈ Tue 2/18	# 5031 / 358 RNO 7:45 AM	→ AUS 2:55 PM	5 hr 10 min	1 stop ✈	<u>Wanna Get Away Plus</u>	Price per Passenger	\$323.50
						Taxes and fees per Passenger	\$73.46
						Total per Passenger	\$396.96
						Passenger(s)	x1
✈ Fri 2/21	# 1458 / 4711 AUS 8:20 PM	→ RNO 12:10 AM ↩ Next Day	5 hr 50 min	1 stop ✈	<u>Wanna Get Away Plus</u>	Flight total	\$396.96
						or from \$39/mo* with uplift Learn more	

Helpful Information:

- All fares and fare ranges are subject to change until purchased and are per person for each way of travel.
- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Cash + Points bookings will not earn Rapid Rewards points, tier qualifying points for A-List or A-List Preferred status, or Companion Pass qualifying points.

✈ Flight Extras

Upgrade to Anytime

Prices shown per passenger, per one-way.

- ✓ Refundable fare*
- ✓ Priority and Express Lanes⁸
- ✓ 10 Rapid Rewards points per dollar per qualifying flight*

*Please read the [fare rules](#) associated with this purchase

Upgrade departing trip for \$60

Upgrade returning trip for \$60

Upgrade both for \$120

Apply upgrade

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: See LCSD Board Policy DG: Travel Policy for all requirements.

Name(s) of Attendees Danielle Jenkins

SCHOOL Silverland Middle School

NAME OF CONFERENCE: ACTE's CareerTech VISION
(Do Not Use Acronyms)

(ATTACH conference program information and provide website address)

CITY/STATE OF CONFERENCE: San Antonio, Texas

DATE OF DEPARTURE: December 3, 2024 DATE OF RETURN: December 7, 2024

Training/Travel/Conference is (check all that apply): Mandated by the state Mandated by the district
Needed for certification/licensing Related to the District Performance Plan Related to our School Performance Plan Related to a specific program/course Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

Career and Technical education is growing rapidly with the reality that our young population of career and college ready learners are basing their after graduation choices on what is available, what will gain them the most financial independence, and what will give them the most success in a stable career. The growing rate of adult graduates selecting Career and Technical Education pathways for their careers is rapidly growing. CTE coursework is becoming more popular in middle and high school as electives and coursework opportunities increase for students nationwide. Personally, in my 6 years teaching a CTE based course, I have seen huge growth in my middle school students' excitement for learning about food, nutrition, culinary skills, and food careers. Attending this conference will help support the districts' vision of career and college ready skills, looking towards new and innovative solutions to CTE coursework being integrated or launched in middle schools. This conference will specifically host CTE educators and specialty presenters to demonstrate visions for successful CTE implementation. It is likely I will see unique and innovative CTE opportunities which can include technology, curriculum, programs, and strategies. I am hoping to bring back ideas as a teacher leader and bridge the connection to core subject educators as well.

TRAVEL APPROVED: Date 9-24-2024

Steve Henderson via email

Site administrator or supervisor signature

TRAVEL APPROVED: Date 9/24/24

Superintendent or designee signature

District Office Use Only

Received by District Office Date: 9-24-24

Board Approved: Yes () No () Date: _____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: Perkins Local Formula

	<u>Total</u>	<i>District Office</i>	<i>Grant</i>	<i>School Site</i>	<i>Other</i>
BUDGET# 280.631.0000.580.10000.00.000 Registration Fees: Attendees <u>1</u> x <u>610</u> Reg. fee	\$ 610	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.631.000.580.1000.00.000 Travel By: <u>Air</u> (Air, district car, private car for personal convenience, etc.)	\$ 568.96	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.631.0000.580.10000.00.000 Lodging: Room rate \$ <u>189</u> x <u>4</u> nights	\$ 756	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) <u>lodging receipts must be obtained and sent to District Office upon return.</u>					
Meals: Breakfast \$ <u>18</u> x <u>4</u> days	\$ 72	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lunch \$ <u>20</u> x <u>4</u> days	\$ 80	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dinner \$ <u>31</u> x <u>5</u> days	\$ 155	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Incidental \$ <u>5</u> x <u>5</u> days	\$ 25	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substitutes: # of Days <u> </u> X \$ <u> </u> /day		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.)	\$ 100	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Miscellaneous expenses: (attach explanation)	\$ 2,366.96	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOTAL EXPENSES	\$ 2,366.96				

****FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.**

Conference Information

Conference Dates & Times:	December 4-7, 2024
Name of where conference/training is being held (i.e. Hotel, School, College, Convention Center):	Henry B Gonzalez Convention Center 900 E. Market Street San Antonio, TX 78205

Airline Information

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (i.e. Southwest, Delta, United, etc.)

Date & Time you wish to DEPART:	Tuesday December 3 1:55 PM
Date & Time you wish to RETURN:	Saturday December 7 6:50 PM
List any special notes here:	

Are you renting a car? Yes No How many days?

Note: Car insurance should be declined as the district insurance provides adequate coverage.

<h2><u>Lodging Information</u></h2>	
Note: Lodging must be made by Attendee or Site for purchase order payments only. No district office credit card charges.	
Lodging GSA (Per Diem Rate) : <u>137</u>	All travelers agree to share lodging as appropriate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Register under what name(s)?	Danielle M Jenkins
Name, Address, Phone number of lodging establishment:	432 West Market Steet, San Antonio, TX 78205

DEADLINE DATE :

Code Information:

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval.

FY 2025 Per Diem Rates for san Antonio, Texas

Change fiscal year: or [New Search](#)

Daily lodging rates (excluding taxes) | October 2024 - September 2025

Cities not appearing below may be located within a county for which rates are listed. To determine the county a destination is located in, visit the [Census Geocoder](#).

Primary Destination ⁱ	County ⁱ	2024 Oct	Nov	Dec	2025 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
San Antonio	Bexar	\$137	\$137	\$137	\$137	\$161	\$161	\$137	\$137	\$137	\$137	\$137	\$137

Meals & Incidental Expenses (M&IE) rates and breakdown

The M&IE total is the full daily amount for a single calendar day when that day is neither the first nor last day of travel. The amount received on the first and last day of travel equals 75% of the M&IE total. See [M&IE breakdowns](#) for information related to the individual meal amounts.

Primary Destination ⁱ	County ⁱ	M&IE Total	Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
San Antonio	Bexar	\$74	\$18	\$20	\$31	\$5	\$55.50

Additional per diem topics

- [Meals & Incidental Expenses breakdown \(M&IE\)](#)
- [FAQs](#)
- [State tax exemption forms](#)
- [Factors influencing lodging rates](#)
- [Per diem highlights](#)
- [Fire safe hotels](#)
- [Have a per diem question?](#)
- [Downloadable per diem files](#)

Need more information?

- [Rates for Alaska, Hawaii, U.S. territories and possessions \(set by DoD\)](#)
- [Rates in foreign countries \(set by State Dept.\)](#)
- [Federal travel regulations](#)

Related topics

- [Travel resources](#)
- [E-Gov Travel](#)
- [FedRooms](#)
- [POV mileage reimbursement rates](#)



Trip & Price Details

✈ Flight Modify

	Price	Payment	Confirmation
<div style="display: flex; align-items: center;"> <div style="margin-right: 10px;">✈</div> <div> <p>Tue 12/3</p> <p># 1411 / 1162</p> <p>RNO → SAT</p> <p>11:25 AM 6:35 PM</p> <p>5 hr 10 min 1 stop ✈</p> <p>Wanna Get Away</p> <p>Only 3 left!</p> </div> </div>	Price per Passenger	\$483.50	
	Taxes and fees per Passenger	\$85.46	
	Total per Passenger	\$568.96	
	Passenger(s)	x1	
	Flight total	\$568.96	
		or from \$56/mo* with uplift <small>Learn more</small>	
<div style="display: flex; align-items: center;"> <div style="margin-right: 10px;">✈</div> <div> <p>Sat 12/7</p> <p># 298 / 1407</p> <p>SAT → RNO</p> <p>1:55 PM 6:50 PM</p> <p>6 hr 55 min 1 stop ✈</p> <p>Wanna Get Away</p> <p>Only 5 left!</p> </div> </div>			

Helpful Information:

- All fares and fare ranges are subject to change until purchased and are per person for each way of travel.
- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations; the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Cash + Points bookings will not earn Rapid Rewards points, tier qualifying points for A-List or A-List Preferred status, or Companion Pass qualifying points.

✈ Flight Extras

Upgrade to Wanna Get Away *plus*

Prices shown per passenger, per one-way.

- ✓ Free same-day confirmed change (taxes and fees may apply)⁶
- ✓ Transferable Flight Credit™⁵
- ✓ 8 Rapid Rewards points per dollar per qualifying flight¹¹

*Please read the [fare rules](#) associated with this purchase.

Upgrade departing trip for \$20

Upgrade returning trip for \$20

Upgrade both for \$40

Apply upgrade



RATES

[ACTE W9 Form](#) | [Letter of Justification](#)

ATTENDEE REGISTRATION

	Advance by Oct. 13	Regular
VISION Attendee Rates		
ACTE Member	\$610	\$660
Non-member	\$800	\$850
ACTE Gala	\$90	\$90
One Day VISION Attendee Rates		
ACTE Member	\$340	\$340
Non-member	\$465	\$465

Companion Event: NAAE	Advance by Oct. 13	Regular
ACTE Member	\$610	\$660
NAAE Member	\$565	\$615
ACTE Non-Member	\$800	\$850
NAAE Non-Member	\$800	\$850

Companion Event: CTE Research Conference	Regular
ACTE Member	\$495

Non-Member	\$600
------------	-------

Pre-Conference VISION Tours & Workshops on Dec. 4	Rates
Fox Tech High School Tour	\$90
Henry B. Gonzalez Convention Center Tour	\$90
The Institute of CyberSecurity and Innovation at North East ISD Tour	\$90
Activating Agilities: Building Students' Confidence and Fostering Teamwork	\$175
Broadening the Pipeline: Strategies to Recruit the CTE Educator Workforce	\$175
CTE Admin 101: Total Program Management for New CTE Administrators	\$175
CTE Admin 201: Mastering CTE Data for Program Success	\$175
Classroom and Behavioral Management for New CTE Teachers	\$175
Empowering Educators: Integrating AI into Diverse Disciplines of CTE	\$175
Girls in CTE: Strategies for Recruiting and Retaining Nontraditional Students	\$175
Global Career Readiness: Going Beyond DEI	\$175
How to Build a Talent Pipeline from Kindergarten to Career	\$175
Instructional Excellence for New CTE Teachers	\$175
Optimizing CTOS: Mastering Management with AI	\$175
Preparing Tomorrow's Workforce Through Career Connected Learning	\$175
Supporting Students with Disabilities in CTE	\$175
Reaching and Teaching English Learners in CTE Classrooms	\$175
Revitalizing CTE Instruction: Innovative Strategies for Seasoned Educators	\$210
State Leadership Training	\$25
An Ultimate Talent Development Strategy	\$175
Workforce Readiness: Strategic Instruction for Integrating Employability Skills	\$175

Catapult Masterclass	Career Readiness	Employer Partnerships	Instructional Excellence	Student Recruitment & Marketing	Work-based learning
ACTE Member	\$895.50	\$895.50	\$895.50	\$895.50	\$895.50
Non-Member	\$995	\$995	\$995	\$995	\$995

What does the registration fee include?

The full conference registration fee includes access to all general sessions, 400+ concurrent sessions and the Expo. Workshops and the Awards Gala are an additional cost. Meals are not included, with the exception of the Awards Gala (additional fee) and First-time Attendee Orientation.

What is your speaker/presenter registration policy?

All speakers and presenters are required to register for CareerTech VISION. All accepted speakers/presenters will receive additional information to register online. If you have questions about registering as a speaker/presenter please contact Jessica Rivera at jrivera@acteonline.org.

What is your cancellation policy?

Confirmed registrants may cancel and receive a full refund, minus a \$100 administrative fee through Sept. 13, 2024, for standard conference registration fees. Fifty percent of the standard conference registration fee will be refunded for cancellations received from Sept. 14, 2024 through Oct. 11, 2024. Cancellation requests received after Oct. 11, 2024 are nonrefundable.

Please note, no refunds are provided for individual Gala ticket holders who opt to join a Sponsored Gala Table.

Substitutions Substitutions are allowed by individuals within the same institution/company. Substitutions should have the same membership classification so that the payment is an even exchange transfer of payment. Please email your request for the substitute attendee to registration@acteonline.org with the following information for the substitute: First and Last Name Badge Name Organization/School Address Email

Your Stay

[Edit Stay](#)

 Homewood Suites by Hilton San Antonio-Riverwalk/Downtown

 Tue, Dec 3 – Sat, Dec 7, 2024 (4 nights)

 1 room for 1 adult

Payment and Guest Details

Step 3 of 3

Total for stay

\$897.41

[Hide price details](#)

Price in \$USD

1 Bedroom 1 Queen Bed

Acte Overflow Block

03 Dec 2024	\$189.00
04 Dec 2024	\$189.00
05 Dec 2024	\$189.00
06 Dec 2024	\$189.00

Total room charge

\$756.00

Mandatory Charge: 1.68 % per room, per stay

Total fees

\$12.66

16.75 % per room, per night

Total taxes

\$128.75

Total for stay: \$897.41

 **Arrival Essentials**

Check-in **4:00 PM** Check-out **11:00 AM** Currency **US Dollar** Parking **Valet**

 **Guarantee and Cancellation Policy**

[Book now, pay later](#)

There is a Credit Card required for this reservation. **Free cancellation before 11:59 PM local hotel time on 02 Dec 2024.**

All fields are required unless marked optional.

 **Payment**

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: See LCSD Board Policy DG: Travel Policy for all requirements.

Name(s) of Attendees Blake Cooper
SCHOOL Fernley Intermediate School
NAME OF CONFERENCE: 2025 National ESEA Conference
(Do Not Use Acronyms)
(ATTACH conference program information and provide website address)
CITY/STATE OF CONFERENCE: Austin, Texas
DATE OF DEPARTURE: 2/18/2025 DATE OF RETURN: 2/21/2025

Training/Travel/Conference is (check all that apply):
Mandated by the state Mandated by the district
Needed for certification/licensing Related to the District Performance Plan Related to our School Performance Plan
Performance Plan Related to a specific program/course Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

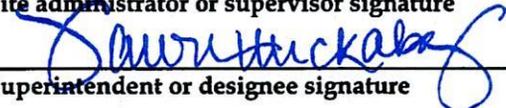
The National ESEA Conference is an annual project of the National Association of ESEA State Program Administrators (NAESPA), and the only conference focused entirely on federal education programs for disadvantaged students. What is learned at this conference will be used at Fernley Intermediate School for professional development. The strategies and techniques learned will be used and implemented to improve and help our student achievement.

TRAVEL APPROVED: Date 10/11/24



Site administrator or supervisor signature

TRAVEL APPROVED: Date 10/15/24



Superintendent or designee signature

District Office Use Only

Received by District Office Date: 10/14/24

Board Approved: Yes () No () Date: _____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: Title 1

	Total	District Office	Grant	School Site	Other
BUDGET# 280.633.0000.100.2213.330.10303 Registration Fees: Attendees <u>1</u> x <u>649</u> Reg. fee \$	649	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.633.0000.100.2213.580.10303 Travel By: <u>Southwest Air</u> \$ (Air, district car, private car for personal convenience, etc.)	477.95	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.633.0000.100.2213.580.10303 Lodging: Room rate \$ <u>382</u> x <u>3</u> nights \$	1146	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) <u>lodging receipts must be obtained and sent to District Office upon return.</u>					
Meals: Breakfast \$ <u>20</u> x <u>4</u> days \$	80	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lunch \$ <u>22</u> x <u>4</u> days \$	88	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dinner \$ <u>33</u> x <u>4</u> days \$	132	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Incidental \$ <u>5</u> x <u>4</u> days \$	20	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substitutes: # of Days <u> </u> X \$ <u> </u> /day		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.) \$	100	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Miscellaneous expenses: (attach explanation) \$	2692.95	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOTAL EXPENSES					

****FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.**

Conference Information

Conference Dates & Times: 2/19/25-2/21/25 *see attached docs

Name of where conference/training is being held
(i.e. Hotel, School, College, Convention Center): Austin Convention Center in Austin, TX

Airline Information

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (i.e. Southwest, Delta, United, etc.)

Date & Time you wish to DEPART: 02/18/25 @ 7:45am SW Airlines

Date & Time you wish to RETURN: 02/21/25 @12:05pm SW Airlines

List any special notes here:

Are you renting a car? Yes No How many days?

Note: Car insurance should be declined as the district insurance provides adequate coverage.

Lodging Information

Note: Lodging must be made by Attendee or Site for purchase order payments only. No district office credit card charges.

Lodging
GSA (Per Diem Rate) : 187

All travelers agree to share lodging as appropriate?

Yes No

Register under what name(s)?

Blake Cooper

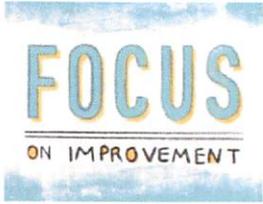
Name, Address, Phone number of
lodging establishment:

Hilton Austin Downtown, 500 E 4th St, Austin TX 78701

DEADLINE DATE : _____

Code Information: _____

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval.



NATIONAL  **ESEA CONFERENCE**

 FEBRUARY 19-21, 2025 | AUSTIN, TX & ONLINE

Hotel Receipt for your recent stay at

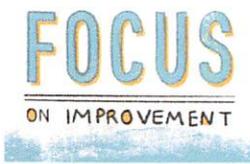
Hilton Austin Downtown
 500 East 4th Street
 Austin TX. 78701

Blake Cooper
 Fernley Intermediate School
 Fernley Intermediate School
 320 US HWY 95A South
 Fernley, NV 89408

Arrival: 02-18-2025
 Departure: 02-21-2025
 Confirmation: not yet available

Date	Description	Charges	Credits
	Reservation payment		1,146.00
02-18-2025	Accommodation	325.00	
02-18-2025	Mandated taxes and fees	57.00	
02-19-2025	Accommodation	325.00	
02-19-2025	Mandated taxes and fees	57.00	
02-20-2025	Accommodation	325.00	
02-20-2025	Mandated taxes and fees	57.00	
	Total:	1,146.00	1,146.00
	Balance:	0.00	

Thank you for making your reservation with the National Association of ESEA State Program Administrators. All room and tax payments for this stay were made to us, consequently any questions concerning this reservation must be directed to us at 800-256-6452; the hotel will not be able to provide details about payments reflected on this receipt.



NATIONAL ESEA CONFERENCE

FEBRUARY 19-21, 2025 | AUSTIN, TX & ONLINE

Bill to: Blake Cooper
Fernley Intermediate School
Fernley Intermediate School
320 US HWY 95A South
Fernley, Nevada 89408

Invoice # 2T5Z
Date 10/14/2024
Expires 11/13/2024

<u>Item</u>	<u>Description</u>	<u>Amount</u>
Early Bird In-Person Conference Registration	Includes all sessions listed on the 2025 Conference schedule	\$649.00
Hilton Austin Downtown: Standard Run of House	Blake Cooper 3 nights check in: 02/18/2025 check out: 02/21/2025 confirmation number not yet available	\$1,146.00 (\$975.00 plus \$171.00 taxes + fees)
Total:		\$1,795.00

<u>Payments</u>	<u>Amount</u>
10/14/2024 Credit Card (2580)	\$1,795.00
Total applied:	\$1,795.00

Status: No Payment Due **Balance Due: \$0.00**

No exceptions are made to the refund policy, including cases of weather or travel delays, illness, family emergencies, or unexpected work obligations. Travel insurance is strongly recommended to protect your investment. Even if you instruct someone else to log in to your account to complete your purchase, it is your responsibility to adhere to the Terms and Conditions. Please review them carefully.

Please note: Purchase Orders are not an accepted form of payment.

All payments are processed by ESEA Network. The vendor on credit card statements is listed as ESEA Network.

Make checks payable to: ESEA Network (EIN: 05-0487084)

*Mailing address:
ESEA Network
532 North Franklin Street
Fort Bragg, CA 95437
1-800-256-6452*

[Check Payment Instructions](#)



Thanks for flying with us!

Trip summary

Flight

CONFIRMATION #
2YWV9D

FEB 18 - 21
RNO **AUS**

FLIGHT TOTAL
\$477.95

2/18 - Austin

FEB 18 - 21
Reno/Tahoe, NV to Austin, TX

Confirmation # **2YWV9D**

PASSENGERS	EST. POINTS	EXTRAS	FARE
Blake Cooper	+ 2,394 ^{PTS}	—	Wanna Get Away

Departing 2/18/25 Tuesday

Wanna Get Away
(Passenger x1) **\$160.35**

DEPARTS **7:45 AM** **RNO**
Reno

ARRIVES **9:15 AM** **LA**
Las Vegas

stop 1: Las Vegas, NV - LAS

FLIGHT

Southwest

Don't miss out on points!

Sign up for Rapid Rewards and earn points on every flight. It's quick, easy, and free to join!

[Learn more](#) [Not Now](#)

	<p>DEPARTS 10:20 AM</p> <p>ARRIVES 2:55 PM</p>	<p>LAS Las Vegas, NV - LAS</p> <p>AUS Austin, TX - AUS</p>	<p>FLIGHT 358  </p> <p>SCHEDULED AIRCRAFT Boeing 737 MAX8 <i>Subject to change</i></p> <p>TRAVEL TIME 2hr 35min</p>	<p>SUBTOTAL \$160.35</p>
---	--	--	--	-------------------------------------

Returning 2/21/25 Friday

Wanna Get Away \$238.49
(Passenger x1)

	<p>DEPARTS 12:05 PM</p> <p>ARRIVES 1:10 PM</p>	<p>AUS Austin, TX - AUS</p> <p>LAS Las Vegas, NV - LAS</p>	<p>FLIGHT 1900  </p> <p>SCHEDULED AIRCRAFT Boeing 737 MAX8 <i>Subject to change</i></p> <p>TRAVEL TIME 3hr 5min</p>	<p>SUBTOTAL \$238.49</p>
		<p><i>stop 1: Las Vegas, NV - LAS</i></p> 		
	<p>DEPARTS 2:35 PM</p> <p>ARRIVES 4:10 PM</p>	<p>LAS Las Vegas, NV - LAS</p> <p>RNO Reno/Tahoe, NV - RNO</p>	<p>FLIGHT 4237  </p> <p>SCHEDULED AIRCRAFT Boeing 737 MAX8 <i>Subject to change</i></p> <p>TRAVEL TIME 1hr 35min</p>	<p>SUBTOTAL \$238.49</p>

Taxes & fees \$79.11

Flight total **\$477.95**

Icon legend

-  WiFi available
-  Live TV available
-  Change planes

Helpful Information:

- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Please read the [fare rules](#) associated with this purchase.
- When booking with Rapid Rewards points, your pc
- Cash + Points bookings will not earn Rapid Rewards points.
- **REAL ID Requirement:** Do you have a REAL ID? card, or another acceptable form of ID (such as a l and additional information regarding REAL ID req



Don't miss out on points!

Sign up for Rapid Rewards and earn points on every flight. It's quick, easy, and free to join!

Payment summary

PAYMENT INFORMATION

AMOUNT PAID



Visa 2580
XXXXXXXXXXXX2580
Expiration: 1/27

CARD HOLDER
BLAKE COOPER

BILLING ADDRESS
**25 E GOLDFIELD AVE
YERINGTON, NV US 89447**

\$477.95

Total charged

SUBTOTAL	\$398.84
TAXES & FEES	\$79.11
TOTAL DOLLARS	\$477.95

[Show price breakdown](#)



Don't miss out on points!

Sign up for Rapid Rewards and earn points on every flight. It's quick, easy, and free to join!



Attendee Guide

Hosted by NAESPA - the National Association of ESEA State Program Administrators

This year's theme:

FOCUS ON IMPROVEMENT



February 19-21, 2025
Austin, Texas
at the Austin Convention Center
& Online

This conference serves as a valuable reminder to prioritize the continual progress towards improvement. It urges us to make a conscious effort to exchange effective strategies and best practices that empower us as educators to reshape the educational opportunities for children.

This year's theme implores us to be deliberate in identifying our constant areas of focus, whether refining instruction to elevate student achievement or self-improvement. Having a clear focus on our student's academic growth and an unyielding belief in the possibility of improvement, we approach this Conference as an invaluable opportunity to enhance our collective capacity to make today better than yesterday and build improved tomorrows for our students and those dedicated to their service.

- Beth Wooster, 2025 Conference Planning Committee Chair

Federal programs practitioners from around the country will convene in Austin and online for meaningful and timely professional development – you've got to be there!

**"The keynotes were absolutely incredible.
This conference was well organized and I can't wait to return!"**

- 2024 National ESEA Conference Attendee

What is the ESEA Conference?

The National ESEA Conference is an annual project of the National Association of ESEA State Program Administrators (NAESPA) and the only conference focused entirely on federal education programs for disadvantaged students. The Conference emphasizes the critical nature of doing what's right and what's needed today - to help every child succeed and achieve at high levels.

The Elementary and Secondary Education Act (ESEA) was signed into law in 1965 by President Lyndon B. Johnson as a legislative priority of the "War on Poverty." ESEA has undergone several forms of reauthorization, which initiated and augmented educational programs designed to improve the quality of elementary and secondary education in the United States. Title I, Part A is the largest federally funded ESEA program designed to address the educational needs of underprivileged children. The following Elementary and Secondary Education Act (ESEA) and related programs serve as the cornerstone for all sessions and programming of the National ESEA Conference:

- **Title I, Part A** - Education for the Disadvantaged
- **Title I, Part C** - Education of Migratory Children
- **Title I, Part D** - Neglected & Delinquent
- **Title II, Part A** - Supporting Effective Instruction
- **Title III, Part A** - English Learners & Immigrant Education
- **Title IV, Part A** - Student Support & Academic Enrichment
- **Title IV, Part B** - 21st Century Community Learning Centers
- **Title V, Part B** - Rural Education Initiative
- **Title VI, Part A** - Indian, Native Hawaiian, and Alaska Native Education
- **Title VII, Part B** - McKinney-Vento Homeless Assistance Act, Education for Homeless Children and Youth
- **IDEA** - Individuals with Disabilities Act (Special Education)



Welcome!

A Dual Approach

We hope you will join us in Austin. If travel restrictions, cost, or other factors prevent you from attending the Conference in person, don't worry – you can still be a part of the action! We offer a virtual registration option allowing you to participate in live sessions, access the same great content, and interact with your colleagues from a remote location.

"The virtual experience was amazing! The sessions were easy to attend and locate on the online platform."

-2024 National ESEA Conference attendee

Session Formats

We're pleased to offer four types of sessions, which allow both the in-person and virtual audience access to each and every session on the schedule.

Hybrid Lecture sessions are presented in-person in Austin, while simultaneously live-streamed to the virtual audience. Lecture sessions are recorded for later viewing by all audiences. (60 minutes)

In-Person Workshop sessions involve an interactive component, with the presenter(s) in-person in Austin. In-person workshop sessions are recorded for later viewing by all audiences. (60 minutes)

Virtual Workshop sessions involve an interactive component, with both the presenter(s) and audience participating virtually. Virtual workshop sessions are recorded for later viewing by all audiences. (60 minutes)

Sponsored sessions take place in-person in Austin. Presented by our commercial partners, these sessions may include references to products and services of interest to the ESEA community. Sponsored sessions follow the same formats referenced above. (60 minutes)

Health and Safety

The health and safety of our attendees, presenters, and exhibitors is our highest priority. All in-person conference participants must be willing and available to adhere to any and all health and safety requirements in place at the time of the Conference as specified by the Association, Show Management, the host venue, or any governmental authority. We look forward to seeing you in Austin!

Conference Schedule

Times shown are listed in Central Time
(local time Austin, TX)

Tuesday, February 18

12:00 PM – 9:00 PM - Badge Pick Up

Wednesday, February 19

7:00 AM – 5:00 PM - Badge Pick Up

8:00 AM – 9:30 AM - Opening Keynote

9:15 AM – 4:30 PM - Exhibit Hall Open

9:30 AM – 10:00 AM - Morning Break

10:00 AM – 12:45 PM - Concurrent Sessions

1:00 PM – 2:15 PM - Dedicated Exhibit Hall & Sponsored Sessions

2:15 PM – 2:45 PM - Midday Break

2:45 AM – 5:30 PM - Concurrent Sessions

Thursday, February 20

7:00 AM – 4:30 PM - Badge Pick Up

8:00 AM – 9:15 AM - Keynote

9:00 AM – 3:00 PM - Exhibit Hall Open

9:15 AM – 9:45 AM - Morning Break

9:45 AM – 12:30 PM - Concurrent Sessions

12:45 PM – 2:00 PM - Dedicated Exhibit Hall & Sponsored Sessions

2:00 PM – 2:30 PM - Midday Break

2:30 AM – 5:15 PM - Concurrent Sessions

Friday, February 21

8:00 AM – 3:30 PM - Badge Pick Up

9:00 AM – 10:15 AM - Keynote

10:30 AM – 4:15 PM - Concurrent Sessions

Schedule subject to change.

Complete schedule with session details will be available in fall 2024.

"I left the ESEA conference this year inspired and filled with a renewed hope in our education system across the country. There is profound hope when networks of caring individuals come together to address best practice and how to support our young people."

— 2024 National ESEA
Conference Attendee

Registration Options

Purchase early for the best price!

Virtual and In-Person Registrations are priced the same.

	Individual	Group Package <small>Mix & Match in-person and virtual registrations</small>
2024	June	\$609 each Group Rate (10 or more people) June 3 - November 30
	July	
	August	
	September	
	October	
	November	
2025	December	No Group Packages available after November 30
	January	
	February	

Every Registration Includes:

- 120+ sessions over three days
- Keynote presentations
- 3-month subscription to all session recordings
- Conference Guide - PDF
- Downloadable session materials
- Individual attendance record
- Option to earn graduate-level extension credits
- Virtual Exhibitor Directory

Each In-Person Registration Includes All the above PLUS:

- Attendee-to-attendee networking in-person
- Printed Conference Guide
- Conference App
- Exhibit Hall access for two days
- Lodging at special attendee rates

Group Registration

We're excited to offer a special group discount for ten or more attendee registrations purchased together. Both in-person and virtual registrations may be included in the group of at least ten. This enables schools, districts, or other groups to save on registration costs, pay for multiple attendees in one easy step, and have the flexibility to assign individual attendee names and choose the types of registration, closer to the event.

For group packages of 10 or more attendees, a coupon code will be emailed to the purchaser's account as soon as payment is processed. When they're ready to register, each attendee in your group will enter the coupon code in their account Dashboard at checkout to activate their registration.

Continuing Education

Attendees may earn up to two graduate-level extension credits (GLECs) for attending a majority of Conference sessions. First, register for the Conference, then [enroll here](#) through the University of San Diego. (Extra \$79 fee applies, enrollment open June 3, 2024 through March 31, 2025.)

Hotels



Hotel Pricing

The National ESEA Conference contracts with several local hotels to ensure the best possible rates. Hotel prices are subject to change.

Hotel rooms are charged at a flat rate. All locally mandated taxes and fees have been paid in advance by the Conference and are itemized on invoices for transparency. Attendees are offered the same flat rates on hotel reservations, regardless of tax-exempt status.

Policies

All reservations are made via the event section of your account Dashboard and require payment in full, in advance. In-person registration is required prior to securing a hotel reservation. Hotels will not sell rooms directly to attendees within the conference block nor at the conference rates. Refunds are available on cancelled hotel reservations in accordance with the same sliding-scale refund policy as registration items. A reduction in the number of nights of a hotel reservation is considered a cancellation, and the same refund scale is applied to the cost of each reduced night of the stay.

1. **TOMMIE AUSTIN - JDV BY HYATT (\$352*)**
506 SAN JACINTO BLVD
2. **THE WESTIN (\$412*)**
310 E 5TH ST
3. **HILTON GARDEN INN (363*)**
500 N INTERSTATE HWY 35
4. **COURTYARD BY MARRIOTT (\$352*)**
300 E 4TH ST
5. **RESIDENCE INN BY MARRIOTT (\$352*)**
300 E 4TH ST
6. **HILTON AUSTIN (\$382*)**
500 E 4TH ST
7. **JW MARRIOTT AUSTIN (\$481*)**
110 E 2ND ST
8. **HYATT PLACE AUSTIN DOWNTOWN (\$352*)**
211 E 3RD ST
9. **HAMPTON INN & SUITES (\$352*)**
200 SAN JACINTO BLVD
10. **AUSTIN MARRIOTT DOWNTOWN (\$469*)**
304 E CESAR CHAVEZ ST
11. **FAIRMONT AUSTIN (\$469*)**
101 RED RIVER ST
12. **HOTEL VAN ZANDT (\$369*)**
605 DAVIS ST

**All prices include tax*



FY 2025 Per Diem Rates for Austin, Texas

Meals & Incidental Expenses (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Austin	Travis	\$80	\$20	\$22	\$33	\$5	\$60.00



FY 2025 Per Diem Rates for Austin, Texas

Daily lodging rates (excluding taxes) | October 2024 - September 2025

Primary Destination	County	2024 Oct	Nov	Dec	2025 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Austin	Travis	\$173	\$173	\$173	\$187	\$187	\$187	\$173	\$173	\$173	\$173	\$173	\$173

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: See LCSD Board Policy DG: Travel Policy for all requirements.

Name(s) of Attendees Kathy Bomba-Edgerton

SCHOOL Yerington High School

NAME OF CONFERENCE: National Elementary and Secondary Education Act Conference
(Do Not Use Acronyms)
(ATTACH conference program information and provide website address)

CITY/STATE OF CONFERENCE: Austin, Texas

DATE OF DEPARTURE: February 18, 2025 DATE OF RETURN: February 21, 2025

Training/Travel/Conference is (check all that apply):
Mandated by the state Mandated by the district
Needed for certification/licensing Related to the District Performance Plan Related to our School Performance Plan
Related to a specific program/course Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

The National Elementary and Secondary Education Act Conference focuses on federal education programs for disadvantaged students. There are always seminars for high schools and high school principals. Yerington High School has a growing population of English language learners and we have a growing population of students who are coming from disadvantaged backgrounds. I enjoy attending this conference because I also bring back valuable information to the staff to better support our students, plus I have made connections with other high school principals around the country.

TRAVEL APPROVED: Date

9/19/2024

KBEgerton

Site administrator or supervisor signature

TRAVEL APPROVED: Date

9/19/24

Jaworthuckab

Superintendent or designee signature

District Office Use Only

Received by District Office

Date: 9/19/24

Board Approved: Yes () No ()

Date: _____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: Title 1

	Total	District Office	Grant	School Site	Other
BUDGET# 280.633.0000.100.2213.330.10603.32.000 Registration Fees: Attendees <u>1</u> x <u>649</u> Reg. fee \$ 649	\$ 649	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.633.0000.100.2213.580.10603.32.000 Travel By: <u>Southwest Airlines</u> \$ 465.96 (Air, district car, private car for personal convenience, etc.)	\$ 465.96	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
217					
BUDGET# 280.633.0000.100.2213.580.10603.32.000 Lodging: Room rate \$ <u>352</u> x <u>3</u> nights \$ 1,056	\$ 1,056	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) <u>lodging receipts must be obtained and sent to District Office upon return.</u>					
Meals: Breakfast \$ <u>20</u> x <u>3</u> days \$ 60	\$ 60	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lunch \$ <u>22</u> x <u>3</u> days \$ 66	\$ 66	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dinner \$ <u>33</u> x <u>3</u> days \$ 99	\$ 99	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Incidental \$ <u>5</u> x <u>3</u> days \$ 15	\$ 15	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substitutes: # of Days <u>0</u> x \$ <u>0</u> /day \$ 0	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.) \$ 140	\$ 140	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Miscellaneous expenses: (attach explanation) \$ 2,550.96	\$ 2,550.96	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOTAL EXPENSES	\$ 2,550.96				

****FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.**

Conference Information

Conference Dates & Times: **February 18, 2025-February 21, 2025**

Name of where conference/training is being held
(i.e. Hotel, School, College, Convention Center): **Austin Convention Center**

Airline Information

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (i.e. Southwest, Delta, United, etc.)

Date & Time you wish to DEPART: **February 18, 2025 @ 7:45am**

Date & Time you wish to RETURN: **February 21, 2025 @ 12:05pm**

List any special notes here:

218

Are you renting a car? Yes No How many days?

Note: Car insurance should be declined as the district insurance provides adequate coverage.

Lodging Information

Note: Lodging must be made by Attendee or Site for purchase order payments only. No district office credit card charges.

Lodging
GSA (Per Diem Rate) : **187**

All travelers agree to share lodging as appropriate?

Yes No

Register under what name(s)?

Katherine Bomba-Edgerton

Name, Address, Phone number of
lodging establishment:

200 San Jacinto Blvd Austin, TX 78701

DEADLINE DATE: _____

Code Information: _____

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval.

NATIONAL ESEA CONFERENCE

[EXHIBIT](#)
[PRESENT](#)
[ATTEND](#)

[SCHEDULE](#)
[HOTELS & TRAVEL](#)
[REGISTER NOW](#)

February 19-21, 2025
Austin, TX & Online



2025 National ESEA Conference

February 19-21, 2025
Austin, TX & Online

The National ESEA Conference is intentionally aimed at coordination among federal education programs under the Elementary and Secondary Education Act (ESEA) and other federal programs.

Join us at the Austin Convention Center or virtually as we unite to address a shared goal – how to best meet the needs of disadvantaged students.

Integrate with nationally recognized education leaders and experts; presentations offer content you can't find anywhere else

Network with colleagues from across the nation; new connections can turbocharge your career

Discover relevant educational products and hear from [amazing keynotes](#)

Celebrate [exceptional schools](#) from across the country

"I left the ESEA conference this year inspired and filled with a renewed hope in our education system across the country. There is profound hope when networks of caring individuals come together to address best practice and how to support our young people."

- 2024 National ESEA Conference Attendee

EXHIBIT

Booth sales are open now.

Join dozens of other companies making an impact on this community.

LEARN MORE PRESENT

Proposal Submissions are now closed.

Thank you for your submissions!

220

LEARN MORE ATTEND

Registration and Hotel Reservations
are open now!

LEARN MORE

This year's theme:

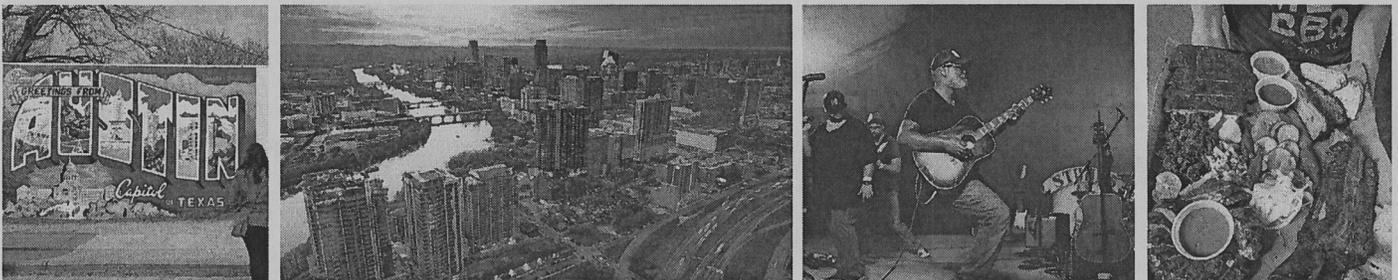
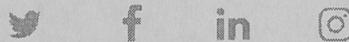
FOCUS

ON IMPROVEMENT

This conference serves as a valuable reminder to prioritize the continual progress towards improvement. It urges us to make a conscious effort to exchange effective strategies and best practices that empower us as educators to reshape the educational opportunities for children.

This year's theme implores us to be deliberate in identifying our constant areas of focus, whether refining instruction to elevate student achievement or self-improvement. Having a clear focus on our student's academic growth and an unyielding belief in the possibility of improvement, we approach this Conference as an invaluable opportunity to enhance our collective capacity to make today better than yesterday and build improved tomorrows for our students and those dedicated to their service.

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Austin – Get Excited

Austin, Texas is a melting pot of culture, creativity, and innovation, making it truly one-of-a-kind. From the iconic live music venues on 6th Street to the natural beauty of Barton Springs, there's something for everyone in Austin. Come experience the perfect blend of southern charm and urban excitement.

Join thought leaders, educators, and innovators from around the US as we converge in the dynamic heart of Texas. Explore cutting-edge pedagogies, exchange groundbreaking ideas, and collaborate to shape the next generation of learning. From inspiring keynotes to interactive workshops, this conference promises to ignite your passion for education and empower you with actionable insights.

Don't miss this opportunity to be part of the action in Austin!

222



FEB 18 - 21
✂ RNO → AUS

Trip & Price Details

✂ Flight [Modify](#)

Price → Payment Confirmation

✂ Tue 2/18 # 2779
 RNO → AUS
 12:05 PM 6:50 PM
 4 hr 45 min
 1 stop
 Wanna Get Away
 Price per Passenger **\$390.47**
 Taxes and fees per Passenger **\$73.99**
 Total per Passenger **\$464.46**
 Passenger(s) **x1**

✂ Fri 2/21 # 992 / 4193
 AUS → RNO
 11:30 AM 5:20 PM
 7 hr 50 min
 1 stop
 Wanna Get Away
 Only 5 left!
 Flight total **\$464.46**
 or from \$46/mo*
 with **uplift** Learn more

Helpful Information:

- All fares and fare ranges are subject to change until purchased and are per person for each way of travel.
- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Cash + Points bookings will not earn Rapid Rewards points, tier qualifying points for A-List or A-List Preferred status, or Companion Pass qualifying points.

NATIONAL ESEA CONFERENCE

[EXHIBIT](#)
[PRESENT](#)
[ATTEND](#)

[SCHEDULE](#)
[HOTELS & TRAVEL](#)
[REGISTER NOW](#)

February 19-21, 2025
Austin, TX & Online

Hampton Inn

Pricing:

\$352 (including all taxes and fees)

[Make a Reservation](#)

\$372 - triple occupancy

\$392 - quad occupancy

223

One block from the Austin Convention Center, the Hampton Inn offers easy access to Downtown Austin's dining and nightlife. Sixth Street Historic District, the bats at Congress Avenue Bridge, and Rainey Street are all within a half mile. Enjoy free, hot breakfast, free WiFi, and pet-friendly rooms and fitness center.

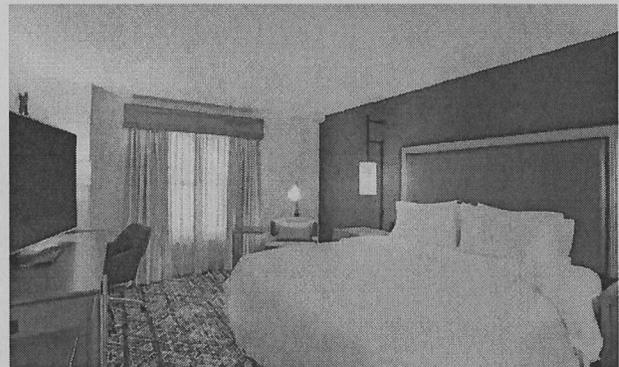
Address:

200 San Jacinto Blvd
Austin, TX 78701

One block from the Austin Convention Center

Amenities:

- Free WiFi
- Plush bedding
- Le Café Crepe Restaurant
- Market grab and go items
- Free in-room coffeemaker
- Fitness Center
- Business services



Parking:

Valet: \$57 per day

View hotel policies on the [Hotels & Travel Page](#)



FY 2025 Per Diem Rates for Austin, Texas

Meals & Incidental Expenses (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Austin	Travis	\$80	\$20	\$22	\$33	\$5	\$60.00



FY 2025 Per Diem Rates for Austin, Texas

Daily lodging rates (excluding taxes) | October 2024 - September 2025

Primary Destination	County	2024 Oct	Nov	Dec	2025 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Austin	Travis	\$173	\$173	\$173	\$187	\$187	\$187	\$173	\$173	\$173	\$173	\$173	\$173

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: See LCSD Board Policy DG: Travel Policy for all requirements.

Name(s) of Attendees Shawn Romero, Alyssa Hudson, Brianna Wickware, Tiffany Manha

SCHOOL East Valley Elementary School

NAME OF CONFERENCE: 2025 National Elementary and Secondary Education Act (ESEA) Conference
(Do Not Use Acronyms)
(ATTACH conference program information and provide website address)

CITY/STATE OF CONFERENCE: Austin, TX

DATE OF DEPARTURE: 2/18/2025 DATE OF RETURN: 2/22/2025

Training/Travel/Conference is (check all that apply): Mandated by the state Mandated by the district
Needed for certification/licensing Related to the District Performance Plan Related to our School
Performance Plan Related to a specific program/course Other

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

The National ESEA Conference is full of learning and skill building which focuses on support for our disadvantaged students. This conference is a national conference with presenters from all over the United States. This year's theme is Focus on Improvement. This will give us great resources and collaboration opportunities to identify some of the possible strategies that will improve our school. We will be taking a small team so they can focus on the sessions that specifically align with our SPP plan and vision of the district.

TRAVEL APPROVED: Date 10/16/24

Robert R. Jones
Site administrator or supervisor signature

TRAVEL APPROVED: Date 10/16/24

Sandra Huckaby
Superintendent or designee signature

District Office Use Only
Received by District Office Date: 10/16/24
Board Approved: Yes () No () Date: _____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: Title I Grant

	<u>Total</u>	District Office	Grant	School Site	Other
BUDGET# 280.633.0000.000.2213.330.11 Registration Fees: Attendees <u>4</u> x <u>649</u> Reg. fee \$	2596.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.633.0000.000.2213.580.102 Travel By: <u>Air, Taxi/Uber</u> \$ (Air, district car, private car for personal convenience, etc.)	1823.84	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
227					
BUDGET# 280.633.0000.000.2213.580.102 Lodging: Room rate \$ <u>382</u> x <u>4</u> nights \$	2624.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) <u>lodging receipts must be obtained and sent to District Office upon return.</u>					
Meals: Breakfast \$ <u>20</u> x <u>4</u> x <u>5</u> days \$	400.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lunch \$ <u>22</u> x <u>4</u> x <u>5</u> days \$	440.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dinner \$ <u>33</u> x <u>4</u> x <u>4</u> days \$	528.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Incidental \$ <u>5</u> x <u>4</u> x <u>4</u> days \$	80	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Substitutes: # of Days <u>4</u> x \$ <u>150</u> /day	600.00	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.)	100.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other Miscellaneous expenses: (attach explanation)	9192.68	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOTAL EXPENSES	9192.68				

****FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.**

Conference Information

Conference Dates & Times: 2/19/25 - 2/21/25 8:15 am - 4:15 Daily

Name of where conference/training is being held
(i.e. Hotel, School, College, Convention Center): Austin Convention Center

Airline Information

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy DG: Travel Policy.

Attach your preferred and most economical flight schedule (i.e. Southwest, Delta, United, etc.)

Date & Time you wish to DEPART: 2/18/25 @ 7:45 am

Date & Time you wish to RETURN: 2/22/25 @ 6:15 pm

List any special notes here: Flight leaves Austin at 10:45 pm

228

Are you renting a car? Yes No How many days?

Note: Car insurance should be declined as the district insurance provides adequate coverage.

Lodging Information

Note: Lodging must be made by Attendee or Site for purchase order payments only. No district office credit card charges.

Lodging
GSA (Per Diem Rate) : 187.00

All travelers agree to share lodging as appropriate?

Yes No

Register under what name(s)?

Shawn Romero,

Name, Address, Phone number of
lodging establishment:

Hilton Austin Downtown

DEADLINE DATE :

Code Information:

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval.

