Agenda

Lyon County School District Board of Trustees

A Meeting of the Board of Trustees of Lyon County School District will be held on Tuesday, May 27, 2025, beginning at 6:30 PM at the following location:
East Valley Elementary School, Multipurpose Room, 4180 Farm District Rd., Fernley, NV 89408

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

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. 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 17
8. SUPERINTENDENT REPORT
9. PUBLIC PARTICIPATION: At this time, the public is invited to address the Board on items over which the Board has jurisdiction or control. If you wish to speak, step up to the table, be seated, and state your name. Your comments are limited to no more than three minutes per agenda item with a maximum of ten minutes total. In consideration of others, avoid repetition or designate a spokesperson to speak on behalf of your group. Although this Board does not restrict comments based upon viewpoint, comments will be prohibited if they 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. 26
   The Board will conduct public comments after each item on the agenda on which action may be taken, before the Board takes action.
   Comments submitted electronically will be included in the minutes of the meeting.
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.

B. Distance Education (Alternative Ed) Renewal 31

C. Request for Early Graduation/HSE (confidential)

D. Personnel Reports 69

E. Travel 73

F. IT Department Report 96

G. District Financial Report 98
Vouchers 1385, 1384, 1395, 1394, 1398, 1397, 1404, 1403, 1426, 1425
Total $5,106,681.86

11. FY2026 BUDGET PUBLIC HEARING 174

A. OPEN BUDGET - PUBLIC HEARING:
Conduct public hearing on the FY2026 tentative budget to provide citizens with the opportunity for input and comment on the district's proposed budget.

B. CLOSE BUDGET- PUBLIC HEARING

12. **(For Possible Action)** Discussion and possible action to provide district administration further direction on the LCSD FY2026 tentative budget and/or approve it as the LCSD FY2026 final budget. This item is being presented by Executive Director of Operations Harman Bains and Chief Financial Officer Kyle Rodriguez. **234**

13. **(For Possible Action)** Discussion and possible action regarding the 5 Year Captial Improvement Plan. This item is being presented by Executive Director of Operations Harman Bains and Chief Financial Officer Kyle Rodriguez. **295**

14. **(For Possible Action)** Discussion and possible action regarding the LCSD 10-Year Facilities Master Plan. This item is being presented by Executive Director of Operations Harman Bains. **302**

15. **(For Possible Action)** Discussion and possible action regarding a contract with Chartwells as LCSD Nutrition Services management Company for the 2025-2026 school year. This item is being presented by Executive Director of Operations Harman Bains. **331**

16. **(For Possible Action)** Discussion and possible action regarding a presentation on the Lyon County School District Adult Education Services. This item is being presented by Executive Director of Educational Services James Gianotti and Adult Education Lead Teacher James Ruff. **776**

17. **(For Possible Action)** Discussion and possible action LCSD perimeter fencing and site concrete work improvements at Dayton, Fernley, and Yerington **787**

High Schools. This item is being presented by Executive Director of Operations Harman Bains and Operations & Maintenance Supervisor Kirk McCallum.

18. **(For Discussion Only)** Discussion and acknowledgment of an Open Meeting Law Complaint, determination and Conclusion of Law issued by the Nevada Attorney General's Office on April 16, 2025. This item is being presented by LCSD Legal Counsel Don Lattin. **801**

19. **(For Possible Action)** Discussion and possible action regarding the purchase of the i-Ready Assessment Suite for grades K-8th. This item is being presented by Executive Director of Educational Services Heather Moyle. **808**

20. **(For Possible Action)** Discussion and possible action regarding the Star Academy program for Silver Stage Middle School. This item is being presented by Executive Director of Educational Services James Gianotti. **822**

21. **(For Possible Action)** Discussion and possible action regarding LCSD critical labor shortage designations for the 2026 and 2027 school years. This item is being presented by Executive Director of Human Resources BillieJo Hogan. **825**

22. **(For Possible Action)** Discussion and possible action regarding the LCSD 2026 Board of Trustees Meeting Schedule. This item is being presented by Superintendent Tim Logan. **831**