Trip & Price Details

+ Price Payment Confirmation

✈ Flight [Modify](#)

✈ Tue 2/18	# 5031 / 358	RNO → AUS	5 hr 10 min	1 stop ✈	<u>Wanna Get Away Plus</u>	Price per Passenger	\$378.38
	7:45 AM	2:55 PM				Taxes and fees per Passenger	\$77.58
						Total per Passenger	\$455.96
✈ Sat 2/22	# 716 / 1407	AUS → RNO	9 hr 30 min	1 stop ✈	<u>Wanna Get Away Plus</u>	Passenger(s)	x4
	10:45 AM	6:15 PM				Flight total	\$1,823.84
						or from \$179/mo* with uplift Learn more	

Helpful Information:

- All fares and fare ranges are subject to change until purchased and are per person for each way of travel.
- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Cash + Points bookings will not earn Rapid Rewards points, tier qualifying points for A-List or A-List Preferred status, or Companion Pass qualifying points.

✈ Flight Extras

Upgrade to Anytime

Prices shown per passenger, per one-way.

- ✓ Refundable fare*
- ✓ Priority and Express Lanes⁸
- ✓ 10 Rapid Rewards points per dollar per qualifying flight*

*Please read the [fare rules](#) associated with this purchase

Upgrade departing trip for \$60

Upgrade returning trip for \$60

Upgrade both for \$120

Apply upgrade



FY 2025 Per Diem Rates for Austin, Texas

Daily lodging rates (excluding taxes) | October 2024 - September 2025

Primary Destination	County	2024 Oct	Nov	Dec	2025 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Austin	Travis	\$173	\$173	\$173	\$187	\$187	\$187	\$173	\$173	\$173	\$173	\$173	\$173



FY 2025 Per Diem Rates for Austin, Texas

Meals & Incidental Expenses (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Austin	Travis	\$80	\$20	\$22	\$33	\$5	\$60.00



Attendee Guide

Hosted by, NAESPA - the National Association of ESEA State Program Administrators

This year's theme:

FOCUS ON IMPROVEMENT



February 19-21, 2025 232
Austin, Texas
at the Austin Convention Center
& Online

This conference serves as a valuable reminder to prioritize the continual progress towards improvement. It urges us to make a conscious effort to exchange effective strategies and best practices that empower us as educators to reshape the educational opportunities for children.

This year's theme implores us to be deliberate in identifying our constant areas of focus, whether refining instruction to elevate student achievement or self-improvement. Having a clear focus on our student's academic growth and an unyielding belief in the possibility of improvement, we approach this Conference as an invaluable opportunity to enhance our collective capacity to make today better than yesterday and build improved tomorrows for our students and those dedicated to their service.

- Beth Wooster, 2025 Conference Planning Committee Chair

Federal programs practitioners from around the country will convene in Austin and online for meaningful and timely professional development - you've got to be there!

**"The keynotes were absolutely incredible.
This conference was well organized and I can't wait to return!"**

- 2024 National ESEA Conference Attendee

What is the ESEA Conference?

The National ESEA Conference is an annual project of the National Association of ESEA State Program Administrators (NAESPA) and the only conference focused entirely on federal education programs for disadvantaged students. The Conference emphasizes the critical nature of doing what's right and what's needed today - to help every child succeed and achieve at high levels.

The Elementary and Secondary Education Act (ESEA) was signed into law in 1965 by President Lyndon B. Johnson as a legislative priority of the "War on Poverty." ESEA has undergone several forms of reauthorization, which initiated and augmented educational programs designed to improve the quality of elementary and secondary education in the United States. Title I, Part A is the largest federally funded ESEA program designed to address the educational needs of underprivileged children. The following Elementary and Secondary Education Act (ESEA) and related programs serve as the cornerstone for all sessions and programming of the National ESEA Conference:

- Title I, Part A - Education for the Disadvantaged
- Title I, Part C - Education of Migratory Children
- Title I, Part D - Neglected & Delinquent
- Title II, Part A - Supporting Effective Instruction
- Title III, Part A - English Learners & Immigrant Education
- Title IV, Part A - Student Support & Academic Enrichment
- Title IV, Part B - 21st Century Community Learning Centers
- Title V, Part B - Rural Education Initiative
- Title VI, Part A - Indian, Native Hawaiian, and Alaska Native Education
- Title VII, Part B - McKinney-Vento Homeless Assistance Act, Education for Homeless Children and Youth
- IDEA - Individuals with Disabilities Act (Special Education)



Welcome!

A Dual Approach

We hope you will join us in Austin. If travel restrictions, cost, or other factors prevent you from attending the Conference in person, don't worry – you can still be a part of the action! We offer a virtual registration option allowing you to participate in live sessions, access the same great content, and interact with your colleagues from a remote location.

"The virtual experience was amazing! The sessions were easy to attend and locate on the online platform."

-2024 National ESEA Conference attendee

Session Formats

We're pleased to offer four types of sessions, which allow both the in-person and virtual audience access to each and every session on the schedule.

Hybrid Lecture sessions are presented in-person in Austin, while simultaneously live-streamed to the virtual audience. Lecture sessions are recorded for later viewing by all audiences. (60 minutes)

In-Person Workshop sessions involve an interactive component, with the presenter(s) in-person in Austin. In-person workshop sessions are recorded for later viewing by all audiences. (60 minutes)

Virtual Workshop sessions involve an interactive component, with both the presenter(s) and audience participating virtually. Virtual workshop sessions are recorded for later viewing by all audiences. (60 minutes)

Sponsored sessions take place in-person in Austin. Presented by our commercial partners, these sessions may include references to products and services of interest to the ESEA community. Sponsored sessions follow the same formats referenced above. (60 minutes)

Health and Safety

The health and safety of our attendees, presenters, and exhibitors is our highest priority. All in-person conference participants must be willing and available to adhere to any and all health and safety requirements in place at the time of the Conference as specified by the Association, Show Management, the host venue, or any governmental authority. We look forward to seeing you in Austin!

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Conference Schedule

Times shown are listed in Central Time
(local time Austin, TX)

Tuesday, February 18

12:00 PM – 9:00 PM - Badge Pick Up

Wednesday, February 19

7:00 AM – 5:00 PM - Badge Pick Up

8:00 AM – 9:30 AM - Opening Keynote

9:15 AM – 4:30 PM - Exhibit Hall Open

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9:30 AM – 10:00 AM - Morning Break

10:00 AM – 12:45 PM - Concurrent Sessions

1:00 PM – 2:15 PM - Dedicated Exhibit Hall & Sponsored Sessions

2:15 PM – 2:45 PM - Midday Break

2:45 AM – 5:30 PM - Concurrent Sessions

Thursday, February 20

7:00 AM – 4:30 PM - Badge Pick Up

8:00 AM – 9:15 AM - Keynote

9:00 AM – 3:00 PM - Exhibit Hall Open

9:15 AM – 9:45 AM - Morning Break

9:45 AM – 12:30 PM - Concurrent Sessions

12:45 PM – 2:00 PM - Dedicated Exhibit Hall & Sponsored Sessions

2:00 PM – 2:30 PM - Midday Break

2:30 AM – 5:15 PM - Concurrent Sessions

Friday, February 21

8:00 AM – 3:30 PM - Badge Pick Up

9:00 AM – 10:15 AM - Keynote

10:30 AM – 4:15 PM - Concurrent Sessions

Schedule subject to change.

Complete schedule with session details will be available in fall 2024.

"I left the ESEA conference this year inspired and filled with a renewed hope in our education system across the country. There is profound hope when networks of caring individuals come together to address best practice and how to support our young people."

— 2024 National ESEA Conference Attendee

Registration Options

Purchase early for the best price!

Virtual and In-Person Registrations are priced the same.

		Individual	Group Package Mix & Match In-person and virtual registrations
2024	June		
	July		
	August	\$649 Early Bird	\$609 each Group Rate
	September	June 3 - November 30	(10 or more people) June 3 - November 30
	October		
	November		
2025	December		
	January	\$719 Standard	No Group Packages available after November 30
	February	Starting December 1	

Every Registration Includes:

- 120+ sessions over three days
- Keynote presentations
- 3-month subscription to all session recordings
- Conference Guide - PDF
- Downloadable session materials
- Individual attendance record
- Option to earn graduate-level extension credits
- Virtual Exhibitor Directory

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Each In-Person Registration Includes All the above PLUS:

- Attendee-to-attendee networking in-person
- Printed Conference Guide
- Conference App
- Exhibit Hall access for two days
- Lodging at special attendee rates

Group Registration

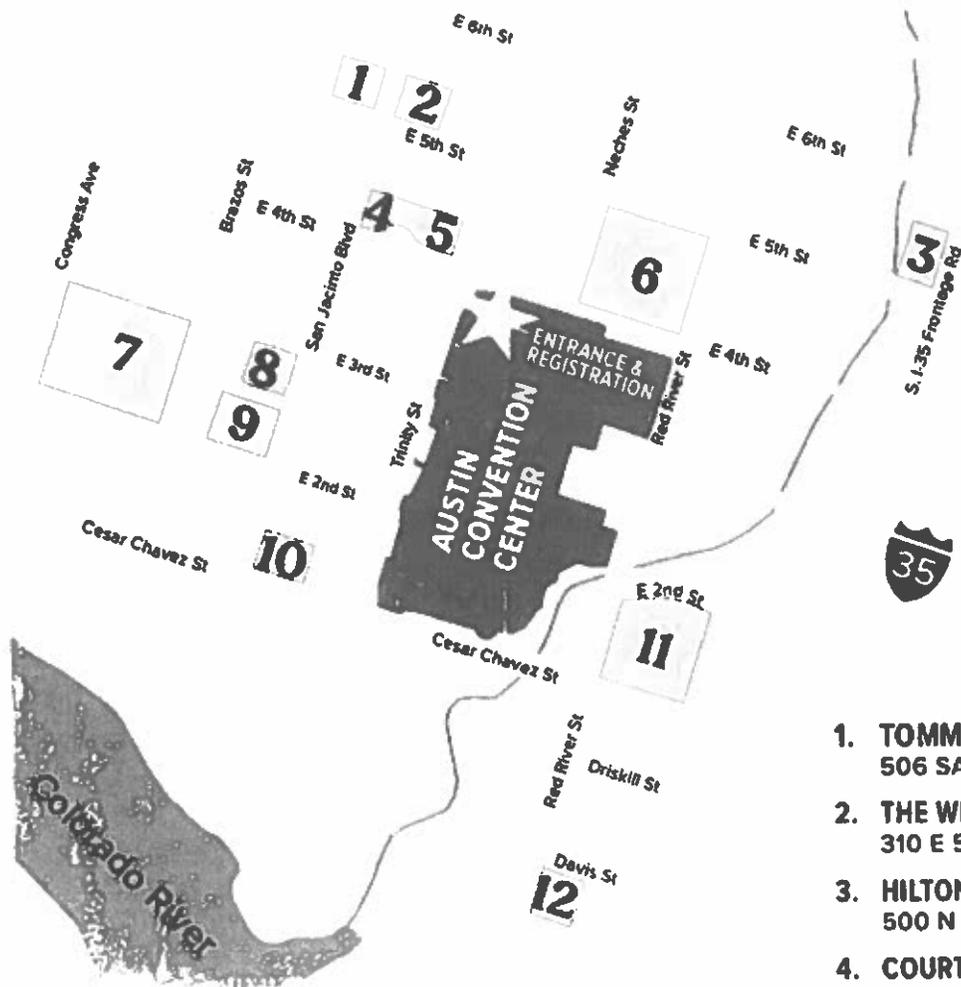
We're excited to offer a special group discount for ten or more attendee registrations purchased together. Both in-person and virtual registrations may be included in the group of at least ten. This enables schools, districts, or other groups to save on registration costs, pay for multiple attendees in one easy step, and have the flexibility to assign individual attendee names and choose the types of registration, closer to the event.

For group packages of 10 or more attendees, a coupon code will be emailed to the purchaser's account as soon as payment is processed. When they're ready to register, each attendee in your group will enter the coupon code in their account Dashboard at checkout to activate their registration.

Continuing Education

Attendees may earn up to two graduate-level extension credits (GLECs) for attending a majority of Conference sessions. First, register for the Conference, then enroll here through the University of San Diego. (Extra \$79 fee applies, enrollment open June 3, 2024 through March 31, 2025.)

Hotels



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Hotel Pricing

The National ESEA Conference contracts with several local hotels to ensure the best possible rates. Hotel prices are subject to change.

Hotel rooms are charged at a flat rate. All locally mandated taxes and fees have been paid in advance by the Conference and are itemized on invoices for transparency. Attendees are offered the same flat rates on hotel reservations, regardless of tax-exempt status.

Policies

All reservations are made via the event section of your account Dashboard and require payment in full, in advance. In-person registration is required prior to securing a hotel reservation. Hotels will not sell rooms directly to attendees within the conference block nor at the conference rates. Refunds are available on cancelled hotel reservations in accordance with the same sliding-scale refund policy as registration items. A reduction in the number of nights of a hotel reservation is considered a cancellation, and the same refund scale is applied to the cost of each reduced night of the stay.

1. **TOMMIE AUSTIN - JDV BY HYATT (\$352*)**
506 SAN JACINTO BLVD
2. **THE WESTIN (\$412*)**
310 E 5TH ST
3. **HILTON GARDEN INN (363*)**
500 N INTERSTATE HWY 35
4. **COURTYARD BY MARRIOTT (\$352*)**
300 E 4TH ST
5. **RESIDENCE INN BY MARRIOTT (\$352*)**
300 E 4TH ST
6. **HILTON AUSTIN (\$382*)**
500 E 4TH ST
7. **JW MARRIOTT AUSTIN (\$481*)**
110 E 2ND ST
8. **HYATT PLACE AUSTIN DOWNTOWN (\$352*)**
211 E 3RD ST
9. **HAMPTON INN & SUITES (\$352*)**
200 SAN JACINTO BLVD
10. **AUSTIN MARRIOTT DOWNTOWN (\$469*)**
304 E CESAR CHAVEZ ST
11. **FAIRMONT AUSTIN (\$469*)**
101 RED RIVER ST
12. **HOTEL VAN ZANDT (\$369*)**
605 DAVIS ST

**All prices include tax*

**NATIONAL ESEA
CONFERENCE**

**EXHIBIT
PRESENT
ATTEND**

**SCHEDULE
HOTELS &
TRAVEL
REGISTER
NOW**

HOTEL

**February 19-21, 2025
Austin, TX & Online**

Hilton Austin Downtown

512-482-8000

Pricing:

\$382 (including all taxes and fees)

\$402 - triple occupancy

\$422 - quad occupancy

Make a Reservation

Located in the heart of downtown and connected via skywalk to the Convention Center, Hilton Austin is steps away from the entertainment and dining the city has to offer. Guests are welcomed with first-class customer service, two restaurants, a Starbucks and spacious rooms. Other amenities include a business center, fitness center, complimentary WiFi and a heated rooftop pool with skyline views.

Address:

500 E 4th St
Austin, TX 78701

.2 miles from the Austin Convention Center;
connected via skywalk

Amenities:

- Free WiFi
- Plush bedding
- Mini fridge
- Starbucks
- Austin Taco Project
- CANNON & Belle - Fresh Tex
- Room Service
- 24-hour StayFit Gym
- Business services

Parking:

Information Technology
Service Ticket Report
09/01/2024 - 09/30/2024

Created 09/01/24 - 09/30/24

Ticket Type	DO	AdultEd	SSDO-PDC	PLC	B&G	CES	DES	DHS	DIS	ERHS	EVES	FES	FHS	FIS	RES	SES	SMS	SSES	SSHS	SSMS	SVS	YES	YHS	YIS	Total
Urgent	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
High	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Medium	20	0	0	0	0	6	4	11	8	0	8	3	14	13	6	5	5	4	5	3	4	13	2	1	135
Normal	44	1	8	1	0	32	61	114	68	1	30	27	163	76	33	32	146	53	64	75	36	64	58	77	1264
Project	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	64	1	8	1	0	38	65	125	76	1	38	30	177	89	39	37	151	57	69	78	40	77	60	78	1399

Closed 09/01/24 - 09/30/24

Ticket Type	DO	AdultEd	SSDO-PDC	PLC	B&G	CES	DES	DHS	DIS	ERHS	EVES	FES	FHS	FIS	RES	SES	SMS	SSES	SSHS	SSMS	SVS	YES	YHS	YIS	Total
Urgent	Closed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Resolved	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	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
High	Closed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Resolved	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	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
Medium	Closed	23	0	0	0	7	4	11	8	0	9	4	16	15	6	6	9	4	6	4	2	10	2	1	147
	Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	0	0	2
	Resolved	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total	23	0	0	0	7	4	11	8	0	9	4	16	16	6	6	9	4	6	4	2	11	2	1	149
Normal	Closed	36	1	9	2	0	25	59	108	60	1	25	22	133	56	40	38	67	41	49	58	26	50	38	56
	Cancelled	0	0	0	0	1	0	1	0	0	0	1	2	5	0	2	1	0	1	4	1	1	0	3	23
	Resolved	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total	36	1	9	2	0	26	59	109	60	1	25	23	133	61	40	40	68	41	50	62	27	51	38	59
Project	Closed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Resolved	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	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
Total	Closed	59	1	9	2	0	32	63	119	68	1	34	26	149	71	46	44	76	45	55	62	28	60	40	57
	Cancelled	0	0	0	0	1	0	1	0	0	0	1	2	6	0	2	1	0	1	4	1	2	0	3	25
	Resolved	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total	59	1	9	2	0	33	63	120	68	1	34	27	151	77	46	46	77	45	56	66	29	62	40	60

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Closed by Site/District Tech

Technician Type	DO	AdultEd	SSDO-PDC	PLC	B&G	CES	DES	DHS	DIS	ERHS	EVES	FES	FHS	FIS	RES	SES	SMS	SSES	SSHS	SSMS	SVS	YES	YHS	YIS	Total
Site Tech	0	0	0	0	0	0	11	6	0	0	0	2	16	6	2	4	3	0	1	1	1	16	7	2	78
I. T. Tech	47	1	8	0	0	27	50	111	68	1	25	17	75	46	37	40	56	38	50	61	26	45	30	57	916
Oasis Support	10	0	1	2	0	3	2	3	0	0	8	3	2	3	7	2	2	3	5	4	2	0	3	1	66

Information Technology
Service Ticket Report
09/01/2024 - 09/30/2024

Open as of 09/30/24

Ticket Type		DO	AdultEd	SDDO-PDC	PLC	B&G	CES	DES	DHS	DIS	ERHS	EVES	FES	FHS	FIS	RES	SES	SMS	SSES	SSHS	SSMS	SVS	YES	YHS	YIS	Total	
Urgent	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	2	1	0	0	0	0	0	0	0	1	0	0	0	1	1	0	0	6	
	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	1	0	0	0	1	0	0	0	0	0	0	0	2	
	Total	0	0	0	0	0	0	0	2	1	0	0	0	1	0	0	1	1	0	0	0	1	1	0	0	8	
Normal	Open	25	0	3	0	0	33	11	21	12	0	11	7	30	76	3	3	95	2	1	0	32	37	80	81	563	
	Pending	0	0	0	0	0	0	0	2	0	0	2	1	1	3	1	0	4	0	1	1	0	2	0	0	18	
	On Hold	2	0	0	0	0	10	18	17	48	0	10	11	79	33	12	32	96	10	7	11	2	0	3	5	406	
	Total	27	0	3	0	0	43	29	40	60	0	23	19	110	112	16	35	195	12	9	12	34	39	83	86	987	
Project	Open	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
	Pending	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	On Hold	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	Total	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	3
Total	Open	25	0	3	0	0	33	11	23	13	0	11	7	30	76	3	3	96	2	1	0	33	38	81	81	570	
	Pending	0	0	0	0	0	0	0	2	0	0	2	1	1	3	1	0	4	0	1	1	0	2	0	0	18	
	On Hold	3	0	0	0	0	10	19	17	48	0	10	12	79	33	12	33	96	10	7	11	2	0	3	5	410	
	Total	28	0	3	0	0	43	30	42	61	0	23	20	110	112	16	36	196	12	9	12	35	40	84	86	998	

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Yearly Closed Comparison	DO	AdultEd	SDDO-PDC	PLC	B&G	CES	DES	DHS	DIS	ERHS	EVES	FES	FHS	FIS	RES	SES	SMS	SSES	SSHS	SSMS	SVS	YES	YHS	YIS	Total
2024	262	45	46	26	0	179	250	355	387	7	155	124	741	333	245	145	682	217	333	343	115	310	306	199	5805
2023	231	50	17	16	0	242	236	377	426	3	152	173	714	363	245	190	1283	158	240	237	96	301	225	249	6224
2022	269	11	19	11	0	245	168	290	275	4	204	178	653	267	228	215	878	188	243	249	99	160	207	223	5284
2021	287	25	27	2	2	196	215	271	209	17	177	186	570	289	251	221	335	176	137	139	125	154	242	224	4477

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1047

09/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
ACE HARDWARE	200	100.162.0000.000.2620.610.10602.50.00 0	General Supplies	\$83.68
			Vendor Total:	\$83.68
ADVANCED CLASSROOM TECH	102814	100.133.0000.100.1000.652.10303.10.00 0	Inventoried Supplies/Equipment – IT Related <\$5000	\$2,500.00
			Vendor Total:	\$2,500.00
AMAZON BUSINESS		100.102.0000.000.2570.330.10000.00.00 0	Professional Employee Training & Development Serv	\$228.46
		100.102.0000.000.2570.610.10000.00.00 0	General Supplies	\$9.59
		100.121.0000.000.2130.610.10201.10.00 0	General Supplies	\$776.52
		100.121.0000.000.2410.610.10201.10.00 0	General Supplies	\$3,096.70
		100.121.0000.000.2620.610.10201.10.00 0	General Supplies	\$117.94
		100.121.0000.100.1000.610.10201.10.00 0	General Supplies	\$2,937.15
		100.123.0000.000.2410.610.10203.10.00 0	General Supplies	\$27.99
		100.123.0000.000.2620.610.10203.10.00 0	General Supplies	\$69.09
		100.123.0000.100.1000.616.10203.10.00 0	Teacher Supplies	\$29.99
		100.128.0000.000.2620.610.10211.10.00 0	General Supplies	\$1,137.11
		100.133.0000.000.2410.610.10303.10.00 0	General Supplies	\$462.09
		100.133.0000.000.2620.430.10303.10.00 0	Repairs and Maintenance Services	\$129.99
		100.133.0000.100.1000.610.10303.10.00 0	General Supplies	\$4,218.67

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1047

09/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.134.0000.000.2410.610.10304.20.00 0	General Supplies	\$2,327.70
		100.134.0000.000.2620.610.10304.20.00 0	General Supplies	\$131.82
		100.135.0000.000.2410.610.10305.31.00 0	General Supplies	\$195.00
		100.135.0000.100.1000.610.10305.31.00 0	General Supplies	\$2,393.08
		100.161.0000.196.1000.610.10601.32.00 0	General Supplies	\$220.80
		100.161.0000.920.1000.610.10601.32.00 0	General Supplies	\$1,397.84
		100.164.0000.000.2620.610.10604.32.00 0	General Supplies	\$499.88
		100.164.0000.100.1000.610.10604.32.00 0	General Supplies	\$43.98
		100.164.0000.920.1000.610.10604.32.00 0	General Supplies	\$948.74
		100.165.0000.000.2620.610.10605.32.00 0	General Supplies	\$55.41
		100.165.0000.100.1000.610.10605.32.00 0	General Supplies	\$2,097.86
		280.637.0000.300.1000.610.10000.00.00 0	General Supplies	\$17,565.23
			Vendor Total:	\$41,118.64
APEX CYBER SYSTEMS		100.101.0000.000.2660.654.10210.10.00 0	Supplies - IT Related <\$999 > 1 year useful life	\$35,194.77
			Vendor Total:	\$35,194.77
BIG R FERNLEY		100.161.0000.000.2410.610.10601.32.00 0	General Supplies	\$19.15
		100.161.0000.000.2620.610.10601.32.00 0	General Supplies	\$34.62
			Vendor Total:	\$53.77
BRADY INDUSTRIES				

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1047

09/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.126.0000.000.2620.610.10206.10.00 0	General Supplies	\$1,006.88
			Vendor Total:	\$1,006.88
BSN SPORTS				
		100.165.0000.920.1000.610.10605.32.00 0	General Supplies	\$2,680.13
			Vendor Total:	\$2,680.13
COMPUTERSHARE TRUST COMPANY	22368			
		400.101.0000.000.5000.810.10000.00.00 0	Dues and Fees	\$1,000.00
			Vendor Total:	\$1,000.00
DECKER, INC.	5403			
		100.135.0000.000.2620.610.10305.31.00 0	General Supplies	\$734.84
		100.135.0000.100.1000.610.10305.31.00 0	General Supplies	\$2,920.59
		100.135.0000.100.1000.733.10305.31.00 0	Furniture and Fixtures	\$2,644.20
			Vendor Total:	\$6,299.63
JNA CONSULTING GROUP	100066			
		400.101.0000.000.5000.340.10000.00.00 0	Other Professional Services	\$1,400.00
			Vendor Total:	\$1,400.00
LYON COUNTY SHERIFF	P101			
		100.101.0000.000.2660.340.10000.00.00 0	Other Professional Services	\$21,449.97
			Vendor Total:	\$21,449.97
OFFICE DEPOT	15366			
		100.164.0000.100.1000.610.10604.32.00 0	General Supplies	\$2,132.25
			Vendor Total:	\$2,132.25
ROCHESTER 100 INC.				
		100.126.0000.100.1000.610.10206.10.00 0	General Supplies	\$156.00

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1047

09/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$156.00
STAPLES ADVANTAGE	99736			
		100.135.0000.100.1000.610.10305.31.00 0	General Supplies	\$429.18
			Vendor Total:	\$429.18
TAHOE SUPPLY CO.	11238			
		100.125.0000.000.2620.610.10205.10.00 0	General Supplies	\$1,168.88
		100.127.0000.000.2620.610.10210.10.00 0	General Supplies	\$1,229.11
		100.134.0000.000.2620.610.10304.20.00 0	General Supplies	\$2,952.78
		100.165.0000.000.2620.610.10605.32.00 0	General Supplies	\$7,273.95
			Vendor Total:	\$12,624.72
TIMECLOCK PLUS, LLC				
		100.101.0000.000.2510.340.10000.00.00 0	Other Professional Services	\$1,898.44
			Vendor Total:	\$1,898.44
WESTERN NEVADA SUPPLY	22580			
		100.135.0000.000.2620.610.10305.31.00 0	General Supplies	\$80.52
		100.165.0000.000.2620.610.10605.32.00 0	General Supplies	\$756.00
			Vendor Total:	\$836.52
			Grand Total:	\$130,864.58

End of Report

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1048

09/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
A T & T MONTHLY STATEMENT	99712	100.101.0000.000.2670.533.10205.10.00	Telephone – Land Line phone services Check #: 2389	\$1,414.47
		100.101.0000.000.2670.533.10209.10.00	Telephone – Land Line phone services Check #: 2389	\$840.23
		100.101.0000.000.2670.533.10303.10.00	Telephone – Land Line phone services Check #: 2389	\$656.92
		100.101.0000.000.2670.533.10305.31.00	Telephone – Land Line phone services Check #: 2389	\$562.88
			Vendor Total:	<u>\$3,474.50</u>
ADVANCED INTEGRATED PEST MANAGEMENT		100.163.0000.000.2620.430.10603.32.00	Repairs and Maintenance Services Check #: 2390	\$150.00
			Vendor Total:	<u>\$150.00</u>
ALHAMBRA WATER	97540	100.101.0000.000.2500.610.10000.00.00	General Supplies Check #: 2391	\$333.60
			Vendor Total:	<u>\$333.60</u>
BUSINESSU		240.300.0000.360.1000.653.10601.32.00	Web-based and similar programs Check #: 2392	\$4,310.00
			Vendor Total:	<u>\$4,310.00</u>
CINTAS CORP		100.161.0000.000.2620.610.10601.32.00	General Supplies Check #: 2393	\$263.10
			Vendor Total:	<u>\$263.10</u>
CURRENT SOFTWARE USA, INC.		100.101.0000.000.2570.310.10000.00.00	Official/Administrative Services Check #: 2394	\$1,225.00
			Vendor Total:	<u>\$1,225.00</u>
D & S WASTE REMOVAL, INC	4960			

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1048

09/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.163.0000.000.2620.421.10603.32.00 Check #: 2395	Garbage / Disposal	\$48.50
			Vendor Total:	\$48.50
GOLF TEAM PRODUCTS INC	100898	100.161.0000.920.1000.610.10601.32.00 Check #: 2396	General Supplies	\$517.25
			Vendor Total:	\$517.25
LOUIE'S HOME CENTER		100.108.0000.000.2620.610.10201.10.00 Check #: 2397	General Supplies	\$290.95
		100.108.0000.000.2620.610.10208.31.00 Check #: 2397	General Supplies	\$41.56
			Vendor Total:	\$332.51
MOUND HOUSE HARDWARE & STORAGE	96223	100.164.0000.000.2620.430.10604.32.00 Check #: 2398	Repairs and Maintenance Services	\$51.03
			Vendor Total:	\$51.03
ORKIN PEST CONTROL		100.106.0000.000.2515.610.10000.00.00 Check #: 2399	General Supplies	\$191.98
			Vendor Total:	\$191.98
QUADIENT LEASING USA, INC		100.101.0000.000.2500.442.10000.00.00 Check #: 2400	Rental of Equipment and Vehicles	\$486.21
			Vendor Total:	\$486.21
SCHOOL DATEBOOKS	103098	100.162.0000.000.2410.610.10602.50.00 Check #: 2401	General Supplies	\$699.66
			Vendor Total:	\$699.66
SCHOOL MATE	18452	100.127.0000.100.1000.610.10210.10.00 Check #: 2402	General Supplies	\$507.00

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1048

09/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$507.00
SEXSON, JENIFER		280.631.0000.300.2213.580.10000.00.00	Travel	\$290.08
		Check #: 2403		
			Vendor Total:	\$290.08
SHRED-IT USA		100.101.0000.000.2510.340.10000.00.00	Other Professional Services	\$387.00
		Check #: 2404		
			Vendor Total:	\$387.00
THE PARTS HOUSE	23100	100.163.0000.000.2620.610.10603.32.00	General Supplies	\$12.53
		Check #: 2405		
			Vendor Total:	\$12.53
U.S. BANK		400.101.0000.000.5000.810.10000.00.00	Dues and Fees	\$550.00
		Check #: 2406		
			Vendor Total:	\$550.00
UNIVERSAL AWARDS		100.161.0000.920.1000.610.10601.32.00	General Supplies	\$727.50
		Check #: 2407		
			Vendor Total:	\$727.50
WALTON, MADISON		280.719.0000.440.2100.300.10000.00.00	Purchased Professional and Technical Services	\$540.00
		Check #: 2408		
			Vendor Total:	\$540.00
XEROX CORPORATION		100.163.0000.000.2410.442.10603.32.00	Rental of Equipment and Vehicles	\$230.92
		Check #: 2409		
		100.163.0000.100.1000.430.10603.32.00	Repairs and Maintenance Services	\$33.56
		Check #: 2409		
			Vendor Total:	\$264.48

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1048 09/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
				Grand Total: \$15,361.93

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1061 Voucher Date: 09/12/2024 Prepared By: _____

Printed: 09/19/2024 01:17:34 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$1,557,765.71 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

Phil Cowee. President

Bridget Peterson Clerk

Neal McIntyre II Member

Tom Hendrix Member

Sherry Parsons Member

Holly Villines Member

Darin Farr Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$221,396.53
240	State Grants	\$2,389.54
260	Gifts and Donations	\$8,000.00
280	Federal Funds	\$69,632.77
290	Food Service Funds	\$23,750.00
310	Residential Construction Tax	\$344,511.65
360	Bond Issues	\$855,286.27
703	Workers Compensation	\$32,798.95
		<hr/> <hr/>
		\$1,557,765.71

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1061

09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
ACE HARDWARE	200	100.108.0000.000.2630.610.10000.00.00	General Supplies	\$50.89
		0		
		100.170.0000.000.2700.610.10000.00.00	General Supplies	\$359.37
		0		
			Vendor Total:	\$410.26
ADVANCED CHILD BEHAVIOR SOLUTIONS,LLC	102918	280.639.0000.200.2240.340.10000.00.00	Other Professional Services	\$390.00
		0		
			Vendor Total:	\$390.00
AMAZON BUSINESS		100.101.0000.000.2320.610.10000.00.00	General Supplies	\$87.31
		0		
		100.101.0000.000.2510.610.10000.00.00	General Supplies	\$315.44
		0		252
		100.109.0000.000.2213.610.10000.00.00	General Supplies	\$81.14
		0		
		100.122.0000.100.1000.610.10202.10.00	General Supplies	\$1,400.60
		0		
		100.128.0000.100.1000.610.10211.10.00	General Supplies	\$1,590.50
		0		
		100.132.0000.000.2620.610.10302.20.00	General Supplies	\$92.79
		0		
	100.132.0000.100.1000.610.10302.20.00	General Supplies	\$542.18	
	0			
	100.136.0000.000.2410.610.10208.31.00	General Supplies	\$85.74	
	0			
	100.136.0000.000.2620.610.10208.31.00	General Supplies	\$1,920.03	
	0			
	100.136.0000.100.1000.610.10208.31.00	General Supplies	\$615.14	
	0			
	100.162.0000.103.1000.610.10602.50.00	General Supplies	\$98.75	
	0			
	100.162.0000.170.1000.610.10602.50.00	General Supplies	\$80.69	
	0			

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1061

09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.165.0000.100.1000.610.10605.32.00 0	General Supplies	\$1,510.89
		100.170.0000.000.2700.610.10000.00.00 0	General Supplies	\$33.20
		240.300.0000.310.1000.610.10601.32.00 0	General Supplies	\$423.17
		240.300.0000.360.1000.610.10601.32.00 0	General Supplies	\$519.53
		240.300.0000.370.1000.610.10601.32.00 0	General Supplies	\$92.56
		240.393.0000.100.1000.651.10210.10.00 0	Supplies- Technology- Software	\$1,354.28
		280.637.0000.300.1000.610.10000.00.00 0	General Supplies	\$763.03
		280.688.0000.000.2100.610.10000.00.00 0	General Supplies	\$1,951.25
		280.752.0000.000.3300.610.10000.00.00 0	General Supplies	\$2,001.83
			Vendor Total:	\$15,560.05
AUDIO ENHANCEMENT, INC	99350			
		360.022.0000.000.4700.734.10202.10.00 0	Technology-Related Hardware	\$73,535.00
		360.022.0000.000.4700.734.10203.10.00 0	Technology-Related Hardware	\$10,950.00
		360.022.0000.000.4700.734.10205.10.00 0	Technology-Related Hardware	\$60,991.00
		360.022.0000.000.4700.734.10304.20.00 0	Technology-Related Hardware	\$787.53
			Vendor Total:	\$146,263.53
BIG R FERNLEY				
		100.108.0000.000.2620.610.10000.00.00 0	General Supplies	\$218.83
		100.108.0000.000.2620.610.10203.10.00 0	General Supplies	\$87.18
		100.108.0000.000.2620.610.10305.31.00 0	General Supplies	\$19.96

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1061

09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$325.97
BSN SPORTS		100.164.0000.920.1000.610.10604.32.00 0	General Supplies	\$295.25
			Vendor Total:	\$295.25
CARSON CITY TOYOTA		100.170.0000.000.2710.614.10000.00.00 0	Parts	\$572.99
			Vendor Total:	\$572.99
CCMSI		703.102.0000.000.2570.270.10000.00.00 0	Workers" Compensation	\$20,443.95
		703.102.0000.000.2570.340.10000.00.00 0	Other Professional Services	\$12,355.00
			Vendor Total:	\$32,798.95
CONNECTIONS SPEECH&LANGUAGE SERVICES LLC		280.719.0000.440.2100.300.10000.00.00 0	Purchased Professional and Technical Services	\$10,960.00
			Vendor Total:	\$10,960.00
CORE CONSTRUCTION	102843	290.180.0000.000.3100.610.10000.00.00 0	General Supplies	\$23,750.00
		360.022.0000.000.4500.450.10601.32.00 0	Construction Services	\$709,022.74
			Vendor Total:	\$732,772.74
CR ENGINEERING	102406	100.108.0000.000.4700.340.10208.31.00 0	Other Professional Services	\$19,800.00
		100.108.0000.000.4700.340.10304.20.00 0	Other Professional Services	\$18,200.00
			Vendor Total:	\$38,000.00
CURRICULUM ASSOC INC	4800			

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1061

09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.128.0000.100.1000.610.10211.10.00 0	General Supplies	\$94.08
			Vendor Total:	\$94.08
DYKMAN ELECTRICAL INC.		100.108.0000.000.2620.610.10000.00.00 0	General Supplies	\$342.75
		100.108.0000.000.2620.610.10202.10.00 0	General Supplies	\$1,257.60
		100.108.0000.000.2620.610.10206.10.00 0	General Supplies	\$513.56
		100.108.0000.000.2620.610.10209.10.00 0	General Supplies	\$1,157.10
		100.108.0000.000.2620.610.10304.20.00 0	General Supplies	\$216.00
			Vendor Total:	\$3,487.01 255
FAST GLASS, INC	7052	100.125.0000.000.2620.430.10205.10.00 0	Repairs and Maintenance Services	\$580.00
			Vendor Total:	\$580.00
FATBEAM, LLC		100.107.0000.000.2580.535.10000.00.00 0	Data Communications, Internet, Video, T-lines, etc	\$290.00
			Vendor Total:	\$290.00
FLOORING SOLUTIONS OF NEVADA, INC.		100.108.0000.000.4700.450.10302.20.00 0	Construction Services	\$5,600.00
		310.032.0000.000.4700.450.10302.20.00 0	Construction Services	\$51,710.00
		310.034.0000.000.4700.450.10601.32.00 0	Construction Services	\$130,073.84
		310.035.0000.000.4700.450.10604.32.00 0	Construction Services	\$162,727.81
			Vendor Total:	\$350,111.65
HOUGHTON MIFFLIN HARCOURT PUBLISHING CO				

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1061

09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		280.633.0000.000.2100.653.10211.10.00 0	Web-based and similar programs	\$9,300.00
			Vendor Total:	\$9,300.00
INFINISOURCE, INC.	99766			
		100.102.0000.000.2570.340.10000.00.00 0	Other Professional Services	\$2,835.85
			Vendor Total:	\$2,835.85
INLAND SUPPLY CO., INC.	10000			
		100.122.0000.000.2620.610.10202.10.00 0	General Supplies	\$3,404.43
		100.126.0000.000.2620.610.10206.10.00 0	General Supplies	\$2,792.06
		100.128.0000.000.2620.610.10211.10.00 0	General Supplies	\$6,972.12
		100.129.0000.000.2620.610.10209.10.00 0	General Supplies	\$4,718.72 256
		100.133.0000.000.2620.430.10303.10.00 0	Repairs and Maintenance Services	\$120.00
		100.135.0000.000.2620.610.10305.31.00 0	General Supplies	\$53.50
		100.161.0000.000.2620.610.10601.32.00 0	General Supplies	\$702.58
		100.162.0000.000.2620.610.10602.50.00 0	General Supplies	\$844.44
			Vendor Total:	\$19,607.85
LYON COUNTY SHERIFF	P101			
		100.101.0000.000.2660.340.10000.00.00 0	Other Professional Services	\$27,458.28
			Vendor Total:	\$27,458.28
NAVIGATE 360, LLC				
		100.101.0000.000.2232.653.10602.50.00 0	Web-based and similar programs	\$2,766.67
		100.101.0000.000.2232.653.10604.32.00 0	Web-based and similar programs	\$2,766.67
		280.633.0000.000.2100.653.10205.10.00 0	FY19 Title IA SSES Budget Load	\$2,766.66

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1061

09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		280.633.0000.000.2100.653.10208.31.00 0	Web-based and similar programs	\$2,766.67
		280.633.0000.000.2100.653.10601.32.00 0	Web-based and similar programs	\$2,766.67
		280.633.0000.000.2100.653.10603.32.00 0	Web-based and similar programs	\$2,766.66
		280.633.0000.000.2100.653.10605.32.00 0	Web-based and similar programs	\$2,766.66
		280.633.0000.000.2200.653.10201.10.00 0	Web-based and similar programs	\$2,766.67
		280.633.0000.000.2200.653.10202.10.00 0	Web-based and similar programs	\$2,766.66
		280.633.0000.000.2200.653.10203.10.00 0	Web-based and similar programs	\$2,766.67
		280.633.0000.000.2200.653.10206.10.00 0	Web-based and similar programs	\$2,766.67
		280.633.0000.000.2200.653.10209.10.00 0	Web-based and similar programs	\$2,766.67
		280.633.0000.000.2200.653.10210.10.00 0	Web-based and similar programs	\$2,766.67
		280.633.0000.000.2200.653.10211.10.00 0	Web-based and similar programs	\$2,766.67
		280.633.0000.000.2200.653.10302.20.00 0	Web-based and similar programs	\$2,766.66
		280.633.0000.000.2200.653.10303.10.00 0	Web-based and similar programs	\$2,766.67
		280.633.0000.000.2200.653.10304.20.00 0	Web-based and similar programs	\$2,766.66
		280.633.0000.000.2200.653.10305.31.00 0	Web-based and similar programs	\$2,766.67
			Vendor Total:	\$49,800.00
OFFICE DEPOT	15366	100.126.0000.100.1000.610.10206.10.00 0	General Supplies	\$279.98
			Vendor Total:	\$279.98
PAPE MACHINERY INC				

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1061

09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.170.0000.000.2710.614.10000.00.00 0	Parts	\$612.60
			Vendor Total:	\$612.60
PETERBILT TRUCK PARTS & EQUIPMENT LLC	21060			
		100.170.0000.000.2710.614.10000.00.00 0	Parts	\$1,346.14
			Vendor Total:	\$1,346.14
RENO FORKLIFT	17440			
		100.108.0000.000.2620.430.10210.10.00 0	Repairs and Maintenance Services	\$570.15
			Vendor Total:	\$570.15
ROYAL CARPET ONE FLOOR & HOME				
		100.108.0000.000.2620.430.10303.10.00 0	Repairs and Maintenance Services	\$6,317.76
			Vendor Total:	\$6,317.76
SEAN BUCHANAN				
		260.092.0000.000.2210.330.10000.00.00 0	Professional Employee Training & Development Serv	\$8,000.00
			Vendor Total:	\$8,000.00
SILVER STATE INTERNATIONAL				
		100.000.0000.000.0000.000.10000.00.42 5	Vouchers Payable	\$4,439.65
			Vendor Total:	\$4,439.65
SKY FIBER INTERNET				
		100.107.0000.000.2580.535.10000.00.00 0	Data Communications, Internet, Video, T-lines, etc	\$59,471.00
			Vendor Total:	\$59,471.00
STAPLES ADVANTAGE	99736			
		100.123.0000.000.2220.610.10203.10.00 0	General Supplies	\$151.99
		100.123.0000.100.1000.610.10203.10.00 0	General Supplies	\$347.89

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1061

09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount	
				Vendor Total:	\$499.88
SUMMIT COMPANIES					
		100.108.0000.000.2620.430.10208.31.00 0	Repairs and Maintenance Services	\$710.00	
		100.108.0000.000.2620.430.10209.10.00 0	Repairs and Maintenance Services	\$900.00	
				Vendor Total:	\$1,610.00
TAHOE SUPPLY CO. 11238					
		100.125.0000.000.2620.610.10205.10.00 0	General Supplies	\$1,142.43	
		100.127.0000.000.2620.610.10210.10.00 0	General Supplies	\$311.00	
		100.128.0000.000.2620.610.10211.10.00 0	General Supplies	\$87.64	
		100.133.0000.000.2620.430.10303.10.00 0	Repairs and Maintenance Services	\$190.00 259	
				Vendor Total:	\$1,731.07
TRANE U.S. INC					
		100.108.0000.000.2620.730.10303.10.00 0	Equipment	\$29,922.49	
				Vendor Total:	\$29,922.49
WALKER LAKE DISPOSAL INC. 102157					
		100.108.0000.000.2610.421.10000.00.00 0	Garbage / Disposal	\$572.00	
				Vendor Total:	\$572.00
WILLIAM V. MACGILL & CO. 22793					
		100.164.0000.100.1000.610.10604.32.00 0	General Supplies	\$256.10	
		100.164.0000.920.1000.610.10604.32.00 0	General Supplies	\$222.43	
				Vendor Total:	\$478.53
				Grand Total:	\$1,557,765.71

End of Report

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1062

09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
A T & T LONG DISTANCE	18214	100.108.0000.000.2620.532.10000.00.00	Voice/Voicemail Check #: 2410	\$7.60
		100.121.0000.000.2410.533.10201.10.00	Telephone – Land Line phone services Check #: 2410	\$0.71
		100.122.0000.000.2410.533.10202.10.00	Telephone – Land Line phone services Check #: 2410	\$6.84
		100.123.0000.000.2410.533.10203.10.00	Telephone – Land Line phone services Check #: 2410	\$1.15
		100.125.0000.000.2410.533.10205.10.00	Telephone – Land Line phone services Check #: 2410	\$0.71
		100.126.0000.000.2410.533.10206.10.00	Telephone – Land Line phone services Check #: 2410	\$0.52
		100.127.0000.000.2410.533.10210.10.00	Telephone – Land Line phone services Check #: 2410	\$0.91 261
		100.128.0000.000.2410.533.10211.10.00	Telephone – Land Line phone services Check #: 2410	\$0.63
		100.129.0000.000.2410.533.10209.10.00	Telephone – Land Line phone services Check #: 2410	\$0.44
		100.132.0000.000.2410.533.10302.20.00	Telephone – Land Line phone services Check #: 2410	\$6.84
		100.133.0000.000.2410.533.10303.10.00	Telephone – Land Line phone services Check #: 2410	\$0.71
		100.134.0000.000.2410.533.10304.20.00	Telephone – Land Line phone services Check #: 2410	\$0.83
		100.135.0000.000.2410.533.10305.31.00	Telephone – Land Line phone services Check #: 2410	\$0.44
		100.136.0000.000.2410.533.10208.31.00	Telephone – Land Line phone services Check #: 2410	\$0.71
		100.161.0000.000.2410.533.10601.32.00	Telephone – Land Line phone services Check #: 2410	\$1.36
		100.162.0000.000.2410.533.10602.50.00	Telephone – Land Line phone services Check #: 2410	\$3.10

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1062

09/12/2024

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.163.0000.000.2410.533.10603.32.00	Telephone – Land Line phone services Check #: 2410	\$11.43
		100.164.0000.000.2410.533.10604.32.00	Telephone – Land Line phone services Check #: 2410	\$1.43
		100.165.0000.000.2410.533.10605.32.00	Telephone – Land Line phone services Check #: 2410	\$1.17
		100.170.0000.000.2710.533.10000.00.00	Telephone – Land Line phone services Check #: 2410	\$0.07
		230.231.0000.610.2410.533.10907.41.00	Telephone – Land Line phone services Check #: 2410	\$0.12
		230.231.0000.610.2410.533.10909.41.00	Telephone – Land Line phone services Check #: 2410	\$0.82
		290.183.0000.000.3100.533.10000.00.00	Telephone – Land Line phone services Check #: 2410	\$1.31
			Vendor Total:	<u>\$49.85</u>
A T & T MONTHLY STATEMENT	99712			
		230.231.0000.610.2500.533.10000.00.00	Telephone – Land Line phone services Check #: 2411	\$26.83
			Vendor Total:	<u>\$26.83</u>
ABLESPACE INC				
		280.642.0000.200.2100.653.10000.00.00	Web-based and similar programs Check #: 2412	\$17,760.75
			Vendor Total:	<u>\$17,760.75</u>
Advantage CPR Instruction				
		100.170.0000.000.2710.340.10000.00.00	Other Professional Services Check #: 2413	\$5,025.00
			Vendor Total:	<u>\$5,025.00</u>
ALHAMBRA WATER	97540			
		100.107.0000.000.2580.610.10000.00.00	General Supplies Check #: 2414	\$58.95
			Vendor Total:	<u>\$58.95</u>
BLICK ART MATERIALS	5590			

Lyon County School District

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Voucher Batch Number: 1062

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.161.0000.196.1000.610.10601.32.00	General Supplies	\$848.76
		Check #: 2415		
		100.164.0000.188.1000.610.10604.32.00	General Supplies	\$6,587.02
		Check #: 2415		
			Vendor Total:	\$7,435.78
BOOTUP PD		240.393.0000.000.2213.330.10210.10.00	Professional Employee Training & Development Serv	\$22,500.00
		Check #: 2416		
			Vendor Total:	\$22,500.00
CHRISTOPHER, SUSANNE E		100.170.0000.000.2710.810.10000.00.00	Dues and Fees	\$120.00
		Check #: 2417		
			Vendor Total:	\$120.00
CLEARLY IP, INC				263
		100.107.0000.000.2580.533.10000.00.00	Telephone – Land Line phone services	\$43.05
		Check #: 2418		
		100.121.0000.000.2410.533.10201.10.00	Telephone – Land Line phone services	\$43.11
		Check #: 2418		
		100.122.0000.000.2410.533.10202.10.00	Telephone – Land Line phone services	\$43.11
		Check #: 2418		
		100.123.0000.000.2410.533.10203.10.00	Telephone – Land Line phone services	\$43.11
		Check #: 2418		
		100.125.0000.000.2410.533.10205.10.00	Telephone – Land Line phone services	\$43.11
		Check #: 2418		
		100.126.0000.000.2410.533.10206.10.00	Telephone – Land Line phone services	\$43.11
		Check #: 2418		
		100.127.0000.000.2410.533.10210.10.00	Telephone – Land Line phone services	\$43.11
		Check #: 2418		
		100.128.0000.000.2410.533.10211.10.00	Telephone – Land Line phone services	\$43.11
		Check #: 2418		
		100.129.0000.000.2410.533.10209.10.00	Telephone – Land Line phone services	\$43.11
		Check #: 2418		

Lyon County School District

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.132.0000.000.2410.533.10302.20.00 Check #: 2418	Telephone – Land Line phone services	\$43.11
		100.133.0000.000.2410.533.10303.10.00 Check #: 2418	Telephone – Land Line phone services	\$43.11
		100.134.0000.000.2410.533.10304.20.00 Check #: 2418	Telephone – Land Line phone services	\$43.11
		100.135.0000.000.2410.533.10305.31.00 Check #: 2418	Telephone – Land Line phone services	\$43.11
		100.136.0000.000.2410.533.10208.31.00 Check #: 2418	Telephone – Land Line phone services	\$43.11
		100.161.0000.000.2410.533.10601.32.00 Check #: 2418	Telephone – Land Line phone services	\$43.11
		100.162.0000.000.2410.533.10602.50.00 Check #: 2418	Telephone – Land Line phone services	\$43.11
		100.163.0000.000.2410.533.10603.32.00 Check #: 2418	Telephone – Land Line phone services	\$43.11
		100.164.0000.000.2410.533.10604.32.00 Check #: 2418	Telephone – Land Line phone services	\$43.11
		100.165.0000.000.2410.533.10605.32.00 Check #: 2418	Telephone – Land Line phone services	\$43.11
		100.170.0000.000.2710.533.10000.00.00 Check #: 2418	Telephone – Land Line phone services	\$43.11
		230.231.0000.610.2500.533.10000.00.00 Check #: 2418	Telephone – Land Line phone services	\$129.33
			Vendor Total:	<u>\$991.47</u>
CONCENTRA		100.170.0000.000.2710.340.10000.00.00 Check #: 2419	Other Professional Services	\$600.00
			Vendor Total:	<u>\$600.00</u>
D & S WASTE REMOVAL, INC	4960	100.122.0000.000.2410.421.10202.10.00 Check #: 2420	Garbage / Disposal	\$439.61
			Vendor Total:	<u>\$439.61</u>

Lyon County School District

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Vendor Remit Name	Vendor #	Account	Description	Amount
DMV-ASD REVENUE OFFICE	14491	100.170.0000.000.2710.810.10000.00.00	Dues and Fees Check #: 2421	\$229.00
				Vendor Total: <u>\$229.00</u>
ELLIS, JUDITH		100.170.0000.000.2700.610.10000.00.00	General Supplies Check #: 2422	\$96.09
				Vendor Total: <u>\$96.09</u>
FERNLEY CHIROPRACTIC, INC.		100.170.0000.000.2710.340.10000.00.00	Other Professional Services Check #: 2423	\$105.00
				Vendor Total: <u>\$105.00</u>
FLINN SCIENTIFIC	7765	100.164.0000.192.1000.610.10604.32.00	General Supplies Check #: 2424	\$22.25
				Vendor Total: <u>\$25.20</u>
GARDNER, MARK		100.128.0000.100.1000.610.10211.10.00	General Supplies Check #: 2425	\$4,230.00
				Vendor Total: <u>\$4,230.00</u>
GROUP WEST CONSTRUCTION, INC		360.023.0000.000.4500.450.10000.00.00	Construction Services Check #: 2426	\$536,723.79
				Vendor Total: <u>\$536,723.79</u>
HOME DEPOT	9654	100.164.0000.000.2620.430.10604.32.00	Repairs and Maintenance Services Check #: 2427	\$328.62
				Vendor Total: <u>\$328.62</u>
JAYNE B COMPANY		250.101.0000.200.2140.340.10000.00.00	Other Professional Services Check #: 2428	\$1,000.00

Lyon County School District

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Vendor Remit Name	Vendor #	Account	Description	Amount
				Vendor Total:
JENNIFER R. HIGHSMITH PH.D.				\$1,000.00
		280.639.0000.200.2140.340.10000.00.00	Other Professional Services	\$2,500.00
		Check #: 2429		
				Vendor Total:
LEXIA LEARNING SYSTEMS, LLC				\$2,500.00
		280.624.0000.000.2213.330.10000.00.00	Professional Employee Training & Development Serv	\$65,920.00
		Check #: 2430		
				Vendor Total:
LOUIE'S HOME CENTER				\$65,920.00
		100.128.0000.000.2620.610.10211.10.00	General Supplies	\$83.24
		Check #: 2431		
				Vendor Total:
MASON VALLEY AUTO BODY				\$83.24 266
		100.170.0000.000.2710.340.10000.00.00	Other Professional Services	\$2,309.00
		Check #: 2432		
				Vendor Total:
MCGRAW HILL SCHOOL EDUCATION HOLDINGS	101620			\$2,309.00
		100.104.0000.100.1000.653.10000.00.00	Web-based and similar programs	\$21,000.00
		Check #: 2433		
				Vendor Total:
MEEKS BUILDING SUPPLY	12930			\$21,000.00
		100.108.0000.000.2620.610.10604.32.00	General Supplies	\$239.72
		Check #: 2434		
				Vendor Total:
MONTROSE GLASS				\$239.72
		360.023.0000.000.4700.430.10201.10.00	Repairs and Maintenance Services	\$12,326.42
		Check #: 2435		
				Vendor Total:
NEVADA ASSOC OF SCHOOL BOARDS	14340			\$12,326.42

Lyon County School District

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.101.0000.000.2310.330.10000.00.00 Check #: 2436	Professional Employee Training & Development Serv	\$280.00
			Vendor Total:	\$280.00
NEWARK CORPORATION		240.393.0000.100.1000.651.10210.10.00 Check #: 2437	Supplies- Technology- Software	\$640.00
			Vendor Total:	\$640.00
ORBIS TECH SERVICES LLC		100.128.0000.100.1000.650.10211.10.00 Check #: 2438	Supplies-Information Technology-related	\$306.76
			Vendor Total:	\$306.76
PARTS TOWN LLC		100.108.0000.000.2620.610.10303.10.00 Check #: 2439	General Supplies	\$246.67 267
			Vendor Total:	\$246.67
RED ROCK SPRING WATER		100.129.0000.100.1000.610.10209.10.00 Check #: 2440	General Supplies	\$127.50
			Vendor Total:	\$127.50
REFRIGERATION SUPPLIES DISTRIBUTOR 96586		100.108.0000.000.2620.610.10000.00.00 Check #: 2441	General Supplies	\$672.11
		100.108.0000.000.2620.610.10203.10.00 Check #: 2441	General Supplies	\$1,039.42
		100.108.0000.000.2620.610.10208.31.00 Check #: 2441	General Supplies	\$176.89
		100.108.0000.000.2620.610.10209.10.00 Check #: 2441	General Supplies	\$460.59
		100.108.0000.000.2620.610.10303.10.00 Check #: 2441	General Supplies	\$54.01
		100.108.0000.000.2620.610.10601.32.00 Check #: 2441	General Supplies	\$160.56

Lyon County School District

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.122.0000.000.2620.610.10202.10.00 Check #: 2441	General Supplies	\$519.26
		100.133.0000.000.2620.430.10303.10.00 Check #: 2441	Repairs and Maintenance Services	\$319.38
		100.135.0000.000.2620.610.10305.31.00 Check #: 2441	General Supplies	\$764.68
			Vendor Total:	\$4,166.90
ROBIN L. TITUS	102690	285.781.0000.200.2100.340.10000.00.00 Check #: 2442	Other Professional Services	\$2,190.00
			Vendor Total:	\$2,190.00
ROBINSON, RYAN		100.170.0000.000.2700.610.10000.00.00 Check #: 2443	General Supplies	\$230.32
				<u>268</u>
			Vendor Total:	\$230.32
SAVAGE AND SON		100.108.0000.000.2620.430.10203.10.00 Check #: 2444	Repairs and Maintenance Services	\$27,684.00
			Vendor Total:	\$27,684.00
SHERWIN-WILLIAMS	18882	100.164.0000.000.2620.430.10604.32.00 Check #: 2445	Repairs and Maintenance Services	\$458.90
			Vendor Total:	\$458.90
SHRED-IT USA		100.101.0000.000.2500.421.10000.00.00 Check #: 2446	Garbage / Disposal	\$189.00
		100.163.0000.000.2410.421.10603.32.00 Check #: 2446	Garbage / Disposal	\$147.00
			Vendor Total:	\$336.00
SIERRA NEVADA CONSTRUCTION	100844	100.108.0000.000.2620.430.10304.20.00 Check #: 2447	Repairs and Maintenance Services	\$2,820.00

Lyon County School District

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Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$2,820.00
SILVER SPRINGS G.I.D	19181	100.108.0000.000.2610.411.10000.00.00	Water / Sewer	\$4,435.20
		Check #: 2448		
			Vendor Total:	\$4,435.20
SILVER SPRINGS MUTUAL WATER CO	19183	100.108.0000.000.2610.411.10000.00.00	Water / Sewer	\$34,711.37
		Check #: 2449		
		100.170.0000.000.2730.411.10000.00.00	Water / Sewer	\$78.00
		Check #: 2449		
			Vendor Total:	\$34,789.37
SLAKEY BROTHERS INC.	19350	100.108.0000.000.2620.610.10210.10.00	General Supplies	\$6,456.00
		Check #: 2450		269
			Vendor Total:	\$6,456.00
SPENCER, MARA		280.639.0000.200.2213.581.10000.00.00	Travel – Instructional Licensed Personnel	\$345.87
		Check #: 2451		
			Vendor Total:	\$345.87
TEACHER INNOVATIONS, INC.		280.633.0000.000.2200.653.10209.10.00	Web-based and similar programs	\$324.00
		Check #: 2452		
			Vendor Total:	\$324.00
THE FLAG STORE SIGN AND BANNER, INC	7716	100.161.0000.000.2410.610.10601.32.00	General Supplies	\$557.00
		Check #: 2453		
			Vendor Total:	\$557.00
TORTOLAN, I VICTORIA		100.170.0000.000.2710.810.10000.00.00	Dues and Fees	\$57.25
		Check #: 2454		
			Vendor Total:	\$57.25

Lyon County School District

Voucher Supplement Account Summary

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Vendor Remit Name	Vendor #	Account	Description	Amount
TREETOP PRODUCTS, LC		100.129.0000.000.2630.612.10209.10.00	Inventoried Supplies/Equipment <\$5000	\$14,112.31
		Check #: 2455		
			Vendor Total:	\$14,112.31
VERIZON WIRELESS_21703	21703	100.104.0000.000.2210.534.10000.00.00	Telephone – Cell phone services	\$970.25
		Check #: 2456		
		100.170.0000.000.2710.534.10000.00.00	Telephone – Cell phone services	\$210.41
		Check #: 2456		
			Vendor Total:	\$1,180.66
VERIZON WIRELESS_21703	21703	100.101.0000.000.2510.534.10000.00.00	Telephone – Cell phone services	(\$446.74)
		Check #: 2457		
		100.104.0000.000.2210.534.10000.00.00	Telephone – Cell phone services	\$359.70
		Check #: 2457		
		100.107.0000.000.2580.534.10000.00.00	Telephone – Cell phone services	\$32.03
		Check #: 2457		
		100.108.0000.000.2620.534.10000.00.00	Telephone – Cell phone services	\$441.54
		Check #: 2457		
		100.125.0000.000.2410.533.10205.10.00	Telephone – Land Line phone services	\$167.08
		Check #: 2457		
		100.170.0000.000.2710.534.10000.00.00	Telephone – Cell phone services	\$167.08
		Check #: 2457		
		250.105.0000.000.2321.535.10000.00.00	Data Communications, Internet, Video, T-lines, etc	\$180.84
		Check #: 2457		
		290.180.0000.000.3100.534.10000.00.00	Telephone – Cell phone services	\$287.11
		Check #: 2457		
			Vendor Total:	\$1,188.25
VERIZON WIRELESS_21703	21703	100.101.0000.000.2520.534.10000.00.00	Telephone – Cell phone services	\$445.58
		Check #: 2458		

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Vendor Remit Name	Vendor #	Account	Description	Amount
		100.104.0000.000.2210.535.10000.00.00 Check #: 2458	Data Communications, Internet, Video, T-lines, etc	\$418.59
		100.107.0000.000.2580.534.10000.00.00 Check #: 2458	Telephone – Cell phone services	\$90.29
		100.108.0000.000.2620.534.10000.00.00 Check #: 2458	Telephone – Cell phone services	\$726.74
		100.125.0000.000.2410.533.10205.10.00 Check #: 2458	Telephone – Land Line phone services	\$178.53
		100.170.0000.000.2710.534.10000.00.00 Check #: 2458	Telephone – Cell phone services	\$674.22
		250.105.0000.000.2321.535.10000.00.00 Check #: 2458	Data Communications, Internet, Video, T-lines, etc	\$178.53
			Vendor Total:	\$2,712.48
VERIZON WIRELESS_21703	21703			271
		100.101.0000.000.2310.535.10000.00.00 Check #: 2459	Data Communications, Internet, Video, T-lines, etc	\$223.26
		100.101.0000.000.2520.534.10000.00.00 Check #: 2459	Telephone – Cell phone services	\$139.49
		100.107.0000.000.2580.534.10000.00.00 Check #: 2459	Telephone – Cell phone services	\$1,437.18
		100.108.0000.000.2620.534.10000.00.00 Check #: 2459	Telephone – Cell phone services	\$1,278.95
		100.170.0000.000.2710.534.10000.00.00 Check #: 2459	Telephone – Cell phone services	\$198.20
		250.105.0000.000.2321.535.10000.00.00 Check #: 2459	Data Communications, Internet, Video, T-lines, etc	\$125.52
			Vendor Total:	\$3,402.60
VESTIS				
		100.121.0000.000.2620.610.10201.10.00 Check #: 2460	General Supplies	\$69.52
		100.170.0000.000.2730.619.10000.00.00 Check #: 2460	Uniforms	\$1,688.87

Lyon County School District

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Voucher Batch Number: 1062

09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
Vendor Total:				\$1,758.39
WEDCO INC.	22320	100.108.0000.000.2620.610.10205.10.00	General Supplies	\$441.48
		Check #: 2461		
		100.108.0000.000.2620.610.10210.10.00	General Supplies	\$22.88
		Check #: 2461		
		100.108.0000.000.2620.610.10305.31.00	General Supplies	\$717.76
		Check #: 2461		
Vendor Total:				\$1,182.12
WELLS FARGO VENDOR FINANCIAL SERVICES		230.231.0000.610.2500.443.10000.00.00	Rentals of Computers and Related Equipment	\$172.02
		Check #: 2462		
Vendor Total:				\$172.02 272
WORKMAN, OAKLEY		100.101.0000.100.1000.610.10000.00.00	General Supplies	\$307.20
		Check #: 2463		
Vendor Total:				\$307.20
XEROX CORPORATION		250.105.0000.200.2319.430.10000.00.00	Repairs and Maintenance Services	\$16.46
		Check #: 2464		
		250.105.0000.200.2319.442.10000.00.00	Rental of Equipment and Vehicles	\$17.61
		Check #: 2464		
Vendor Total:				\$34.07
Grand Total:				\$814,626.16

End of Report

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Voucher Batch Number: 1063

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Vendor Remit Name	Vendor #	Account	Description	Amount
ACE HARDWARE	200	100.163.0000.000.2620.610.10603.32.00 0	General Supplies	\$992.67
			Vendor Total:	\$992.67
AMAZON BUSINESS		100.122.0000.100.1000.610.10202.10.00 0	General Supplies	\$116.99
		100.123.0000.000.2410.610.10203.10.00 0	General Supplies	\$229.49
		100.123.0000.100.1000.616.10203.10.00 0	Teacher Supplies	\$414.96
		100.127.0000.000.2410.610.10210.10.00 0	General Supplies	\$420.75
		100.128.0000.000.2620.610.10211.10.00 0	General Supplies	(\$1,137.11)
		100.129.0000.100.1000.610.10209.10.00 0	General Supplies	\$4,228.96
		100.132.0000.100.1000.610.10302.20.00 0	General Supplies	\$1,696.62
		100.133.0000.000.2410.610.10303.10.00 0	General Supplies	\$123.10
		100.133.0000.100.1000.610.10303.10.00 0	General Supplies	\$651.58
		100.136.0000.100.1000.610.10208.31.00 0	General Supplies	\$3,515.56
		100.161.0000.000.2120.610.10601.32.00 0	General Supplies	\$21.89
		100.161.0000.100.1000.610.10601.32.00 0	General Supplies	\$554.78
		100.161.0000.190.1000.610.10601.32.00 0	General Supplies	\$1,967.51
		100.161.0000.194.1000.610.10601.32.00 0	General Supplies	\$0.00
		100.161.0000.383.1000.610.10601.32.00 0	General Supplies	\$41.41
		100.162.0000.000.2620.610.10602.50.00 0	General Supplies	\$285.86

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1063

09/19/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.162.0000.103.1000.610.10602.50.00 0	General Supplies	\$589.74
		100.162.0000.170.1000.610.10602.50.00 0	General Supplies	\$18.03
		100.162.0000.920.1000.610.10602.50.00 0	General Supplies	\$186.98
		100.170.0000.000.2700.610.10000.00.00 0	General Supplies	\$53.97
		240.289.0000.000.2200.610.10000.00.00 0	General Supplies	\$100.37
		240.289.0000.100.1000.640.10000.00.00 0	FY21 Grants Budget Load-SB467 Zoom	\$246.20
		240.300.0000.370.1000.610.10601.32.00 0	General Supplies	\$24.99
		280.633.0000.000.2100.610.10205.10.00 0	General Supplies	\$3,736.27
		280.752.0000.000.2100.610.10000.00.00 0	General Supplies	\$2,913.18
		280.752.0000.000.3300.610.10000.00.00 0	General Supplies	\$1,515.76
			Vendor Total:	\$22,518.84
BRYSON SALES & SERVICE	2380			
		100.170.0000.000.2710.614.10000.00.00 0	Parts	\$21,006.34
			Vendor Total:	\$21,006.34
BSN SPORTS				
		100.101.0000.920.1000.610.10601.32.00 0	General Supplies	\$15,209.00
		100.101.0000.920.1000.610.10603.32.00 0	General Supplies	\$5,218.00
		100.101.0000.920.1000.610.10604.32.00 0	General Supplies	\$2,912.00
		100.101.0000.920.1000.610.10605.32.00 0	General Supplies	\$1,447.68
		100.162.0000.920.1000.610.10602.50.00 0	General Supplies	\$99.00

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1063

09/19/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.163.0000.920.1000.610.10603.32.00 0	General Supplies	\$4,831.83
			Vendor Total:	\$29,717.51
CAPITAL CITY AUTO PARTS	102852			
		100.170.0000.000.2700.610.10000.00.00 0	General Supplies	\$157.62
		100.170.0000.000.2710.614.10000.00.00 0	Parts	\$819.70
			Vendor Total:	\$977.32
CDW, LLC	100170			
		100.107.0000.000.2580.651.10000.00.00 0	Supplies - Technology - Software	\$66,775.14
			Vendor Total:	\$66,775.14
CLARK & ASSOCIATES OF NEVADA, INC.				
		100.102.0000.000.2570.340.10000.00.00 0	Other Professional Services	\$1,852.76
			Vendor Total:	\$1,857.15
CMC TIRE				
		100.170.0000.000.2700.610.10000.00.00 0	General Supplies	\$122.48
		100.170.0000.000.2710.430.10000.00.00 0	Repairs and Maintenance Services	\$142.50
		100.170.0000.000.2730.611.10000.00.00 0	Tires/Flooring	\$3,472.92
			Vendor Total:	\$3,737.90
EFMLA, INC				
		100.102.0000.000.2570.340.10000.00.00 0	Other Professional Services	\$1,495.00
			Vendor Total:	\$1,495.00
FLYERS ENERGY, LLC	102216			
		100.170.0000.000.2730.613.10000.00.00 0	Oil & Lubricants	\$431.46
			Vendor Total:	\$431.46
MACLEOD WATTS, INC.				

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1063

09/19/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.101.0000.000.2510.340.10000.00.00 0	Other Professional Services	\$3,800.00
			Vendor Total:	\$3,800.00
RENO FORKLIFT	17440			
		100.161.0000.000.2410.610.10601.32.00 0	General Supplies	\$3,591.25
			Vendor Total:	\$3,591.25
TEACHING STRATEGIES, LLC				
		240.290.0000.100.1000.653.10000.10.00 0	Web-based and similar programs	\$3,495.00
			Vendor Total:	\$3,495.00
WALKER LAKE DISPOSAL INC.	102157			
		100.108.0000.000.2610.421.10000.00.00 0	Garbage / Disposal	\$572.00
			Vendor Total:	\$572.00
			Grand Total:	\$160,967.58

End of Report

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1064

09/19/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
A T & T MONTHLY STATEMENT	99712	100.101.0000.000.2670.533.10201.10.00	Telephone – Land Line phone services Check #: 2465	\$5,927.99
		100.101.0000.000.2670.533.10210.10.00	Telephone – Land Line phone services Check #: 2465	\$2,186.64
		100.170.0000.000.2710.533.10000.00.00	Telephone – Land Line phone services Check #: 2465	\$231.55
			Vendor Total:	<u>\$8,346.18</u>
ADVANCED INTEGRATED PEST MANAGEMENT		100.163.0000.000.2620.430.10603.32.00	Repairs and Maintenance Services Check #: 2466	\$150.00
			Vendor Total:	<u>\$150.00</u>
BOTTS, SYDNEY M		280.631.0000.300.2213.580.10000.00.00	Travel Check #: 2467	\$162.78
			Vendor Total:	<u>\$162.78</u>
BUSWEST		100.170.0000.000.2710.614.10000.00.00	Parts Check #: 2468	\$738.48
			Vendor Total:	<u>\$738.48</u>
CHRIS WARD	102301	100.170.0000.000.2710.580.10000.00.00	Staff Travel Check #: 2469	\$83.50
			Vendor Total:	<u>\$83.50</u>
CREATIVE RECREATIONAL SYSTEMS, INC		310.034.0000.000.4600.739.10303.10.00	Other Equipment Check #: 2470	\$28,916.32
			Vendor Total:	<u>\$28,916.32</u>
D & S WASTE REMOVAL, INC	4960	100.163.0000.310.1000.610.10603.32.00	General Supplies Check #: 2471	\$12.00

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1064

09/19/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$12.00
DEPARTMENT OF PUBLIC SAFETY	14394	100.102.0000.000.2570.340.10000.00.00	Other Professional Services	\$1,590.25
		Check #: 2472		
			Vendor Total:	\$1,590.25
FRONTIER	21702	100.162.0000.000.2410.533.10602.50.00	Telephone – Land Line phone services	\$169.72
		Check #: 2473		
		100.163.0000.000.2410.533.10603.32.00	Telephone – Land Line phone services	\$259.42
		Check #: 2473		
			Vendor Total:	\$429.14
HEALTHY COMMUNITIES COALITION		280.752.0000.000.2100.300.10000.00.00	Purchased Professional and Technical Services	\$456.00
		Check #: 2474		280
		280.913.0000.000.2100.320.10000.00.00	Professional Educational Services	\$8,180.04
		Check #: 2474		
			Vendor Total:	\$8,636.04
KIMBALL MIDWEST	96824	100.170.0000.000.2710.614.10000.00.00	Parts	\$3,189.33
		Check #: 2475		
			Vendor Total:	\$3,189.33
LYON COUNTY SCHOOL DIST._99346	99346	100.102.0000.000.2570.615.10000.00.00	Snacks, Food & Beverages	\$96.20
		Check #: 2476		
			Vendor Total:	\$96.20
MDVIP		100.102.0000.000.2570.340.10000.00.00	Other Professional Services	\$61,650.00
		Check #: 2477		
			Vendor Total:	\$61,650.00
NEDRP, LLC		240.787.0000.000.2213.320.10000.00.00	Professional Educational Services	\$55,250.00
		Check #: 2478		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1064

09/19/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
				Vendor Total:
				\$55,250.00
NEVADA EMPLOYMENT SECURITY DIVISION		704.102.0000.000.2319.260.10000.00.00	Unemployment Compensation	\$130.45
		Check #: 2479		
				Vendor Total:
				\$130.45
PITNEY BOWES GLOBAL FINANCIAL	101970	100.165.0000.000.2410.610.10605.32.00	General Supplies	\$182.58
		Check #: 2480		
				Vendor Total:
				\$182.58
PURCHASE POWER	16968	100.163.0000.000.2410.531.10603.32.00	Postage	\$421.54
		Check #: 2481		
		100.165.0000.000.2410.531.10605.32.00	Postage	\$132.06
		Check #: 2481		281
				Vendor Total:
				\$553.60
RENO MEDIA GROUP, LP		100.102.0000.000.2570.540.10000.00.00	Advertising	\$2,500.00
		Check #: 2482		
		280.642.0000.200.2900.540.10000.00.00	Advertising	\$1,000.00
		Check #: 2482		
		280.732.0000.100.2300.540.10000.00.00	Advertising	\$2,500.00
		Check #: 2482		
				Vendor Total:
				\$6,000.00
ROUND UP AWARDS LLC	17901	100.104.0000.000.2210.610.10000.00.00	General Supplies	\$435.00
		Check #: 2483		
				Vendor Total:
				\$435.00
SIERRA NEVADA CONSTRUCTION	100844	100.108.0000.000.2620.430.10302.20.00	Repairs and Maintenance Services	\$9,450.00
		Check #: 2484		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1064

09/19/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		340.101.0000.000.4600.450.10203.10.00	Construction Services	\$14,950.00
		Check #: 2484		
		340.101.0000.000.4600.450.10205.10.00	Construction Services	\$22,860.00
		Check #: 2484		
		340.101.0000.000.4600.450.10304.20.00	Construction Services	\$24,330.00
		Check #: 2484		
			Vendor Total:	\$71,590.00
STATE OF NEVADA-DIVISION OF INSURANCE				
		100.102.0000.000.2570.270.10000.00.00	Workers" Compensation	\$1,300.00
		Check #: 2485		
			Vendor Total:	\$1,300.00
SWAIN, DOWAIN III				
		280.631.0000.300.2213.580.10000.00.00	Travel	\$295.80
		Check #: 2486		282
			Vendor Total:	\$295.80
TAYLOR, NICOLE				
		280.776.0000.300.2213.580.10000.00.00	Staff Travel	\$367.62
		Check #: 2487		
			Vendor Total:	\$367.62
THE BRUMAN GROUP, PLLC				
		280.633.0000.000.2515.330.10000.00.00	Professional Employee Training & Development Serv	\$6,180.00
		Check #: 2488		
			Vendor Total:	\$6,180.00
THE PARTS HOUSE	23100			
		100.170.0000.000.2710.614.10000.00.00	Parts	\$2,284.90
		Check #: 2489		
		100.170.0000.000.2730.617.10000.00.00	Batt & Antifreeze	\$47.67
		Check #: 2489		
			Vendor Total:	\$2,332.57
WHITEHEAD, PATRICK	100312			

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1064

09/19/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		280.631.0000.300.2213.580.10000.00.00	Travel	\$359.00
		Check #: 2490		
			Vendor Total:	\$359.00
XEROX CORPORATION		100.163.0000.000.2410.442.10603.32.00	Rental of Equipment and Vehicles	\$357.17
		Check #: 2491		
		100.163.0000.100.1000.430.10603.32.00	Repairs and Maintenance Services	\$84.97
		Check #: 2491		
		100.165.0000.000.2410.442.10605.32.00	Rental of Equipment and Vehicles	\$334.98
		Check #: 2491		
		100.165.0000.100.1000.430.10605.32.00	Repairs and Maintenance Services	\$59.17
		Check #: 2491		
			Vendor Total:	\$836.29
XEROX FINANCIAL SERVICES		100.107.0000.000.2580.442.10000.00.00	Rental of Equipment and Vehicles	283
		Check #: 2492		\$22.19
		100.170.0000.000.2710.442.10000.00.00	Rental of Equipment and Vehicles	\$266.28
		Check #: 2492		
			Vendor Total:	\$288.47
ZARAZUA, YESSENIA		100.163.0000.915.1000.610.10603.32.00	General Supplies	\$546.00
		Check #: 2493		
			Vendor Total:	\$546.00
			Grand Total:	\$260,647.60

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1097 Voucher Date: 09/26/2024 Prepared By: _____

Printed: 09/26/2024 03:28:49 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$216,292.28 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

Phil Cowee. President

Bridget Peterson Clerk

Neal McIntyre II Member

Tom Hendrix Member

Sherry Parsons Member

Holly Villines Member

Darin Farr Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$94,238.82
230	Adult Education	\$2,100.00
240	State Grants	\$19,610.31
250	Special Education	\$9,200.00
280	Federal Funds	\$17,826.28
310	Residential Construction Tax	\$40,922.62
360	Bond Issues	\$32,394.25
		<hr/> <hr/>
		\$216,292.28

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1097

09/26/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
3D CONCRETE, INC.	103064	100.108.0000.000.2620.610.10203.10.00	General Supplies	\$148.34
		0		
		100.108.0000.000.2620.610.10206.10.00	General Supplies	\$158.05
		0		
		100.108.0000.000.2620.610.10303.10.00	General Supplies	\$759.90
		0		
			Vendor Total:	\$1,066.29
ACE HARDWARE	200	100.108.0000.000.2620.610.10000.00.00	General Supplies	\$74.82
		0		
		100.122.0000.000.2620.610.10202.10.00	General Supplies	\$523.87
		0		
			Vendor Total:	\$598.69
ADVANCED CHILD BEHAVIOR SOLUTIONS,LLC	102918			285
		280.639.0000.200.2240.340.10000.00.00	Other Professional Services	\$2,059.50
		0		
			Vendor Total:	\$2,059.50
ADVANCED CLASSROOM TECH	102814	240.300.0000.360.1000.652.10601.32.00	Inventoried Supplies/Equipment – IT Related	\$3,299.00
		0	<\$5000	
			Vendor Total:	\$3,299.00
ADVANCED INTEGRATED PEST MANAGEMENT		100.121.0000.000.2620.422.10201.10.00	Janitorial / Custodial Services	\$189.00
		0		
		100.122.0000.100.1000.430.10202.10.00	Repairs and Maintenance Services	\$150.00
		0		
		100.125.0000.000.2620.430.10205.10.00	Repairs and Maintenance Services	\$262.00
		0		
		100.132.0000.000.2620.422.10302.20.00	Janitorial / Custodial Services	\$150.00
		0		
		100.132.0000.000.2620.430.10302.20.00	Repairs and Maintenance Services	\$150.00
		0		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1097

09/26/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
				Vendor Total:
AMAZON BUSINESS				\$901.00
		100.101.0000.000.2510.610.10000.00.00 0	General Supplies	\$432.28
		100.122.0000.100.1000.610.10202.10.00 0	General Supplies	\$278.99
		100.123.0000.000.2410.610.10203.10.00 0	General Supplies	\$86.97
		100.123.0000.100.1000.616.10203.10.00 0	Teacher Supplies	\$329.74
		100.127.0000.000.2410.610.10210.10.00 0	General Supplies	\$285.88
		100.127.0000.100.1000.610.10210.10.00 0	General Supplies	\$1,719.85
		100.127.0000.100.1000.616.10210.10.00 0	Teacher Supplies	\$313.22
		100.128.0000.000.2410.610.10211.10.00 0	General Supplies	\$187.50
		100.128.0000.100.1000.610.10211.10.00 0	General Supplies	\$119.96
		100.132.0000.100.1000.610.10302.20.00 0	General Supplies	\$2,297.30
		100.135.0000.100.1000.610.10305.31.00 0	General Supplies	\$1,137.98
		100.170.0000.000.2700.610.10000.00.00 0	General Supplies	\$1,089.57
		240.300.0000.310.1000.610.10601.32.00 0	General Supplies	\$83.16
		240.300.0000.320.1000.610.10604.32.00 0	General Supplies	\$71.99
		240.300.0000.330.1000.640.10000.00.00 0	Books and Periodicals	\$373.16
		240.300.0000.370.1000.610.10601.32.00 0	General Supplies	\$1,210.70
		240.300.0000.395.1000.610.10603.32.00 0	General Supplies	\$1,944.46

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1097

09/26/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		240.308.0000.330.1000.610.10000.00.00 0	General Supplies	\$360.00
		280.629.0000.100.1000.610.10000.00.00 0	General Supplies	\$997.32
		280.629.0000.100.1000.640.10000.00.00 0	Books and Periodicals	\$324.50
		280.631.0000.380.1000.610.10605.32.00 0	General Supplies	\$239.32
		280.637.0000.300.1000.610.10000.00.00 0	General Supplies	\$293.87
		280.709.0000.000.2213.610.10000.00.00 0	General Supplies	\$385.26
		280.709.0000.000.2213.640.10000.00.00 0	Books and Periodicals	\$2,278.79
		280.784.0000.300.1000.610.10000.00.00 0	General Supplies	\$842.11
		280.912.0000.300.1000.610.10000.00.00 0	General Supplies	\$488.23
				287
			Vendor Total:	\$18,172.11
AUDIO ENHANCEMENT, INC	99350			
		360.022.0000.000.4700.734.10205.10.00 0	Technology-Related Hardware	\$22,271.00
			Vendor Total:	\$22,271.00
AUTO & TRUCK ELECTRIC, INC	1382			
		100.170.0000.000.2710.614.10000.00.00 0	Parts	\$405.00
		100.170.0000.000.2730.617.10000.00.00 0	Batt & Antifreeze	\$950.00
			Vendor Total:	\$1,355.00
BIG R FERNLEY				
		100.108.0000.000.2620.610.10203.10.00 0	General Supplies	\$81.34
		100.108.0000.000.2620.610.10206.10.00 0	General Supplies	\$6.95
		100.108.0000.000.2620.610.10601.32.00 0	General Supplies	\$22.68

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1097

09/26/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.123.0000.000.2620.610.10203.10.00 0	General Supplies	\$55.97
		100.129.0000.000.2620.610.10209.10.00 0	General Supplies	\$32.97
			Vendor Total:	\$199.91
CFBR STRUCTURAL GROUP, LLC		310.035.0000.000.4600.340.10604.32.00 0	Other Professional Services	\$3,000.00
			Vendor Total:	\$3,000.00
CONNECTIONS SPEECH&LANGUAGE SERVICES LLC		250.101.0000.200.2150.340.10000.00.00 0	Other Professional Services	\$9,200.00
			Vendor Total:	\$9,200.00
CREATIVE RECREATIONAL SYSTEMS, INC		310.034.0000.000.4600.739.10203.10.00 0	Other Equipment	288 \$37,922.62
			Vendor Total:	\$37,922.62
DYSLEXIA ON DEMAND		280.639.0000.200.1000.653.10000.00.00 0	Web-based and similar programs	\$1,002.50
			Vendor Total:	\$1,002.50
GENE WATSON	22210	100.108.0000.000.2620.422.10000.00.00 0	Janitorial / Custodial Services	\$1,044.32
			Vendor Total:	\$1,044.32
HENRIKSEN BUTLER NEVADA, LLC		100.101.0000.000.2510.610.10000.00.00 0	General Supplies	\$10,017.54
			Vendor Total:	\$10,017.54
HOUGHTON MIFFLIN HARCOURT PUBLISHING CO		100.109.0000.100.1000.640.10000.00.00 0	Books and Periodicals	\$6,746.85

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1097

09/26/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$6,746.85
IMAGINE LEARNING, LLC		100.104.0000.100.1000.653.10000.00.00 0	Web-based and similar programs	\$22,200.00
			Vendor Total:	\$22,200.00
LUMOS AND ASSOCIATES, INC	11860	360.023.0000.000.4300.340.10000.00.00 0	Other Professional Services	\$10,123.25
			Vendor Total:	\$10,123.25
NAPA AUTO & TRUCK PARTS_99614	99614	100.170.0000.000.2710.614.10000.00.00 0	Parts	\$364.91
		100.170.0000.000.2730.617.10000.00.00 0	Batt & Antifreeze	\$459.03
			Vendor Total:	\$823.94
OFFICE DEPOT	15366	100.123.0000.000.2410.650.10203.10.00 0	Supplies-Information Technology-related	\$179.99
		100.123.0000.100.1000.610.10203.10.00 0	General Supplies	\$776.78
		100.126.0000.100.1000.610.10206.10.00 0	General Supplies	\$1,022.87
		100.128.0000.100.1000.610.10211.10.00 0	General Supplies	\$2,536.79
		100.164.0000.100.1000.610.10604.32.00 0	General Supplies	\$326.00
			Vendor Total:	\$4,842.43
PAPE MACHINERY INC		100.170.0000.000.2710.430.10000.00.00 0	Repairs and Maintenance Services	\$389.81
		100.170.0000.000.2710.614.10000.00.00 0	Parts	\$209.57
			Vendor Total:	\$599.38
PRO-VISION, INC.	101926			

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1097

09/26/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.170.0000.000.2700.651.10000.00.00 0	Supplies – Technology – Software	\$5,011.16
			Vendor Total:	\$5,011.16
PROCARE THERAPY		280.719.0000.440.2100.300.10000.00.00 0	Purchased Professional and Technical Services	\$7,298.88
			Vendor Total:	\$7,298.88
SILVER STATE INTERNATIONAL		100.170.0000.000.2710.614.10000.00.00 0	Parts	\$2,111.48
			Vendor Total:	\$2,111.48
TRANE U.S. INC		100.108.0000.000.2620.730.10210.10.00 0	Equipment	\$25,570.00
			Vendor Total:	\$25,570.00
TRILOGY EDUCATION CONSULTING		280.639.0000.200.2200.340.10000.00.00 0	Other Professional Services	\$500.00
			Vendor Total:	\$500.00
UNITY SCHOOL BUS PARTS	21378	100.170.0000.000.2710.614.10000.00.00 0	Parts	\$866.98
			Vendor Total:	\$866.98
WALKER LAKE DISPOSAL INC.	102157	100.108.0000.000.2610.421.10000.00.00 0	Garbage / Disposal	\$1,281.00
			Vendor Total:	\$1,281.00
WESTERN NEVADA SUPPLY	22580	100.108.0000.000.2620.610.10206.10.00 0	General Supplies	\$392.99
		100.161.0000.000.2620.610.10601.32.00 0	General Supplies	\$330.62
			Vendor Total:	\$723.61

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1097

09/26/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
WHS HOMES		240.300.0000.380.1000.610.10605.32.00 0	General Supplies	\$7,758.33
		240.300.0000.380.1000.612.10605.32.00 0	FY 19 ADOPTED BUDGET	\$4,509.51
		280.912.0000.300.1000.610.10000.00.00 0	General Supplies	\$1,116.00
			Vendor Total:	<u>\$13,383.84</u>
YERINGTON THEATRE FOR THE ARTS	100157	230.231.0000.610.1000.441.10909.41.00 0	Renting Land and Buildings	\$2,100.00
			Vendor Total:	<u>\$2,100.00</u>
			Grand Total:	<u>\$216,292.28</u>

End of Report

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LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1098 Voucher Date: 09/26/2024 Prepared By: _____

Printed: 10/15/2024 09:36:32 AM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$93,014.07 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

Phil Cowee. President

Bridget Peterson Clerk

Neal McIntyre II Member

Tom Hendrix Member

Sherry Parsons Member

Holly Villines Member

Darin Farr Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$53,465.01
230	Adult Education	\$361.76
250	Special Education	\$9,192.50
280	Federal Funds	\$29,994.80
		<hr/> <hr/>
		\$93,014.07

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1098

09/26/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
ALHAMBRA WATER	97540	100.109.0000.000.2213.615.10000.00.00	Snacks, Food & Beverages	\$34.94
		Check #: 2494		
			Vendor Total:	\$34.94
ANGLE, VINCENT		280.709.0000.000.2213.580.10000.00.00	Staff Travel	\$265.00
		Check #: 2495		
			Vendor Total:	\$265.00
BECKWITH, PAIGE		280.732.0000.000.2100.810.10000.00.00	Dues and Fees	\$230.00
		Check #: 2496		
		280.732.0000.000.2200.330.10000.00.00	Professional Employee Training & Development Serv	\$30.00
		Check #: 2496		
			Vendor Total:	\$260.00
BUNYARD, CARI	96835	280.709.0000.000.2213.580.10303.10.00	Staff Travel	\$222.93
		Check #: 2497		
			Vendor Total:	\$222.93
C & L COATINGS, INC	2652	100.108.0000.000.2620.610.10000.00.00	General Supplies	\$8,096.00
		Check #: 2498		
			Vendor Total:	\$8,096.00
C. I. SOLUTIONS		100.170.0000.000.2710.340.10000.00.00	Other Professional Services	\$1,495.00
		Check #: 2499		
			Vendor Total:	\$1,495.00
CAREERSAFE		280.912.0000.300.1000.340.10000.00.00	Other Professional Services	\$1,920.00
		Check #: 2500		
			Vendor Total:	\$1,920.00
CARSON DODGE CHRYSLER	3125			

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1098

09/26/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.170.0000.000.2650.430.10000.00.00	Repairs and Maintenance Services	\$2,070.79
		Check #: 2501		
			Vendor Total:	\$2,070.79
DOWL, LLC		100.108.0000.000.2620.340.10000.00.00	Other Professional Services	\$37.50
		Check #: 2502		
			Vendor Total:	\$37.50
FRANTZ, KELLY		280.639.0000.200.2213.581.10000.00.00	Travel – Instructional Licensed Personnel	\$265.91
		Check #: 2503		
			Vendor Total:	\$265.91
GOALBOOK		280.639.0000.200.2200.653.10000.00.00	Web-based and similar programs	\$23,800.00
		Check #: 2504		294
			Vendor Total:	\$23,800.00
HENSON, RAE A		280.639.0000.200.2213.331.10000.00.00	Training & Development–Instruct Licensed Personnel	\$95.00
		Check #: 2505		
			Vendor Total:	\$95.00
HIGH SIERRA ELEVATOR INSPECTIONS		100.108.0000.000.2620.430.10601.32.00	Repairs and Maintenance Services	\$526.58
		Check #: 2506		
			Vendor Total:	\$526.58
JOSTENS_10600	10600	100.104.0000.100.1000.610.10000.00.00	General Supplies	\$17.70
		Check #: 2507		
			Vendor Total:	\$17.70
LOUIE'S HOME CENTER		100.108.0000.000.2620.610.10203.10.00	General Supplies	\$243.45
		Check #: 2508		
		100.170.0000.000.2700.610.10000.00.00	General Supplies	\$51.78
		Check #: 2508		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1098

09/26/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$295.23
M.F. BARCELLOS, INC	1560	100.170.0000.000.2730.623.10000.00.00	Bottled Gas	\$42.00
		Check #: 2509		
			Vendor Total:	\$42.00
MATTA, SAGE		250.101.0000.200.2160.340.10000.00.00	Other Professional Services	\$1,662.50
		Check #: 2510		
			Vendor Total:	\$1,662.50
MEEKS BUILDING SUPPLY	12930	100.108.0000.000.2620.610.10203.10.00	General Supplies	\$161.58
		Check #: 2511		
			Vendor Total:	\$161.58
MYSTERY SCIENCE INC.		280.633.0000.000.2200.653.10203.10.00	Web-based and similar programs	\$1,999.00
		Check #: 2512		
			Vendor Total:	\$1,999.00
NEVADA DRUG & ALCOHOL TESTING INC	101753	100.170.0000.000.2710.340.10000.00.00	Other Professional Services	\$339.00
		Check #: 2513		
			Vendor Total:	\$339.00
NOMICOS, DAVID		280.732.0000.000.2100.810.10000.00.00	Dues and Fees	\$50.00
		Check #: 2514		
			Vendor Total:	\$50.00
PARTS TOWN LLC		100.108.0000.000.2620.610.10206.10.00	General Supplies	\$2,135.31
		Check #: 2515		
			Vendor Total:	\$2,135.31
PITNEY BOWES GLOBAL FINANCIAL	101970			

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1098

09/26/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.121.0000.000.2410.442.10201.10.00	Rental of Equipment and Vehicles	\$65.97
		Check #: 2516		
			Vendor Total:	\$65.97
REFRIGERATION SUPPLIES DISTRIBUTOR	96586			
		100.108.0000.000.2620.610.10000.00.00	General Supplies	\$11,097.36
		Check #: 2517		
		100.108.0000.000.2620.610.10305.31.00	General Supplies	\$1,511.96
		Check #: 2517		
		100.108.0000.000.2620.610.10601.32.00	General Supplies	\$85.68
		Check #: 2517		
		100.108.0000.000.2620.610.10603.32.00	General Supplies	\$1,447.32
		Check #: 2517		
			Vendor Total:	\$14,142.32
ROSEBERRY, TAMARA				296
		280.639.0000.200.2213.586.10000.00.00	Travel – Other Classified/support Personnel	\$175.04
		Check #: 2518		
			Vendor Total:	\$175.04
SHRED-IT USA				
		230.231.0000.610.1000.350.10000.00.00	Technical Services	\$16.00
		Check #: 2519		
			Vendor Total:	\$16.00
SILVER STATE SIGN LANGUAGE LLC				
		250.101.0000.200.2100.340.10000.00.00	Other Professional Services	\$7,530.00
		Check #: 2520		
			Vendor Total:	\$7,530.00
SWANK MOVIE LICENSING USA				
		100.121.0000.000.2410.610.10201.10.00	General Supplies	\$601.00
		Check #: 2521		
		100.122.0000.100.1000.610.10202.10.00	General Supplies	\$580.00
		Check #: 2521		
		100.136.0000.000.2410.653.10208.31.00	Web-based and similar programs	\$647.00
		Check #: 2521		

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1098

09/26/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$1,828.00
THE OFFICE SHIPPING & MAILBOXES	101458	100.104.0000.000.2210.640.10000.00.00	Books and Periodicals	\$425.00
		Check #: 2522		
			Vendor Total:	\$425.00
TOOLS FOR SCHOOLS, INC		100.109.0000.000.2220.651.10000.00.00	Supplies - Technology - Software	\$16,250.00
		Check #: 2523		
			Vendor Total:	\$16,250.00
TRUCKEE TAHOE LUMBER CO		280.912.0000.300.1000.610.10000.00.00	General Supplies	\$941.92
		Check #: 2524		
			Vendor Total:	\$941.92
VERIZON CONNECT FLEET USA. LLC		100.170.0000.000.2710.340.10000.00.00	Other Professional Services	\$158.10
		Check #: 2525		
			Vendor Total:	\$158.10
WASTE MANAGEMENT	22180	100.165.0000.000.2410.421.10605.32.00	Garbage / Disposal	\$616.31
		Check #: 2526		
			Vendor Total:	\$616.31
WEDCO INC.	22320	100.108.0000.000.2620.610.10303.10.00	General Supplies	\$67.78
		Check #: 2527		
			Vendor Total:	\$67.78
WELLS FARGO VENDOR FINANCIAL SERVICES		230.231.0000.610.2500.443.10000.00.00	Rentals of Computers and Related Equipment	\$345.76
		Check #: 2528		
			Vendor Total:	\$345.76
WESTERN GOVERNORS UNIVERSITY				

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1098

09/26/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.101.0000.000.2213.560.10000.00.00	Tuition	\$4,025.00
		Check #: 2529		
			Vendor Total:	\$4,025.00
XEROX CORPORATION		100.125.0000.000.2410.442.10205.10.00	Rental of Equipment and Vehicles	\$467.58
		Check #: 2530		
		100.129.0000.000.2410.442.10209.10.00	Rental of Equipment and Vehicles	\$87.95
		Check #: 2530		
		100.129.0000.100.1000.430.10209.10.00	Repairs and Maintenance Services	\$79.37
		Check #: 2530		
			Vendor Total:	\$634.90
			Grand Total:	\$93,014.07

End of Report

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LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1104 Voucher Date: 09/27/2024 Prepared By: _____

Printed: 10/15/2024 09:38:49 AM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$121,477.98 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

Phil Cowee. President

Bridget Peterson Clerk

Neal McIntyre II Member

Tom Hendrix Member

Sherry Parsons Member

Holly Villines Member

Darin Farr Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$121,477.98
		<hr/>
		\$121,477.98

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1104

09/27/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
BSN SPORTS				
		100.101.0000.920.1000.610.10603.32.00	General Supplies 0	\$13,332.00
		100.101.0000.920.1000.610.10604.32.00	General Supplies 0	\$3,998.00
		100.101.0000.920.1000.610.10605.32.00	General Supplies 0	\$30,101.60
			Vendor Total:	<u>\$47,431.60</u>
GENESIS FLOOR COVERING, INC.				
		100.000.0000.000.0000.000.10000.00.42	Vouchers Payable 5	\$30,802.00
			Vendor Total:	<u>\$30,802.00</u>
LYON COUNTY SHERIFF				
	P101	100.101.0000.000.2660.340.10000.00.00	Other Professional Services 0	\$2,855.14
			Vendor Total:	<u>\$2,855.14</u>
SILVA, SCEIRINI & ASSOCIATES, LLC				
		100.101.0000.000.2510.340.10000.00.00	Other Professional Services 0	\$14,000.00
			Vendor Total:	<u>\$14,000.00</u>
SOUTHWEST GAS				
	19740	100.108.0000.000.2610.621.10000.00.00	Natural Gas 0	\$9,212.72
		100.170.0000.000.2730.621.10000.00.00	Natural Gas 0	\$71.16
			Vendor Total:	<u>\$9,283.88</u>
TYLER TECHNOLOGIES, INC.				
	103232	100.102.0000.000.2570.651.10000.00.00	Supplies – Technology – Software 0	\$17,105.36
			Vendor Total:	<u>\$17,105.36</u>
			Grand Total:	<u>\$121,477.98</u>

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1105 Voucher Date: 09/27/2024 Prepared By: _____

Printed: 09/27/2024 04:21:19 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of \$146,997.38 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

Phil Cowee. President

Bridget Peterson Clerk

Neal McIntyre II Member

Tom Hendrix Member

Sherry Parsons Member

Holly Villines Member

Darin Farr Member

LYON COUNTY SCHOOL DISTRICT

Fund	Amount
280 Federal Funds	\$146,997.38
	<hr/>
	\$146,997.38

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1105

09/27/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
BOOKSOURCE				
		280.633.0000.000.2100.640.10201.10.00 Check #: 2531	FY19 Title IA DES Budget Load	\$9,228.32
		280.633.0000.000.2100.640.10202.10.00 Check #: 2531	Books and Periodicals	\$18,456.64
		280.633.0000.000.2100.640.10203.10.00 Check #: 2531	Books and Periodicals	\$18,456.64
		280.633.0000.000.2100.640.10205.10.00 Check #: 2531	Books and Periodicals	\$9,908.86
		280.633.0000.000.2100.640.10206.10.00 Check #: 2531	Books and Periodicals	\$5,523.29
		280.633.0000.000.2100.640.10208.31.00 Check #: 2531	Books and Periodicals	\$5,052.21
		280.633.0000.000.2100.640.10209.10.00 Check #: 2531	Books and Periodicals	\$13,842.48 302
		280.633.0000.000.2100.640.10302.20.00 Check #: 2531	Books and Periodicals	\$5,052.21
		280.633.0000.000.2100.640.10303.10.00 Check #: 2531	Books and Periodicals	\$5,052.21
		280.633.0000.000.2100.640.10305.31.00 Check #: 2531	Books and Periodicals	\$8,497.40
		280.633.0000.000.2100.640.10601.32.00 Check #: 2531	FY19 Title IA FHS Budget Load	\$14,440.06
		280.633.0000.000.2100.640.10604.32.00 Check #: 2531	Books and Periodicals	\$14,440.06
		280.633.0000.000.2100.640.10605.32.00 Check #: 2531	Books and Periodicals	\$7,220.03
		280.633.0000.100.1000.640.10211.10.00 Check #: 2531	Books and Periodicals	\$4,606.94
		280.633.0000.100.1000.640.10603.32.00 Check #: 2531	Books and Periodicals	\$7,220.03
			Vendor Total:	\$146,997.38

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1105 09/27/2024

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
				Grand Total: \$146,997.38

End of Report

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: Superintendent Tim Logan
Re: Donations

Recommendation:

That the Board of School Trustees accepts the generous donations from the following:

- A donation of \$2,500 from Carson City Toyota to Lyon County School District for the students in need.
- A donation of \$3,490 from Travel Eagle to the Dayton High School girls' golf program.
- A donation of \$500 from Mr. Cliff Taylor and the Nevada Veterans Coalition Honor Guard to the Fernley Intermediate students in need.
- A donation of \$500 from the Fernley War Veteran Memorial Association for the SMS student recognition program.