23. **(For Possible Action)** Discussion and possible action regarding LCSD Policy IK: Grading, Interventions, Course Exemptions and Class Ranking for a first reading. This item is being presented by Executive Director of Educational Services James Gianotti. **833**

24. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy GBBS: Protection of Employees from Blood-Borne Pathogens as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan. **845**

25. **(For Possible Action)** Discussion and possible action regarding new LCSD Policy JA: Inflatable Play Equipment and other Rental Equipment as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan. **866**

26. **(For Possible Action)** Discussion and possible action regarding revisions to the following LCSD Policies as a second, or third, and final reading. No changes were made to these policies after the first reading, except ICA per board recommendation. Any member of the Board may request that a policy be removed and discussed and acted upon separately.

A. Policy ICA: Development of Master Calendar - revised 874

B. Policy AB: Nondiscrimination on Basis of Sex – Title IX 877

C. Policy GABE: Posting of Position Openings 899

D. Policy GDE: Separation of Licensed Personnel - new 901

E. Policy GDG: Admonition of Licensed Personnel 908

F. Policy ~~GE~~ GZ: Definition of Terms 912

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 Hendrix and Superintendent Tim Logan.

28. PUBLIC PARTICIPATION: At this time, the public is invited to address the Board on items over which the Board has jurisdiction or control. If you wish to speak, step up to the table, be seated, and state your name. Your comments are limited to no more than three minutes per agenda item with a maximum of ten minutes total. In consideration of others, avoid repetition or designate a spokesperson to speak on behalf of your group. Although this Board does not restrict comments based upon viewpoint, comments will be prohibited if they 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. The Board will conduct public comments after each item on the agenda on which action may be taken, before the Board takes action.
Comments submitted electronically will be included in the minutes of the meeting.

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 April 22, 2025, beginning at 5:45 pm Closed Session before Regular Open Meeting at 6:30 pm at Dayton High School, 335 Dayton Valley Rd., Dayton, NV 89403.

1. 5:45 pm Closed Session

2. 6:30 pm CALL TO ORDER
   President Hendrix called the meeting to order at 6:31pm.

3. PLEDGE OF ALLEGIANCE
   The Pledge of Allegiance was led by Trustee Parsons.

4. WELCOME OF GUESTS
   President Hendrix welcomed everyone to the meeting.
   Board Members in attendance:
   President Tom Hendrix
   Clerk Dawn Carson
   Trustee Elmer Bull
   Trustee Darin Farr
   Trustee Sherry Parsons
   Trustee Bridget Peterson
   Trustee James Whisler

   Executive Cabinet in attendance:
   Superintendent Tim Logan
   Deputy Superintendent Dawn Huckaby
   Executive Director of Education Services Heather Moyle
   Executive Director of Education Services James Gianotti
   Executive Director of Human Resources BillieJo Hogan
   Executive Director of Operations Harman Bains
   Executive Director of Special Services Rachel Stewart

   Guests, staff, and speakers included Kirk McCallum, Margaret Heim, Skyler Tremaine, Neal McIntyre II, Rachel Hansen, Kathy Rudy, Chase Woodford, Ryan Robinson, Brandi Clifford, Maxine Hileman, Nicole Soukup, Heather Knudson, Kaytlain Castaneda, Stephanie Lotito, Dep. Mark Kosak, Jeremy Satalick, Kevin Kranjcec, Ron Wells, Lindsey Wells, Stacey Cooper, Chanen Cross, Corinne Burns, Dusti Houk, Holly Williams, Scott Sowinski, Loraine De La Torre, Julie Bumgardner, David Palmer.

DRAFT

5. APPROVAL OF AGENDA
Trustee Peterson made a motion to approve the agenda as presented.
Trustee Farr seconded.
With no further discussion, the motion carried 7-0.

6. APPROVAL OF MINUTES
Trustee Farr made a motion to approve the minutes as presented.
Trustee Parsons seconded.
With no further discussion, the motion carried 7-0.