**Dayton High School
MEMORANDUM**

TO: Tim Logan
FROM: Julie Bumgardner
DATE: October 4, 2024
SUBJECT: Donation to DHS

I would like the LCSD Board of Trustees to recognize and accept a generous donation from Travel Eagle, Inc to Dayton High School. Travel Eagle, Inc donated \$3,490.00 to the Girls Golf Program. This will go towards equipment and gear for the program.

Thank you.


Julie Bumgardner



Fernley Intermediate School

320 Hwy. 95A South
Fernley, Nevada 89408
Phone (775)575-3390 Fax (775)575-3394
www.fis.lyoncsd.org
"Focused on Individual Success"

Blake Cooper
Principal

Farrah Alexander
Vice Principal

Virginia Armstrong
Counselor

MEMO:

TO: Tim Logan, LCSD Superintendent
FROM: Blake Cooper, FIS Principal
DATE: 10/4/2024
RE: Donation to Fernley Intermediate Student Assistance

Fernley Intermediate School is greatly appreciative to Mr. Cliff Taylor and the Nevada Veterans Coalition Honor Guard. The NVC graciously donated \$500 to the FIS Student Assistance Fund. This donation is going to help students of FIS.

Respectfully,

Blake Cooper
Principal

MEMO

To: Mr. Tim Logan, LCSD Superintendent

From: Steve Henderson, SMS Principal

Date: October 15, 2024

RE: Donation

Silverland Middle School has received a donation of \$500 for the student recognition program from the War Veteran Memorial Association.

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: 2023-24 Nevada Educator Performance Framework

Recommendation: The Board of Trustees approve the report on the Nevada Educator Performance Framework (NEPF) results including as permitted under NRS 391.485.

Background Information:

AB320 was passed in the 2017 legislative session. Section 1.2 (2) states that the board of trustees of each school district shall annually review the manner in which schools in the school district carry out the evaluation of teachers and administrators pursuant to the statewide performance evaluation system.

Pursuant to this requirement, staff have provided the overall comparison of the Nevada Educator Performance Framework (NEPF) data of Lyon County School District teachers and teachers across the state. Statewide data was obtained from the Nevada Department of Education.

Overall, results show that LCSD, similar to the rest of the state, has a low percentage of teachers rated as Ineffective and Developing.

LCSD rated 0% of teachers as Ineffective compared to the state which was 0.13%.

LCSD rated 2.29% of teachers Developing compared to the state's 0.75%.

LCSD rated 41.28% of teachers as effective compared to the state's 71.12%.

LCSD rated 42.66% Highly Effective compared to the state's 19.83%.

LCSD had 13.76% exempt compared to the state at 8.18%.

Overall LCSD had 83.94% staff effective and highly effective compared to the state at 90.95%.

The relatively high percentage of LCSD teachers rated as Highly Effective (42.66%) indicates that a significant portion of the district's educators are performing at a high level. This directly benefits students, as teachers with Highly Effective ratings are more likely to implement best practices in the classroom, engage students more effectively, and drive better academic outcomes. There is always room to focus on further professional development and support our teachers with best practices to enhance student learning.

LCSD also participated in the NEPF survey of teachers and administrators. Overall, comments mostly surrounded the time it took to implement the NEPF. The survey was launched in April 2024 and was due by July 15, 2024. There were 11 administrators and 203 teacher responses.

93% of LCSD staff reported that the evaluation was fair, compared to 91.4% statewide.

***Mission Statement** Lyon County School District fosters learning for life, empowers connected learners, promotes student ownership, and encourages discovery learning for success in a rapidly evolving world.*

64% of LCSD staff reported the feedback positively impacted student learning, compared to 69% statewide.

69% of LCSD staff reported the feedback positively impacted their instruction, compared to 70% statewide.

100% of LCSD administrators reported their evaluation was fair and it positively impacted their leadership practice; compared to 93% and 80% respectively.

78% of LCSD administrators reported the feedback positively impacted student learning compared to 68% statewide.

This data suggests that the evaluation system is contributing to improved teaching practices, which ultimately benefit students by enhancing the quality of instruction they receive. 93% of teachers and 100% of administrators found the evaluations fair, showing that the NEPF system is viewed to be fair and valuable, with 64% reporting that feedback positively impacted student learning.

LCSD met all NEPF protocols and requirements. Districtwide data was shared with the Nevada Department of Education. This information provided to the Board of Trustees is compliant with NRS 391.485.*

Budget Considerations:

NA

Discussed at Previous Meeting:

No

Attachment(s):

Attachment A – NEPF Ratings Compared to Statewide Data

Attachment B – 2023-24 LCSD Summative

Attachment C - NEPF Lyon Data Trend

Attachment D – NEPF Growth Survey Results

LCSD NEPF Ratings Compared to Statewide Data												
LCSD	Total # Teachers at School Overall	# Tchrs Exempt from Summative Evaluation per NRS 391.690 (2yrs H.Effective)	% Tchrs Exempt from Summative Evaluation per NRS 391.690 (2yrs H.Effective)	Total # Tchrs w/Summative Eval & Final Rating	# Ineffective	% Ineffective	# Developing	% Developing	# Effective	% Effective	# Highly Effective	% Highly Effective
2024 LCSD	436	60	13.76%	376	0	0.00%	10	2.29%	180	41.28%	186	42.66%
2023 LCSD	412	20	4.85%	392	0	0.00%	9	2.18%	201	48.79%	202	49.03%
2022 LCSD	456	78	17.11%	378	0	0.00%	6	1.59%	204	53.97%	167	44.18%
2021 LCSD	475	85	17.89%	386	0	0.00%	1	0.26%	211	54.66%	174	45.08%
2020 LCSD	452	11	2.43%	442	0	0.00%	0	0.00%	232	52.49%	199	45.02%
2019 LCSD	476	47	9.87%	429	2	0.47%	10	2.33%	264	61.54%	153	35.66%
2018 LCSD	505	95	18.80%	410	0	0.00%	9	2.20%	268	65.37%	133	32.44%
LCSD NEPF Ratings Compared to Statewide Data												
STATEWIDE	Total # Teachers at School Overall	# Tchrs Exempt from Summative Evaluation per NRS 391.690 (2yrs H.Effective)	% Tchrs Exempt from Summative Evaluation per NRS 391.690 (2yrs H.Effective)	Total # Tchrs w/Summative Eval & Final Rating	# Ineffective	% Ineffective	# Developing	% Developing	# Effective	% Effective	# Highly Effective	% Highly Effective
2024 Statewide	20,438	1671	8.18%	18,767	26	0.13%	154	0.75%	14,535	71.12%	4052	19.83%
2023 Statewide	20601	1108	5.38%	19493	15	0.07%	130	0.63%	14814	71.91%	4534	22.01%
2022 Statewide	22429	1128	5.03%	21301	16	0.08%	110	0.52%	15,236	71.53%	4,811	22.59%
2021 Statewide				19819	17	0.09%	118	0.60%	15,967	80.56%	3,717	18.75%
2020 Statewide					24	0.11%	168	0.82%	15,906	78.00%	4,352	21.00%
2019 Statewide				20,814	33	0.16%	233	1.12%	15,575	74.83%	4,988	23.96%
2018 Statewide	25,142	2,593	10.00%	22,509	27	0.12%	278	1.24%	18,637	82.80%	3,564	15.83%

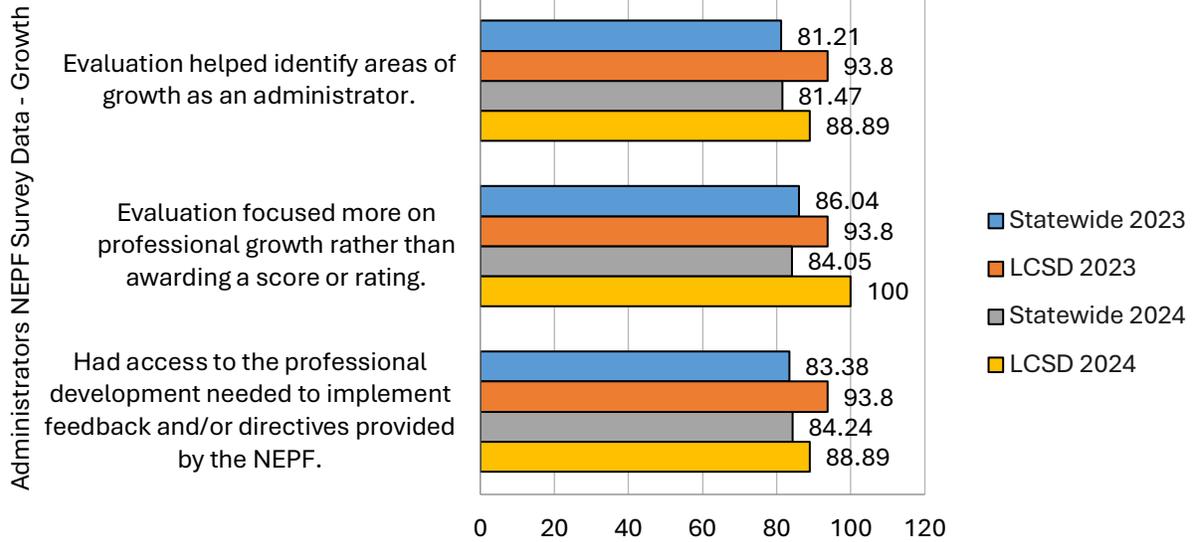
2023-24 LCSD NEPF EDUCATIONAL PRACTICE

2023-24 SCHOOL Information	TEACHERS	TEACHER Instructional Practice Standards		TEACHER Professional Responsibilities Standards		Educational Practice Category
SCHOOL NAME	Total # Teachers w/Summative Eval & Final Rating	Average Instructional Practice Score	Average Instructional Practice Score (Weighted)	Average Professional Responsibilities Score	Average Professional Responsibilities Score (Weighted)	Total Average Educational Practice Category Score (Weighted)
Cottonwood ES	27	3.39	2.26	3.49	0.70	2.96
Dayton ES	22	3.44	2.28	3.47	0.69	2.97
Dayton HS	34	3.50	2.33	3.47	0.69	3.02
Dayton Intermediate	17	3.47	2.25	3.47	0.69	2.95
East Valley ES	25	3.50	2.29	3.42	0.68	2.98
Fernley ES	24	3.45	2.30	3.46	0.69	2.99
Fernley HS	58	3.49	2.30	3.52	0.70	3.01
Fernley Intermediate	31	3.52	2.36	3.54	0.70	3.06
Riverview ES	25	3.46	2.27	3.38	0.67	2.95
Silver Stage ES	21	3.29	2.22	3.28	0.66	2.88
Silver Stage HS	35	3.33	2.16	3.49	0.70	2.86
Silver Stage MS	28	3.42	2.25	3.47	0.69	2.94
Silverland MS	28	3.00	2.40	3.05	0.61	3.01
Smith Valley Combined	16	3.67	2.44	3.63	0.73	3.16
Sutro ES	23	3.37	2.30	3.36	0.67	2.97
Yerington ES	24	3.54	2.34	3.59	0.72	3.06
Yerington HS	17	3.84	2.52	3.62	0.72	3.25
Yerington Intermediate	21	3.72	2.45	3.83	0.77	3.21
GRAND TOTALS	476	3.47	2.32	3.47	0.69	3.01

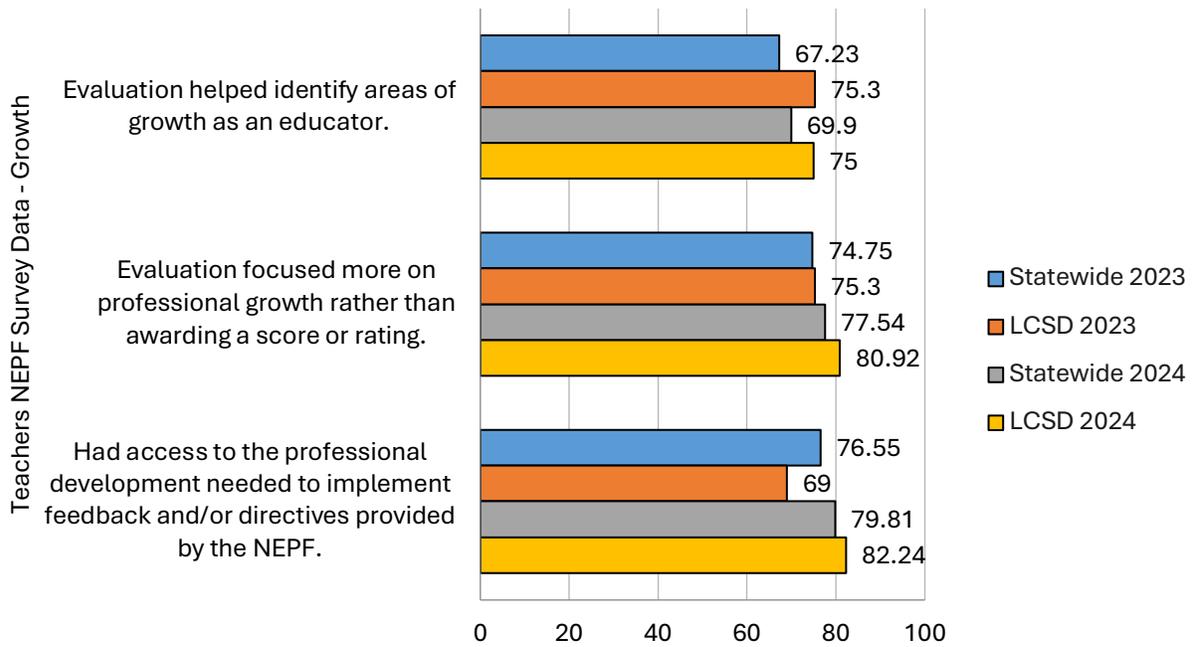
Lyon NEPF Data Trend

NEPF	2024			2023		
TEACHERS	#	LYON	STATE	#	LYON	STATE
INEFFECTIVE	0	0.00%	0.13%	0	0%	0.07%
DEVELOPING	10	2.29%	0.75%	9	2.15%	0.63%
EFFECTIVE	180	41.28%	71.12%	202	48.21%	71.91%
HIGHLY	186	42.66%	19.83%	186	44.39%	22.01%
EXEMPT	60	13.76%	8.18%	22	5.25%	5.38%
TOTAL	436		20,438	419		20,601
NEPF	2024			2023		
ADMIN	#	LYON	STATE	#	LYON	STATE
INEFFECTIVE	0	0.00%	0.08%	0	0.00%	0.14%
DEVELOPING	5	13.89%	0.75%	2	5.56%	0.83%
EFFECTIVE	18	50.00%	77.11%	15	41.67%	75.76%
HIGHLY	8	22.22%	18.05%	17	47.22%	16.87%
EXEMPT	5	13.89%	4.01%	2	5.56%	6.40%
TOTAL	36		1,197	36		1452

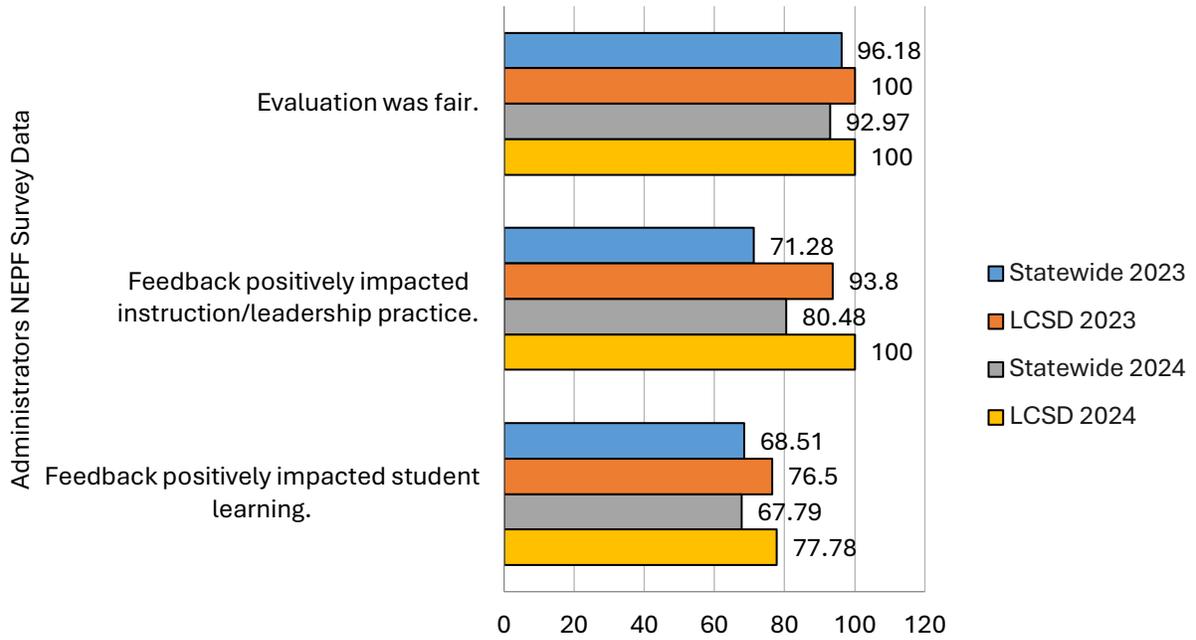
Administrator Growth Survey Data



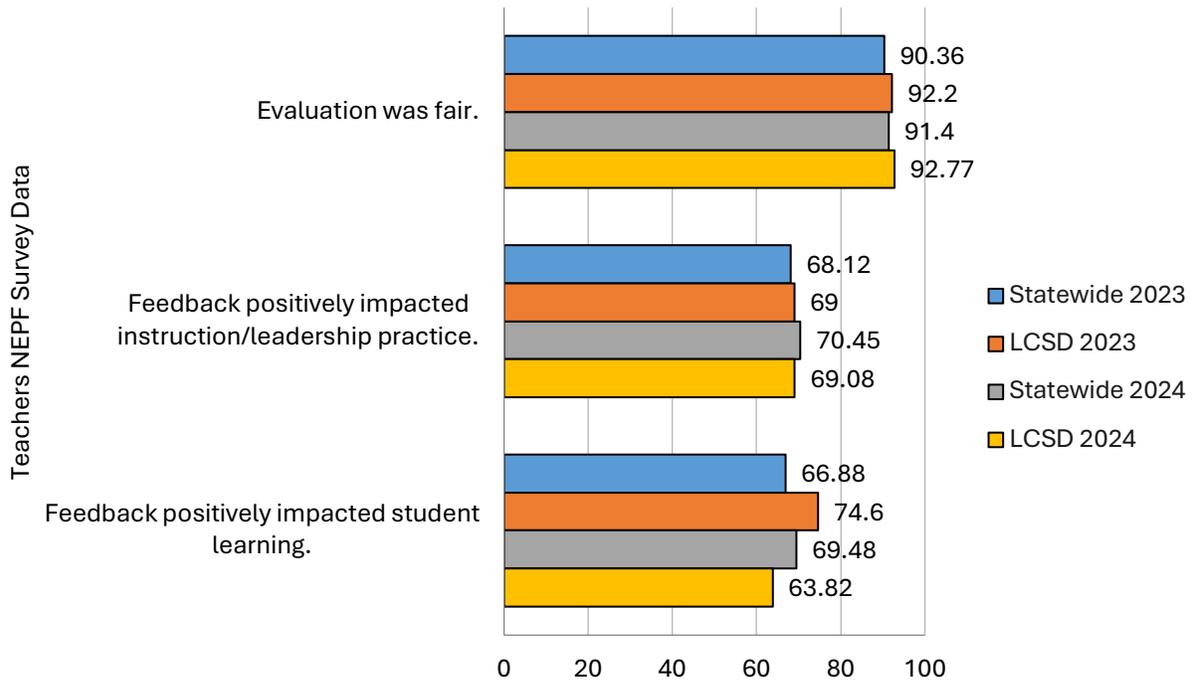
Teacher Growth Survey Data



Administrators NEPF Survey Data



Teacher NEPF Survey Data



Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: Dawn Huckaby, Deputy Superintendent
Re: Silver Springs area schools' highlights and updates

Recommendation:

That the LCSD Board of Trustees approve a report by the Silver Springs area school principals on the work of their respective schools.

Background Information:

The principal of each school will provide a brief, three-minute presentation highlighting their achievements and reviewing their goals for the 2024-2025 school year. As a reminder, all LCSD schools collaboratively go through the Continuous Improvement Process (CIP) to develop their school performance plan (SPP) with goals, objectives and action steps. In the fall, they meet with their school improvement team and revise their plans, based on their previous year's student achievement and survey data. They will continue to meet regularly with their school improvement team to monitor their goals, objectives and action steps throughout the school year.

These updates provide information to our Board regarding their plans which will be uploaded into the Nevada Department of Education's platform. The potential impact to students is that the goals are monitored throughout the year and should result in overall impact to student outcomes. School performance plans are aligned to the District Performance Plan.

Budget Considerations:

None

Discussed at Previous Meeting:

September 24, 2024

Attachment(s):

- One page summary of Silver Stage Elementary School
- One page summary of Silver Stage Middle School
- One page summary of Silver Stage High School

Silver Stage Elementary School Highlights



- ★ We have 6 Foster Grandparents who work with students on a daily basis to support multiple facets of their education
- ★ Diamond Level MTSS Implementation Award from Nevada APBS Network
- ★ Dental Van visits our campus yearly, sometimes twice if they have availability
- ★ Quarterly "I Am Proud Showcases" included an Art Gallery, teaching family math games with a deck of cards, and the science fair-most submitted projects since we started!
- ★ During our Summer Meal Deliveries, the highest count was 267 meals served to community members
- ★ Serving on average 340 free breakfasts and 280 free lunches a day
- ★ Our counselor is working with small groups, individuals, and whole classes to develop social skills, executive functioning skills, and managing emotions.
- ★ SSES Continues to maintain a safe campus by keeping exterior doors locked, maintaining our single point entry, and weekly campus inspections. SSES has a new upgraded camera system from 14 cameras to 50
- ★ Collaborating with SSMS and SSHS to welcome more families and create a hub of information and experiences for our community
- ★ Work with SSHS to support introductory teacher training classes and provide classrooms for students interested in teaching to complete observation hours and spend time with veteran teachers
- ★ Strong Curriculum Implementation
 - iReady: 7% at or above grade level in Fall to 41% at or above grade level. Decreased students two or more grade levels behind from 35% in Fall to 13% in Spring
 - HMH: 14.3% On/Above Level in Fall to 29.6%. Decreased students two or more grade levels below from 42.3% to 18.7%
 - Increase in 4% proficiency on SBAC
 - Decrease in Chronic Absenteeism Rate by 2%
- ★ 100% of our teaching staff is attending LETRS training. Language Essentials for Teachers of Reading and Spelling.
- ★ CIP Goals
 - Decrease students on RAP by 10% by Spring 2025
 - Teachers will increase their knowledge of standards progressions by collaborating vertically and using data driven PLC's to review iReady, HMH/MAPs, and RAP data on a monthly basis.
 - Create a community hub of schools by collaborating with SSMS and SSHS

SSES Mission and Vision Statements

Vision: Students will leave SSES as passionate, resilient, problem solvers, with solid foundational skills . These citizens will be curious about the world around them and approach it with responsibility, respect, and perseverance.

Mission: Create a positive learning environment where students feel safe to excel at their own rates while making strides towards their ambitions with grit and determination.

Silver Stage Middle School

Mission: As the cornerstone of our community, SSMS focuses on educating the whole child with compassion and rigor to grow successful citizens.

Highlights:

- **Community Partners with Healthy Services Hub**
 - SRO, Social Worker, & Safe Schools Professional
 - Community Building with SSES, SSMS, SSHS-common community events
 - Fall Festival - close to 1,139 attendees - 319 adults - 820 students and 30 vendors (first year SSHS staff and students attended)
 - Halloween Bash and Homecoming Parade
 - Work-based learning opportunities for SSHS students working in SSES/SSMS garden club
 - SSES/SSMS career fair May
- **Family Engagement**
 - Weekly calls home for students with academic and attendance concerns
 - Weekly Mass Comm to parents, students, and stakeholders.
 - Senior Information Night, Halloween Bash, Student-Led Conferences
- **PBIS and Enrichment Opportunities**
 - MTSS Systems running smoothly and Career/College Readiness Interventionist (academic and behavior) are helping with the fidelity-currently in Tier 2.
 - Nevada State PBIS Platinum Award Winner
 - Academic Club
 - Health, Computers, CTE Middle School Course-Digital Designers, Teaming to Adulting, Building Engineers I, and Business Innovators
 - Homecoming with SSHS, Respect Week, Veterans Day Celebration, 911 Remembrance, School Spirit Week
 - Green Team (garden, compost, upcycling, field trips)
 - PBIS Auctions-Reward points around Core Values
 - 8th Grade WEB leaders as mentors to our 5th graders

School Performance Plan Goals ~~2020~~2024:

- **Student Success Goal** **By the end of Spring MAPs Assessments, all students below benchmark will meet their typical growth goal (Fall to Spring).**
 - 54% of students below benchmark met their growth goal in ELA and 41% of students below benchmark met their growth goal in Math.
- **Adult Learning Goal** **By the end of the first semester, all teachers at SSMS will build their capacity in the area of differentiation and effectively conduct differentiation and intervention groups in their classrooms.**
 - 90% of teachers reported they feel more confident in the area of differentiation and are figuring out how to implement the differentiation resources in iReady.
- **Connectedness Goal** **100% of the students at SSMS will feel connected to at least two adults who work at SSMS, students will feel valued, safe, and celebrated for their strengths.**
 - 100% of our students reported that they feel connected to at least two adults at SSMS.

Silver Stage High School

Mission: Providing a safe learning environment to gain college, career, and life skills for a successful future!

NIGHTHAWKS

Highlights:

● Community Partnerships

- SRO, Social Worker, & Safe Schools Professional
- Community Building with SSES and SSMS-common community events
 - Fall Festival, Halloween Bash, Homecoming Parade
 - Work-based learning opportunities for SSHS students working in SSES/SSMS garden club
- SSHS Boosters' 20th Annual Show-N-Shine
- Career Fair

● Family Engagement

- Weekly calls home for students with academic and attendance concerns
- Positive Postcards sent home each semester to every student
- Senior Information Night, Halloween Bash, Student-Led Conferences

● Academic Achievements

- 75% of Building Trades in Construction Technology students passed the end of program assessment
- 84% of Teaching and Training students passed the end of program assessment
- 95% of 2024 SSHS graduates were enrolled in Western Nevada College Courses
- 20% of 2024 SSHS graduates received CTE Certs on diplomas
- 11% of 2024 SSHS graduates also graduated with an Associates Degree
- 13% of the 2025 graduating class are enrolled in Jump Start
- 34% of 2024 graduates graduated with an advanced diploma
- 100% of teachers are effective in creating and using success criteria
- 100% of teachers are utilizing Close Reading Strategies and using a common success criteria across all content areas

School Performance Plan Goals 2024-2025:

- **Goal 1: By the end of Spring MAPs Assessments, all students will show growth (Fall-Spring) in Informational Text by using close reading strategies across all content areas.**
 - Spring of 2024, students grew on average 21 percentile points in the area of Informational Text on the Fall to Spring MAPs assessment.
- **Goal 2: Juniors taking the ACT will increase proficiency in the area math by 20%.**
 - Spring of 2024, 5% of students who took the ACT were proficient in math.
- **Goal 3: By the end of the 2024-2025 school year, SSHS will decrease chronic absenteeism from 44% to 24%.**
 - Spring of 2024, the chronic absenteeism at SSHS was 44%.

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: Dawn Huckaby, Deputy Superintendent
Re: EDBB: Use of Cellular Phones and Other Electronic Devices by Students and Employees.

Recommendation: That the Board of Trustees approve the revisions to LCSD Policy EDBB –Use of Cellular Phones and Other Electronic Devices by Students and Employees as a first reading.

Background Information:

This policy was a discussion only item at the September 24, 2024 board meeting. Since then, staff have made revisions to the policy for the board’s consideration. As discussed previously, it is important that we address their role in the K12 educational environment. The presence and use of cellphones by students within our schools has pros and cons. Student use of cellphones offer convenience, connectivity, and access to learning tools. However, their presence in the classroom also raises concerns about distractions, cyberbullying, and the undermining of face-to-face interaction. It can limit student interactions with others.

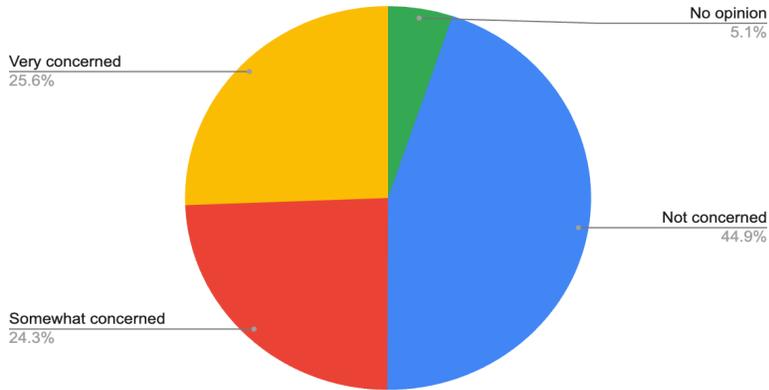
Our parent/guardian survey was sent out and closed on Monday, October 14. Regarding the use of cellphones in schools, the following questions were asked:

1. For this child, how concerned are you about the impact of cellphones on your child's focus and academic performance during school? (Some possible exceptions to cell phone limitation while at school may include: teacher permission, in the event of an emergency, to help manage student's health needs, and when required in a student's IEP or 504 plan.)
823 individuals responded with a total of 1596 students represented.

Overall (this includes all responses across all levels):

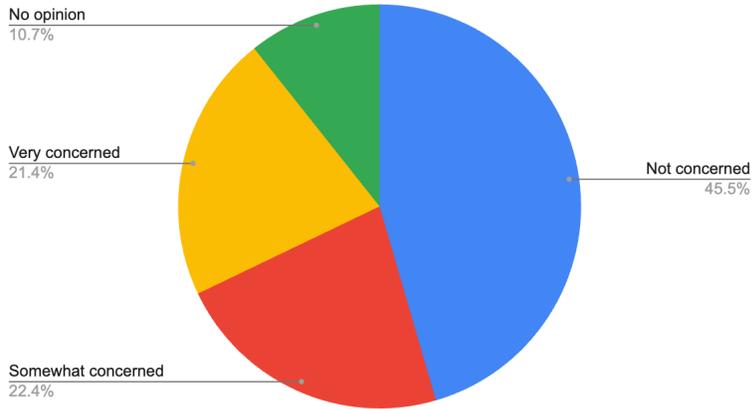
408 or 25.6% were very concerned
388 or 24.3% were concerned
716 or 44.9% were not concerned
82 or 5.1% had no opinion

Overall

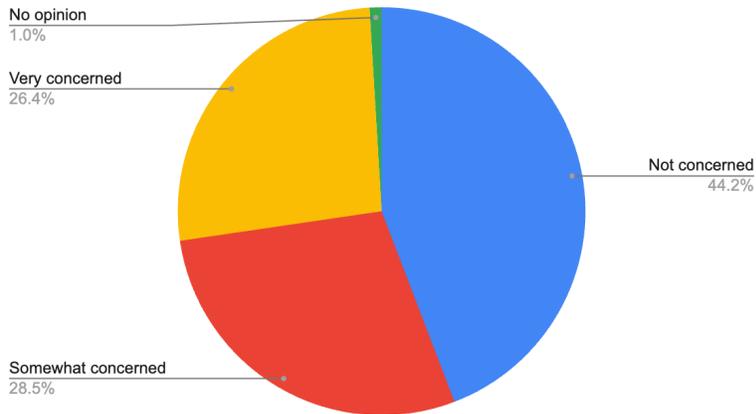


By Grade Level:

Elementary

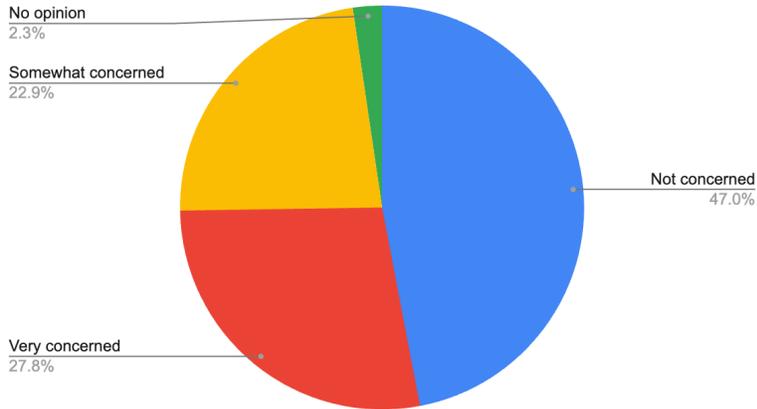


Middle School



Mission Statement *Lyon County School District fosters learning for life, empowers connected learners, promotes student ownership, and encourages discovery learning for success in a rapidly evolving world.*

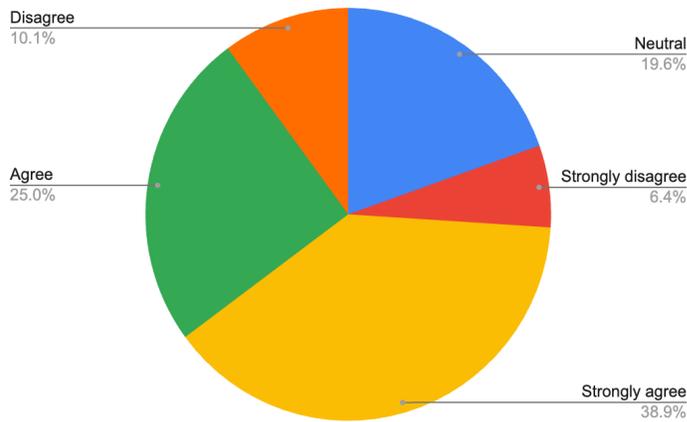
High School



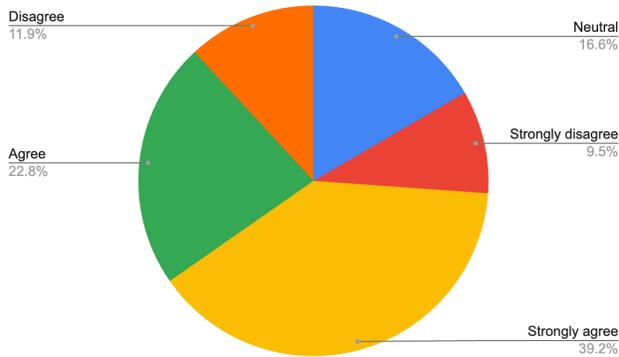
2. Do you believe limiting student cell phone access school-wide will positively affect your child's social interactions and communication skills with peers? (Some possible exceptions to cell phone limitation while at school may include: teacher permission, in the event of an emergency, to help manage student's health needs, and when required in a student's IEP or 504 plan.)

1588 responses were provided
616 or 38.8% strongly agreed
292 or 22.3% agreed
354 or 18.4% were neutral
186 or 11.7% disagreed
140 or 8.8% strongly disagreed

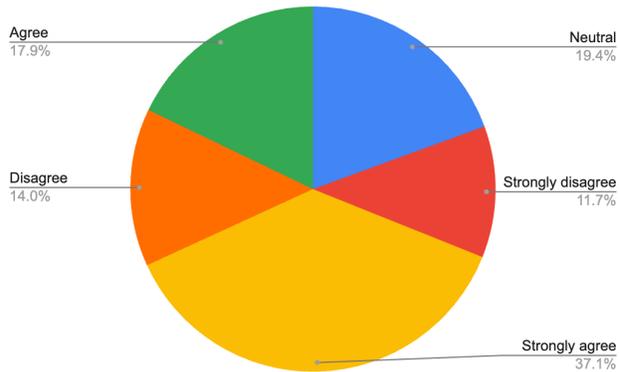
Elementary



Middle School



High School



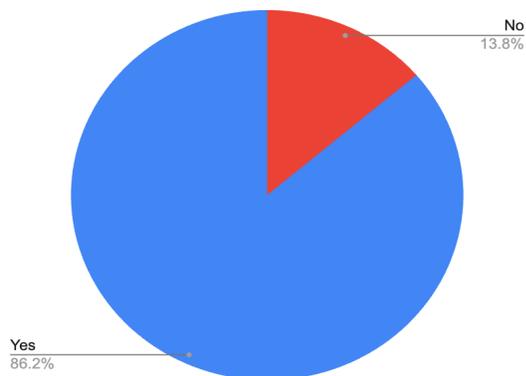
3. Do you support some level of cell phone limitation during the school day? (Some possible exceptions to cell phone limitation while at school may include: teacher permission, in the event of an emergency, to help manage student's health needs, and when required in a student's IEP or 504 plan.)

1594 responses were provided

1310 or 82.2% marked Yes

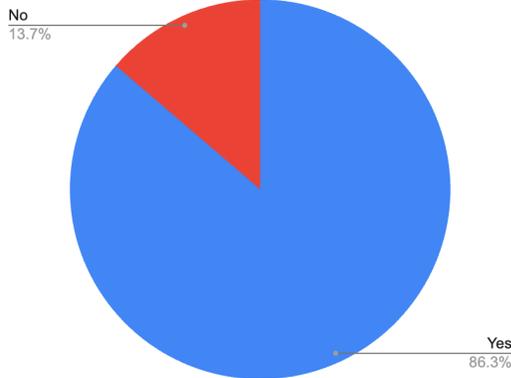
284 or 17.8% marked No

Elementary

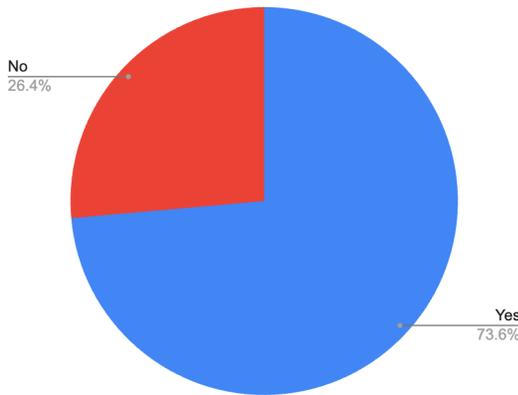


Mission Statement Lyon County School District fosters learning for life, empowers connected learners, promotes student ownership, and encourages discovery learning for success in a rapidly evolving world.

Middle School

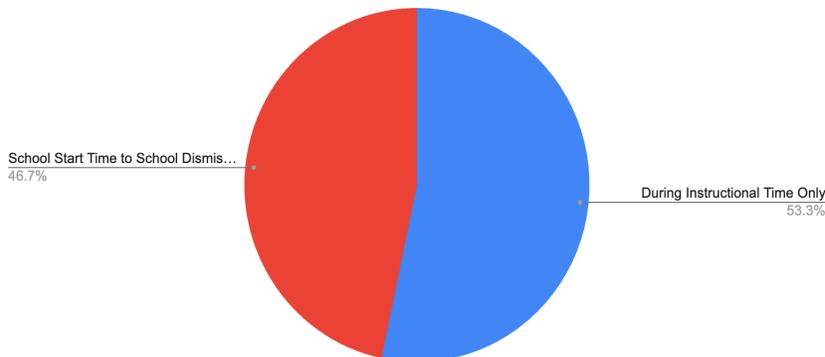


High School



4. Of the 1310 parents/guardians who responded Yes to question 3, they were then asked the fourth question: What level of cell phone limitation would you support? (Some possible exceptions to cell phone limitation while at school may include: teacher permission, in the event of an emergency, to help manage student's health needs, and when required in a student's IEP or 504 plan.)
 653 responses were provided
 305 or 46.7% School Start Time to School Dismissal
 348 or 53.3% During Instructional Time Only

Level of Cell Phone Limitation



Survey results suggest that there is support for managing cellphone use in schools. There are several options to consider for implementing a cellphone policy. One approach, based on the survey findings, is to limit cellphone use for K-8 students during school hours, while allowing limited use for grades 9-12 during non-instructional time. This recommendation is open for discussion and requires Board approval.

The potential impact of students is to provide a better learning environment and experience for our students while in school. Upon final approval, the next step is to update this policy on the webpage and inform staff and families of the revisions. Creating a safe learning environment for our students is a priority in our school district. These revisions to our policy aligns with our district performance plan, our vision and mission as well as supports our four domains of our Portrait of a Learner.

Budget Considerations:

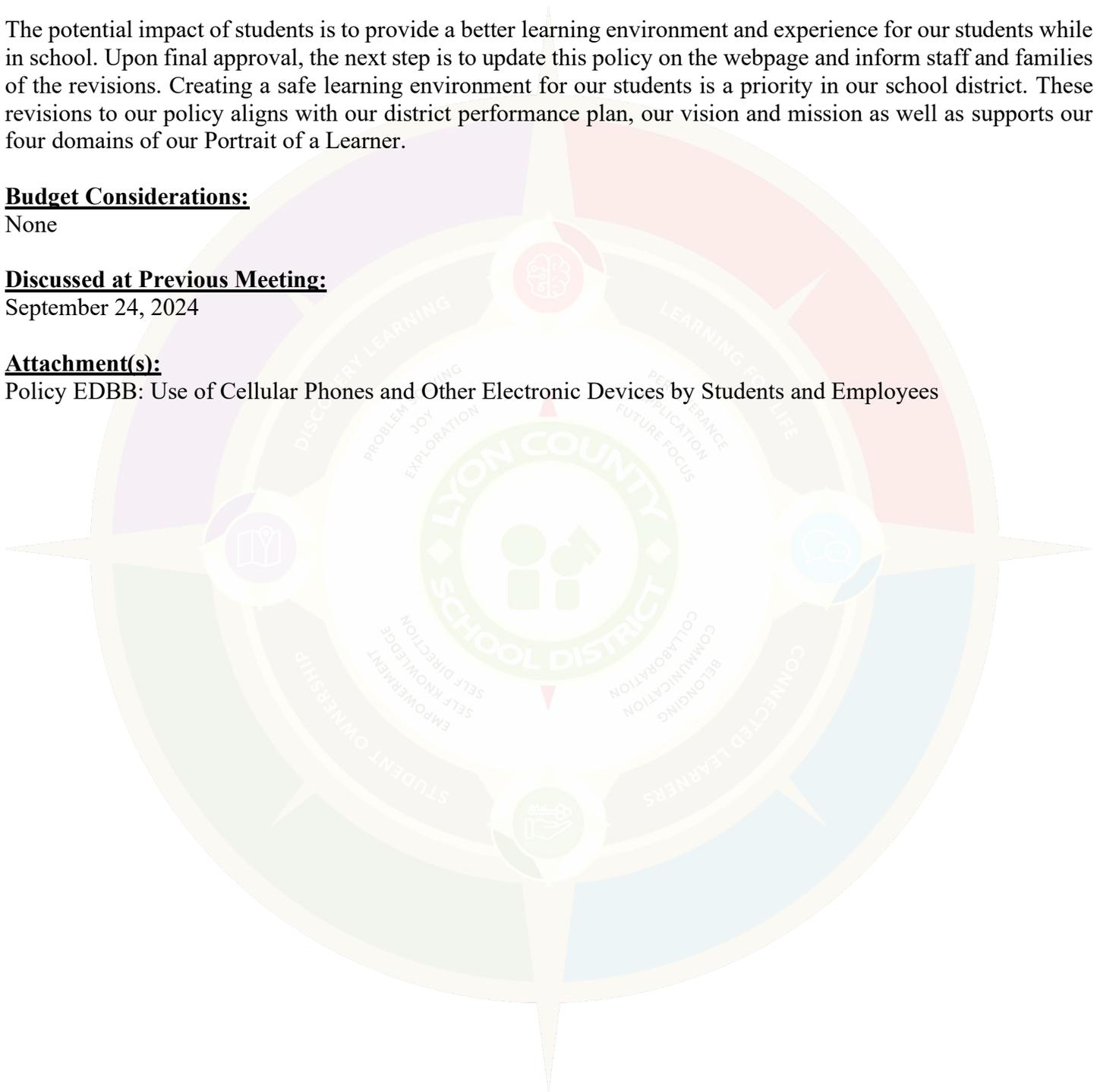
None

Discussed at Previous Meeting:

September 24, 2024

Attachment(s):

Policy EDBB: Use of Cellular Phones and Other Electronic Devices by Students and Employees



Mission Statement *Lyon County School District fosters learning for life, empowers connected learners, promotes student ownership, and encourages discovery learning for success in a rapidly evolving world.*

LYON COUNTY SCHOOL DISTRICT

BOARD POLICY

EDBB

USE OF CELLULAR TELEPHONES AND OTHER ELECTRONIC DEVICES BY STUDENTS AND EMPLOYEES

The purpose of this policy is to set forth expectations for appropriate use of existing and emerging technologies which students and staff may possess ~~electronic devices~~, including but not limited to cell ~~phones~~ ~~ular phones~~, ~~digital picture~~ video cameras and/or camera phones, ~~smart watches~~, ~~iPods~~, iPads, ~~MP3 players~~, tablets and other personal electronic devices capable of transmitting data and/or images.

The Lyon County School District believes that the responsible use of existing and emerging technologies, such as those listed can be beneficial to the instructional environment and the safety of all students. Students and staff who possess and/or use such devices at school or school sponsored events shall demonstrate the greatest respect for the educational environment and the rights and privacy of all individuals within the school community, as well as comply with any rules or directives regarding possession and/or use on school property as communicated by the Superintendent or their designee.

STUDENT USE OF CELLULAR TELEPHONES AND OTHER ELECTRONIC COMMUNICATION DEVICES

It is expected that students will show respect for the educational environment by not disrupting instructional time with use of cellphones or other electronic devices.

1. Cellular phones and other electronic devices shall be turned off and kept out of sight during instructional time unless approval has been granted by the site administrator and teacher for use as a learning tool during class time. ~~Should a student choose to use their device as a learning tool in the classroom, written permission from parents/legal guardians must be obtained in order to avoid possible overages on personal data plans.~~ For grades K-8, instructional time is defined as the start of school until school dismissal. For grades 9–12, instructional time is defined as time in a classroom or class period.
2. Students shall not use any electronic device that disrupts or detracts from the educational environment.
3. Use of cellular phones or other personal electronic devices is prohibited in classrooms during the school day, Media centers, during assessments, or during fine arts or other performances.
4. Students will not be allowed to leave class in response to any electronic devices.
5. Cellular phones and other electronic devices may be used appropriately and respectfully before and after classes, in common areas—such as near lockers or the cafeteria—or outside on school grounds.
6. With prior approval of the site administrator or their designee, teachers may permit the purposeful use of personal electronic devices in support of curriculum learning objectives. Should student electronic devices be used on a regular basis in the classroom, written permission from parents/legal guardians must be obtained due to the expense such use may cause. This

approval does not apply to the use of District-owned electronic devices purchased and maintained by District Information Technology or Special Services staff.

~~7. Students may not utilize the District’s wireless network infrastructure with their personal electronic device unless authorized by the Site Administrator and/or the District’s IT Department.~~

~~7~~8. In the case of medical necessity, ~~or~~ emergency or as written in an IEP or 504, a student shall be permitted to possess or use a cellphone, or other personal electronic device provided the student receives advanced authorization from the site administrator or their designee.

~~8~~9. Students shall not photograph or videotape other individuals at school or at school sponsored activities without their knowledge and consent, except for activities considered to be in the public arena such as sporting events or public performances.

~~9~~10. Use of cellular phones or other personal electronic devices is strictly prohibited in locker rooms, restrooms or any other areas in which a reasonable person would have an expectation of privacy.

~~10~~11. Students shall not use cellular phones or other electronic devices in any way that would suggest cheating, plagiarism, copyright infringement, or any other dishonorable or prohibited conduct.

SAFE AND RESPECTFUL LEARNING ENVIRONMENT

A student who uses their cellular telephone or other electronic device in order to engage in bullying, cyber-bullying, or intimidation ~~or harassment~~ will be disciplined in accordance with District Policy JFCC (Safe & Respectful Learning Environment) and applicable state/federal law, rather than under this policy.

DISCIPLINARY ACTION

First Infraction: An employee shall direct the student to turn off the device, put it away, and comply with any other reasonable requests.

Second Infraction: The second infraction shall result in the confiscation of the device by the teacher and returned to the student at the end of the period. ~~(which is to be turned in to school administration)~~ The teacher will log the incident and notification of a the parent or legal guardian, detention, and a warning that the next infraction will result in further disciplinary action which may include suspension.

Third Infraction: The third infraction shall result in the confiscation of the device and the device will be sent to the office. The device may be picked up at the end of the day by the student. The teacher will log the incident and ~~(which is to be turned in to school administration)~~ notification the of a

LYON COUNTY SCHOOL DISTRICT

BOARD POLICY

EDBB

parent or legal guardian, and possible suspension as outlined by school administration.

Fourth Infraction: The device will be confiscated and sent to the office. The teacher will log the infraction and administration will notify the parent or legal guardian. The device can only be picked up by a parent or legal guardian.

Subsequent Infractions: Any further infractions will result in the device being confiscated and held in the office until a parent or legal guardian attends a conference to determine the next steps and possible restorative discipline.

These consequences apply to the infractions per student and NOT infractions per device. Lyon County School District is not responsible for the theft, damage, or loss of a device.

Repeated or Severe Infraction: Further suspension as outlined by school administration with a mandatory parent/legal guardian conference before reinstatement back into school.

Some possible exceptions to the cellphone limitation while at school may include: teacher permission, in the event of an emergency, to help manage student's health needs, and as required in a student's IEP or 504 plan. All exceptions are required to be approved by school administration.

STAFF USE OF CELLULAR TELEPHONES, PAGERS AND OTHER ELECTRONIC DEVICES

As communication devices such as cellular phones become more prevalent, teachers and other school staff increasingly rely on such devices as an efficient mode of communication with students, fellow employees, and parents/legal guardians. Because such use can lead to inappropriate contact with students and can threaten an educator's professional reputation, the District strongly discourages texting or electronic communication to contact students. However, the District recognizes that cell phone texting or electronic communication can serve as a useful communication tool in certain limited circumstances. This policy is designed to provide guidance as to when texting or electronic communication is permitted between students and school district staff, and what types of communication are appropriate.

Use of cellphones and other electronic devices by staff should be limited to enhance the learning environment of students. Staff should strive to lead by example. Inappropriate or excessive use of cellphones and electronic devices by staff will not be allowed. Cellphone use during academic time should be carefully considered and only as necessary. See LCSD Policy GBBN: Phones and Other Communication Devices.

APPROPRIATE CELLPHONE USES WITH STUDENTS

- A school district employee must receive written permission from students and parents/legal guardians if a student is under the age of 18 to use cell phone texting/electronic communication prior to the use of such technologies, and must specify how and when he or she plans to use texting/electronic communication. If a student or parent refuses to accept text messages/electronic communication from an employee, the school district employee must use an alternative means of communication without any penalty to the student involved.
- A district employee may maintain a private address book with student cell phone numbers, email addresses, hashtags, etc. However, the employee must protect student privacy rights and ensure that the numbers are not available to unauthorized individuals under any circumstances.
- The content of all text messages/electronic communication must directly involve a school-related subject matter. Text messages/electronic communication to a single student must never occur. Whenever communicating with students, mass or bulk messaging must be used. If it is necessary to communicate with only one student, the employee must include the student’s parent/legal guardian in the message. Cellphone texting/electronic communication should never be used to conduct a personal conversation with a student.
- If an employee receives an inappropriate text message response from a student, it is the responsibility of that employee to contact the student’s parent/legal guardian and school administration immediately to address the behavior.
- An employee must use text messaging/electronic communication sparingly. A student may incur charges from his or her cellular phone service provider for use of text messaging/electronic communication. Frequent text messaging may be considered a violation of District Policy JFCC and/or other state and federal laws.

INAPPROPRIATE CELLPHONE USES WITH STUDENTS

The school district prohibits all communication with students and staff members via texting or other means that may negatively impact the school district’s reputation, the reputation of its employees, or its educational interests, or that may negatively impact its students or the school community at large. Such activity, even if engaged in on an employee’s own time, may result in discipline up to and including termination of employment. Such behavior may also be reported to the appropriate law enforcement agencies and may likewise result in suspension or revocation of an employee’s teaching license. The following types of text messages are therefore strictly prohibited:

- Messages/communication directed to a student or staff member that are sexual in nature, or that solicit or encourage an inappropriate personal relationship with a student or staff member.
- Messages/communication that contain inappropriate images, language, gestures or signs such as racial slurs, or biased, lewd or lascivious expressions.

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EDBB

- Language or images that disparages a student or staff member on the basis of race, ethnicity, socioeconomic status, gender, national origin, sexual orientation, political or religious affiliation, physical characteristics, academic or athletic performance, disability or English language proficiency.
- Messages/communications that are used to harass, bully, cyber-bully or intimidate a student or staff member or that encourage others to harass, bully, cyber-bully or intimidate another student or staff member.
- Language or images that encourages students or staff to act inappropriately or that provokes altercations between students.
- Language or images that would be considered inappropriate to the educational interests of a student, negatively impact the school community at large, and/or be otherwise offensive to an objective reasonable person.

Ref: Policy GBB (Fair Employment Practices), Policy GBBC (Employee Bullying), Policy JFCC (Safe & Respectful Learning Environment), Policy GBBPA Social Media, Policy GBBN Phones and Other Communication Devices

Policy #EDBB

Revised 11/19/24~~10/22/13~~

USE OF CELLPHONES AND OTHER ELECTRONIC DEVICES BY STUDENTS AND EMPLOYEES - ADMINISTRATIVE REGULATIONS

Lyon County School District Cellphone Agreement

All Lyon County School District students should complete and return a cellphone agreement in order to have a cellphone or other non-school issued electronic device at school. Policy EDBB applies to all students with or without agreements on file and applies to all non-school issued electronic devices, including ear buds.

Cellphones and other electronic devices shall be turned off and kept out of sight during instructional time unless approval has been granted by the site administrator and teacher for use as a learning tool during class time. For grades K-8, instructional time is defined as the start of school until school dismissal. For grades 9–12, instructional time is defined as time in a classroom or class period.

Students cannot use cellphones/devices to photograph or videotape other students or staff on school property (including buses).

Consequences of violation of school cellphone policy:

First Infraction: An employee shall direct the student to turn off the device, put it away, and comply with any other reasonable requests.

Second Infraction: The second infraction shall result in the confiscation of the device by the teacher and returned to the student at the end of the period. The teacher will log the incident and notify the parent or legal guardian.

Third Infraction: The third infraction shall result in the confiscation of the device and the device will be sent to the office. The device may be picked up at the end of the day by the student. The teacher will log the incident and notify the parent or legal guardian.

Fourth Infraction: The device will be confiscated and sent to the office. The teacher will log the infraction and administration will notify the parent or legal guardian. The device can only be picked up by a parent or legal guardian.

Subsequent Infractions: Any further infractions will result in the device being confiscated and held in the office until a parent or legal guardian attends a conference to determine the next steps and possible discipline.

These consequences apply to the infractions per student and NOT infractions per device. Lyon County School District is not responsible for the theft, damage, or loss of a device pursuant to Board Policy EDBB. Policy EDBB applies to everyone regardless of a signed agreement.

Some possible exceptions to the cellphone limitation while at school may include teacher permission, in

LYON COUNTY SCHOOL DISTRICT

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the event of an emergency, to help manage student's health needs, and as required in a student's IEP or 504 plan. All exceptions are required to be approved by school administration.

.....
Please sign and return this form to your student's school.

I read and agree to comply with the terms of the cellphone policy. I understand that violations of this policy will result in the consequences outlined in Policy EDBB.

Print Student Name _____

Student signature _____ Date _____

Parent signature _____ Date _____

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: Revisions to LCSD Board Policy GBBE: Drug and Alcohol-Free Workplace

Recommendation

That the Board of Trustees approve revisions to LCSD Board Policy GBBE: Drug and Alcohol-Free Workplace as a first reading.

Background Information

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability.

The rationale for this policy now references additional state laws, including NRS 484C, 613.132, and 678C. These changes ensure that the district's policies are in line with recent legal updates, keeping LCSD in compliance with state regulations and the expectations of POOL/PACT.

The updates provide clearer guidelines on the prohibition of illegal drugs, substances, and alcohol in the workplace. This ensures that all employees understand their responsibilities and the district's expectations, fostering a safer and more professional working environment.

New provisions detail the process for requesting employee consent for drug and alcohol testing. Staff will now have more transparency regarding their rights and the specific steps to follow before, during, and after testing. Clear instructions on refusal to test will also be outlined, helping to prevent misunderstandings or inadvertent policy violations. Additionally, the policy clarifies the request for consent by the employee for testing along with the specific steps, which must be taken before and after testing. Further clarification is provided regarding the refusal to test.

Finally, in light of inflation, the district administration recommends raising the dollar amount that triggers post-accident testing from \$500 to \$3,000. This adjustment reflects current economic realities and helps to ensure that testing is initiated only when necessary, reducing the burden on both employees and district resources.

Budget Considerations

None

Discussed at Previous Meeting

No

Attachment(s)

Lyon County School District Board Policy GBBE: Drug and Alcohol Free Workplace

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 aDrug and aAlcohol-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.

The District is committed to:

- Maintaining a safe and healthy workplace for all employees and volunteers;
- Assisting employees or volunteers who recognize they have a problem with drugs or alcohol in receiving appropriate treatment;
- Periodically providing employees and volunteers with information about the dangers of workplace drug use; and
- When appropriate, taking disciplinary action for failure to comply with this policy.

The District strictly prohibits the following behavior:

- The use, sale, attempted sale, manufacture, attempted manufacture, purchase, possession or cultivation, distribution and/or dispensing of illegal drugs or prohibited substances by an employee, unless otherwise provided by law. For purposes of this policy, illegal drugs include those classified as such under local, state, or federal laws. Prohibited substances include medical and recreational marijuana (cannabis), 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 contrary to manufacturer instructions, or consumer products not meant for human consumption. 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.
- Bringing alcohol, illegal drugs, and other prohibited 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.
- 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 or prohibited substance, regardless of the amount.

Reference: 49 CFR Part 382 et. seq., DOT (49 CFR Part 40), FMCSR, FMCSA (49 CFR Parts 382, 383, 387, 390-397, and 399), NRS 484C, 613.132, 616C, and 678C

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 illegal drugs, prohibited substances, 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 designee is the Executive Director of Human Resources and the alternate designee is the Deputy Superintendent. The information reported must shall contain all known information including:

- The person(s) involved, including all witnesses;
- Any information gathered, such as actual observation of drug/alcohol use, the presence of paraphernalia, or 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/prohibited substance/alcohol use by his/her the immediate supervisor is required to report the incident to that individual's supervisor'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.

54. 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.

5. The District receives funding through federal grants and is therefore subject to the Drug-Free Workplace Act of 1988. Marijuana (including medical and recreational cannabis), cocaine,

opioids, amphetamines (including methamphetamines), phencyclidine (PCP), and methylenedioxy-methamphetamine (MDMA) are considered illegal Schedule I or II drugs through the federal government. The District is committed to a policy of a drug and alcohol-free workplace and employees may not have any detectable level of Schedule I or II drugs in their system while at work. However, this policy is adopted in compliance with the requirements of NRS 678C.

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, prohibited substances, or misused prescription or over-the-counter drugs regardless of the amount.
- c. Employees who suspect they may have a substance abuse problem are encouraged to seek counseling and rehabilitation from the District's Employee Assistance Program (EAP), a substance abuse professional or other treatment provider. The District's medical health 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 being taken may, or will affect his/her ones ability to safely perform his/her assigned job duties. An employee in a safety-sensitive position whose medication may affect their ability to safely perform their job must contact the Executive Director Human Resources Director who will attempt to find an appropriate alternative assignment. If none is available, the employee and the District will take steps consistent with the advice of a health care provider which could include the use of 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 oneself 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 arrest 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 or heavy equipment, the employee must report to his/her their supervisor within 24 hours a conviction and/or arrest for driving under the influence (DUI) and/or restrictions, 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/or 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 suspected or known violations of the District's policy to his/her their 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. Employees acknowledge that by consenting to testing, they are waiving any expectation of privacy between the District and employee in the information provided related to the drug/alcohol test.

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 arrest and/or 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, and
- 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 inappropriate drug and/or alcohol use by employees and how to effectively intervene take appropriate action,
- 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 edion 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 Training

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 periodically. 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, prohibited substances, or alcohol under the District's policy and prior to any other violation of the policy, including a criminal conviction and/or arrest of that individual for a drug or alcohol related offense. A decision to participate in the employee assistance or other treatment program will not be a protection or defense from discipline.

Any employee who voluntarily requests assistance in dealing with a personal drug, prohibited substance, and/or alcohol problem may do so through a private treatment

program for drug, prohibited substance, and alcohol problems. An employee who is being treated for a substance abuse issue 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. These situations will be addressed on a case-by-case basis.

~~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 if applicable, the employee's insurance provider. All information regarding an employee's participation in treatment will be held in strict confidence is confidential. ~~Only information that is necessary for the performance of business will be shared by the District's management~~ Business need-to-know confidentiality will be maintained.

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, or prohibited substances, the employee in question will be directed by the administrator/manager/supervisor through the Superintendent/designee or the District's Human Resources Director to submit to drug and/or alcohol testing. This test may include a breath and/or blood test, or urinalysis.

~~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 or manager/supervisor 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 administrator/manager/supervisor as directed by 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.

An employee who is required to submit to reasonable suspicion testing:

- Must sign a consent form provided by the testing party. By consenting to testing, the employee acknowledges waiving any expectation of privacy between the District and employee in the information provided related to the drug/alcohol test.
- Will be immediately provided transportation by the District to the location of the test.
- Will be advised to refrain from eating or drinking before being tested.
- Will be provided transportation by the District or transportation arrangements will be made by the District after the employee submits to the test or refuses to be tested.

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, as determined by the administrator or manager/supervisor, that an employee is violating the District's policy.
- 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.
- eb. Direct observation of drug, prohibited substance, or alcohol use while on duty.
- dc. 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. Employee admits using drugs, prohibited substances, or alcohol prior to reporting to work or while at work, or employee admits to violating any other provisions of this policy.
- ed. Drug, prohibited substance, and or alcohol paraphernalia possibly used in connection with illicit drugs, prohibited substances, and or alcohol found on the employee's person or at or near the employee's work area.
- fe. Evidence that the employee has tampered with a previous test for drugs, prohibited substances, 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 test for drugs, prohibited substances, and/or alcohol test:

- a. 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.
- b. Presence of physical symptoms of drug, prohibited substance, 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.
- c. 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~~ administrator/manager/supervisor may request that the employee submit to drug, prohibited substance, 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~~ administrator/manager/supervisor will request that the employee undergo drug, prohibited substance, and/or alcohol testing.
- d. Absenteeism and/or tardiness.
 - ~~If a~~ An employee who has previously received disciplinary action for absenteeism and/or tardiness, or has 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 illegal drugs, prohibited substances, and for 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 of employee or another individual, other than first-aid treatment;
- c. Loss of consciousness; or
- d. Property damage estimated to be valued at or in excess of \$~~500~~ 3,000.

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 subject to a post-accident test must sign a consent form provided by the testing party and remain readily available for testing. An employee who leaves the scene before the test is administered or who does not make oneself readily available may be deemed to have refused to be tested, and such refusal shall be treated as a positive test. The employee will be advised to refrain from eating or drinking before being tested. Further, the employee, subject to a post-accident test, must refrain from consuming alcohol for eight hours following the accident or until the employee submits to an alcohol test, whichever comes first.

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.

An employee who is required to submit to post-accident testing:

- a. Must sign a consent form provided by the testing party. By consenting to testing, the employee acknowledges waiving any expectation of privacy between the District and employee in the information provided related to the drug/alcohol test.
- b. Must remain readily available for testing. An employee who leaves the scene without good reason before the test is administered or who does not make oneself readily available may be deemed to have refused to be tested, and such refusal shall be treated as a positive test.
- c. Will be immediately provided transportation by the District to the location of the test.
- d. Will be advised to refrain from eating or drinking before being tested, and must refrain from consuming alcohol for eight hours following the accident or until the employee submits to an alcohol test, whichever comes first.
- e. Will be provided transportation by the District or transportation arrangements will be made by the District after the employee submits to the test or refuses to be tested.

Upon completion of the test:

- a. If the employee caused or contributed to the accident, or the District determines there is a risk to return the employee to work, the employee will be provided transportation home or the District will make transportation arrangements, and the employee will be placed on administrative leave with pay pending the results of this test.
- b. If the District determines the employee did not cause or contribute to the accident, the employee will be transported back to the work site (if medically able) and will resume work.
- c. If the test comes back positive and the District needs to conduct further investigation, the employee will be placed on administrative leave with or without pay.

Note: NRS 616C states a positive test for illegal drugs, prohibited substances (including marijuana), or alcohol per limits set forth in NRS 484C can cause the denial of workers' compensation claims. By consenting to post-accident testing, the employee waives any expectation of privacy between the District and the employee in the information provided in the drug and alcohol test.

- d. In the event an employee is so seriously injured that a specimen cannot be provided 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 the presence of drugs, prohibited substances, or alcohol in the employee's system when the accident occurred.
- e. 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.

14. Safety-Sensitive Positions

The District shall conduct pre-employment testing for drugs and random testing for drugs, prohibited substances, 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 sSuccessfully 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 Procedures for pre-employment testing are listed in the *Pre-Employment Drug Screening for Safety-Sensitive Positions* section in the *Appointment of Classified Personnel* policy GC.

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, including positions that require use of dangerous tools/equipment; performance of job duties at heights; use of dangerous chemicals; or carrying firearms in the performance of job duties.

The District shall maintain a list entitled "List of Positions Designated as Safety Sensitive;" and/or designate positions as safety sensitive on the job description 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, prohibited substances, and alcohol testing.

Per DOT testing guidelines for CDL holders, the District will drug test for drugs/prohibited substances, at a minimum, fifty percent (50%) of the average number of CDL employee 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 scientifically based random number generator that is matched with the employee's social security number, payroll identification number, or other comparable identifying 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 non-CDL safety-sensitive positions, the District will drug test for drugs/prohibited substances, 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 annual, 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 Employees for whom the District agrees to continue employment, of an employee who violates the District's policy, and then may be required to 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 Return-to-Work (RTW) testing as established by the District's Executive Director of Human Resources. Employees for whom the District agrees to continue employment, who violate this policy will be required to undergo follow-up testing as established by the District.~~ 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 issue. 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/follow-up testing who has a confirmed positive drug, prohibited substance, or alcohol test will be in violation of this policy and subject to termination.

Note: For positions that require a CDL or otherwise defined as safety-sensitive positions by 49 CFR Part 382 and U.S. Department of Transportation regulations, the test cannot occur until after the Substance Abuse Professional (SAP) has determined that the employee has successfully complied with the prescribed education and/or treatment.

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.~~

The following shall be treated as a positive test and will result in corrective action, up to and including termination:

- a. Refusal to sign a consent form provided by the testing party.
- b. Refusal to submit to testing for drugs, prohibited substances, and/or alcohol.
- c. Consenting to a test but failing to appear timely at the collection site.
- d. Failing to provide a sample after reasonable opportunity to do so.
- e. Engaging in conduct which attempts to or does impact the validity of any such testing.
- f. Submitting an invalid, substituted, or adulterated specimen.

A diluted ~~positive~~ negative 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/prohibited substances including, but not limited to:

- a. Marijuana (Cannabis)*
- b. Cocaine, including crack
- c. ~~Opiates~~ Opioids, including heroin, and codeine, morphine, hydrocodone, hydromorphone, oxymorphone, and oxycodone
- d. Amphetamines, including methamphetamines
- e. Phencyclidine (PCP)

**Tests for marijuana for workers' compensation purposes must be a blood test per requirements set forth in NRS 616C.230.*

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, prohibited substances, 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** **may** use the following primary sites for sample collection:

Concentra – Sparks
255 Glendale Avenue #12
Sparks, NV 89431
(775) 356-8181

Concentra - Reno
1530 East 6th Street
Reno, NV 89512
(775) 322-5757

Nevada Occupational Health Center (Concentra Urgent Care) – 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:

Executive Director of Human Resources
25 East Goldfield Avenue
Yerington, NV 89447
(775) 463-6800

19. Option for Drug/Prohibited Substances Retest

The LCSD will follow the provisions of NRS 613.132 regarding the retest of the positive screening for the presence of marijuana.

In all other cases:

- a. No later than seventy-two (72) hours after receipt of a positive **drug** test, an employee who tests positive may request a confirmatory retest of the same sample at **his/her** their own expense at a certified laboratory of **his/her** the employee's choice.
- b. Upon request, the medical review officer will authorize the laboratory holding the employee's sample to release to a second laboratory, approved by the U.S. Department of Health and Human Services (DHHS), a sufficient quantity of the sample to conduct a second testing analysis.
- c. The employee will be required to authorize the laboratory to provide the District with a copy of its test results. A confirmation test will be conducted to verify **the** accuracy of the test results **will be verified** by the laboratory conducting the analysis. The results of the confirmatory test are final.

20. Requirement for Drug/Prohibited Substance 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, contracted employee, or volunteer is in possession of illegal drugs, prohibited substances, alcohol, or contraband in violation of its policy, the District may search District vehicles, lockers, desks, and work areas as outlined in LCSD Board Policy GBBM: Use of District Property/Premises and Searches 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~~ Violation of Policy

- a. Employees in violation of the provisions of the District's policy and this regulation will be subject to disciplinary action, up to and including termination.
- b. An employee may be found to have violated the District's policy on the basis of any appropriate evidence including, but not limited to:

- Direct observation of illegal use of drugs or use of prohibited substances, prohibited use of alcohol, or possession of illegal drugs, prohibited substances, or alcohol, or related contraband;
 - Evidence obtained from an uncontested motor vehicle citation, an arrest, or a criminal conviction for use or illicit possession of illegal drugs or prohibited substances, or for the use or being under the influence of alcohol on the job;
 - A verified positive test result; or
 - An employee's voluntary admission.
- c. ~~Prior to determining its course of action, t~~The District may direct an employee who has tested positive to submit to an evaluation by a substance abuse professional in lieu of termination. The evaluation will attempt to determine the extent of the employee's use of or dependence on the abused substance(s) noted in the positive test and, if necessary, recommend an appropriate program of treatment.
- d. 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; the employee must immediately begin and successfully complete the recommended treatment at the employee'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.~~
- e. 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, prohibited substance, and/or alcohol testing results, and a court of law or administrative tribunal in any adverse personnel action, as required.

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: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: Revisions to LCSD Board Policy GBBF: Prohibition of Workplace Violence

Recommendation

That the Board of Trustees approve revisions to LCSD Board Policy GBBF: Prohibition of Workplace Violence as a first reading.

Background Information

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. The simple addition to **LCSD Policy GBBF** was to include the term “**property**” in relation to workplace violence or threats of physical violence that occur on property owned or controlled by the District, affect the District’s business, or that occur at District-sponsored, commissioned events, or social gatherings.

The inclusion of “property” ensures that all district-owned or controlled spaces are subject to the same standards for preventing workplace violence and addressing threats. This aligns with the district’s goal of ensuring that all areas connected to the school district are safe and secure for employees, students, and visitors.

Budget Considerations

None

Discussed at Previous Meeting

No

Attachment(s)

Lyon County School District Board Policy GBBF: Prohibition of Workplace Violence

PROHIBITION OF WORKPLACE VIOLENCE

The District is committed to providing for the safety and security of all employees, students, parents, visitors, and property. This policy applies to all employees, including ~~regular full-~~, part-time ~~temporary~~, casual/temporary/seasonal, ~~provisional~~, and elected officials, volunteers, ~~as well as contract workers~~ employees, and anyone else on the District's property.

References: NRS 33.200 to NRS 33.360

DRAFT

Policy #GBBF
Revised ~~10/25/11~~ 11/19/24

PROHIBITION OF WORKPLACE VIOLENCE - ADMINISTRATIVE REGULATIONS

1. Implementation of Policy

- a. The District will not tolerate any form of workplace violence including acts or threats of physical violence, intimidation, harassment, and/or coercion, which involve or affect the District, or which occur on property owned or controlled by the District, during the course of the employee's performance of job duties, which affect the District's business, or which occur at a District-sponsored or commissioned event or social gathering ~~during the course of the District's business~~. Examples of workplace violence include, but are not limited to, the following:
- All threats (including direct, conditional, or veiled) or acts of violence occurring on premises owned or controlled by the District, regardless of the relationship between the District and the parties involved in the incident.
 - All threats of any type or acts of violence occurring off the District's premises involving someone who is acting in the capacity of a representative of the District.
 - All threats of any type or acts of violence occurring off the District's premises involving an employee of the District if the threats or acts affect the legitimate interests of the District.
 - Any acts or threats resulting in a criminal conviction of an employee, or agent of the District, or of an individual performing services for the District on a contract or temporary basis which adversely affect the legitimate interests and goals of the District.
- b. Specific examples of conduct which may be considered threats or acts of violence include, but are not limited to, the following:
- Hitting, shoving, or otherwise assaulting an individual;
 - Direct, conditional, or veiled threats of harm directed to an individual or his/her family, friends, associates, or property;
 - The intentional or malicious destruction or threat of destruction of the District's property, or property of another employee;
 - Harassing or threatening phone calls, text messages, notes, letters, computer messages, or other forms of communication (including social media websites);
 - Harassing surveillance or stalking; and
 - Unauthorized possession or inappropriate use of firearms, weapons, hazardous biological or chemical substances, or explosives while on District business.
 - Displaying overt signs of extreme stress, resentment, hostility, or anger;

- Making intimidating, abusive, or threatening remarks; and
- Displaying irrational or inappropriate behavior.

c. The District desires to detect and deter real, potential, or threatened violence. Every employee is required to report immediately any acts of violence or any threat of violence against any coworker, administrator or manager/supervisor, volunteer, student, visitor, ~~or~~ other individual, or property. Administrative, supervisory, and managerial personnel who witness or become aware of any acts or threats of violence must notify their superior immediately. Every other person on District property is encouraged to report incidents of threats or acts of violence of which s/he is aware. Threats or acts of violence may include:

- Discussing weapons or bringing them to the workplace.
- Displaying overt signs of extreme stress, resentment, hostility, or anger.
- Making intimidating, abusive or threatening remarks.
- Sudden or significant deterioration of performance.
- Displaying irrational or inappropriate behavior.

Reports of violence or threatening behavior should be made to the Superintendent/designee, an employee's immediate administrator or manager/supervisor, or any other administrator or manager/supervisor.

d. The District is committed to ensuring that employees reporting real or perceived threats in good faith will not be subject to harassment or retaliation. Nothing in this regulation alters any other reporting obligation established in the District's policies or in state, federal, or other applicable law.

2. Violations

Violations of this policy by any employee will lead to disciplinary action, up to and including termination and/or appropriate legal action. The District may also take appropriate disciplinary action, up to and including termination, against any employee who intentionally makes a false or malicious statement about coworkers or others.

Actions of law enforcement personnel which are necessary in the performance of their duties and are consistent with policies or sound law enforcement procedures shall not be considered to violate this policy. In addition, actions necessary for bona fide self-defense or protection of employees of the District or of District property shall not be considered to violate this policy.

3. Temporary Restraining Orders

The District may apply for an order for protection against harassment in the workplace under the terms of NRS 33.200 – 33.360, when it has reason to believe that:

- A person knowingly threatens to cause or commits an act that causes bodily injury to him/herself or to another person, damage to the property of another person, or substantial harm to the physical or mental health or safety of a person;
- The threat is made or an act committed against the District, any employee of the District while performing employment duties, or against a person present at the District's workplace; and
- The threat would cause a reasonable person to fear that the threat will be carried out, or the act would cause a reasonable person to feel terrorized, frightened, intimidated, or harassed.

Such order of protection against harassment in the workplace may:

- Enjoin the alleged harasser from contacting the District, an employee of the District while performing his/her duties, and any person while the person is present at the District's workplace;
- Order the alleged harasser to stay away from the workplace, and
- Order such other relief as the court deems necessary to protect the District, the workplace of the District, the District's employees while performing their employment duties, and any other persons who are present at the workplace.

Reference: NRS 33.200—33.360

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: Revisions to LCSD Board Policy GBBG: Criminal Defense Cost of Employees

Recommendation

That the Board of Trustees approve revisions to LCSD Board Policy GBBG: Criminal Defense Cost of Employees

Background Information

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. The recent addition to **LCSD Policy GBBG** clarifies that “**if the employee's actions were not malicious or wanton, and they were acting within the scope of their employment,**” the district will provide for reasonable legal costs incurred by the employee in defending themselves against the criminal charge(s). This update aligns better with **NRS 391.271**.

This reinforces the district’s commitment to standing behind its employees when they act in good faith while performing their job responsibilities. This helps foster trust between the district and staff, encouraging employees to perform their duties confidently, knowing they will not be left unsupported in legal matters.

Budget Considerations

None

Discussed at Previous Meeting

No

Attachment(s)

Lyon County School District Board Policy GBBG: Criminal Defense Cost of Employees

CRIMINAL DEFENSE COSTS OF EMPLOYEES

The District is committed to maintaining a safe work and educational environment. To that end, the District expects all employees to display appropriate conduct in contributing to a safe and peaceful work and educational environment.

However, if an employee of the District is charged criminally with assault, battery, or a similar offense which was predicated on the employee's actions in attempting to maintain a safe and peaceful school environment, the District will provide for reasonable legal costs incurred by the employee in defending him/herself themselves against such criminal charge(s) if the employees actions were not malicious or wanton, and they were acting within the scope of their employment.

Reference: NRS 391.271

DRAFT

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: Revisions to LCSD Board Policy GBBH: Employment of Relatives

Recommendation

That the Board of Trustees approve revisions to LCSD Board Policy GBBH: Employment of Relatives as a first reading.

Background Information

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. The recent addition to **LCSD Policy GBBH** includes the **new Consanguinity (by blood) and Affinity (by marriage) Relationship Chart**. This chart provides clearer guidelines on familial relationships and how they may impact workplace assignments, supervision, and other work-related considerations. By outlining relationships through this chart, the district ensures compliance with legal and ethical standards that govern workplace dynamics involving family members. This addition supports efforts to maintain an impartial and professional work environment, reducing the risk of conflicts.

Budget Considerations

None

Discussed at Previous Meeting

No

Attachment(s)

Lyon County School District Board Policy GBBH: Employment of Relatives

EMPLOYMENT OF RELATIVES

Except as otherwise permitted by NRS 281.210, no officer or appointing authority of the District may employ in any capacity on behalf of the District any relative of such person who is within the third degree of consanguinity or affinity (first cousins or closer). Existing employees may continue in their current position following the election or appointment of their relative to an appointing authority position.

Reference: NRS 281.210

DRAFT

Policy #GBBH
Revised ~~10/25/11~~ 11/19/24

EMPLOYMENT OF RELATIVES - ADMINISTRATIVE REGULATIONS

The District shall not authorize employment of any individual under conditions which would be in violation of the provisions of NRS 281.210.

Except as provided hereinafter, the District shall not employ any individual when that individual would be directly supervised and evaluated by any relative of such individual within the third degree of consanguinity or affinity, nor shall the District assign such related person to a position which has a fiduciary responsibility to one another which could be in any manner compromised by such familial relationship.

The District may hire or assign a person so related as described above to a position directly supervised and evaluated by a relative within the third degree of consanguinity or affinity only when authorized by a vote of the Board of Trustees after receipt by the Board of a written request from the administrator or manager/supervisor seeking to hire or assign such individual. Such written request shall delineate some special, significant, and convincing reason or specific circumstance to justify such hiring or assignment as reasonable and in the best interest of the District.

If a change should occur in the relationship that would result in a violation of this regulation, both individuals affected shall be held responsible for reporting the change in relationship to the Superintendent/designee within thirty (30) days of the occurrence precipitating the change in relationship. The District then has the right to transfer one of the employees to another department or area of responsibility.

It is unlawful for a member of the District's Board of Trustees or other person who is an appointing authority of the District to employ in any capacity on behalf of the District any relative who is within the third degree of consanguinity or affinity. This prohibition does not apply when the teacher or other District employee is not related to more than one of the Trustees or person who is an appointing authority and receives a unanimous vote of all members of the Board of Trustees and approval by the Department of Education.

CONSANGUINITY AND AFFINITY RELATIONSHIP CHART					
Officer or Employee					
Consanguinity (Includes individuals related by blood to the Officer or Employee)			Affinity (Includes the Officer's or Employee's Spouse and individuals related to the Spouse)		
First Degree	Second Degree	Third Degree	First Degree	Second Degree	Third Degree
Father or Mother	Grandparents	Great Grandparents	Spouse	Grandparents	Great Grandparents
Son or Daughter (& Spouse)	Grandchildren (& Spouse)	Great Grandchildren (& Spouse)	Father or Mother	Grandchildren	Great Grandchildren
	Uncle or Aunt (& Spouse)	Great Uncle or Aunt (& Spouse)	Son or Daughter	Uncle or Aunt	Great Uncle or Aunt
First Cousin (& Spouse)	Nephew or Niece (& Spouse)	Children of Great Uncle or Aunt (& Spouse)		First Cousin	Children of Great Uncle or Aunt
		Second Cousin (& Spouse)	Nephew or Niece	Second Cousin	
Brother or Sister (& Spouse)	Brother or Sister (& Spouse)	Children of First Cousin (& Spouse)	Brother or Sister	Children of First Cousin	
		Grand Nephew or Niece (& Spouse)		Grand Nephew or Niece	

An Officer or Employee is the starting point from which all degrees of relationship are calculated.

Under the Degrees of Consanguinity, where Spouse is indicated, the relationship of the spouse is in the same degree as that of the person related by consanguinity, but the spouse is related only by affinity.

10/16/2000

State of Nevada Commission on Ethics

Consanguinity/Affinity Chart

(Degrees of family relationship by blood/marriage)



Instructions:

For Consanguinity (relationship by blood) calculations:

Place the public officer/employee for whom you need to establish relationship by consanguinity in the blank box. The labeled boxes will then list the relationships by title to the public officer/employee. Anyone in a box numbered 1, 2, or 3 is within the third degree of consanguinity. Nevada Ethics in Government Law addresses consanguinity within third degree by blood, adoption or marriage.

For Affinity (relationship by marriage) calculations:

Place the spouse of the public officer/employee for whom you need to establish relationship by affinity in the blank box. The labeled boxes will then list the relationships by title to the spouse and the degree of distance from the public officer/employee by affinity. A husband and wife are related in the first degree by marriage. For other relationships by marriage, the degree is the same as the degree of underlying relationship by blood.

Revised: MEL 02/15/2012

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: Revisions to LCSD Board Policy GBBI: Conflict of Interest

Recommendation

That the Board of Trustees approve revisions to LCSD Board Policy GBBI: Conflict of Interest as a first reading.

Background Information

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. The simple change to LCSD Policy GBBI is to eliminate the assumption of the number of people who may be involved in an intimate or romantic relationship. This ensures that all employees, regardless of the structure of their personal relationships, are held to the same standards of professionalism and workplace conduct.

Budget Considerations

None

Discussed at Previous Meeting

No

Attachment(s)

Lyon County School District Board Policy GBBI: Conflict of Interest

CONFLICT OF INTEREST

The District recognizes that an inherent conflict of interest and/or appearance of impropriety arises when an administrator or manager/supervisor or other school employee evaluates another employee who is within the third degree of consanguinity or affinity, or with whom the evaluator is currently involved in an intimate or romantic relationship. Such a relationship between evaluator and employee taints the evaluation process, negatively impacts the District's credibility, adversely affects employee morale and productivity, and compromises the District's objective of promoting qualified employees on a fair and objective basis.

For purposes of this policy, an "intimate or romantic relationship" includes dating, sexual contact of any type, or any other similar private activity which may compromise an employee's ability to evaluate ~~his/her~~ their partner effectively and impartially. The District will not permit spouses or domestic partners to evaluate each other.

DRAFT

CONFLICT OF INTEREST - ADMINISTRATIVE REGULATIONS

It is an affirmative the duty of District employees involved in an intimate or romantic relationship to avoid evaluating the employee with whom they are intimately or romantically involved. The District will decide on a suitable replacement to evaluate the employee after consulting with the employee who would normally have completed the evaluation, as well as the employee being evaluated. When the District selects a replacement evaluator pursuant to this regulation, it shall respect the privacy of the two (2) employees involved in the intimate or romantic relationship and shall not create any record or place in either employee's personnel file the reason for the need of a replacement evaluator.

If, after an independent investigation, the District learns that an evaluation has been or is being conducted in violation of this regulation, the District may take one or more of the following actions:

1. Reevaluate the employee for the evaluation period in question, which reevaluation will be conducted by a suitable and qualified replacement of his/her their partner or former partner; and/or
2. Create a record in each employee's respective personnel file indicating that an evaluation was conducted in violation of this policy; and/or
3. Such other disciplinary action as deemed appropriate.

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: Revisions to LCSD Board Policy GBBJ: Code of Ethical Standards

Recommendation

That the Board of Trustees approve revisions to LCSD Board Policy GBBJ: Code of Ethical Standards as a first reading.

Background Information

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. The addition to LCSD Policy GBBJ includes the most recent edition of the Model Code of Ethics for Educators as created by the National Association of State Directors of Teacher Education and Certification. The state requires us to adopt a model Code of Ethics for Educators per NRS 391.2056. The policy also clarifies the requirements to comply with ethics in government as provided by the Nevada Commission on Ethics.

By setting clear expectations for ethical conduct, the policy promotes a safer and more respectful environment for staff and students alike. The prohibition of retaliation further protects staff members from potential harm or intimidation when they report ethical concerns, contributing to a workplace culture of accountability.

Budget Considerations

None

Discussed at Previous Meeting

No

Attachment(s)

Lyon County School District Board Policy GBBJ: Code of Ethical Standards

CODE OF ETHICAL STANDARDS

The elected and appointed officers and employees of the Lyon County School District recognize that holding public office and/or employment is a public trust. To preserve that trust, the District demands the highest code of conduct and ethical standards. The purpose of this policy is to define and establish the standards of ethical conduct that are required of public officials and employees so as to ensure their professional integrity in the performance of their duties.

The officers, employees, and volunteers of the District shall comply with the following provisions. This list is not all-inclusive, but simply provides the basic level of conduct expected.

1. • ~~All elected and appointed officials and employees~~ They will conduct themselves with honesty and integrity in the course of performing their duties and responsibilities.
2. • They will act with care and diligence in the course of their employment.
3. • They will treat everyone, including coworkers, subordinates, supervisors, customers and the public, with the utmost professionalism, respect, and courtesy.
4. • They will comply with all applicable federal, state, and local laws.
5. • They will comply with any lawful and reasonable direction given by someone in the employee's agency who has authority to give the direction.
6. • They will maintain appropriate confidentiality.
7. • They will disclose, and take reasonable steps to avoid, any actual or potential conflict of interest (~~real or apparent~~) in connection with their employment.
8. • They will use employer resources in an ethical, economical, and proper manner.
9. • They will not provide false or misleading information in response to a request for information that is made for official purposes in connection with their employment.
10. • They will, at all times, act in a way that upholds the values, ~~and the~~ integrity, and good reputation of the Lyon County School District.

11. They will understand and comply with the most recent edition of the Model Code of Ethics for Educators as created by the National Association of State Directors of Teacher Education and Certification (NASDTEC).
12. They will comply with any other conduct requirement that is prescribed by the District.

In addition, the Lyon County School District's officials, employees, and volunteers are required to comply ~~Consistent~~ with the provisions of NRS 281A:400 and NRS 281:230, a Code of Ethical Standards is hereby established to govern the conduct of the District's officials and employees. Employees shall familiarize themselves with Nevada Ethics in Government Manual available through the Nevada Commission on Ethics.

Employees who suspect violations of this policy must report the conduct/behavior(s) as soon as possible to their administrator, supervisor/manager, or the Executive Director of Human Resources.

The District will not tolerate any retaliation by management or by any other employee against employees who exercise rights under this policy. Employees who believe they have been retaliated against in any manner should immediately notify their administrator, supervisor/manager, or the Executive Director of Human Resources. The District will promptly investigate and deal appropriately with any allegation of retaliation. Substantiated retaliation may result in disciplinary action, up to and including termination.

1. No official or employee shall seek or accept any gift, service, favor, employment, engagement, perquisite, gratuity, or economic opportunity or advantage which would tend improperly to influence a reasonable person in his/her position to depart from the faithful and impartial discharge of his/her District duties.

2. No official or employee shall use his/her position with the District to secure or grant unwarranted privileges, preferences, exemptions, or advantages for him/herself, any member of his/her household, any business entity in which s/he has a significant pecuniary interest, or any other person.

3. No official or employee shall participate as an agent of the District in the negotiation or execution of a contract between the District and any private business in which s/he has a significant pecuniary interest.

4. No official or employee shall accept any salary, retainer, augmentation, expense allowance, or other compensation from any private source for the performance of his/her duties as an official or employee.

5. If an official or employee acquires, through his/her District duties or relationships, any information which by law or practice is not at the time available to the public generally, s/he shall not use such information to further his/her own current or future pecuniary interests or the current or future pecuniary interests of any other person or business entity.

6. No official or employee shall suppress any District report or other document or information because the release of such report or information has the potential to impact his/her own pecuniary interests or those with whom s/he has a business or personal relationship.

7. No official or employee shall use District time, property (including monies or funds), equipment, or other facility to benefit his/her personal or financial interests.