7. BOARD MEMBER REPORTS
Trustee Parsons attended games in Dayton.
Trustee Farr attended National School Board Association (NSBA) conference in Atlanta, GA, where he spoke with other district trustees, and vendors. He attended a Washoe CSD meeting.
Trustee Bull attended a graduation ceremony for Eagle Ridge High School (ERHS) and Yerington and Smith Valley school visits. He participated in a local Lions Club event where Yerington High School (YHS) students helped out and he was impressed with the students and thanked their teacher.
Clerk Carson attended Dayton school visits and was impressed with the CTE programs. She appreciated seeing Riverview Elementary School (RES) for the first time.
Trustee Peterson went on Dayton school visits and expressed her gratitude for the staff and all that is going on with the students.
President Hendrix spent time at the legislature talking to people on school issues, and went to the Boys and Girls Club Lifevest fundraising event.

8. ATTITUDE OF GRATITUDE
The board read notes of gratitude written by students around the district.

9. SUPERINTENDENT REPORT
Superintendent Logan spoke about Dayton High School (DHS) student Trey Lundeen, not in attendance yet, and his involvement in Student Council and Nevada Interscholastic Activities Association (NIAA).
Our district CFO Kyle Rodriguez and wife welcomed their new baby to the family.
Superintendent Logan spent time at the Special Olympics in Reno. Many schools were in attendance and the student athletes cheered for one another during this heartwarming event.
Sutro Elementary Assistant Principal Corinne Burns was hired to take the principal position of Sutro Elementary at the start of the 2025-26 school year.

10. PUBLIC PARTICIPATION: At this time, the public is invited to address the Board on items over which the Board has jurisdiction or control. If you wish to speak, step up to the table, be seated, and state your name. Your comments are limited to no more than three minutes per agenda item with a maximum of ten minutes total. In consideration of others, avoid repetition or designate a spokesperson to speak on behalf of your group. Although this Board does not restrict comments based upon viewpoint, comments will be prohibited if they 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.

DRAFT

The Board will conduct public comments after each item on the agenda on which action may be taken, before the Board takes action.
Comments submitted electronically will be included in the minutes of the meeting.

Public comment was made by Lyon County Classified School Employees Association (LCCSEA) President Kathy Rudy on item 24 calendar. Their negotiated agreement states that recommendations for the calendar can be made to the district. She requested that the policy be revised to include LCCSEA and she spoke on the work that classified staff do specifically during the summer and the need to have a voice in the development of the calendar. Comments attached.
Lyon County Educators Association (LCEA) President Loraine De La Torre agreed that the policy should reflect a collaboration of all bargaining units. She spoke on new policy GDE, item 21, suggesting that it is not necessary as it is already addressed in the LCEA negotiated agreement and is redundant. Regarding item 17, as a teacher with LyOnline, she is in favor of the staff allocations and reorganization.

11. **CONSENT AGENDA (FOR POSSIBLE ACTION):** Per LCSD Board Policy BDD: Board Meeting Procedures, all matters listed under the consent agenda are considered routine and may be acted upon by the Board of School Trustees with one action and without discussion. During this meeting, any member of the Board may request that an item be removed from the consent agenda, discussed, and acted upon separately.

Trustee Whisler requested the removal of item 24 A. This is not on the consent agenda.
Trustee Parsons had questions regarding the financial report.
Trustee Farr brought up the JROTC application letter. Comments were positive and hopeful in bringing the program to the district.
Trustee Peterson made a motion to approve the consent agenda with the exception of item 11 L. the District Financial Report.
Trustee Farr seconded.
With no further discussion, the motion carried 7-0.

DHS student Trey Lundeen arrived and spoke about the school prom at DHS and his nomination to the Nevada Association and National Federation of Student Council. As the Nevada Association representative, he is serving a one year term as liaison to the NIAA State Board. He also announced the DHS accreditation score of 306, and the average is 296.