8. No official or employee shall attempt to benefit his/her personal or financial interest(s) by influencing or intimidating a subordinate.

9. No official or employee shall seek other employment or contracts through the use of his/her official position or the influence associated thereto.

10. An official or employee shall not, in any manner, directly or indirectly, receive any commission, personal profit, or compensation of any kind resulting from any contract or other transaction in which the District is in any way interested or affected except

a. A member of any board, commission, or similar body who is engaged in the profession, occupation, or business regulated by the board, commission, or body may, in the ordinary course of his/her business, bid on or enter into a contract with any governmental agency, except the board, commission or body of which s/he is a member, if s/he has not taken part in developing the contract plans or specifications and s/he will not be personally involved in opening, considering, or accepting offers.

b. A public officer or employee, other than an officer or employee described in Item a. above, may bid on or enter into a contract with a governmental agency if the contracting process is controlled by rules of open competitive bidding, the sources of supply are limited, s/he has not taken part in developing the contract plans or specifications, and s/he will not be personally involved in opening, considering, or accepting offers.

Violations of any of the above provisions may result in disciplinary action, up to and including termination.

References: NRS 281A.400, NRS 281.230, 391.2056, and Model Code of Ethics for Educators as created by the National Association of State Directors of Teacher Education and Certification (NASDTEC)

DRAFT

Policy #GBBJ
Revised ~~11/24/15~~ 11/19/24

Appendix A

MCEE: The Power of a Common Language

The Model Code of Ethics for Educators (MCEE), supported by national education organizations that undergird our profession, was developed by a diverse and representative task force of educational practitioners. The MCEE connects the aspirations of professional ethics with the day-to-day realities of the practicing educator.

The MCEE facilitates a broad understanding of what constitutes ethical best practice and helps ensure that educators are equipped with a framework for ethical decision-making.

The MCEE, which can be adopted, adapted, or endorsed, provides a basis for conversations across the profession about the importance of having a common language rooted in professional ethics. These conversations have power.

The Model Code of Ethics for Educators – Giving the profession a common language to guide professional decision-making.



Established by NASDTEC, the National Council for the Advancement of Educator Ethics (NCAEE) consists of practitioners and educational partners that represent the profession. NCAEE's mission is to promote and foster an intentional and thoughtful focus on professional ethics for educators. Its role is to provide national leadership in advancing ethical understanding and practice, while promoting awareness and use of the MCEE.



Founded in 1928, NASDTEC represents professional standards boards, commissions and state departments of education that are responsible for the preparation, licensure, and discipline of educational personnel. Associate members include constituent groups with an interest in the preparation, continuing development, and certification of educational personnel.

More information on NASDTEC and the development of the MCEE may be found at www.nasdtdec.net.

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OVERVIEW
Model Code of Ethics for Educators

2nd Edition

The Model Code of Ethics for Educators (MCEE) serves as a guide for future and current educators as they encounter the complexities of P-12 education. The Code establishes principles for ethical best practice, mindfulness, self-reflection and decision-making. The establishment of this professional code of ethics for educators honors the public trust and upholds the dignity of the profession.

WELCOME

There is a movement growing within the greater P-12 and educator preparation educational communities to ensure educators and prospective educators understand how professional decision-making can impact all aspects of the schooling community. This increased focus on examining and understanding our profession's norms and values is a critical part of the mission of the National Association of State Directors of Teacher Education and Certification (NASDTEC). A professional code of ethics establishes a higher threshold of responsibility than policy, statutes or law. Adhering to the regulations that govern one's employment and licensure – as well as aligning one's professional practice to the Model Code of Ethics for Educators – will mitigate the risks and vulnerabilities inherent in our profession.

For more information, visit www.nasdtdec.net

PRINCIPLE I

**RESPONSIBILITY TO
THE PROFESSION**

The professional educator knows that trust in the profession depends upon a level of professional responsibility that may be higher than the minimal standard of policy and law. This responsibility entails holding oneself and other educators to the same ethical standards.

A. The professional educator demonstrates responsibility to oneself and the profession by:

1. Holding oneself responsible to Model Code of Ethics for Educators (MCEE) and other recognized professional ethics standards;
2. Knowing and upholding the procedures, policies and laws relevant to professional practice regardless of personal views;
3. Monitoring and maintaining sound mental, physical and emotional health necessary to perform duties and services of any professional assignment and taking appropriate measures when personal or health-related issues may interfere with work-related duties;
4. Refraining from professional or personal activity that may lead to reducing one's effectiveness within the school community;
5. Refraining from using one's position for personal gain and avoiding the appearance of impropriety;
6. Taking responsibility and credit only for work actually performed or produced, and acknowledging the work and contributions made by others; and
7. Recognizing a lack of knowledge or understanding of the MCEE is not, in itself, a defense of unprofessional conduct

B. The professional educator fulfills the obligation to address and attempt to resolve ethical issues by:

1. Identifying and taking reasonable steps to resolve conflicts between the MCEE and the implicit or explicit demands of a person or organization;
2. Maintaining fidelity to the MCEE by taking proactive steps when having reason to believe that another educator may be approaching or involved in an ethically compromising situation;
3. Refraining from discriminating or retaliating against a person on the basis of having made an ethics complaint;
4. Refraining from filing or encouraging frivolous ethics complaints solely to harm or retaliate; and
5. Cooperating fully and honestly during investigations and proceedings.

C. The professional educator promotes and advances the profession within and beyond the school community by:

1. Engaging in respectful discourse regarding issues that impact the profession;
2. Influencing and supporting decisions and actions that positively impact teaching and learning, educational leadership and student services;
3. Staying current with ethics guidelines and decisions from professional organizations and other relevant sources;
4. Engaging with the greater educational community through professional organizations and associations; and
5. Advocating for adequate resources and facilities to ensure equitable opportunities for all members within the learning community.

PRINCIPLE II

**RESPONSIBILITY FOR
PROFESSIONAL COMPETENCE**

The professional educator is committed to the highest levels of professional and ethical practice.

A. The professional educator demonstrates commitment to high standards of practice through:

1. Using the MCEE and other ethics codes unique to one's discipline to guide and frame educational decision-making;
2. Incorporating into one's practice state and national standards, including those specific to one's discipline;
3. Advocating for equitable educational opportunities for all students;
4. Accepting the responsibilities, performing duties and providing services corresponding to the area of certification, licensure and/or training of one's position;
5. Reflecting upon and assessing one's professional skills, knowledge and competency on an ongoing basis; and
6. Committing to ongoing professional learning.

B. The professional educator demonstrates responsible use of data, materials, research, and assessment by:

1. Recognizing others' work by appropriately citing data or materials from published, unpublished or electronic sources when disseminating information;
2. Using appropriate assessments for the purposes for which they are intended and for which they have been validated to guide educational decisions;
3. Conducting research in an ethical and responsible manner with appropriate permission and supervision;
4. Seeking and using evidence, instructional data, research and professional knowledge to inform practice;
5. Creating, maintaining, disseminating, storing, retaining and disposing of records and data relating to one's research and practice, in accordance with, but not limited to, official guidance, policy and laws; and
6. Using data, data sources, or findings accurately, reliably and ethically.

C. The professional educator demonstrates competence by acting in the best interest of all students by:

1. Increasing students' access to the curriculum, activities and resources in order to provide a quality and equitable educational experience;
2. Working to engage the school community to close achievement, opportunity and attainment gaps; and
3. Protecting students from any practice that harms or has the reasonable potential to harm.

PRINCIPLE III

RESPONSIBILITY TO STUDENTS

The professional educator has a primary obligation to promote the health, safety and well being of all students. The professional educator treats students with dignity and respect, and establishes and maintains appropriate verbal, physical, emotional and social boundaries.

A. The professional educator respects the rights and dignity of all students by:

1. Respecting students by taking into account their individual characteristics, including but not limited to age, gender, culture, setting, ability and socioeconomic context.
2. Interacting with students with transparency and in appropriate settings;
3. Communicating with students in a clear, respectful and culturally sensitive manner;
4. Taking into account how appearance and dress can affect one's interactions and relationships with students;
5. Considering the implications of accepting gifts from or giving gifts to students;
6. Engaging in physical contact with students only when there is a clearly defined purpose that benefits students and continually keeps their health, safety and well-being in mind;
7. Avoiding multiple relationships with students that might impair objectivity and increase the risk of harm to their well-being or decrease educator effectiveness;
8. Acknowledging there are no circumstances that allow for educators to engage in romantic or sexual relationships with students; and
9. Considering the ramifications of entering into an adult relationship of any kind with a former student, including but not limited to, any potential harm to the former student, public perception and the possible impact on the educator's career. The professional educator ensures the adult relationship was not started while the former student was in school

B. The professional educator demonstrates an ethic of care through:

1. Seeking to understand students' educational, academic, personal and social needs as well as their values, beliefs and cultural background;
2. Respecting the dignity, worth and uniqueness of each individual student including, but not limited to, actual and perceived gender, gender expression, gender identity, sexual orientation, civil status, family status, religion, age, disability, race, ethnicity, socioeconomic context and culture; and
3. Establishing and maintaining an environment that promotes the emotional, intellectual, physical and sexual safety of all students.

C. The professional educator maintains student trust and confidentiality when interacting with students in a developmentally appropriate manner and within appropriate limits by:

1. Respecting the privacy of students and the need to hold in confidence certain forms of student communication, documents or information obtained in the course of professional practice;
2. Upholding parents'/guardians' legal rights, as well as any legal requirements, to reveal information related to legitimate concerns for the well-being of a student; and
3. Protecting the confidentiality of student records and releasing personal data in accordance with prescribed state and federal laws and local policies.

PRINCIPLE IV

**RESPONSIBILITY TO THE
SCHOOL COMMUNITY**

The professional educator promotes appropriate relationships and effective interactions with members of the school community.

A. The professional educator promotes appropriate and effective relationships with parents/guardians by:

1. Communicating with parents/guardians in a timely, respectful and culturally sensitive manner that represents the students' best interests;
2. Demonstrating a commitment to equality, equity, diversity and inclusion with parents/guardians;
3. Considering the implication of accepting gifts from or giving gifts to parents/guardians; and
4. Maintaining appropriate confidentiality with respect to student information disclosed by or to parents/guardians unless required by law

B. The professional educator promotes appropriate and effective relationships with colleagues by:

1. Respecting colleagues as fellow professionals and maintaining civility when differences arise;
2. Resolving conflicts, whenever possible, privately and respectfully and in accordance with policy;
3. Working to ensure a workplace environment that is free from harassment;
4. Collaborating with colleagues in a manner that supports academic achievement and related goals that promote the best interests of students;
5. Keeping student safety, education, and health paramount by maintaining and sharing educational records appropriately and objectively in accordance with local policies and state and federal laws;
6. Enhancing the professional growth and development of new educators by supporting effective field experiences, mentoring or induction activities across the career continuum;
7. Ensuring educators who participate as mentors for new educators, cooperating teachers and leadership positions are prepared and supervised to assume these roles; and
8. Demonstrating a commitment that educators are assigned to positions in accordance with their educational credentials, preparation and/or training to maximize students' opportunities and achievement.

C. The professional educator promotes appropriate and effective relationships with the community and other stakeholders by:

1. Maintaining the highest professional standards of accuracy, honesty and appropriate disclosure of information when representing the school or district within the community and in public communications;
2. Advocating for policies and laws benefitting students and families within the school community; and
3. Collaborating with community agencies, organizations and individuals in order to advance students' best interests.

PRINCIPLE IV cont.

**RESPONSIBILITY TO THE
SCHOOL COMMUNITY**

The professional educator promotes appropriate relationships and effective interactions with members of the school community.

D. The professional educator promotes appropriate and effective relationships with employers by:

1. Exhibiting personal and professional conduct that is in the best interest of the organization, learning community, school community and profession;
2. Using property, facilities, materials and resources in accordance with local policies and state and federal laws;
3. Respecting intellectual property rights (e.g., original lesson plans, district level curricula, syllabi, gradebooks) when sharing materials; and
4. Considering the implications of offering or accepting gifts and/or preferential treatment by vendors or an individual in a position of professional influence or power.

E. The professional educator recognizes the problematic nature of multiple relationships by:

1. Considering the risks that multiple relationships might impair objectivity, increase the likelihood of harm to students' learning and well-being, or diminish educator effectiveness;
2. Considering the risks and benefits of a professional relationship with someone with whom the educator has a current or past personal relationship;
3. Considering the implications and possible ramifications of engaging in a personal relationship with parents/guardians, student teachers, colleagues and supervisors; and
4. Ensuring professional responsibilities to paraprofessionals, student teachers or interns do not interfere with responsibilities to students, their learning and well-being.

PRINCIPLE V

**RESPONSIBLE AND ETHICAL
USE OF TECHNOLOGY**

The professional educator considers the impact of consuming, creating, distributing and communicating information through all technologies. The ethical educator is vigilant to ensure appropriate boundaries associated with role, time and place are maintained when using electronic communication.

A. The professional educator uses technology in a responsible manner by:

1. Using social media transparently and primarily for purposes of teaching and learning per school and district policy. The professional educator considers the ramifications of using social media and direct communication via technology with one's interactions with students, colleagues and the general public;
2. Staying current with trends and uses of school technology;
3. Evaluating information obtained electronically for reliability and bias;
4. Respecting intellectual property rights, copyright and fair use when accessing, using and documenting proprietary materials;
5. Understanding and abiding by policy and procedures on the use of technology and communication;
6. Recognizing that some electronic communications are records under the Freedom of Information Act (FOIA) and state public access laws;
7. Considering the implications of sharing legally protected or other sensitive information electronically either via professional or personal devices/accounts; and
8. Exercising vigilance in maintaining separate and professional virtual profiles and keeping personal and professional lives distinct.

B. The professional educator ensures students' safety and well-being when using technology by:

1. Being vigilant in identifying, addressing and reporting (when appropriate and in accordance with local school, district, state and federal policy) inappropriate and illegal materials/images in electronic or other forms;
2. Respecting the privacy of students' presence on social media unless there is possible risk of harm to the student or others; and
3. Being attentive to (and appropriately reporting) information concerning possible cyber bullying incidents and their potential impact on the student learning environment.

C. The professional educator maintains confidentiality with the use of technology by:

1. Taking appropriate and reasonable measures to maintain confidentiality of privileged information and stored or transmitted educational records;
2. Understanding the intent of Family Educational Rights to Privacy Act (FERPA) and how it applies to sharing student records electronically;
3. Ensuring the rights of third parties, including the right of privacy, are not violated via the use of technology; and
4. Protecting information from being shared with unintended third parties through technology.

D. The professional educator promotes the appropriate use of technology in educational settings by:

1. Advocating for equal and equitable access to technology for all students;
2. Promoting the benefits and clarifying the limitations of various appropriate technological applications with colleagues, appropriate school personnel, parents and community members;
3. Promoting technological applications that assist and enhance the teaching and learning process; and
4. Practicing and advocating for cybersecurity to protect oneself, others and the integrity of the network.

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: Revisions to LCSD Board Policy GBBK: Political Activity

Recommendation

That the Board of Trustees approve revisions to LCSD Board Policy GBBK: Political Activity as a first reading.

Background Information

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. The addition to LCSD Policy GBBK is to clarify language regarding those employees who are campaigning for, elected to, or appointed to public office and what they are permitted and not permitted to do. The inclusion of language about election-related communication per NRS 294A helps staff understand the rules surrounding political messaging, ensuring that all communications comply with state laws.

The policy update also aims to maintain the professionalism of the workplace by outlining specific expectations for employees engaged in public office activities. This helps prevent any disruptions that could arise from political activities interfering with work responsibilities.

Budget Considerations

None

Discussed at Previous Meeting

No

Attachment(s)

Lyon County School District Board Policy GBBK: Political Activity

PROHIBITED POLITICAL ACTIVITY

1. Political Activity

Employees shall not engage in political activity of any kind during working hours ~~or while conducting District business during what are normally non-working hours~~. This includes, but is not limited to soliciting money, influence, service, or any other valuable thing to aid, promote, or defeat any political committee or the nomination or election of any person to public office.

Wearing or displaying of apparel, buttons, insignia, or other items which advocate for or against a political candidate or a political cause is also an example of prohibited political activity during work hours.

Furthermore, during working hours no employee shall attempt to coerce, command, or require a person holding or applying for any position, office, or employment, including a citizen requesting service supplied by the District, to influence or to give money, service, or other valuable thing to aid, promote, or defeat any political committee, or to aid, promote, or defeat the nomination or election of any person to public office.

Employees may not participate in any of the above-mentioned activities off duty while wearing a uniform, name tag, or any other item identifying them as a representative of the District.

Employees are expressly forbidden to use any District resources, ~~including but not limited to: interoffice mail, e-mail, telephone, fax machines, the Internet, or copy machines~~ to engage in any political activity outside the approved scope of the District's official duties. This includes, but is not limited to:

- Interoffice mail
- Email
- Telephone
- Fax machines
- Copy machine
- Internet
- District sponsored social media or mass communication systems
- Reader boards or other district signage

2. Running for or Holding Political Office

While employees are encouraged to participate in the political process, they must understand the District also has an obligation to provide service to the public.

Employees who are seeking, or who have been elected or appointed to public office, shall not conduct any campaign-related business ~~related to these activities~~ while on duty or participating in District sponsored events. ~~This includes all the items listed in the previous section.~~

If there is a conflict with or the activities hinder the performance of the duties with the District, the employee will comply with one of the following (final approval is at the District's sole discretion):

- The employee may apply and seek approval for use of accrued leave time;
- The employee may request unpaid leave per the LCSD Board Policy GCBA - Leaves; or
- The employee will be expected to resign ~~his/her~~ their position, either with the District or their elected/appointed office at the employee's discretion

The maximum duration of paid or unpaid leave time allowed for approved ~~ed~~ will be twelve (12) months. The District's leave policies and applicable collectively bargained agreements addressing the continuation of health insurance, retirement benefits, accrual of additional leave time, and job and seniority status will be applied in this situation.

3. Election-Related Communications

Pursuant to NRS 294A, any election-related communications published in support of or opposition to a candidate which contain official contact information of District must state that the communication is not endorsed by and is not an official publication of the District.

Reference: NRS 294A

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: Revisions to LCSD Board Policy GBBL: Solicitation Prohibited

Recommendation

That the Board of Trustees approve revisions to LCSD Board Policy GBBL: Solicitation Prohibited as a first reading.

Background Information

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. The recent updates to LCSD Policy GBBL include the use of the abbreviation "CBA" for **Collective Bargaining Agreement** and a revision allowing Representatives of employee benefit programs to meet with employees during designated work times at approved locations or on District property, as authorized by the Superintendent or designee. This replaces the term "appropriate District representative."

These updates to LCSD Policy GBBL simplify language, improve employee access to benefit information, and ensure meetings are conducted with oversight and minimal disruption to the work environment. This helps create a more efficient, supportive, and safe workplace for all district employees.

Budget Considerations

None

Discussed at Previous Meeting

No

Attachment(s)

Lyon County School District Board Policy GBBL: Solicitation Prohibited

Respectfully Submitted,
BillieJo Hogan, Executive Director of Human Resources

SOLICITATION PROHIBITED

1. Employee Activities

Distribution of literature by employees in work areas or solicitation by employees during work time on behalf of any club, society, labor union, religious organization, political party, philanthropic or similar organization, or for any purpose whatsoever is strictly prohibited. Distribution of information and correspondence related to the administration of a collective bargaining agreement (CBA) by officers, consultants, and business representatives of a recognized employee organization may be allowed pursuant to the terms of a ~~collective bargaining agreement~~ CBA.

2. Non-Employee Activities

Non-employees will not be allowed on District premises for the purpose of distributing of literature to employees or the solicitation of employees at any time whatsoever, except as specifically provided below.

- Consultants and business representatives of recognized employee organizations are allowed access to employees as allowed by the specific terms of a current ~~collective bargaining agreement~~ CBA.
- Representatives of employee benefit programs (e.g., supplemental insurance or deferred compensation) specifically approved by the District for payment through payroll deduction may meet with employees during designated work time at designated places or on District property as may be approved by the appropriate ~~District representative~~ Superintendent or designee.

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: Revisions to LCSD Board Policy GBBM: Use of District Property/Premises and Searches

Recommendation

That the Board of Trustees approve revisions to LCSD Board Policy GBBM: Use of District Property/Premises and Searches for a first reading.

Background Information

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. The edits to LCSD Policy GBBM now include “searches” in the title. The policy also details the parameters for personal items brought or used on district property. It further clarifies the prohibition of allowing students access to employee keys and equipment. Finally, there is additional language about searching district property.

Budget Considerations

None

Discussed at Previous Meeting

No

Attachment(s)

Lyon County School District Board Policy GBBM: Use of District Property/Premises and Searches

USE OF DISTRICT PROPERTY ~~OR~~ /PREMISES AND SEARCHES

Employees will use the District's property and equipment including, but not limited to, monies and funds, communication equipment, vehicles, tools, equipment, and facilities (buildings, classrooms, etc.) only for work related purposes as directed or approved by their administrator or manager/supervisor. An employee's personal items may be approved for display in a classroom or office by the administrator/manager/supervisor if it does not violate any laws, District policies, support or promote a political/social agenda, etc. and does not cause an educational disruption. Employees are prohibited from bringing in personal furniture, appliances, equipment, etc. without prior written approval of their administrator/manager/supervisor. If approved in writing, the furniture, appliances, equipment, etc. must meet all health and safety standards established by law and the District. The District is not responsible for properly maintaining or replacing an employee's approved personal items.

When using District property and equipment, all employees are expected to exercise care, perform required maintenance, and follow all operating instructions, as well as and comply with safety standards and guidelines.

Employees will not misuse, destroy, or otherwise use in an improper or unsafe manner any property of the District. Employees are prohibited from making unauthorized copies, any other unauthorized use of, or and allowing or facilitating the unauthorized possession by others of District keys or other access devices used to access District property. Employees are strictly prohibited from allowing students to use their keys or other devices used to access District property. Employees are also prohibited from transporting non-employees in the District's vehicles unless specifically authorized to do so by their administrator or manager/supervisor in an emergency situation.

The District may authorize the examination of lockers, desks, vehicles, and all other property and spaces owned or controlled by the District to check for the presence of any unauthorized material, weapons of any type, or controlled/prohibited substances including, but not limited to, alcohol and illegal drugs. Prior notice to employees that District-owned property or space is to be searched is not required as entrance onto or use of District property is deemed consent. A search may be conducted either in or outside the employee's presence.

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. The District may take whatever legal means are necessary, consistent with this policy, to determine whether unauthorized material, weapons of any type, or controlled/prohibited substances are located or being used on District premises. The District may call upon law enforcement authorities to conduct an investigation if deemed necessary.

Searches will be conducted by management personnel or law enforcement authorities and may or may not be conducted in the presence of the person whose 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 representative conducting the search.

DRAFT

Policy #GBBM
Revised ~~10/25/11~~ 11/19/24

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: Revisions to LCSD Board Policy GBBN: Phones and Other Communication Devices

Recommendation

That the Board of Trustees approve revisions to LCSD Board Policy GBBN: Phones and Other Communication Devices as a first reading.

Background Information

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. This policy applies to **employees only** and does not extend to students. The updates to LCSD Policy GBBN include the addition of “other communication devices” beyond phones, clarifying expectations for their use during business hours, and the requirement to comply with applicable state and federal laws

By expanding the policy to include "other communication devices," the district aims to provide clear guidelines regarding all forms of electronic communication. This ensures that employees understand the proper usage of these devices during work hours, fostering greater professionalism and minimizing disruptions.

The updated expectations for communication device use during business hours are designed to enhance safety by minimizing distractions in the workplace. This is particularly important in environments where focused attention is critical for the safety of students and staff, such as during transportation, maintenance, or supervision duties.

By updating LCSD Policy GBBN, the district is ensuring that employees are well-informed of their responsibilities, reducing potential risks, and promoting a safe and professional work environment for all.

Budget Considerations

None

Discussed at Previous Meeting

No

Attachment(s)

Lyon County School District Board Policy GBBN: Phones and Other Communication Devices.pdf

PHONES AND OTHER COMMUNICATION DEVICES POLICY

The District's policy covers phone usage while at work, including the use of cell phones/communication devices while operating motor vehicles on District business.

1. Personal Phone Calls Use of Communication Device

Personal phone calls, messages, texting, audio/video recording, and other features of whether via an employee's private cell phone/communication device or the District's telephone equipment, are restricted to authorized break periods, except under obvious emergency situations. Excessive personal calls can result in lost productivity and distract fellow employees. District-issued cell phones/communication devices are to be used only for official business reasons.

If an emergency situation arises and the District-issued cell phone/communication device must be used for a personal call reasons, and the employee is not able to obtain prior authorization from a supervisor, the employee is required to notify the supervisor as soon as is practicable. The employee is required to furnish the reason for the call emergency communication and, if requested, the number called contact information of the recipient. Violation of this section may result in the employee being responsible for reimbursing any costs incurred.

Employees are expected to protect the District-issued cellular equipment/communication devices from loss, damage, or theft.

2. Cell Phone/Communication Device Use in Vehicles

All employees are expected to follow applicable state & federal laws regarding the use of cell phones or other hand-held devices at all times. Employees on duty and/or conducting official business at any time while operating motor vehicles are prohibited from using cell phones/communication devices while the vehicle is in motion, unless using a hands-free device. This includes dialing, answering, and checking messages. Employees are neither required nor expected to use a cell phone while the vehicle is in motion. Safety must come before all other concerns.

Employees shall pull off the road and safely stop before placing or accepting calls, texting, or checking and responding to messages, unless they are using hands-free operations/devices. This policy does not include passenger use of cell phones/communication devices.

This prohibition is in effect regardless if the cell phone is issued by the for both District issued devices and those or is privately owned by the employee.

3. Phone Use in Business Meetings

Phone use during meetings, unless specifically required and authorized, is forbidden. Cell phones/communication devices must be turned off or left in silent mode.

Additional Cell Phone Functions and Services

**LYON COUNTY SCHOOL DISTRICT
BOARD POLICY**

GBBN

In addition to telephone service, many cell phones or cellular providers offer various functions and/or services, including text messaging and digital photography not directly related to work. Employees are strictly prohibited from using any of these or similar features while at work or while operating a motor vehicle.

DRAFT

Policy #GBBN
Revised ~~11/24/15~~ 11/19/24

PHONES AND OTHER COMMUNICATION DEVICES POLICY - ADMINISTRATIVE REGULATIONS

1. Assignment of District-owned cellular telephones and service plans

The following employees are to be assigned and must carry and accessible by a District owned cellular telephone during working hours. An appropriate service plan will be provided.

- Superintendent, Associate Deputy Superintendents, District Supervisors, Chief Nurse, and District Executive Directors, and Fiscal Services Officer
- School Principals, and Assistant Principals, and Deans
- Information Technology Personnel
- Bus drivers (when children are present), mechanics, and transportation assistants/trainers area leads, and facilitator
- District Maintenance, School Maintenance, and Warehouseman; Courier, Information Assistant

Others may be permanently or temporarily assigned telephone cell phones by the Superintendent on a case by case basis.

2. Service Plans

The District will purchase the minimum service plan for all employees assigned a cellular phone with the following exceptions for which the District will purchase a plan appropriate for their specific needs:

- Superintendent
- Associate Superintendents
- Director of Management Information
- District Supervisors
- Transportation Assistants

3. Usage

Cellular telephones owned by the District and used by employees shall only be used for Lyon County School District business.

4. Because it may be beneficial to both the employee and the District for the employee to use a personal telephone cell phone, an employee may request the Superintendent approve the use of a personal telephone cell phone in lieu of a District owned telephone cell phone. If approved, the

employee is entitled to reimbursement of up to 75% of the monthly service charge that would have been paid had the employee elected to use a District ~~telephone~~ cell phone contingent upon the following conditions.

- The employee's service plan is equal to or better than the District's plan.
- The reimbursement does not exceed the employee's actual cost.
- The ~~telephone~~ cell phone number is as accessible as a district's ~~telephone~~ number.
- For employees granted a base monthly service time, no reimbursement for the costs or calls beyond the base will be allowed since personal calls most likely contribute to the excess time. Employees are not allowed to conduct personal business by ~~cellular~~ cellular telephone during their work hours.

DRAFT

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: Executive Director of Human Resources BillieJo Hogan
Re: LCSSD Policy GB: Employment and Compensation

Recommendation: That the Board of Trustees approve revisions to LCSD Board Policy GB: Employment and Compensation as a second and final reading

Background Information: After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on recent passed laws. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. The simple changes in LCSD Policy GB are revised verbiage for clarity of the District's policy to conduct pre-employment reference checks and background checks.

Budget Considerations:

None

Discussed at Previous Meeting:

September 24, 2024 first reading

Attachment(s):

LCSD Board Policy GB: Employment and Compensation

EMPLOYMENT AND COMPENSATION

The District desires to maintain a productive, efficient, effective, healthy, and safe work environment and, as a result, will conduct pre-employment reference checks, background checks, and/or other investigations of employees as necessary. Because the District is committed to ensuring that information upon which employment decisions are based is accurate and complete, it is the policy of the District to verify employment information prior to making an offer of employment.

Moreover, the District is committed to responding in a consistent manner whenever inquiries are received requesting information regarding current or former employees of the District.

The District shall not enter into an agreement that:

- Has the effect of suppressing information relating to an investigation concerning a report of suspected abuse or sexual misconduct by a current or former employee.
- Affects the ability of the District to report suspected abuse or sexual misconduct to the appropriate authorities.
- Requires the District to expunge information about allegations or findings of suspected abuse or sexual misconduct from any documents maintained by the District unless, after investigating the alleged violation, the District determines that the allegations were false, unfounded, unsubstantiated or inconclusive.

The Superintendent/designee will develop procedures for acquiring and providing employment references.

Reference: NRS 239.012, NRS 239B, NRS 425, Fair Credit Reporting Act (FCRA), NRS 613

EMPLOYMENT AND COMPENSATION - ADMINISTRATIVE REGULATIONS

Reference and Background Checks *Acquiring and Providing Employment References*

1. Acquiring References

Reference and background checks are conducted to assist the District in assessing an applicant's fitness for employment with the District. Only those employees designated by the Human Resources Director/designee may acquire employment references. Any employee of the District who attempts to acquire reference information on an applicant must comply with the following:

- Obtain a District employment application that is signed and dated by the applicant. The applicant must have completed all relevant sections of the application.
- Obtain authorization from the applicant by means of their signature directly on the application and/or separate release form for the release of information from former employers, military, educational institutions, other institutions, personal references, and other individuals listed on the application. Authorization for release of such information by the applicant shall include a release from liability of any company, institution, or individual providing such information. If an applicant refuses to sign such a release, s/he will be eliminated from further consideration for employment with the District.
- Inform the applicant that the District will conduct a background/reference check and that evaluating the applicant's suitability for employment includes contacting employment and other references, educational institutions, and personal and professional associates to verify information provided.

Note: For safety-sensitive positions as defined by 42 CFR Part 382 and U.S. Department of Transportation regulations, the District shall obtain, pursuant to an applicant's written consent, information on his/her alcohol tests and/or verified positive controlled substance test results, and refusals to be tested within the preceding two (2) years from date of application which are maintained by the previous employers.

- Identify the appropriate individual(s) to question regarding the applicant's work performance, knowledge, skills, and abilities related to the essential functions of the position.
- Adequately document the conversation and record refusals to provide information on the Reference Background Check form.
- Maintain strict confidentiality of all background/reference information. Only employees, supervisors, or management officials of the District who have a demonstrable work related need-to-know should be accorded access to such information.

All requests for employment information shall be referred to the Human Resources Director or their designee. Only those personnel designated by the Human Resources Director are authorized to release employment information to third parties.

The District has a “neutral reference” policy, as well as a confidential information policy. Only the following personnel information and employment records that the District maintains concerning current and former employees shall be provided upon request:

1. Name
2. Class/Job Title
3. Dates of Employment
4. Salary

Information regarding an employee terminated for violent actions in the workplace or who may have demonstrated dangerous behavior in the workplace will be provided only after consultation with District’s legal counsel.

Employment information and opinions regarding the character, honesty, and potential for violence of the District’s employees may be provided to governmental employers, including, but not limited to, any federal, state, county, municipality or city employers; or any other private (non-governmental) employer where the employee’s character, honesty, and potential for violence are relevant issues. Examples include, but are not limited to, jobs which involve public safety, entrustment for the care or safety of children, the elderly, or health care patients; or positions having access to money and/or valuables. The District must provide information requested by law enforcement agencies in accordance with NRS 239B.

Records that are required for employees in safety-sensitive positions, as defined in 42 CFR Part 382 and U.S. Department of Transportation regulations, shall be made available to subsequent employers upon receipt of written request from the employee or former employee.

In accordance with NRS 239.012, a public officer or employee who acts in good faith in disclosing or refusing to disclose information and his/her District, are immune from liability for damages, either to the requester or to the person whom the information concerns.

Outside Investigations

The District desires to maintain a productive, efficient, effective, healthy, and safe work environment and, as a result, will conduct pre-employment background investigations, background checks, and/or other investigations of employees as necessary. If these investigations are conducted by external third parties (also called “consumer reporting

agencies”), they will be governed by relevant provisions of the Fair Credit Reporting Act (FCRA) and the Fair and Accurate Credit Transactions Act (FACT). FCRA and FACT cover background checks and other investigations for prospective employees, and current employees in certain situations, such as a promotion to a position requiring additional information. FCRA and FACT specifically do not apply to investigations of alleged misconduct, such as unlawful harassment charges. NRS 613 restricts the use of consumer credit information to limited positions.

1. The types of reports that may be requested from consumer reporting agencies under this policy include, but are not limited to: credit reports, criminal records checks, court records checks, driving records, and/or summaries of educational and employment records and histories. These reports or checks are also called “consumer reports.” The information contained in these reports may be obtained by a consumer reporting agency from public record sources or through personal interviews with the applicant’s or employee’s coworkers, neighbors, friends, associates, current or former employers, or other personal acquaintances. These are sometimes referred to as “investigative consumer reports.” Any information contained in such reports may be taken into consideration in evaluating an applicant’s or employee’s suitability for employment, promotion, reassignment, or retention.

In order to meet the requirements of the FCRA, effective the date of this policy all applicants for employment will be required to complete a notice and authorization form for requesting consumer and investigative consumer reports unless the authorization was provided on the individual’s employment application form. In the event of an external third party investigation, existing employees will be required to complete a notice and authorization form requesting consumer and investigative consumer reports, if the employee has not previously completed such form.

The District will certify to the consumer reporting agency that:

- 1) The notice and authorization requirement has been met;
- 2) The information received is only used for employment purposes;
- 3) The information will not be used to violate any Equal Employment Opportunity (EEO) legislation;
- 4) Pre-adverse action requirements will be followed;
- 5) Any additional investigative consumer report disclosures, if applicable, have or will be issued within three (3) days; and
- 6) Upon request from the applicant or employee, the District will comply with applicable additional disclosure requests including, but not limited to, information as to the nature and scope of an investigative consumer report.

The District will provide a copy of the consumer report and a summary of the individual's rights under the FCRA to the applicant or employee prior to making a final adverse or negative employment decision that, in whole or in part, is influenced by a consumer report or an investigative consumer report.

After the District has complied with the above and waited a "reasonable" period of time, the District may take the adverse or negative action. After taking such action, the District must provide to the applicant or employee a notice of adverse action which also contains

- 7) The name, address, and telephone number of the consumer reporting agency;
- 8) A statement that the consumer reporting agency did not make the adverse action decisions and will be unable to inform the applicant or employee of the specific reason(s) for the adverse action;
- 9) A statement that the applicant or employee is entitled to obtain an additional free copy of the "consumer report";
- 10) A statement that the applicant or employee has a right to dispute the accuracy or completeness of any information in the report; and

If the District secures documented information that a candidate selected for employment has been convicted of a felony involving physical violence or moral turpitude, that candidate will not be hired and any contingent offer of employment will be withdrawn. The District will communicate this requirement to all applicants prior to hire.

- a. Obtain a District employment application that is signed and dated by the applicant. The applicant must have completed all relevant sections of the application.
- b. All applicants for employment with the District must provide:
 - i. The name, address and telephone number for the applicant's current employer, any former employer that was a school or school district, and any other former employer with whom the applicant was employed in a position that involved direct contact with children;
 - ii. Any other contact information for an employer or former employer requested by the District;
 - iii. Written authorization for an employer or former employer to release information; and
 - iv. A written statement indicating whether the applicant has:
 - Been the subject of an investigation concerning an alleged sexual offense conducted by an employer, licensing agency, law enforcement agency, agency which provides child welfare services, agency which provides

child protective services, or a similar agency. The applicant is not required to provide this information if, after investigating the alleged violation, the employer or agency determined that the allegations were false, unfounded, unsubstantiated or inconclusive.

- Been discharged, disciplined, had a contract not renewed, asked to resign from employment, resigned from employment or otherwise separated from employment while an investigation concerning an alleged sexual offense was pending or upon conclusion of such an investigation, and was found to have committed the sexual offense.
- Had a license or certificate suspended or revoked or has been required to surrender a license or certificate while an investigation concerning an alleged sexual offense was pending or upon conclusion of such an investigation and was found to have committed the sexual offense.

v. Any applicant for employment who knowingly provides false information or willfully fails to disclose any information:

- Is subject to discipline, including, without limitation, suspension or revocation of the person's license, termination of employment or a civil penalty; and
- Is guilty of a misdemeanor.

c. Upon receipt of the information set forth above, the District may:

i. Contact each employer and former employer provided and request that the employer provide:

- The dates of employment of the applicant; and
- A written statement indicating whether the applicant has:
 - Been the subject of an investigation concerning an alleged sexual offense conducted by the employer. An employer or former employer is not required to provide this information if, after investigating the alleged violation, the employer determined the allegations were false, unfounded, unsubstantiated or inconclusive.
 - Been discharged, disciplined, had a contract not renewed, asked to resign from employment, resigned from employment or otherwise separated from employment while an investigation concerning an alleged sexual offense was pending or upon conclusion of such an investigation and was found to have committed the sexual offense.
 - Had a license or certificate suspended or revoked or has been required to surrender a license or certificate while an investigation concerning an alleged sexual offense was pending or upon conclusion of such an investigation and was found to have committed the sexual offense.

ii. Ensure the applicant has a license authorizing the applicant to teach or perform other educational functions at the level and in the field for which the applicant is applying for employment, if a license is required, and that the applicant is otherwise eligible for employment.

iii. Verify that the Department of Education (DOE) has not received notice that the applicant is a defendant in a criminal case.

iv. An employer or former employer contacted by District:

- Shall provide the information requested not later than 20 days after the date of request.
- Is immune from civil and criminal liability for any act relating to the provision of such information, unless the employer or former employer knowingly provides false information. Such information is privileged and must not be used as the basis for any action against the person or entity that provided the information.

v. Except as otherwise prohibited by federal or state law, an employer or former employer who willfully fails to disclose any information required is subject to discipline, including, without limitation, a civil penalty.

vi. The District shall request the employer that conducted the investigation concerning an alleged sexual offense, discharged, disciplined or dismissed the employee or asked the employee to resign from employment to provide additional information concerning the matter and all records related to the matter, including, without limitation, any documents relating to a disciplinary action taken against the employee, disciplinary records or documents used in the decision made by the employer concerning the investigation.

vii. An employer contacted by the District:

- Shall provide the information requested not later than 60 days after the request is made.
- Is not required to disclose any information or records held by the school police of the school district.
- Is immune from civil and criminal liability.

viii. Except as otherwise prohibited by federal or state law, an employer who willfully fails to disclose any information required is subject to discipline, including, without limitation, a civil penalty.

ix. The District may authorize provisional employment of a person for a period not to exceed 90 days pending the review of information submitted pursuant to the requirements set forth in this policy if the District determines the applicant is otherwise qualified and:

- The applicant provided the required statement;

- The District has no knowledge of information pertaining to the applicant that would disqualify the applicant from employment;
- The applicant swears or affirms that they are not disqualified from employment; and
- The applicant is directly supervised by a permanent employee in any duties that involve direct contact with students.

x. The District:

- Shall not be held liable for any damages resulting from the failure of an entity not subject to the jurisdiction of this State to respond to a request for information or any inaccuracy of omission in the information submitted to the District.
- Is immune from civil or criminal liability for considering the information submitted when deciding whether to employ an applicant or continue to employ a person.

Note: For positions that require a Commercial Driver's License (CDL) or otherwise defined as safety-sensitive positions by 42 CFR Part 382 and U.S. Department of Transportation (DOT) regulations, the District shall obtain, pursuant to an applicant's written consent, information on the applicant's alcohol tests and/or verified positive controlled substance test results, and refusals to be tested within the preceding two years from date of application which are maintained by the previous employers.

The District will maintain strict confidentiality of all reference information. Only employees, supervisors, or management officials of the District who have a demonstrable work-related need-to-know should be accorded access to such information.

2. Providing References

All requests for employment information shall be referred to the Executive Director of Human Resources or designee. Only those personnel designated by the Executive Director of Human Resources are authorized to release employment information to third parties.

The District has a *Neutral Reference* stance, as well as a LCSD Board Policy GAC: *Confidential Information* for employers who are not school districts, private schools, charter schools, university schools for profoundly gifted students, or contractors or agents who work at schools in this state. Only the following personnel information and employment records that the District maintains concerning current and former employees shall be provided upon request:

- Name
- Class/Job Title
- Dates of Employment
- Rate of pay

Information regarding an employee terminated for violent actions in the workplace or who may have demonstrated dangerous behavior in the workplace will be provided only after consultation with the District's legal counsel.

In addition, the District will:

- Provide information requested by public schools, private schools, charter schools, university schools for profoundly gifted students, and/or contractors or agents who work at schools in this state not later than 30 days after the date of request and will include the following information:
- The dates of employment of the applicant; and
- A written statement indicating whether the applicant has:
 - Been the subject of an investigation concerning an alleged sexual offense conducted by the district. This information will not be provided if after investigating the alleged violation, it was determined the allegations were false, unfounded, unsubstantiated or inconclusive.
 - Been discharged, disciplined, had a contract not renewed, asked to resign from employment, resigned from employment or otherwise separated from employment while an investigation concerning an alleged sexual offense was pending or upon conclusion of such an investigation and was found to have committed the sexual offense.
 - Had a license or certificate suspended or revoked or had been required to surrender a license or certificate while an investigation concerning an alleged sexual offense was pending or upon conclusion of such an investigation and was found to have committed the sexual offense.

The District is immune from civil and criminal liability for any act relating to the release of such information, unless the District knowingly provides false information.

Except as otherwise prohibited by federal or state law, if an employee who is responsible for providing this information willfully fails to disclose any information required, the employee is subject to discipline, including, without limitation, a civil penalty.

Upon request, the District shall provide, not later than 60 days after the request is made, additional information including, without limitation, all documents and records concerning an alleged sexual offense or documents and records relating to discharge, discipline or dismissal of the employee, as well as any documents used by the District in requesting an employee to resign from employment.

The District is not required to disclose any information or records held by the school police of the District.

Employment information and opinions regarding the character, honesty, and potential for violence of the District's employees may be provided to governmental employers, including, but not limited to, any federal, state, county, municipality or city employers; or any other private (non-governmental) employer where the employee's character, honesty, and potential for

violence are relevant issues. Examples include, but are not limited to, jobs which involve public safety, entrustment for the care or safety of children, the elderly, or health care patients; or positions having access to money and/or valuables. Information in this section may be provided after consultation with the District's legal counsel.

The District must provide information requested by public safety agencies in accordance with NRS 239B.

Records that are required for employees in safety-sensitive positions, as defined in 42 CFR Part 382 and DOT regulations, shall be made available to subsequent employers upon receipt of written request from the employee or former employee.

In accordance with NRS 239.012, a public officer or employee who acts in good faith in disclosing or refusing to disclose information and the District, are immune from liability for damages, either to the requester or to the person whom the information concerns.

Background Checks on Applicants/Employees

1. Background Checks

The District desires to maintain a productive, efficient, effective, healthy, and safe work environment and, as a result, will conduct pre-employment background checks of applicants, and current employees as necessary.* Background checks may include verification of employment, educational background, criminal/court history records check; credit report check; military records check; drug test for safety-sensitive positions; character references, and other publicly available information deemed to be job related. In addition, if the position requires driving a vehicle, a Department of Motor Vehicles (DMV) search may be conducted. If the position involves contact with minors or with any persons having diminished capacity to care for themselves, a search of government sex offender registries may be conducted. If the position requires licensing or certification, the institution and/or licensing authority may be contacted to verify possession of education, licenses, and/or certificates.

**If these investigations are conducted by external third parties (also called "consumer reporting agencies" (CRA)), they will be governed by relevant provisions of the Fair Credit Reporting Act (FCRA) and the FACTA. FCRA and FACTA cover background checks and other investigations for prospective employees, and current employees in certain situations, such as a promotion to a position requiring additional information. FCRA and FACTA specifically do not apply to investigations of alleged misconduct, such as unlawful harassment charges. Nevada law (NRS 613) restricts the use of consumer credit information to limited positions.*

2. Consumer Reporting Agencies Reports

The types of reports that may be requested from consumer reporting agencies under this policy include, but are not limited to credit reports, criminal records checks, court records checks, driving records, and/or summaries of educational and employment records and histories. These reports or checks are also called "consumer reports." The information contained in these reports

may be obtained by a consumer reporting agency from public record sources or through personal interviews with the applicant's or employee's coworkers, neighbors, friends, associates, current or former employers, or other personal acquaintances. These are sometimes referred to as "investigative consumer reports." Any information contained in such reports may be taken into consideration in evaluating an applicant's or employee's suitability for employment, promotion, reassignment, or retention.

3. Disqualification for Hire

If the District secures documented information that a candidate selected for employment has been convicted of a felony involving physical violence or moral turpitude, that candidate may not be hired, and any contingent offer of employment may be withdrawn. The District will communicate this requirement to all applicants prior to hire.

Licensure/Occupational Certification Requirements

Any employee in a position that requires a license, certificate, permit, or other occupational certification to practice his/her profession through the State of Nevada must adhere to the provisions of Chapter 425 of the Nevada Revised Statutes. This statute establishes procedures under which the agency granting the license, certificate, permit, or occupational certification may withhold, suspend, or restrict the issuance of professional and/or occupational certificates, licenses, or certifications for individuals who:

1. Have not complied with a subpoena or warrant relating to child paternity or child support obligations, or
2. Are in arrears in child support payments.

If an employee receives notice that his/her license, certificate, permit, or occupational certification has not been renewed or has been revoked, s/he must immediately notify his/her administrator or manager/supervisor of such revocation. The employee will not perform any task or function for which the license, certificate, permit, or occupational certification is required after s/he has received notice of revocation or non-renewal of such license, permit, etc.

By statute, an employee has thirty (30) days to satisfy one of the following conditions:

- Comply with the court order, subpoena, or warrant;
- Satisfy any arrears payments due; or
- Submit to the District Attorney or other public agency a written request for a hearing.

If the employee fails to satisfy one of the listed conditions, his/her license, certificate, permit, or occupational certification will be revoked by the issuing agency.

In the event the employee does not have a valid license, certificate, permit, or occupational certification, s/he does not meet the job requirements. Failure to meet the job requirements will result in termination.

~~If a prospective candidate for a position cannot obtain the required license, certificate, permit, or occupational certification required for the job, s/he will not be given any further employment consideration. Any job offer, offer of promotion, or offer of transfer previously made will be withdrawn.~~

~~The District may conduct a review of driver's license records annually for those employees required to drive as a part of their duties.~~

The District mandates that, if required by the current job, all employees obtain and maintain a valid license, certificate, permit, or other occupational certification issued by the state, county, city, or other applicable authority.

If an employee receives notice that one's own license, certificate, permit, or occupational certification has not been renewed or has been revoked, the employee must immediately notify the administrator or manager/supervisor of such revocation. The employee shall not perform any task or function for which the license, certificate, permit, or occupational certification is required after the employee has received notice of revocation or non-renewal of such license, permit, etc.

Employees who do not have a required license, certificate, permit, or occupational certification will not meet the job requirements. Failure to meet the job requirements may result in termination.

The District may conduct a review of driver's license records annually for those employees required to drive as a part of their duties.

Each employee whose job duties require the use of an automobile for transportation is required to possess current in force vehicle liability insurance or provide an alternate means of transportation. If at any time current in force vehicle liability insurance is not in effect, the employee must notify the direct supervisor within one working day. The following minimum vehicle liability insurance limits are recommended for all drivers: \$100,000.00 bodily injury liability per person, \$300,000.00 bodily injury liability per accident, and \$50,000.00 property damage liability.

Salaries/Compensation

1. Hiring Rate of Pay

The normal hiring rate is the first step of the pay range for the position's classification. Advanced step appointments and accelerated step advancement may occur only upon authorization by the Superintendent/designee.

2. Job Offers

Offers for employment and commitments for **salary pay** on hire are made in the job offer letter. Hiring appointment placement on the pay schedule is governed by the applicable collectively bargained agreement and policy under the direction of the Executive Director of Human Resources and/or Superintendent when disputes arise.

Typically, the first day of employment shall be the first day after the Board has taken official action to hire the individual. However, the first paid day will be the first working day following orientation. Orientation time will not be paid for **Classified** employees.

3. Pay Rate Reviews and Increases

The District periodically reviews the **salary pay** ranges, which consist of a series of **salary pay** steps for each position. This review includes an evaluation of the ranges and steps and, when appropriate, an adjustment of these ranges. Employees who are not paid at the maximum of the pay range for their position are eligible to be considered for a pay increase according to the applicable collectively bargained agreement, contract, or policy.

4. Payroll Distribution

Employees will be paid on the 20th day of each month. When the 20th falls during a holiday or weekend, payday will be the last working day preceding the holiday or weekend. All staff will be paid on the current month basis in twelve equal installments.

5. Fractional Pay or Deductions

For the purpose of figuring additions to **salary pay**, fractional year contracts, and deductions, the number of actual work days will be used to determine the daily rate of **salary pay**. For employees other than teachers, the number of workdays will be determined according to contractual arrangement for each category.

6. Rates of Pay/Compensation

The Board of Trustees shall determine **salaries pay rates** and related benefits for all personnel not covered by a negotiated agreement.

7. Non-Discrimination

NRS 613.330 states it is unlawful to discriminate against an employee for inquiring about, discussing, or voluntarily disclosing information about wages. This does not apply to any employee who has access to or information about the wages of other employees as part of their essential job functions and discloses that information to a person who does

not have access to that information unless the disclosure is ordered by the Labor Commissioner or court.

DRAFT

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: Revisions to LCSD Board Policy GBA: Extra Duty, Supplemental, or Special Contracts

Recommendation: That the Board of Trustees approve revisions to LCSD Board Policy GBA: Extra Duty, Supplemental, Or Special Contracts as a second and final reading.

Background Information: After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. The simple changes in LCSD Policy GBA change the word “salary” to “pay” and reference the applicable collectively bargained agreement.

Budget Considerations:

None

Discussed at Previous Meeting:

September 24, 2024 first reading

Attachment(s):

LCSD Board Policy GBA: Extra Duty, Supplemental, or Special Contracts

EXTRA DUTY, SUPPLEMENTAL, OR SPECIAL CONTRACTS

In recognizing the importance of extracurricular activities and programs, the District may need to offer supplemental contracts to District personnel who have been assigned to supervise and direct certain activities outside their regular assignment.

The District may also issue special contracts to non-District personnel to perform the same or similar duties with regard to extracurricular activities, provided that District licensed staff have been provided the opportunity to apply.

All supplemental or special contracts are issued to meet the needs of the District.

The District may offer supplemental contracts for those positions authorized in the supplemental salary pay schedule in accordance with the District's hiring practices. The District will issue supplemental contracts annually and will issue compensation in addition to the basic teaching contract or classified work assignment. The District will also issue special contracts annually.

The District may terminate both supplemental and special contracts for cause during the terms of the contract. The assignment of a supplemental or special contract in no way creates a contractual relationship or obligation, either implied or in writing, between the District and the individual receiving the assignment for any subsequent year.

Persons with supplemental contracts will be compensated at the rate established for each position in the supplemental salary pay schedule or as provided for in a negotiated the applicable collectively bargained agreement. This additional compensation will not be used for purposes of calculating for retirement. Individuals receiving special contracts will receive the rate established for the assignment.

At its option and upon recommendation from the Superintendent/designee, the Board may exceed the schedule at any time for any employee doing special work or services beyond the normal duties assigned.

Extra duty contracts for fall and winter sports will be approved by the Board no later than the first scheduled meeting in June prior to the upcoming school year. Extra duty contracts for spring sports will be approved by the Board no later than the first scheduled meeting in November.

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: Revisions to LCSD Board Policy GBB: Fair Employment Practices

Recommendation:

That the Board of Trustees approve revisions to LCSD Board Policy GBB: Fair Employment Practices as a second and final reading.

Background Information:

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. The LCSD Policy GBB eliminates outdated NRS and federal law language and replaces it with current updated language. It also clearly outlines the investigation process into complaints.

Budget Considerations:

None

Discussed at Previous Meeting:

September 24, 2024

Attachment(s):

LCSD Board Policy GBB: Fair Employment Practices

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 any protected class including race, color, religion, age, gender, pregnancy, sexual orientation, national origin, ancestry, disability, veteran status, domestic partnership, genetic information, gender identity or expression, political affiliation, or membership in the Nevada National Guard victims of domestic violence or sexual assault, or any other class that becomes protected by federal and/or state law.

If the alleged discrimination could constitute sexual harassment under Title IX, the Nondiscrimination on the Basis of Sex Under Title IX policy AB policy and administrative regulations apply rather than the Fair Employment Practices policy 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
bhogan@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.

¹Sexual 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 Act⁴⁰⁸ or dating violence, domestic violence, or stalking as defined in the federal Violence Against Women Act.

The District will:

- Recruit, hire, train, and promote, discharge, and discipline for all job classifications without regard to protected class membership 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 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 as required by law or statute. 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 9/22/20 10/22/24

FAIR EMPLOYMENT PRACTICES - ADMINISTRATIVE REGULATIONS

This policy applies to all persons involved in the operation of the District and prohibits harassment, ~~or~~ discrimination, and retaliation by any employee, 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 harassment, ~~or~~ discrimination, or retaliation whether or not such behavior meets the threshold of unlawful prohibited conduct/behavior(s). While single incidents of alleged harassment, ~~or~~ 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, up to and including termination ~~against any employee engaging in such.~~

If the alleged discrimination could constitute sexual harassment under Title IX, the *Nondiscrimination on the Basis of Sex Under Title IX* ~~policy~~ AB policy and administrative regulations apply rather than the *Fair Employment Practices* ~~policy~~ GBB policy and 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 disabilities laws. The designated EEO Officer for the District is the ~~Safety and Benefits Risk Manager~~ Executive Director of Human Resources. 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 ~~Executive Director of Human Resources~~ Employee Relations Administrator is designated as the alternative EEO Officer.

2. Unlawful Anti-Harassment

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.

a. Definition

District promotes a productive work environment and does not tolerate verbal, physical, written, or graphical conduct/behavior(s) that harasses, disrupts, or interferes with another’s work performance or that creates an intimidating, offensive, or hostile environment based on that protected class membership.

b. Prohibited Conduct/Behavior(s)

The District will not tolerate any form of harassment based on protected class membership, including any conduct/behavior(s) on the part of employees, volunteers, clients, customers, vendors, contractors, etc., that impairs an employee’s ability to perform assigned duties. Examples of prohibited conduct/behavior(s) include, but are not limited to:

- Offensive verbal communication including slurs, jokes, epithets, derogatory comments, degrading or suggestive words or comments, unwanted sexual advances, invitations, or sexually degrading or suggestive words or comments.
- Offensive written communication including notes, letters, notices, emails, texts, or any other offensive message sent by electronic means.
- Offensive gestures, expressions and graphics including leering, obscene hand, finger, or body gestures, sexually explicit drawings, derogatory posters,

- photographs, cartoons, drawings, or displaying sexually suggestive objects or pictures.
- Physical contact when the action is unwelcomed by recipient including brushing up against someone in an offensive manner, unwanted touching, impeding or blocking normal movement, or interfering with work or movement.
- Expectations, requests, demands, or pressure for sexual favors.

3. Dealing with Allegations of Prohibited Conduct/Behavior(s)

a. Process

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) based on their protected class membership, as well as those who believe they have witnessed another employee, client, or member of the public being subjected to prohibited conduct/behavior(s), have an affirmative duty to bring the situation to the attention of the District. Employees covered by a collective bargaining agreement (CBA) may opt to use the process described in this policy/regulation or in an applicable grievance procedure delineated by their CBA, but may not use both.

b. 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.

Employees who believe they personally are being or have been subjected to prohibited conduct/behavior(s) and/or are the target of any form of prohibited conduct/behavior(s), or have witnessed any other employee being subjected to these behaviors should immediately:

1. Identify the offensive behavior to the alleged harasser and request that the behavior cease.

Note: An employee is NOT required to talk directly to the alleged harasser or to the employee's supervisor. It is critical, however, that employees who believe they have been targeted or have witnessed what the employee believes to be prohibited conduct/behaviors(s) directed to or committed by another, contact one of the individuals listed in sections 2 or 3 below.

2. If the employee feels uncomfortable in speaking directly to the alleged harasser 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 Employee Relations Administrator.
3. Employees who believe the EEO Officer has engaged in prohibited conduct/behavior(s) should bring such concerns to the Deputy Superintendent who will designate an objective person to conduct an investigation of such allegations. Employees may also report the prohibited conduct/behavior(s) to the Superintendent.
4. An employee who witnesses or obtains information regarding prohibited conduct/behavior(s) by the immediate supervisor is required to report the incident to the administrator, EEO Officer, or Employee Relations Administrator.

Applicants who have concern regarding violations of this policy are encouraged to contact the designated EEO Officer or the Employee Relations Administrator.

c. Administrator or Manager/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 the manager/supervisor became aware of the alleged discriminatory and/or harassing prohibited conduct/behavior(s), all administrators or managers/supervisors must immediately report all allegations, complaints of discrimination, unlawful harassment, or observations of such prohibited conduct/behavior(s) to the EEO Officer or the Employee Relations Administrator. The report shall contain all known information including:

- The persons(s) involved.
- A written record of any specific conversations held with the complainant(s) and other person(s) involved as applicable.
- All known 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.

Note: Supervisors/Managers shall not investigate nor conduct further fact finding without authorization from the EEO Officer or the Employee Relations Administrator.

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.

d. 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 promptly. The District treats all allegations or complaints seriously and requires all employees to be candid and truthful during the investigation process. The EEO Officer or Employee Relations Administrator will identify the appropriate individual(s) to conduct the investigation.

The District will make efforts to ensure that all investigations into complaints of prohibited behavior are kept as confidential as reasonably possible. Employees will be

required to refrain from discussing the subject content of the alleged prohibited behavior with other employees or persons who may have information pertinent to the investigation throughout the course of the investigation. 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 per LCSD Board Policy GAC: Confidential Information.

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 (when appropriate, working with the administrator/manager/supervisor 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.

e. Training

The District will provide periodic training on the prevention of discrimination and unlawful harassment to all employees 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.

f. Prohibition against Retaliation

Retaliation is adverse treatment which occurs because of opposition to unlawful workplace harassment prohibited conduct/behavior(s) in the workplace. The District will not tolerate any retaliation by administrators/supervisors or coworkers against an employee who exercises his/her their rights under this policy. Any employee who believes s/he has they have been harassed, 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 Employee Relations Administrator**. The District will promptly investigate and deal appropriately with any allegation of retaliation.

DRAFT

Lyon County School District Board Memo

Date: October 22, 2024

To: Board of School Trustees

From: BillieJo Hogan, Executive Director of Human Resources

Re: Revisions to LCSD Board Policy GBBA: Preventing Of Sexual Misconduct Towards Students, Mandatory Reporting Of Child Abuse Or Neglect, And Corporal Punishment, and eliminate LCSD Board policy JHG: Suspected Abuse or Neglect of a Child

Recommendation:

That the Board of Trustees approve revisions to LCSD Board Policy GBBA: Preventing Of Sexual Misconduct Towards Students, Mandatory Reporting Of Child Abuse Or Neglect, And Corporal Punishment, as a second and final reading; and eliminate LCSD Board policy JHG: Suspected Abuse or Neglect of a Child.

Background Information:

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent passed laws. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. The changes in LCSD Policy GBBA now includes Mandatory Reporting of Child Abuse or Neglect and Corporal Punishment for all employees and volunteers acknowledging they are mandatory reporters, and the reporting procedures outlined. This policy revision allows us the opportunity to eliminate old board policy JHG should the board choose.

Budget Considerations:

None

Discussed at Previous Meeting:

September 24, 2024 first reading

Attachment(s):

LCSD Policy GBBA: Preventing Of Sexual Misconduct Towards Students, Mandatory Reporting Of Child Abuse Or Neglect, And Corporal Punishment.pdf

LCSD Policy JHG: Suspected Abuse or Neglect of Child

PREVENTION OF SEXUAL MISCONDUCT TOWARDS STUDENTS, MANDATORY REPORTING OF CHILD ABUSE OR NEGLECT, AND CORPORAL PUNISHMENT

The District prohibits and will not tolerate any form of sexual misconduct (including lewdness, sexual abuse, sexual molestation, and sexual harassment, and luring of a child), child abuse, child neglect, or corporal punishment toward students (regardless of age) 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 anti-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, child abuse, child neglect, and corporal punishment toward students.

If the alleged sexual misconduct discrimination could constitute sexual harassment under Title IX, the Nondiscrimination on the Basis of Sex Under Title IX policy AB policy and administrative regulations apply rather than the Prevention of Sexual Misconduct Toward Students, Mandatory Reporting of Child Abuse or Neglect, and Corporal Punishment policy 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
bhogan@lyoncsd.org

¹Sexual 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 Act¹⁹ or dating violence, domestic violence, or stalking as defined in the federal Violence Against Women Act.

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 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~~650~~, 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.

DRAFT

PREVENTION OF SEXUAL MISCONDUCT TOWARDS STUDENTS, MANDATORY REPORTING OF CHILD ABUSE OR NEGLECT, AND CORPORAL PUNISHMENT - 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 391.311650 (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 *in a position of authority*, from engaging in sexual conduct with *pupils students* 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; **and**
- 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.

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.

3. Sexual Misconduct Reporting

Any teacher, administrator, official, volunteer, or other school employee who **witnesses or** 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 shall** 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 d**District employees must be made **by** in person, by telephone, and/or by email to the school district's Title IX Coordinator. 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. Investigation

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. **# The District** 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 requested** 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. Retaliation

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 individual 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.

76. Training

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.

87. Dissemination of Policy

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 on the

District and school websites. At least annually, the District will publicize this policy ~~in school newsletters or other publications used to communicate District policies to parents and guardians~~ through the district's/school's mass communication system.

8. Mandatory Reporting of Child Abuse or Neglect and Corporal Punishment

Under NRS 432B, all employees and volunteers who, in their professional or occupational capacities, know or have reasonable cause to believe that a child under age 18 has been abused, neglected, or subjected to corporal punishment must report the abuse, neglect, or corporal punishment to an agency which provides child welfare services or to a law enforcement agency.

Employees and volunteers required to report the abuse, neglect, or corporal punishment of a child must be provided notice, in writing or electronically, of their duty as a mandatory reporter. The employee and volunteer must sign acknowledgment of this notice which is to be filed in the master personnel file. (This requirement is not necessary if the employee is licensed, certified, or endorsed by a board in the state.)

9. Reporting Procedures

If a District employee or volunteer knows or has reasonable cause to believe that a child has been subjected to sexual misconduct, abused, neglected, or subjected to corporal punishment, the employee or volunteer must take the following steps:

- a. Notification to principal/designee. The employee or volunteer must immediately notify the principal/designee of the school where the child is enrolled, and
- b. Mandatory report to child welfare agency or law enforcement agency; timing of report. The employee or volunteer must report to the local child welfare agency or law enforcement agency as soon as reasonably practicable but not later than 24 hours after the employee or volunteer knows or has reasonable cause to believe that a child has been subject to sexual misconduct, abuse, or neglect.
 - If an employee or volunteer has knowledge of or reasonable cause to believe that abuse, neglect, sexual misconduct, or luring of a child has occurred by another employee or volunteer, they are required to make a report to child welfare services and law enforcement.
 - If an employee or volunteer has knowledge of or reasonable cause to believe that the use of corporal punishment or aversive intervention on a child has occurred by another employee or volunteer, they are required to make a report to child welfare services. Reports of corporal punishment are to be made to local child welfare agency only.

The employee or volunteer may request that a principal/designee be present when a report is made, but any delay in making such an arrangement does not excuse a failure to report directly to the local child welfare agency or law enforcement agency as soon as reasonably practicable but not later than 24 hours after the employee or volunteer knows

or has reasonable cause to believe that a child has been subject to sexual misconduct, abuse, neglect or corporal punishment.

- c. Form of report. The employee or volunteer may make a report by telephone or, in light of all the surrounding facts and circumstances which are known or which reasonably should be known to the person at the time, by any other means of oral, written or electronic communication that a reasonable person would believe, under those facts and circumstances, is a reliable and swift means of communicating information to the person who receives the report.
- d. Contents of report. The report must contain the following information, if obtainable:
- The name, address, age and sex of the child;
 - The name and address of the child's parents or other person responsible for the care of the child;
 - The nature and extent of the sexual misconduct, abuse, neglect, or corporal punishment of the child, the effect of prenatal illegal substance abuse on the newborn infant or the nature of the withdrawal symptoms resulting from prenatal drug exposure of the newborn infant;
 - Any evidence of previously known or suspected:
 - Sexual misconduct, abuse, or neglect of the child or the child's siblings;
 - Effects of prenatal illegal substance abuse on or evidence of withdrawal symptoms resulting from prenatal drug exposure of the newborn infant;
 - The name, address and relationship, if known, of the person who is alleged to have abused or neglected the child including sexual misconduct or subjected the child to corporal punishment; and
 - Any other information known to the person making the report that the agency which provides child welfare services considers necessary.
- e. On the same day a verbal report is made to the local child welfare agency or law enforcement agency, or as soon thereafter as reasonably practicable, the employee or volunteer, in conjunction with the principal/designee if available, must complete the "Child Abuse and Neglect Reporting Form" and provide the original to the agency where the verbal report was made, if requested.
- f. A copy of the completed Child Abuse and Neglect Reporting Form must be forwarded to the Director of Special Services to be maintained in the Director's confidential files. Records of written reports, or copies of reports, are not to be maintained within an individual school.
- g. Investigating Reports of Sexual Misconduct, Abuse, and Neglect
- No District employee is expected or authorized to contact non-school district individuals or agencies in order to investigate or obtain additional information or to verify report information.
- h. Failure to Report

Any employee or volunteer who fails to report sexual misconduct, abuse, or neglect as provided by this regulation will be subject to discipline. Any employee or volunteer who

knowingly and willfully violates the provisions of NRS 432B.220 concerning reports of sexual misconduct, abuse, or neglect is guilty of a misdemeanor (see NRS 432B.240).

i. Immunity from Civil and Criminal Liability

Immunity from civil or criminal liability extends to District employees and volunteers who in good faith make mandatory reports or perform other acts set forth under NRS 432B. See NRS 432B.160 for details and exceptions.

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.

DRAFT

Appendix A

CHILD ABUSE AND NEGLECT REPORTING FORM

Name(s) of child(ren) involved:

1. _____
2. _____
3. _____
4. _____
5. _____

Birthdate(s) and age(s):

1. _____
2. _____
3. _____
4. _____
5. _____

Current whereabouts _____ Phone # _____

Father's name _____ Address _____ Phone _____

Mother's name _____ Address _____ Phone _____

Siblings' names (if not listed above)

1. _____
2. _____
3. _____

Birthdate(s) or age(s)

1. _____
2. _____
3. _____

Date abuse/neglect occurred

Dates observed abuse/neglect

Type of abuse/neglect _____

Person(s) allegedly inflicting/causing abuse/neglect _____

Reported by:

Name _____ Address _____ Phone _____

Title or relationship to child of person reporting _____

Seen by doctor: Yes No Name and address _____

Action taken and comments: _____

BOARD POLICY REGARDING SUSPECTED ABUSE OR NEGLECT OF A CHILD

It is the policy of the Lyon County School District that reports be made by all school employees and volunteers who, in their occupational capacities, know or have reason to believe that a child has been abused or neglected.

Any person who is required to make a report pursuant to NRS 432B.220 may not invoke any of the privileges set forth in NRS 49:

- a. For failure to make a report pursuant to NRS 432B.220;
- b. In cooperating with an agency which provides child welfare services or a guardian ad litem for a child; or
- c. In any proceeding held pursuant to NRS 432B.410 to 432B.590, inclusive.

Under Chapter 432B of the Nevada Revised Statutes, the following school employees who, in their professional or occupational capacities, know or have reason to believe that a child has been abused or neglected have an affirmative duty to report such abuse and neglect:

- a) Nurse
- b) Psychologist
- c) Emergency medical technician
- d) Social worker
- e) Administrator
- f) Teacher
- g) Librarian
- h) Counselor
- i) Speech Pathologist and Audiologist
- j) Physical/Occupational/Music therapist
- k) Any adult person who is employed by an entity that provides organized activities for children

The Superintendent shall develop a regulation which will improve and aid in the reporting by school employees of suspected child abuse or neglect.

Employees required to report the abuse or neglect of a child must be provided notice, in writing or electronically, of their duty as a mandatory reporter. The employee must sign acknowledgement of this notice which is to be filed in employee's personnel file. (This requirement is not necessary if the employee is licensed, certified, or endorsed by a board in the state.) The district shall provide or make available training for all school employees and volunteers which will aid in the reporting of suspected child abuse and neglect.

Nothing in this policy or ensuing administrative regulations shall be interpreted to be counter to statute or to in any way prevent the reporting of suspected child abuse or neglect.

Reference: NRS 432B.220

Policy #JHG
Revised 11/24/15

**ADMINISTRATIVE GUIDELINES
FOR POLICY REGARDING
SUSPECTED ABUSE OR NEGLECT OF A CHILD**

1. All school personnel including employees and volunteers must report any suspected case child abuse or neglect. No district employee is expected or authorized to contact non-school district individuals or agencies in order to investigate or obtain additional information or to verify report information.
2. Employees and volunteers may make these reports to the school administrator or counselor who will immediately gather the required data for the report and verbally, via telephone, make the report to an agency which provides protective services or to a law enforcement agency. If the counselor determines that photographs or other tests are likely to be needed, capable agencies should be notified.
3. The administrator or counselor shall complete the *REPORT OF SUSPECTED CHILD ABUSE OR NEGLECT* to include all required data, if obtainable, on the same day of the verbal report to include:
 - a) The name, address, age and sex of the child;
 - b) The name and address of the child's parents or other person responsible for his care;
 - c) The nature and extent of the abuse or neglect of the child;
 - d) Any evidence of previously known or suspected abuse or neglect of the child or the child's siblings;
 - e) The name, address and relationship, if known, of the person who is alleged to have abused or neglected the child;
 - f) Any other information known to the person making the report that the agency which provides protective services considers necessary;
 - g) The date of the report;
 - h) The exact time of the report;
 - i) The agency receiving the report; and
 - j) The individual receiving the report.
4. The original of the form shall be forwarded via registered mail to the agency receiving the report.
5. Copies of the form will be maintained in a single secure location within the school by the administrator or counselor. This copy shall also include any known agency response to the report, including the time and date and the individual making the response. The only purpose for maintaining records of child abuse or neglect is to provide evidence that a report was filed, and for no other reason.
6. Monthly summaries of report activities shall be submitted to the Director of Special Services.

- ~~7. All information concerning reports and investigations are confidential, and nothing in sections 2-7 of this regulation shall be construed to allow violation of that confidentiality.~~
- ~~8. Any teacher, school nurse, health technician, psychologist, or administrator shall offer any assistance needed by the administrator or counselor in making reports.~~
- ~~9. Any counselor, teacher, school nurse, health technician, psychologist or administrator shall, to the best of his/her ability, cooperate and participate in child protection teams if formed.~~
- ~~10. Any counselor, teacher, school nurse, health technician, psychologist, or administrator shall participate, where appropriate, in a systematic approach to the treatment of abused or neglected children when the treatment plan involves the school system and at school social systems of the child.~~
- ~~11. All school employees and volunteers shall cooperate in the investigation by authorized agencies of suspected child abuse and neglect, including permitting or assisting in any interview or photography of the child. The notification of the person responsible for the child's welfare that an interview or other investigative technique has taken place is the responsibility of the designee of the agency investigating and is not to be completed by any school employee or volunteer.~~
- ~~12. The school district shall disseminate this regulation and the school district policy on child abuse and neglect to all employees and volunteers, and make available to all employees and volunteers the related statutes.~~
- ~~13. Nothing in this regulation is intended to prevent a direct report by any employee or volunteer of a suspected child abuse or neglect to an agency which provides services or law enforcement agency; nothing in this regulation is intended to cause those employees legally required to report (nurse, psychologist, emergency medical technician, social worker, administrator, teacher, librarian, or counselor) who have made a direct report to an agency to also make the report through the school district protocol.~~
- ~~14. Any employee or volunteer who fails to report sexual misconduct, abuse, or neglect as provided by this regulation will be subject to discipline. Any employee or volunteer who knowingly and willfully violates the provisions of NRS 432B.220 concerning reports of sexual misconduct, abuse, or neglect is guilty of a misdemeanor (see NRS 432B.240).~~
- ~~15. Immunity from civil or criminal liability extends to school district employees and volunteers who in good faith make mandatory reports or perform other acts set forth under NRS 432B. See NRS 432B.160 for details and exceptions.~~
- ~~16. A copy of the *Report of Suspected Child Abuse or Neglect* form is attached.~~

CHILD ABUSE AND NEGLECT REPORTING FORM

Name(s) of child(ren) involved:

Birthdate(s) and age(s):

1. _____
2. _____
3. _____
4. _____
5. _____

1. _____
2. _____
3. _____
4. _____
5. _____

Current whereabouts _____ Phone # _____

Father's name _____ Address _____ Phone _____

Mother's name _____ Address _____ Phone _____

Siblings' names (if not listed above)

Birthdate(s) or age(s)

1. _____
2. _____
3. _____

1. _____
2. _____
3. _____

Date abuse/neglect occurred _____ Dates observed abuse/neglect _____

Type of abuse/neglect _____

Person inflicting/causing abuse/neglect _____

Reported by: Name _____ Address _____ Phone _____

Title or relationship to child of person reporting _____

Seen by doctor: Yes No Name and address _____

Action taken and comments: _____

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: Revisions to LCSD Board Policy GBBB: Employee Dating

Recommendation:

That the Board of Trustees approve revisions to LCSD Board Policy GBBB: Employee Dating as a second and final reading

Background Information:

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recently passed laws. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. The simple changes in LCSD Policy GBBB is the striking of “could” to “may” to match legal document language better.

Budget Considerations:

None

Discussed at Previous Meeting:

September 24, 2024

Attachment(s):

LCSD Board Policy GBBB: Employee Dating

EMPLOYEE DATING

The District recognizes that an environment where employees maintain clear boundaries between personal and workplace interactions is most effective for conducting business. This policy does not prevent the development of friendships or romantic relationships between employees. However, employees in supervisory/managerial positions are precluded from having a romantic relationship with any subordinate employee.

DRAFT

Policy #GBBB
Revised ~~11/24/15~~ 10/22/24

EMPLOYEE DATING - ADMINISTRATIVE REGULATIONS

1. Employee Responsibilities:

Employees are prohibited from engaging in physical contact that would in any way be deemed inappropriate by a reasonable person while anywhere on District property, in a District vehicle, or on District business whether or not such physical contact occurs during work hours.

Violation of this policy **could** **may** result in disciplinary action up to and including termination.

2. Supervisor/Manager Responsibilities:

Employees employed in supervisory/managerial positions are prohibited from engaging in a romantic relationship with a subordinate employee. Employees employed in supervisory/managerial positions need to be cognizant of their status as role models, their access to sensitive information, and their ability to influence others.

Violation of this policy **could** **may** result in disciplinary action up to and including termination.

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: Revisions to LCSD Board Policy GBBC: Employee Bullying

Recommendation:

That the Board of Trustees approve revisions to LCSD Board Policy GBBC: Employee Bullying as a second and final reading.

Background Information:

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. The revisions of LCSD Policy GBBC now includes volunteers of the District in the prohibition of bullying. It also matches the new NRS language which eliminates the need of calling out harassment, intimidation, and discrimination separately from bullying. Further, it distinguishes this policy from LCSD Board Policy AB: Nondiscrimination on the Basis of Sex Under Title IX.

Budget Considerations:

None

Discussed at Previous Meeting:

September 24, 2024

Attachment(s):

LCSD Policy GBBC: Employee Bullying

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, without limitation, an administrator, principal, teacher, or other staff member or 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 from engaging in bullying. 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 promptly investigate allegations and will take disciplinary action when appropriate.

If the alleged bullying, cyber bullying or harassment could constitute sexual harassment under Title IX, the Nondiscrimination on the Basis of Sex Under Title IX policy AB policy and administrative regulations apply rather than the Employee Bullying policy 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
bhogan@lyoncsd.org

¹Sexual 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 Act⁴⁰⁷ or dating violence, domestic violence, or stalking as defined in the federal Violence Against Women Act.

The school district's Title IX Coordinator will assist the employee to determine whether the allegation could constitute sexual harassment under Title IX, in which case Board Policy AB will be followed rather than Board Policy GBBC. It is the intent of this policy that all persons in employees and volunteers of the school district are entitled to maintain their own beliefs and to disagree respectfully without resorting to violence, or 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, and 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 employees and volunteers employed by this District, volunteers and parents/guardians.

The District prohibits retaliation against any employees or volunteers because he or she has they made a report of prohibited conduct in accordance with this policy bullying or because he or she has they testified, assisted, or participated in the investigation of such a report. Such retaliation is a violation of this policy prohibiting bullying and the District will take disciplinary action when appropriate. This policy applies to all employees, including full- or part-time, casual/temporary/seasonal, elected officials, as well as volunteers and contract employees, and anyone else on the District's property.

Legal Reference: NRS 200.571, NRS 388.122

Policy #GBBC
Revised ~~10/24/23~~ 10/22/24

***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. 1. Implementation of Policy

The District will not tolerate instances any form of bullying, harassment, discrimination, or retaliation whether or not such behavior meets the threshold of prohibited conduct/behavior(s). The District defines bullying as repeated mistreatment of one or more persons by one or more perpetrators that takes one of the following forms:

- Verbal abuse or mistreatment;
- Offensive conduct/behaviors (including nonverbal, physical, and cyberbullying) which are threatening, humiliating, or intimidating, or
- Work interferences, such as sabotage, which prevents work from getting done.

Bullying does not include expressions, acts, or gestures which are engaged in as part of a mutual disagreement or conflict.

3. Definitions:

Bullying: repeated mistreatment of one or more persons by one or more perpetrators that takes one of the following forms: Verbal abuse; Offensive conduct/behaviors (including nonverbal, physical, and cyber-bullying) which are threatening, humiliating, or intimidating, or work interferences, such as sabotage, which prevents work from getting done. The definition of "bullying" excludes acts, gestures and expressions which are engaged in as part of a mutual disagreement or conflict.

Harassment: unwanted conduct/behavior(s) harasses, disrupts, or interferes with another's work performance or that creates an intimidating, offensive, or hostile environment based on that person's race, color, religion, age, gender, pregnancy, sexual orientation, national origin, ancestry, disability, veteran status, domestic partnership, genetic information,

gender identity or expression, political affiliation, or membership in the Nevada National Guard, or any other class that becomes protected by federal and/or state law.

Discrimination: Distinguishing treatment of an individual based on their actual or perceived membership in a certain group or category, in a way that explicitly or implicitly affects an individual's employment, prevents or denies equal access to programs or benefits; unreasonably interferes with an individual's work performance; or creates an intimidating, hostile or offensive educational or work environment.

4. 2. 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. 3. Prohibited Conduct/Behavior(s)

Examples of prohibited conduct/behavior(s) include, but are not limited to The District considers the following types of behavior/conduct examples of bullying (this list is not all-inclusive):

- a. Verbal Bullying including: 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 an employee's family; persistent name calling which is hurtful, insulting, or humiliating; yelling, screaming, and cursing; chronic teasing; belittling opinions or constant criticism.
- b. Physical Bullying including: 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 Bullying including: 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, nonverbal 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 Cyberbullying: 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: including Ssabotaging which prevents work from getting done; deliberately tampering with an person employee'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.

If the alleged bullying could constitute sexual harassment under Title IX, the Nondiscrimination on the Basis of Sex Under Title IX policy AB and administrative regulations apply rather than the Employee Bullying policy GBBC and administrative regulations.

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.)

4. Dealing with Allegations of Prohibited Conduct/Behavior(s) Bullying

- 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 bullied 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 bullying 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.

²Sexual 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~~

~~e. 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.~~

- Employee Responsibilities

Employees who believe they personally are being or have been subjected to ~~prohibited conduct/behavior(s)~~ **bullying** and/or are the target of any form of ~~prohibited conduct/behavior(s)~~ **bullying**, or have witnessed any other employee being subjected to these behaviors should immediately:

1) Identify the offensive behavior to the alleged offender and request that the behavior cease.

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~~ **they** believes ~~s/he~~ **they are** ~~is~~ being targeted or ~~has~~ **have** witnessed what the employee believes to be ~~prohibited conduct/behavior(s)~~ **bullying** 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 **bullying** cease, but the request did not produce the results desired, the employee should report the ~~prohibited conduct/behavior(s)~~ **alleged bullying** as soon as possible to any administrator or manager/supervisor, **the** District's designated EEO Officer (**Executive Director of Human Resources**), or to the **HR Representative alternate EEO Officer (Employee Relations Administrator)**.

3) Employees who believe the EEO Officer has engaged in ~~prohibited conduct/behavior(s)~~ **alleged bullying** 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)~~ **alleged bullying** by ~~his/her~~ **their** immediate supervisor is required to report the incident to the administrator, EEO Officer, or **HR Representative alternate EEO Officer**.

5) Applicants who have concerns 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~~ they 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~~ alternate EEO Officer immediately ~~including possible termination.~~

- Investigation

Upon being made aware of allegations or complaints of ~~prohibited conduct/behavior(s)~~ bullying, the District will ensure that such allegations or complaints are investigated ~~within three (3) days where deemed necessary. 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 business or involved in the investigation and the administration of the complaint, 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) **bullying** 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.

5. 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 employees 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 they have 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 alternate EEO Officer immediately. The District will promptly investigate and deal appropriately with any allegation of retaliation.

DRAFT

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: New LCSD Board Policy GBBCA: Genetic Information Nondiscrimination Act

Recommendation:

That the Board of Trustees approve the new LCSD Board Policy GBBCA: Genetic Information Nondiscrimination Act as a second and final reading.

Background Information:

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. LCSD Policy GBBCA is new policy required because of the federal Genetic Information Nondiscrimination Act (GINA). Simply, it prohibits the district from collecting genetic information from employees.

Budget Considerations:

None

Discussed at Previous Meeting:

September 24, 2024

Attachment(s):

LCSD Policy GBBCA: Genetic Information Nondiscrimination Act

GENETIC INFORMATION NONDISCRIMINATION ACT (GINA)

When requiring employees or applicants to see a health care provider for work-related medical exams, pre-employment physicals, ADA accommodations, fitness-for-duty exams, or similar work-related medical exams, the District must state to the applicant, employee, AND the health care provider that no genetic information is sought by or to be relayed to the District.

DRAFT

Policy #GBBCA
Adopted 10/22/24

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: Revisions to LCSD Board Policy GBBD: Employment Disabilities

Recommendation:

That the Board of Trustees approve revisions to LCSD Board Policy GBBD: Employment Disabilities as a second and final reading.

Background Information:

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. The simple changes in LCSD Policy GBBD is the clarification of a *reasonable* accommodation where the need for such is known by the District, and the applicant or employee requests such reasonable accommodation.

Budget Considerations:

None

Discussed at Previous Meeting:

September 24, 2024

Attachment(s):

LCSD Board Policy GBBD: Employment Disabilities

EMPLOYMENT DISABILITIES

The Lyon County School District recognizes that the preceding sections of its personnel policies relating to fair employment practices encompass its commitment to fair and equitable treatment of all employees and applicants, including those with disabilities. The District also recognizes that there are particular issues relating to individuals with disabilities that must be individually addressed. The District acknowledges its responsibility to ensure that individuals in the workplace can efficiently and safely perform the essential functions of their jobs without posing a direct threat to themselves and others.

It is the District's policy to comply proactively with the applicable employment provisions of disability laws, including without limitation the Americans with Disabilities Act (ADA), as amended and Nevada Law. The District does not tolerate discrimination against any qualified individual with a disability in regard to any terms, conditions, or privileges of employment and prohibits any type of harassment or discrimination based on the physical or mental disability impairment, history of disability impairment, or perceived disability impairment of an individual holding or seeking employment with the District.

The District is committed to provide *reasonable* accommodation wherever the need for such is known to the District or when the applicant or employee indicates a need for *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 an obvious threat to the safety of him/herself oneself or others.

References: NRS 613.310-435, 281.370, and 233.010

Policy #GBBD
Revised 9/25/18 10/22/24

EMPLOYEE~~EE~~MENT DISABILITIES - ADMINISTRATIVE REGULATIONS

1. Determination of Disability

In determining whether an employee or an applicant has a disability under the law, the employee/applicant must have a physical or mental impairment that substantially limits one or more life activities, have a record of such an impairment, or **is being** regarded as having such an impairment. **Major life activities include, but are not limited to, caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, concentrating, thinking, communicating, reading, sitting, reaching, interacting with others, and working. A major life activity also includes the operation of a major bodily function, including but not limited to, functions of the immune system, special sense organs and skin, normal cell growth, digestive, bowel, bladder, neurological, brain, genitourinary, cardiovascular, hemic, lymphatic, musculoskeletal, respiratory, circulatory, endocrine, and reproductive functions.**

2. Disability-Related Inquiries

The District shall adhere to the provisions of applicable laws regarding an employer's limitations on making disability-related inquiries or requiring medical examinations.

The District's restrictions regarding disability-related inquiries and medical examinations apply to all employees/applicants, whether or not they have disabilities. **A disability related question to an applicant may be a violation of law, even though the applicant may not have a disability.**

The District may require the employee to provide a fitness-for-duty certification from an appropriate **medical health care** provider whenever the District has reason to believe the employee may be unable to perform the essential functions of **his/her the job,** or pose a direct threat to **themselves oneself** or to others, and consistent with the business necessity of the District.

3. Confidentiality of Medical Records

The District shall treat any medical information or genetic information obtained from a disability-related inquiry or medical exam, as well as any medical information voluntarily disclosed by an employee, as a confidential medical record. Confidential medical records also include medical information from voluntary health or wellness programs and the subsequent injury fund questionnaire.

4. Accommodation

a. Accommodation for Applicants

Whenever an applicant requests accommodation in applying for, testing, or interviewing for a position with the District, the District's ADA Coordinator (Safety and Benefits Risk Manager) shall determine whether the request for accommodation for a covered disability is reasonable or if another type of accommodation can be provided. In making that determination of reasonableness, the ADA Coordinator may consider whether granting such requests might impose an undue hardship on the District.

b. Accommodation for Employees

~~When the District has some objective reason to believe an employee may need some type of accommodation to perform his/her essential job functions, the District must initiate an interactive process with the employee to find out what accommodation the employee might need. Also, whenever an employee approaches his/her supervisor, the District's ADA Coordinator, or any other manager within the District requesting some type of accommodation, the District will initiate the interactive process.~~ The District shall provide a reasonable accommodation where the need for such is known by the District, and the applicant or employee requests 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 oneself or others. Whenever an administrator or manager/supervisor becomes aware that an employee has requested or may require some type of accommodation, the administrator or manager/supervisor should promptly notify the ADA Coordinator. ~~Upon learning of the employee's request for accommodation, the ADA Coordinator~~ who shall arrange to meet with the administrator or manager/supervisor and the employee to discuss ~~his/her the~~ accommodation request, the need for any reasonable documentation ~~of the disability and~~ to support the request, the associated functional limitations, and the impact of the proposed accommodation on the District. Review of an employee's particular situation by a health care provider may assist the District in determining appropriate accommodation.

5. Requirements of Other Laws

The District may make disability-related inquiries and require medical exams that are required or necessitated by applicable laws or regulations; e.g., federal safety regulations, OSHA requirements, etc.

DRAFT

Lyon County School District Board Memo

Date: October 22, 2024

To: Board of School Trustees

From: BillieJo Hogan, Executive Director of Human Resources

Re: New LCSD Board Policy GBBDA:
Reasonable Accommodation For Victims Of Domestic Violence Or Sexual Assault

Recommendation:

That the Board of Trustees approve the new LCSD Board Policy GBBDA: Reasonable Accommodation for Victims of Domestic Violence or Sexual Assault as a second and final reading.

Background Information:

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. The new Policy GBBDA is to comply proactively with the applicable employment provisions of discrimination laws, including NRS 613. Specifically, the policy provides for reasonable accommodations to employees who are victims of domestic violence or sexual assault, or whose family or household members are victims of domestic violence or sexual assault.

Budget Considerations:

None

Discussed at Previous Meeting:

September 24, 2024

Attachment(s):

LCSD Policy GBBDA: Reasonable Accommodation For Victims Of Domestic Violence Or Sexual Assault

REASONABLE ACCOMMODATION FOR VICTIMS OF DOMESTIC VIOLENCE OR SEXUAL ASSAULT

It is the District's policy to comply proactively with the applicable employment provisions of discrimination laws, including NRS 613, which set forth requirements for employers, absent creating an undue hardship, to provide reasonable accommodation to employees who are victims of domestic violence or sexual assault, or whose family or household members are victims of domestic violence or sexual assault. For the purpose of this policy, "family or household members" include the employee's spouse, domestic partner, minor child, or parent or other adult person who is related within the first degree of consanguinity or affinity to the employee, or other adult person who is or was actually residing with the employee at the time of the act which constitutes domestic violence or sexual assault.

Reference: NRS 613

DRAFT

Policy #GBBDA
Adopted 10/22/24

REASONABLE ACCOMMODATION FOR VICTIMS OF DOMESTIC VIOLENCE OR
SEXUAL ASSAULT - ADMINISTRATIVE REGULATIONS

1. Accommodation

Whenever a manager or supervisor becomes aware that an employee has a need for an accommodation due to domestic violence or sexual assault, the manager/supervisor should promptly notify the EEO Officer (Executive Director of Human Resources). The District is committed to provide *reasonable* accommodations as provided in the *Accommodation Process* section under LCSD Board Policy GBBD: *Employment Disabilities*.

2. Prohibitions

The District will not discharge, discipline, discriminate against, in any manner, or deny employment or promotion to, or threaten to take any such action against an employee because:

- The employee requested accommodation pursuant to this policy, or
- An act of domestic violence or sexual assault was committed against the employee at the workplace.

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: New LCSD Board Policy GBBDB: Pregnancy, Childbirth, and Related Medical Conditions

Recommendation:

The Board of Trustees approve the new LCSD Board Policy GBBDB: Pregnancy, Childbirth, and Related Medical Conditions as a second and final reading.

Background Information:

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent passed laws. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. The new Policy GBBDB is required by federal law and the Nevada Pregnant Workers' Fairness Act (NPWFA). The District will provide reasonable accommodations for a condition of the employee relating to pregnancy, childbirth, or related medical conditions.

Budget Considerations:

None

Discussed at Previous Meeting:

September 24, 2024

Attachment(s):

LCSD Board Policy GBBDB: Pregnancy, Childbirth, and Related Medical Conditions

PREGNANCY, CHILDBIRTH, AND RELATED MEDICAL CONDITIONS

As required by federal law and the Nevada Pregnant Workers' Fairness Act (NPWFA), the District is committed to provide reasonable accommodation, as listed in the *Accommodation Process* section under Employment Disabilities, whenever a female employee/applicant requests an accommodation for a condition of the employee relating to pregnancy, childbirth, or a related medical condition, provided the individual is otherwise qualified to perform the essential functions of the assigned job, absent undue hardship.

DRAFT

Policy #GBBDB
Adopted 10/22/24

**PREGNANCY, CHILDBIRTH, AND RELATED MEDICAL CONDITIONS -
ADMINISTRATIVE REGULATIONS**

1. Accommodation

Whenever a manager/supervisor becomes aware that an employee has a need for an accommodation due to pregnancy, childbirth, or related medical conditions, the manager/supervisor should promptly notify the EEO Officer (Executive Director of Human Resources). The District is committed to provide reasonable accommodation, as listed in the *Accommodation Process* section, under Employment Disabilities.

2. Prohibitions

The District will not:

- Take adverse employment action against an employee because the employee requests or uses a reasonable accommodation.
- Deny an employment opportunity to an otherwise qualified applicant because they have requested a reasonable accommodation.
- Require an employee or applicant to accept an accommodation she did not request or chooses not to accept.
- Require an employee to take leave if a reasonable accommodation is available that would allow the employee to continue working.

3. Notice Requirements

This policy complies with the District's obligation to provide a written or electronic notice to all new employees upon commencement of employment that they have the right to be free from discriminatory or unlawful employment practices as well as the right to a reasonable accommodation for a condition of the employee relating to pregnancy, childbirth, or related medical condition. This notice will be provided within ten days after an employee notifies her immediate supervisor that she is pregnant. This notice will also be posted at conspicuous locations that are accessible to employees.

Lyon County School District Board Memo

Date: October 22, 2024
To: Board of School Trustees
From: Dawn Huckaby, Deputy Superintendent
Re: Revisions to LCSD Policy JG – Student Discipline

Recommendation:

That the Board of Trustees approve the revisions to LCSD Policy JG – Student Discipline as a second and final reading.

Background Information:

Revisions to Policy JG have been recommended by our Pool/Pact attorney based on changes in law during the 2023 Nevada legislative session. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool, mitigates our risk and liability and ensures we are in compliance with Nevada state law. The changes in LCSD Board Policy JG include a revised table that outlines possible discipline by age and conditions.

Budget Considerations:

N/A

Discussed at Previous Meeting:

September 24, 2024

Attachment(s):

LCSD Policy JG: Student Discipline

POLICY ON STUDENT DISCIPLINE

The Lyon County School District Board of Trustees (“Board of Trustees”) recognizes that exclusion from the educational program of the schools, whether by suspension or expulsion, is the most severe sanction that can be imposed on a student in this District and one that cannot be imposed without due process since exclusion deprives a child of the right to an education.

No student shall be deprived of the right to an education in the public schools of this District without notice of the charges against ~~him or her~~ **them**, an explanation of the evidence and an opportunity for hearing, which will be informal or formal, depending upon the length of exclusion being imposed or proposed. ~~However, a student who is found to be in possession of a firearm or dangerous weapon as provided in NRS 392.466 may be removed from the school immediately upon being given an explanation of the reasons for his or her removal and pending proceedings, to be conducted as soon as practicable after removal, for the student’s suspension or expulsion.~~ Suspensions, expulsions, or permanent expulsions of students in this District will be imposed only in compliance with all state and federal laws and regulations, including compliance with the Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973, as applicable.

For purposes of this policy, “short-term suspension” shall be the temporary exclusion of the student by the school principal from the school, all school programs, and school-sponsored activities for up to ten school days. A “long-term suspension” shall be the exclusion of the student from the school by a panel of three school administrators (“Discipline Panel”) for any period of time beyond ten school days, but no more than one semester. An “expulsion” shall be the exclusion of the student from the school by the Discipline Panel for more than one semester, but not permanently. A “permanent expulsion” shall be the exclusion of the student from the school by the Discipline Panel, without the possibility of returning to any regular school campus. A suspension, expulsion, or permanent expulsion may be appealed in accordance with the procedures outlined in Administrative Guidelines for Suspension and Expulsion. See Board Policy JFCC for right of appeal to the Superintendent of a disciplinary decision imposed for violation of the prohibition on bullying, cyber-bullying, and discrimination based on race.

School administrators shall maintain safe and secure learning and working environments. School administrators and teachers will communicate in writing to all students and parents the expectations of appropriate school conduct. All student behavior will be guided based on these principles. School administrators, teachers, and other staff members will not subject themselves to abuse, annoyance or interruptions of their normal functions by violations of the stated standards. Staff members will hold students to strict account for their conduct on or in close proximity to school grounds, and at such other times and places as the law allows (e.g., at school-sponsored events). Disruption of the delivery of instruction will not be tolerated.

It shall be the policy of the Board of Trustees that the Superintendent shall cause to be formulated administrative ~~guidelines~~ regulations and procedures to provide a basic discipline procedure for all schools in the District.

Reference: NRS 392.461-4675

Policy #JG

Revised ~~2/22/22~~ 10/22/24

DRAFT

STUDENT DISCIPLINE – ADMINISTRATIVE REGULATIONS

**ADMINISTRATIVE GUIDELINES FOR
SUSPENSION AND EXPULSION**

I. General Statement

The law charges every teacher and school administrator with maintaining order and discipline among students and provides that students who do not comply with reasonable rules may be subject to disciplinary action.

These guidelines regulations establish the procedures for implementation of Policy JG in the school district.

Throughout these guidelines regulations, the term “school administrator” generally refers to the school principal or designee. The term “parent” generally refers to the student’s parents or legal guardians.

This These Administrative Regulations incorporate amendments to NRS Chapter 392 enacted by the 2019 Legislature under Assembly Bill 168, by the 2021 Legislature under Assembly Bill 67, and by the 2023 Legislature under Assembly Bills 285 and 330. These changes generally prohibit the suspension or expulsion of students under the age of 11, (with the exceptions of general education students or special education students in possession of a firearm or dangerous weapon), for misconduct in the following seven categories of behavior:

- A. Student who sells or distributes a controlled substance;
- B. Student who commits a battery against a school employee;
- C. Student who commits a battery against a school employee with intent to result in bodily injury;
- D. Student who poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process;
- E. Student in possession of a dangerous weapon other than a firearm;
- F. Student in possession of a firearm; and
- G. Student deemed a habitual discipline problem.

NRS 392 also requires the development of progressive discipline plans of action based on restorative justice in certain circumstances for students who are being suspended or expelled. “Restorative justice” means nonpunitive intervention and support provided by the school to a student to improve the behavior of the student and remedy any harm caused by the student.

II. Definitions

Suspension

“Suspend” or “suspension” means the disciplinary removal of a student from the school in which the student is currently enrolled for not more than one school semester.

Expulsion

“Expel” or “expulsion means the disciplinary removal of a student from the school in which the student is currently enrolled for more than one school semester with the possibility of:

1. Except as otherwise provided in subsection 2, returning to the school in which the student is currently reenrolled or another public school within the school district after the expulsion; and
2. Enrolling in a program or public school for alternative education for students who are expelled or permanently expelled during the period of expulsion.

Permanent Expulsion

“Permanently expelled” means the disciplinary removal of a student from the school in which the student is currently enrolled:

1. Except as otherwise provided in subparagraph (2), without the possibility of returning to the school in which the student is currently enrolled or another public school within the school district; and
2. With the possibility of enrolling in a program or public school for alternative education for students who are expelled or permanently expelled after being permanently expelled.

III. Individual Circumstances

Actions taken to control and correct undesirable student behavior should take individual circumstances into account. Concern for the safety and educational welfare of all students is a priority.

IV. Students with Disabilities

Students with disabilities must be disciplined in accordance with applicable provisions of Part B of the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act, state law, and these regulations.

Students with disabilities receiving IEP services who are at least 11 years of age, or younger in the event that the student engages in misconduct in one of the seven categories where state law provides for the suspension, expulsion, and/or permanent expulsion of students with disabilities at any age, may be suspended from school for not more than **five** ten (10) days for each occurrence of misconduct, expelled, or permanently expelled from school only after a designee of the Board of Trustees has reviewed the circumstances and determined that the action is in compliance with the IDEA. In Lyon County School District, the Executive Director of Special Services is the designee responsible for making this determination. Nevada law allows for the suspension of a student with a disability who is under the age of eleven (11) in the following areas of misconduct: 1) Student who poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, 2) Student in possession of a dangerous weapon other than a firearm, or 3) Student in possession of a firearm.

Before any school administrator suspends a student with a disability for any portion of a day, up to a maximum of **five** ten (10) days per occurrence of misconduct, or conducts a hearing

regarding a proposed expulsion or permanent expulsion, the administrator must contact the Executive Director of Special Services who will determine whether the procedural requirements, if any, under the IDEA have been satisfied. This determination must be made before implementation of the short-term suspension, or before a hearing is conducted regarding a proposed expulsion or permanent expulsion.

In addition, pursuant to state and federal law, a student with a disability who has been suspended or expelled must be provided with a free appropriate public education in compliance with the IDEA for each school day the student is suspended or expelled after the student has been removed for ten (10) cumulative days.

V. **Administrative Responsibility**

School administrators are responsible for taking actions as necessary to protect students and school personnel from dangerous or socially detrimental actions of students.

VI. **Prohibited Conduct and Consequences**

Consequences for misconduct vary and will be imposed or recommended by school administrators (including, as applicable, the assistant principal or principal) at his or her discretion depending upon individual circumstances. Consequences may include a verbal reprimand, referral to the school counselor, in-school suspension or other in-school procedures, out-of-school suspension, or expulsion. When appropriate, progressive discipline will be imposed. When city, state or federal laws are alleged to have been violated, referral will also be made to the proper legal authorities. Any offense deemed serious by a school administrator may result in a long-term suspension or expulsion. Under certain circumstances, suspension, or expulsion ~~or permanent expulsion~~ is mandatory under state law. See Section VII.

1. Damage to school property, vandalism, theft
2. Receiving or possessing stolen property, under circumstances that would cause a reasonable person to know the property was stolen from another
3. Presence in an unauthorized area; leaving school buildings or grounds during school hours without proper clearance
4. Engaging in threatening or intimidating behavior
5. Willful disobedience, insolence, or insubordination to administrators, teachers, or other school personnel, including but not limited to behavior which defies instructions of district personnel, and the use of impertinent language toward administrators, teachers, or other school personnel
6. Assault, battery, fighting, or inciting others to engage in fighting
7. Possession of or being under the influence of any controlled substance, alcoholic beverage, or intoxicants; sale of any controlled substance or its counterfeit; possession, sale, or use of drug paraphernalia
8. Possession of firearm or dangerous weapon as defined under NRS 392.466~~(11)~~ – see Section VII for mandatory suspension or expulsion under certain circumstances
9. Possession of knives or weapons that are not defined as dangerous under NRS 392.466, including but not limited to pocket knives
10. Bullying, ~~or~~ cyberbullying, or discrimination based on race in violation of Board of

Trustees Policy JFCC

11. Slander or libel, by spreading false information in writing or verbally about a person and harming his/her reputation
12. Hazing in connection with any school or social activity relating to school
13. Disorderly conduct, including conduct that impairs the health, safety, or welfare of teachers, students, or other persons, or interferes with the maintenance of school discipline, including but not limited to reporting a false fire alarm or bomb threat, possession or use of incendiary device, and gambling
14. Use of firecrackers, snappers, or similar devices, including the discharging, distribution, possession, sale or use of the same
15. Use of profane or vulgar language, oral/written obscenity, or obscene gestures; indecent exposure, including an open indecent or obscene exposure of one's person or the person of another
16. Inappropriate dress and appearance that presents potential health or safety problems or causes school disruptions
17. Inappropriate public displays of affection; sexual activity or misconduct
18. Possession, use, sale, or distribution of tobacco products in violation of Board of Trustees Student Smoking Policy JFCG
19. Harassment of other students, administrators, teachers, or other school personnel, including harassment based on sex, gender identity, race, religion, national origin, disability as defined in Board of Trustees Policy AC
20. Truancy; excessive tardies
21. Engaging in conduct that warrants the reasonable belief that substantial disruption of school operations will likely result
22. Violating the district's internet and public network acceptable use policy as defined in Board of Trustees Policy EDB
23. Violating the district's policy concerning the use of cellular telephones and other electronic devices as defined in Board of Trustees Policy EDBB
24. Engaging in gang activity or association in violation of Board of Trustees Policy JFC
25. Violating school bus rules or other school traffic/transportation rules
26. Altering or attempting to alter school records such as attendance records, grade records, etc.
27. Forging or using forged passes, excuses, or other school documents
28. Cheating; dishonesty; plagiarizing
29. Actions for which state law mandates discipline as set forth in Section VII of these guidelines
30. Violating any other rules that the principal has established and has published in the school handbook
31. Violating any prohibition on student conduct established in any Board of Trustees policy
32. Engaging in any conduct that is prohibited by city, state or federal law

~~VII. Mandatory Suspension or Expulsion~~

Nevada law contains specific discipline rules for four categories of misconduct:

1. Battery that results in the bodily injury of an employee of the school;
2. Distribution and/or sale of any controlled substance;
3. Possession of a firearm or dangerous weapon; or
4. Habitual disciplinary problem.

The specific discipline rules are described below, in Sections A, B, and C. Of these four offenses, only possession of a firearm or dangerous weapon carries a mandatory rule for suspension/expulsion. See Section B below.

The Superintendent may, for good cause shown in a particular case, allow a modification to the suspension or expulsion provisions for these four categories of misconduct, if such modification is set forth in writing. The Superintendent shall allow such a modification if the Superintendent determines that a plan of action based on restorative justice may be used successfully.

If a student is suspended for one school semester or expelled, the student must:

1. Enroll in a private school pursuant to Chapter 394 of NRS, or be homeschooled; or
2. Enroll in a program of independent study provided pursuant NRS 389.155 for students who have been suspended or expelled from public school or a program of distance education provided pursuant to NRS 388.820 to 388.874, inclusive, if the student qualifies for enrollment and is accepted for enrollment in accordance with the requirements of the applicable program.

A student may be suspended from school or expelled for these four violations only after the Board of Trustees or its designee has reviewed the circumstances and approved this action in accordance with the procedural policy adopted by the Board. See Section X, Procedures for Long-Term Suspensions, Expulsions, and Permanent Expulsions.

General education students and special education, students may be suspended or expelled only if they are at least 11 years of age, except that they may be suspended or expelled for possession of a firearm or dangerous weapon at any age.

In extraordinary circumstances, a school official may request an exception from the Board of Trustees to permanently expel a general education student or a special education student from school who is 10 years old or younger.

For any proposed suspension of more than 10 days or an expulsion, see Section X, Procedures for Long-Term Suspensions, Expulsions, and Permanent Expulsions.

A. Battery/Controlled Substances.

Pursuant to NRS 392.466(1), a student who is at least 11 years of age found to have committed

one or more of the following violations may be expelled from school. The student may, however, be placed in another kind of school during the period of the suspension or expulsion.

1. Battery that results in the bodily injury of an employee of the school.
2. Distribution and/or sale of any controlled substance.

A student who has committed a battery which results in the bodily injury of an employee of the school or who sells or distributes any controlled substance while on the premises of any public school, at an activity sponsored by a public school or on any school bus and who is at least 11 years of age shall meet with the school and his or her parent or legal guardian.

The school shall provide a plan of action based on restorative justice to the parent or legal guardian.

If school officials determine that a school is unable to retain a student in the school for the safety of any person or because doing so would not be in the best interest of the student, the student may be suspended, expelled or placed in another school. If a student is placed in another school, a school official of the current school of the student shall explain what services will be provided to the student at the new school that the current school is unable to provide to address the specific needs and behaviors of the pupil. School officials at the current school and new school shall create a plan of action based on restorative justice for the student and ensure that any resources required to execute the plan are available at the new school.

B. Firearm/Dangerous Weapon.

Pursuant to NRS 392.466(3), a student found in possession of a firearm or a dangerous weapon must, for the first occurrence, be expelled from the school for a period of not less than one year, although the student may be placed in another kind of school during the period of expulsion. For a second occurrence of possession of a firearm or a dangerous weapon, the student must be permanently expelled from the school.

C. Habitual Disciplinary Problem.

Pursuant to NRS 392.4655, a school administrator shall deem a student enrolled in the school a habitual disciplinary problem if the school has written evidence which documents that in one year the student has:

1. Threatened or extorted, or attempted to threaten or extort, another student or a teacher or other personnel employed by the school two or more times; or
2. A record of five significant suspensions from the school of three days or more for any reason; and
3. The student has not entered into and participated in a plan of behavior.

If a student is suspended, a school official shall develop, in consultation with the student and the parent or legal guardian of the student, a plan of behavior for the student. The parent or legal guardian may choose for the student not to participate in the plan of behavior. If the parent or legal guardian chooses for the student not to participate, the school official shall

~~inform the parent or legal guardian of the consequences of not participating in the plan of behavior.~~

~~Pursuant to NRS 392.466(5), if a student deemed a habitual disciplinary problem is at least 11 years of age and if the school has made a reasonable effort to complete a plan of action based on restorative justice with the student, the student may be:~~

- ~~1. Suspended from the school; or~~
- ~~2. Expelled from the school under extraordinary circumstances as determined by the principal of the school.~~

VII. Suspension, Expulsion or Permanent Expulsion

General Provisions

With the exception of the authority given to LCSD if a student engages in any of the seven categories of misconduct described below, students must be at least 11 years old to be subjected to a suspension, expulsion or permanent expulsion for violations of the LCSD code of conduct.

In extraordinary circumstances, a school official may request an exception from the Board of Trustees to expel or permanently expel a student under 11 years of age.

If a student is suspended for one school semester or expelled, the student must:

1. Enroll in a private school pursuant to Chapter 394 of NRS, or be homeschooled;
2. Enroll in a program of independent study provided pursuant NRS 389.155 for students who have been suspended or expelled from public school or a program of distance education provided pursuant to NRS 388.820 to 388.874, inclusive, if the student qualifies for enrollment and is accepted for enrollment in accordance with the requirements of the applicable program; or
3. Enroll in a program of alternative education provided by the school district. LCSD shall, alone or through a partnership with another school district, provide a program of alternative education in an in-person setting that allows each student enrolled in the program to receive educational services in the least restrictive environment.

A homeless student or a student in foster care may be suspended from school for not more than 5 days if, following a review of all available information, the principal determines that the conduct of the student poses an ongoing threat to the student or other persons at the school, and if a determination is made that homelessness or being in foster care was not a factor in the behavior that led to the consideration for suspension or expulsion. The person responsible for making a determination of whether or not homelessness or being in foster care was a factor in the behavior shall presume that homelessness or being in foster care was not a factor in the behavior unless the person determines otherwise A determination that homelessness was not

a factor in the behavior must be made in consultation with the LCSD liaison for homeless students in accordance with the McKinney-Vento Homeless Assistance Act of 1987, or a contact person at a school, including, without limitation, a school counselor or school social worker. A determination that being in foster care was not a factor in the behavior must be made in consultation with an advocate for students in foster care at the school in which the student is enrolled or the school counselor of the student.

For any proposed suspension of 10 days or less, see Section IX, Procedures for Short-Term Suspensions.

For any proposed suspension of more than 10 days or an expulsion, see Section X, Procedures for Long-Term Suspensions or Expulsions.

Suspension, Expulsion or Permanent Expulsion in Seven Categories of Misconduct

Nevada law contains specific discipline authority and rules for seven categories of misconduct:

- A. Student who sells or distributes a controlled substance;
- B. Student who commits a battery against a school employee;
- C. Student who commits a battery against a school employee with intent to result in bodily injury;
- D. Student who poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process;
- E. Student in possession of a dangerous weapon other than a firearm;
- F. Student in possession of a firearm; and
- G. Student deemed a habitual discipline problem.

The specific discipline rules for these seven categories of misconduct are described below.

The Superintendent may, for good cause shown in a particular case, allow a modification to the suspension or expulsion provisions for these seven categories of misconduct, if such modification is set forth in writing. The Superintendent shall allow such a modification if the Superintendent determines that a progressive discipline plan based on restorative justice may be used successfully.

A. Student who Sells or Distributes Controlled Substances

State law authorizes the LCSD to impose the following discipline for a student who sells or distributes any controlled substance while on the premises of any public school, at an activity sponsored by a public school or on any school bus:

- Students ages 11 or older **may** be suspended, expelled, or permanently expelled.
- Students ages 6 through 10 **may** be suspended, but not expelled or permanently expelled.
- Students ages 5 or less **may** be suspended, but not expelled or permanently expelled. Any

suspension must be reviewed and approved by the Superintendent or designee.

Nevada law does not allow the suspension of a student with a disability who is under the age of eleven (11) for this category of misconduct.

The student must meet with the school and the student's parent/legal guardian. The school will provide the parent/legal guardian a progressive discipline plan based on restorative justice.

The principal of the school may reduce the period of suspension or convert an expulsion to a suspension for a student who distributes a controlled substance while on the premises of a public school, at an activity sponsored by a public school or on a school bus if:

1. The student is less than 11 years of age;
2. The student has not engaged in such proscribed conduct before; and
3. After a thorough review of the facts and circumstances, the principal determines that the student did not know that the substance being distributed was a controlled substance.

The student may be removed from the public school immediately upon being given an explanation of the reasons for the removal and pending proceedings, which must be conducted as soon as practicable after removal.

B. Student who Commits a Battery Against a School Employee

State law authorizes the LCSD to impose the following discipline for a student who commits a battery against an employee of the school while on the premises of any public school, at an activity sponsored by a public school or on any school bus:

- Students ages 8 or older **may** be suspended, expelled, or permanently expelled.
- Students ages 6 or 7 **may** be suspended, but not expelled or permanently expelled.
- Students ages 5 or less **may** be suspended, but not expelled or permanently expelled. Any suspension must be reviewed and approved by the Superintendent or designee.

Nevada law does not allow the suspension, expulsion, or permanent expulsion of a student with a disability who is under the age of eleven (11) for this category of misconduct.

The student must meet with the school and the student's parent/legal guardian. The school will provide the parent/legal guardian a progressive discipline plan based on restorative justice.

"Battery" means any willful and unlawful use of force or violence upon the person of another. (NRS 200.481.1(a))

C. Student who Commits a Battery Against a School Employee with Intent to Result in Bodily Injury

State law authorizes the LCSD to impose the following discipline for a student who commits a battery which is intended to result in the bodily injury of an employee of the school while on the premises of any public school, at an activity sponsored by a public school or on any school bus:

- Students ages 8 or older **must** be suspended, expelled, or permanently expelled.
- Students ages 6 or 7 **must** be suspended, but not expelled or permanently expelled.
- Students ages 5 or less **may** be suspended, but not expelled or permanently expelled. Any suspension must be reviewed and approved by the Superintendent or designee.

“Bodily injury” means any actual damage or injury to a person that interferes with or is detrimental to the health of the person and is more than merely accidental, transient or trifling in nature.

Nevada law does not allow the suspension, expulsion, or permanent expulsion of a student with a disability who is under the age of eleven (11) for this category of misconduct.

The student must meet with the school and the student’s parent/legal guardian. The school will provide the parent/legal guardian a progressive discipline plan based on restorative justice.

The principal of a public school may, at his or her discretion, reduce or eliminate the period of suspension, convert an expulsion to a suspension or otherwise reduce, eliminate or alter a disciplinary action imposed upon a student who commits a battery which results in the bodily injury of an employee of the school.

D. Student who Poses a Continuing Danger to Persons or Property or an Ongoing Threat of Disrupting the Academic Process

State law authorizes the LCSD to impose the following discipline for a student who poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process while on the premises of any public school, at an activity sponsored by a public school or on any school bus:

- Students ages 11 or older **may** be suspended, expelled, or permanently expelled.
- Students ages 6 through 10 **may** be suspended, but not expelled or permanently expelled.
- Students ages 5 or less **may** be suspended, but not expelled or permanently expelled. Any suspension must be reviewed and approved by the Superintendent or designee.

The student may be removed from the public school immediately upon being given an explanation of the reasons for the removal and pending proceedings, which must be conducted as soon as practicable after removal.

E. Student in Possession of a Dangerous Weapon Other than a Firearm

State law authorizes the LCSD to impose the following discipline for a student found in possession of a dangerous weapon other than a firearm while on the premises of any public school, at an activity sponsored by a public school or on any school bus:

- Students ages 11 or older **may** be suspended, expelled, or permanently expelled.
- Students ages 6 through 10 **may** be suspended, but not expelled or permanently expelled.
- Students ages 5 or less **may** be suspended, but not expelled or permanently expelled. Any suspension must be reviewed and approved by the Superintendent or designee.

The student may be removed from the public school immediately upon being given an explanation of the reasons for the removal and pending proceedings, which must be conducted as soon as practicable after removal.

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

F. Student in Possession of a Firearm

State law authorizes the LCSD to impose the following discipline for a student found in possession of a firearm while on the premises of any public school, at an activity sponsored by a public school or on any school bus:

- Students ages 11 or older **must** be suspended, expelled, or permanently expelled.
- Students ages 8 through 10 **must** be suspended or expelled, but not permanently expelled.
- Students ages 6 or 7 **may** be suspended, but not expelled or permanently expelled.
- Students ages 5 or less **may** be suspended, but not expelled or permanently expelled. Any suspension must be reviewed and approved by the Superintendent or designee.

The student **must** be removed from the public school immediately upon being given an explanation of the reasons for the removal and pending proceedings, which must be conducted as soon as practicable after removal.

“Firearm” is defined in NRS 392.466 as including, without limitation, any pistol, revolver, shotgun, explosive substance or device, and any other item included within the definition of a “firearm” in 18 U.S.C. § 921, as that section existed on July 1, 1995.

G. Student Deemed a Habitual Discipline Problem

A school administrator shall deem a student enrolled in the school a habitual disciplinary problem if the school has written evidence which documents that in one year the student has:

1. Threatened or extorted, or attempted to threaten or extort, another student or a teacher or other personnel employed by the school two or more times; or the student has a record of five significant suspensions from the school of three days or more for any reason; and
2. The school has made reasonable efforts to develop a plan of behavior and the student has not made efforts to enter into or participate in such a plan of behavior.

If a student is suspended, a school official shall develop, in consultation with the student and the parent or legal guardian of the student, a plan of behavior for the student. The parent or legal guardian may choose for the student not to participate in the plan of behavior. If the parent or legal guardian chooses for the student not to participate, the school official shall inform the parent or legal guardian of the consequences of not participating in the plan of behavior.

State law authorizes the LCSD to impose the following discipline for a student deemed a habitual discipline problem:

- Students at any age may be suspended.
- Students at any age may be expelled under extraordinary circumstances as determined by the principal.
- Students may not be permanently expelled.

Nevada law does not allow the suspension or expulsion of a student with a disability who is under the age of eleven (11) for this category of misconduct.

The school must make a reasonable effort to complete a progressive discipline plan based on restorative justice, based on the seriousness of the acts which were the basis for the discipline.

VIII. Conduct On and Off Campus

Violations of the rules listed in this regulation or the violation of any other regulation, policy, or law may result in the student being suspended or expelled when the misconduct occurs:

- A. At any time on school grounds, at the student's assigned school or at any other school, or upon any properties controlled by the District, whether or not school is in session.
- B. Off school grounds at a school activity, function, event, or on the way to and from school or a school activity, function, or event.
- C. Off school grounds but within sufficient proximity to District property that the conduct may have a direct impact on a school campus, a school sponsored activity, function, or event, or upon the health, welfare, or safety of students or school employees.
- D. Off school grounds by a student who is truant and whose conduct may impact a school campus, a school sponsored activity, function or event, or the health, welfare, or safety of students or school employees.

- E. At any time on or off the school grounds when the conduct has a direct impact on the health, welfare, or safety of students or school employees. This includes conduct off the school grounds that materially and substantially disrupts school activities, or causes school officials to reasonably believe that it will do so.

IX. Procedures for Short-Term Suspensions (up to 10 school days)

Students who have been subjected to a short-term (up to 10 school days) out-of-school suspension will be allowed to make up work assigned during that period. It is recognized, however, that no assignments adequately substitute for being present for classroom instructional activities and that many activities by their nature may be impossible to make up. The student is responsible for initiating the request for any available makeup work.

Students who have been subjected to a short-term out-of-school suspension may not attend, practice, or participate in any extra-curricular activities during the suspension. Students who have been subjected to a short-term out-of-school suspension will not be allowed on school premises unless prearranged with a school official.

The following procedures will be used to suspend a student from school for up to 10 school days. Except for the seven categories of misconduct described in Section VII, students must be at least 11 years old to be subjected to a short-term suspension.

The term “school administrator” refers to a dean/assistant principal or principal.

- A. The school administrator tells the student that he/she is meeting with the student to investigate allegations that the student has violated laws, and/or rules, policies, or regulations of the school district.
- B. The school administrator tells the student the specific laws, rules, policies, and/or regulations that are alleged to have been violated and that if the evidence supports the allegations, there will be consequences up to and including short-term or long-term suspension from school, and expulsion. The school administrator asks the student if the student understands the allegations.
- C. The school administrator explains to the student the evidence the school administrator has regarding the alleged violation(s).
- D. The school administrator asks the student to explain his or her conduct and gives the student an opportunity to present the student's side of the story.
- E. After hearing the student's explanation and evidence, the school administrator determines whether he/she needs more information and, if so, obtains it before making a decision. If no additional information is needed, the school administrator determines what, if any, violations exist and assigns appropriate consequences.
- F. Before any school official suspends a student with a disability receiving IEP services for any portion of a day (up to a maximum of **five ten (10)** days per occurrence of

misconduct), the administrator must contact the Executive Director of Special Services who will determine whether procedural requirements, if any, under the IDEA have been satisfied. This determination must be made before implementation of the suspension.

- G. If suspension is appropriate (for ten consecutive school days or less), the administrator notifies the student that the student will be suspended for (number of days) commencing (starting date). A special education student receiving IEP services may be suspended for up to ~~five~~ ten (10) days maximum per occurrence of misconduct.
- H. On the same day that the suspension is issued, the school administrator notifies the student and, if the student is under 18 years of age, the student's parent or legal guardian via telephone call that the student has been suspended, including the terms (a description of the act committed by the student and the date on which the act was committed), effective date, and duration of the suspension. The terms of the suspension and the current process to exercise the right to appeal the suspension shall be confirmed in writing through correspondence from the school administrator to the student and, if the student is under 18 years of age, the student's parent or legal guardian. Only suspensions of three (3) or more days may be appealed.

If the suspension is for 3-10 days, the correspondence must also include:

1. An explanation that if the student receives five significant suspensions of three or more days on his or her record during the current school year and has not entered into and participated in a plan of behavior, the student will be deemed a habitual disciplinary problem;
 2. An explanation that a student who is deemed a habitual disciplinary problem may be suspended from school; or expelled from school under extraordinary circumstances as determined by the principal of the school;
 3. If the student has a disability and is receiving IEP services, an explanation of the effect of NRS 392.466, including that if it is determined that the student's behavior is not a manifestation of the student's disability, he or she may be suspended or expelled from school in the same manner as a student without a disability;
 4. A summary of the provisions in NRS 392.4655 concerning the development of a behavior plan.
- I. The student or, if the student is under 18 years of age, the parent or legal guardian of a student suspended for up to 10 school days may appeal the decision of the school administrator by contacting the Deputy Superintendent in writing within five (5) days of the issuance of the suspension. Only suspensions of three (3) or more days may be appealed.

The request for an appeal may be filed based on one or more of the following grounds:

1. A procedural error that significantly impacted the outcome of the investigation. The request for an appeal must include a statement of the alleged procedural error.
2. New evidence which was unknown or unavailable during the original investigation and that could substantially impact the original findings or sanction.

The request for an appeal must include a summary of new evidence, why it was unavailable at the time of the investigation and its potential impact.

The Deputy Superintendent will schedule a hearing on an appeal of a suspension within five (5) days of receipt of the written request for an appeal. The appeal of a suspension for up to 10 school days will be conducted in an in-person or virtual hearing chaired by a Lyon County School District school administrator who did not issue the original suspension. The student or, if the student is under 18 years of age, the parent or legal guardian and a Lyon County School District school counselor shall be invited to the appeal hearing. During the hearing, the student or, if the student is under 18 years of age, the parent or legal guardian shall present any relevant information concerning the incident and alleged misconduct which formed the basis of the disciplinary action, as well as present any concerns regarding the student's meeting with the school administrator who issued the suspension. The school administrator chairing the appeal hearing, in consultation with the school counselor, shall then determine whether the disciplinary action taken by the school administrator who issued the suspension will be upheld or overturned. The Deputy Superintendent will notify the student or, if the student is under 18 years of age, the parent or legal guardian of the appeal decision within two school days of the appeal hearing. The appeal decision is final.

~~A student at any age who is found to be in possession of a firearm or dangerous weapon as provided in NRS 392.466 may be removed from the school immediately upon being given an explanation of the reasons for his or her removal and pending proceedings, to be conducted as soon as practicable after removal, for the student's suspension or expulsion. (NRS 392.467(2).)~~

X. **Procedures for Long-Term Suspensions (more than 10 school days, up to one semester), Expulsions (more than one semester), and Permanent Expulsions**

Students who have been subjected to a **long-term suspension, expulsion, or permanent expulsion** may not attend, practice, or participate in any extra-curricular activities during the suspension. Students who have been subjected to a long-term suspension, expulsion, or permanent expulsion will not be allowed on school premises unless prearranged with a school official.

The following procedures will be implemented for **long-term suspensions for more than 10** consecutive school days (up to one semester), **expulsions** (more than one semester), and **permanent expulsions** (no possibility of returning to a regular campus). ~~Except for a general education student or special education student in possession of a firearm or dangerous weapon, students must be at least 11 years old to be subjected to a long-term suspension or expulsion.~~ The term "expulsion" generally refers to either an "expulsion" or a "permanent expulsion." Except for the seven categories of misconduct described in Section VII, students must be at least 11 years old to be subjected to a long-term suspension or expulsion.

The timelines are general guidelines, subject to modification under individual circumstances.

- A. If the school administrator determines that a **long-term suspension** or **expulsion** is an appropriate consequence for a violation of laws, rules, policies, and/or regulations, the school administrator must notify the Superintendent within two days, or as soon as practicable, of imposing a short-term suspension.
- B. Students with disabilities receiving IEP services may not be suspended for more than ~~five~~ **ten (10)** days per occurrence of misconduct. Students with disabilities receiving IEP services may be expelled or permanently expelled. Before any hearing is scheduled to propose the expulsion or permanent expulsion of a student with a disability, the administrator must contact the Executive Director of Special Services who will determine whether procedural requirements, if any, under the IDEA have been satisfied. This determination must be made before scheduling any hearing.
- C. The Superintendent or his or her designee will designate a panel of three impartial school district administrators (the "Discipline Panel") to conduct a hearing on the proposed long-term suspension expulsion.
- D. The hearing will generally be scheduled no later than the conclusion of the short-term suspension, unless individual circumstances require an extended timeline.
- E. Three calendar days in advance of the scheduled hearing, the school administrator will send or hand-deliver to the student (if 18 years of age or older) and his or her parents or guardians a written notice that includes the following:
 1. A statement of the laws, rules, policies, and/or regulations allegedly violated by the student and the disciplinary action proposed by the school administrator;
 2. Notification that the school district will convene a hearing before imposing any additional suspension(beyond any short-term suspension already imposed) or expulsion;
 3. Notification of the date, time, and location for the scheduled hearing;
 4. Notification of the student's right to be represented at the hearing by an advocate of his or her choosing, including legal counsel;
 5. Notification of the student's right to present evidence and witnesses in his or her own behalf and to cross-examine witnesses against the student who are available and present at the hearing;
 6. Notification of witnesses the school intends to present;
 7. Notification of written evidence the school intends to present and copies of any such evidence;

8. Notification of the current process to exercise the right to appeal the long-term suspension or expulsion; and
 9. A copy of this administrative regulation.
- F. The Discipline Panel will not be required to observe the strict rules of evidence observed by the courts, and shall be allowed to take such evidence, including oral and written evidence and impeaching evidence, as the Discipline Panel deems appropriate.
- G. Neither the school administrator nor the student or his or her parent shall discuss the merits of the case with any member of the Discipline Panel prior or subsequent to the hearing.
- H. The District will record the hearing, and the District's recording is the official recording of the proceeding. The student, or if the student is under 18 years of age, the parent or legal guardian may obtain a copy upon request.
- I. All hearings shall be closed to the public. (NRS 392.467~~(4)~~)
- J. At the conclusion of the hearing, the Discipline Panel shall issue a written decision stating its findings with respect to the alleged violation(s) of laws, rules, policies, and/or regulations and the disciplinary consequences, if any, to be imposed. Generally, when feasible, the written decision will be provided to the student and, if the student is under 18 years of age, the parent or legal guardian prior to the conclusion of any short-term suspension that has been imposed.
- K. The decision of the hearing committee may be appealed by the student or, if the student is under 18 years of age, the parent or legal guardian of a student suspended for more than 10 school days or expelled. The request for an appeal may be filed based on one or more of the following grounds:
1. A procedural error that significantly impacted the outcome of the investigation. The request for an appeal must include a statement of the alleged procedural error.
 2. New evidence which was unknown or unavailable during the original investigation and that could substantially impact the original findings or sanction. The request for an appeal must include a summary of new evidence, why it was unavailable at the time of the investigation and its potential impact.

The student or, if the student is under 18 years of age, the parent or legal guardian may appeal the decision of the hearing committee by contacting the Deputy Superintendent in writing within five (5) days of the issuance of the decision of the hearing committee. The Deputy Superintendent will schedule a hearing on the appeal of a long-term suspension or expulsion within five (5) days of receipt of the written request for an appeal.

The Deputy Superintendent will immediately contact the Superintendent. The appeal of a long-term suspension or an expulsion will be conducted by the Superintendent or designee in an in-person or virtual hearing within five (5) days of receipt of the request for an appeal. During the hearing, the student or, if the student is under 18 years of age, the parent or legal guardian shall present any relevant information concerning the incident and alleged misconduct which formed the basis of the disciplinary action, as well as present any concerns regarding the impartial hearing proceedings. Following the hearing, the Superintendent or designee will review the recording of the hearing and the final decision of the Discipline Panel. The Superintendent or designee will review adherence to the requirements for procedural safeguards listed above. The Superintendent or designee will review the evidentiary basis for the decision of the Discipline Panel. After reviewing the evidentiary basis for the decision and the extent to which the hearing procedures were adhered to, the Superintendent or designee shall then determine whether the disciplinary decision of the Discipline Panel will be upheld or overturned. The Superintendent or designee will notify the student or, if the student is under 18 years of age, the parent or legal guardian of the decision of the Superintendent or designee within two school days of the appeal hearing. The decision of the Superintendent or designee is final.

~~L. If the long-term suspension or expulsion is for misconduct related to battery on an employee, sale/distribution of controlled substances, possession of a firearm/dangerous weapon, or habitual discipline problem, the Board of Trustees or designee must review the circumstances and approve the action in accordance with the procedural policy adopted by the Board. Contact the Office of the Superintendent to arrange this review.~~

XI. Students Under Suspension or Expulsion From Other Schools

Except as otherwise provided in NRS 392.4675, Lyon County School District Schools will not accept students who are under suspension or expulsion from other schools until such suspension or expulsion has been completed.

XII. Exception to Policy JG

An exception to this policy will be made with respect to student-athletes who test positive for alcohol, tobacco, or controlled substances pursuant to LCSD Policy JFCJ (Random Drug Testing of Student Athletes). Students testing positive as a result of Policy JFCJ will be regulated in accordance with that policy.

XIII. Temporary Alternative Placement

If a student's behavior severely and consistently interferes with teaching and learning, he/she may be removed from class (or other school premise) temporarily in accordance with NRS 392.4645.

The student who interferes with the teacher teaching or the students learning may be removed from class temporarily. While out of class, the student must be supervised and working on schoolwork (in another classroom or in the office). The principal (or designee) will meet with the student and notify parents within 24 hours of the student's removal from class. Within

three days, there will be a conference including the administrator, student, parents, teacher, counselor and Case Manager (if applicable). After the conference, the principal will decide whether the student should return to class. If the recommendation is that the student returns to class, and the referring teacher disagrees with that decision, the principal will call a meeting of the Progressive Discipline Committee (consisting of two elected teachers and an elected staff member; if the referring teacher or staff member is a member of the committee, the elected alternates should take their place at the review meeting) and inform the parents that the committee will be meeting to discuss the student's placement. The Committee will review the circumstances for the student's removal and assess the best placement. The committee shall direct that the student be: (1) returned to the classroom (or other premise) from which he/she was removed; (2) assigned to another classroom (or other premise); (3) assigned to an alternative educational program; or (4) referred to an Administrative Panel for possible suspension or expulsion. The committee may take other appropriate disciplinary action against the student should it deem necessary.

XIV. Transportation (NRS 392.4636)

The Board recognizes that parents of pupils who are transported to school by District buses are responsible for the supervision of such pupils until such time as the pupil boards the bus in the morning and after the pupil leaves the bus at the end of the school day. The responsibility of the School District commences when the pupil boards the bus and ends when the pupil is delivered to the regular bus stop at the close of the school day. The Board shall require pupils to conduct themselves in the bus in a manner consistent with established standards for classroom behavior. In cases when a pupil does not conduct themselves properly on a bus, the Transportation Supervisor or designee shall so inform the building principal, who will inform the parents immediately of the misconduct and request their cooperation in changing the pupil's behavior.

Pupils who become a serious disciplinary problem on the school bus may have their riding privileges suspended. In such cases, the parents of the pupils involved become responsible for seeing that their children get to and from school safely, except as provided in IDEA for a student with a disability whose IEP includes transportation as a related service.

**Quick Reference Guide to Student Level Discipline Laws
(Effective July 1, 2021)**

GENERAL EDUCATION STUDENTS

VIOLATIONS OF CONDUCT RULES THAT DO NOT INVOLVE BATTERY ON EMPLOYEE, SALE/DISTRIBUTION OF CONTROLLED SUBSTANCES, POSSESSION OF FIREARM OR DANGEROUS WEAPON, OR HABITUAL DISCIPLINARY PROBLEM (NRS 392.467)

	AGE	LENGTH OF REMOVAL	WHO MAY IMPLEMENT	LEVEL OF BOARD INVOLVEMENT
SUSPENSION	11+	Up to one school semester.	Board policy determines.	Board or its designee may authorize suspension and expulsion.
EXPULSION	11+	More than one school semester, with possibility of enrolling in program or public school for alternative education for pupils who are expelled or permanently expelled, during period of expulsion.	Board policy determines.	Board or its designee may authorize suspension and expulsion.
PERMANENT EXPULSION	11+ School may request exception from Board in extraordinary circumstances to permanently expel student under age 11.	Removal without possibility of return to any school within the district, except with possibility of enrolling in program or public school for alternative education for pupils who are expelled or permanently expelled.	Board policy determines.	Board or its designee may authorize suspension and expulsion. Board action required to approve if school requests exception to permanently expel student under age 11.

SPECIAL EDUCATION STUDENTS

VIOLATIONS OF CONDUCT RULES THAT DO NOT INVOLVE BATTERY ON EMPLOYEE, SALE/DISTRIBUTION OF CONTROLLED SUBSTANCES, POSSESSION OF FIREARM OR DANGEROUS WEAPON, OR HABITUAL DISCIPLINARY PROBLEM (NRS 392.467)

	AGE	LENGTH OF REMOVAL	WHO MAY IMPLEMENT	LEVEL OF BOARD INVOLVEMENT
SUSPENSION	11+	Limited to 15 days per occurrence of proscribed conduct.	Board policy determines.	Before suspension, expulsion, or permanent expulsion, Board or its designee must review circumstances and determine that the disciplinary action is in compliance with IDEA.
EXPULSION	11+	More than one school semester, with possibility of enrolling in program or public school for alternative education for pupils who are expelled or permanently expelled, during period of expulsion.	Board policy determines.	Board action required to approve if school requests exception to permanently expel student under age 11.

**LYON COUNTY SCHOOL DISTRICT
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PERMANENT EXPULSION	11+ School may request exception from Board in extraordinary circumstances to permanently expel student under age 11.	Removal without possibility of return to any school within the district, except with possibility of enrolling in program or public school for alternative education for pupils who are expelled or permanently expelled.	Board policy determines.	
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GENERAL EDUCATION STUDENTS

**BATTERY ON EMPLOYEE, SALE/DISTRIBUTION OF CONTROLLED SUBSTANCES, POSSESSION OF FIREARM OR DANGEROUS WEAPON, OR HABITUAL DISCIPLINARY PROBLEM
(NRS 392.466)**

	MANDATORY DISCIPLINE IN NRS	AGE	DISCIPLINE	ADDITIONAL REQUIREMENTS	DISTRICT SUPERINTENDENT AUTHORITY	LEVEL OF BOARD INVOLVEMENT
BATTERY ON EMPLOYEE	No	11+*	May suspend or expel.	School must meet with student and parent and school shall provide plan of action based on restorative justice.	Superintendent may for good cause in a particular case allow a modification to a suspension or expulsion if modification set forth in writing.	Before suspension, expulsion, or permanent expulsion, Board or its designee must review and approve in accordance with procedural policy adopted by the Board.
SALE OR DISTRIBUTION OF CONTROLLED SUBSTANCES	No	11+*	May suspend or expel.			
POSSESSION OF FIREARM OR DANGEROUS WEAPON	Yes	Any age	1 st offense, one year expulsion 2 nd offense, permanent expulsion		Superintendent shall allow modification if superintendent determines that a plan of action based on restorative justice may be used successfully.	Board action required to approve if school requests exception to permanently expel student under age 11.
HABITUAL DISCIPLINARY PROBLEM	No	11+*	May suspend or expel.	May suspend or expel only if school has made reasonable effort to complete plan of action based on restorative justice		

*School may request exception from Board in extraordinary circumstances to permanently expel student under age 11.

SPECIAL EDUCATION STUDENTS

**BATTERY ON EMPLOYEE, SALE/DISTRIBUTION OF CONTROLLED SUBSTANCES, POSSESSION OF FIREARM OR DANGEROUS WEAPON, OR HABITUAL DISCIPLINARY PROBLEM
(NRS 392.466)**

	MANDATORY DISCIPLINE IN NRS	AGE	DISCIPLINE FOR SPECIAL EDUCATION STUDENTS	ADDITIONAL REQUIREMENTS	DISTRICT SUPERINTENDENT AUTHORITY	LEVEL OF BOARD INVOLVEMENT
BATTERY ON EMPLOYEE	No	11+*	Discipline is limited to suspensions of 1-5 days per occurrence of proscribed.	Same as general education students.	Same as general education students.	Before suspension, expulsion, or permanent expulsion, Board or its designee must review and approve in accordance with procedural policy adopted by the Board.

**LYON COUNTY SCHOOL DISTRICT
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SALE OR DISTRIBUTION OF CONTROLLED SUBSTANCES	No	11+*	conduct, or expulsion, or permanent expulsion.			Before suspension, expulsion, or permanent expulsion, Board or its designee must review circumstances and determine that the disciplinary action is in compliance with IDEA. Board action required to approve if school requests exception to permanently expel student under age 11.
POSSESSION OF FIREARM OR DANGEROUS WEAPON	Yes 1 st offense, one year expulsion 2 nd offense, permanent expulsion	Any age				
HABITUAL DISCIPLINARY PROBLEM	No	11+*				
*School may request exception from Board in extraordinary circumstances to permanently expel student under age 11.						

Specific Authority to Suspend, Expel or Permanently Expel (NRS 392.466)
AUGUST 2024

	AGE	SUSPENSION	EXPULSION	PERMANENT EXPULSION	CONDITIONS FOR IMPLEMENTATION
SALE OR DISTRIBUTION OF CONTROLLED SUBSTANCE	11+	Yes	Yes	Yes	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal.
	6-10	Yes	No	No	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal.
	5 or less	Yes	No	No	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal. Suspension must be reviewed and approved by Superintendent or designee.
BATTERY AGAINST EMPLOYEE	8+	Yes	Yes	Yes	
	6-7	Yes	No	No	
	5 or less	Yes	No	No	Suspension must be reviewed and approved by Superintendent or designee.
BATTERY AGAINST EMPLOYEE WITH INTENT TO RESULT IN BODILY INJURY *New category	8+	Yes	Yes	Yes	Pupil must be suspended, expelled, or permanently expelled.

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	6-7	Yes	No	No	Pupil must be suspended.
	5 or less	Yes	No	No	Pupil may be suspended. Suspension must be reviewed and approved by Superintendent or designee.
PUPIL WHO POSES A CONTINUING DANGER TO PERSONS OR PROPERTY OR AN ONGOING THREAT OF DISRUPTING THE ACADEMIC PROCESS <i>*New category</i>	11+	Yes	Yes	Yes	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal.
	6-10	Yes	No	No	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal.
	5 or less	Yes	No	No	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal. Pupil may be suspended only after the suspension is reviewed and approved by Superintendent or designee.
POSSESSION OF DANGEROUS WEAPON OTHER THAN FIREARM	11+	Yes	Yes	Yes	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal.
	6-10	Yes	No	No	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal.
	5 or less	Yes	No	No	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal. Pupil may be suspended only after the suspension is reviewed and approved by Superintendent or designee.
POSSESSION OF FIREARM	11+	Yes	Yes	Yes	Pupil must be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal. Pupil must be suspended, expelled, or permanently expelled. (lengths of removals no longer in statute)

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	8-10	Yes	Yes	No	Pupil must be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal. Pupil must be suspended or expelled.
	6-7	Yes	No	No	Pupil must be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal. Pupil may be suspended.
	5 or less	Yes	No	No	Pupil must be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal. Pupil may be suspended. Pupil may be suspended only after the suspension is reviewed and approved by Superintendent or designee.
HABITUAL DISCIPLINE PROBLEM	No Age Limit	Yes	Yes Under extraordinary circumstances as determined by the principal	No	School must make a reasonable effort to complete a progressive discipline plan based on restorative justice, based on the seriousness of the acts which were the basis for the discipline.
ADDITIONAL PROVISIONS THAT APPLY TO ALL SUSPENSIONS, EXPULSIONS, AND PERMANENT EXPULSIONS					
Nevada law allows for the suspension of a student with a disability who is under the age of eleven (11) in the following areas of misconduct: 1) Student who poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, 2) Student in possession of a dangerous weapon other than a firearm, or 3) Student in possession of a firearm. Suspensions are limited to no more than 10 days per occurrence of misconduct.					
A pupil with a disability who has been suspended or expelled must be provided a free appropriate public education in compliance with IDEA for each school day the pupil is suspended or expelled after the pupil has been removed for 10 cumulative days. (This has been federal law for many years.)					
The Superintendent of a school district may, for good cause shown in a particular case, allow a modification to a suspension or expulsion if such modification is set forth in writing. The Superintendent of a school district must allow such a modification if he or she determines that a progressive discipline plan based on restorative justice may be used successfully.					
If a pupil is expelled or the period of the pupil's suspension is for one school semester, the pupil must (a) enroll in a private school pursuant to chapter 394 of NRS or be homeschooled; (b) enroll in a program of independent study provided pursuant to NRS 389.155 for pupils who have been suspended or expelled from public school or a program of distance education provided pursuant to NRS 388.820 or 388.874, inclusive, if the pupil qualifies for enrollment and is accepted for enrollment in accordance with the requirements of the applicable program; or (c) enroll in a program of alternative education provided by the school district in which the pupil resides. Each school district shall, alone or through a partnership with another school district, provide a program of alternative education pursuant to this paragraph in an in-person setting that allows each pupil enrolled in the program to receive educational services in the least restrictive environment.					