A. Trustee Questions & Answers: This information will be posted after 12:00 pm the day of the board meeting if questions are asked.
B. JROTC Program
C. Request for Early Graduation/HSE (confidential)
D. Personnel Reports
E. Travel
F. Quarterly Enrollment Report
G. Class Size Reduction Quarterly Report
H. Proclamation - April as Child Abuse Prevention Month
I. Agreements & Memorandums of Understanding
J. Renewal - NewsELA

DRAFT

K. IT Department Report
L. District Financial Report – *Removed from the Consent agenda to be discussed separately*
Voucher #1345, 1346, 1354, 1355, 1359, 1360, 1374, 1375
Total $ 3,855,744.32

Discussion opened regarding item 11L. Payments were made to the Nevada Department of Education and Maupin, Cox, & LeGoy accounts for "Judgements against the School District". This is the category name but it referred to a due process fee for Special Services. Director Stewart outlined some of the expenses accrued for arbitration.
Trustee Peterson made a motion to approve item 11 L.
Clerk Carson seconded.
With no further discussion, the motion carried 7-0.

12. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding the 10 Year Master Facility Plan for the LCSD. This item is being presented by Executive Director of Operations Harman Bains.

Orcutt Winslow representatives Scott Sowinski and Holly Williams spoke on the 10 year Master Facility Plan and all they have researched and gathered. They partnered with Ameresco for facilities condition analysis, and Zonda, who focuses on demographics. The past work focused on LCSD current adequacy, suitability, and conditions, walking every campus, and holding active engagements with the community and staff. The data has been gathered and, after analyzing it, they are presenting the priorities and proposed planning. All buildings were assessed and determinations were made about what needs were urgent, high, or low. LCSD has 86 assets/buildings, covering over a million square feet. Charts displayed the financial impact of keeping up with the maintenance of the facilities, versus doing nothing over the course of years. The projects listed were ones already approved by the board, like the boiler upgrades.
The capacity and demographics study was an in-depth look at current and future planning and development in all the attendance areas, housing and market trends, and economics. They met with the City of Fernley for input on future development to help predict the enrollment forecast. The summary gave details per grade and campus by year. School facilities were ranked with a rubric for suitability and adequacy and assessed against national standards. They took the data to create campus prioritization scores and fed the scores into a program to project the next 11 year schedule.
Demographic growth in Yerington, Smith, and Silver Springs showed numbers within the functional capacity, meaning these schools will not have a significant increase in enrollment to outgrow the capacity of the schools. Dayton and Fernley are the areas of growth to watch and prepare for. Slides showed potential campus enhancements that are being seen nationwide as well.
Trustee Farr and Trustee Parsons expressed skepticism about the demographic data results, scores, and projections of enrollment over the next 10 years. A more detailed report on Zonda's demographic study was offered for a later time.
Trustee Bull asked specifically about the enrollment in Fernley in one area of the report that did not correspond to the projections.
Zonda's data used multiple local and regional population/housing trends and key indicators to provide the data. The result is in the numbers provided.

DRAFT

Suitability and adequacy for each site were fed into a rubric to evaluate and give prioritization scores.
Trustee Peterson appreciated the projected liability charts. She was interested in seeing a more practical report with lists of the "wear and tear" items that would need to be replaced, and what Makerspaces would need.
Mr. Sowinski confirmed that Ameresco will have a report to address the practical needs and will have a narrative for Makerspace and other beneficial applications.
Trustee Whisler commented on the growth in Fernley. He asked about the plan to possibly build another high school. LCSD's contract is to have the demographics and all parts of the study refreshed every 3 years that will address changes. City infrastructure issues naturally create variables in the projections and growth. The district is already tracking an enrollment "bubble" now reaching FHS.
Trustee Parsons spoke on the last master facility report versus the capacity data in this new report. She questioned the increase of only 30 students to FHS over the next 10 years.
There was discussion regarding the projections made over the course of the years. There are times when overcrowding seems imminent, but they are still within capacity. The refresh will be useful in tracking and determining what is really happening.
Superintendent Logan added that many other districts are declining, and LCSD is growing, though the growth may not be families with school age children and development takes time.
Trustee Parsons commented that we have grown, but we found ways to adjust.
An update and recommendations will follow in the coming months.
Trustee Peterson made a motion to accept the update from Orcutt | Winslow on the 10 year Facilities Master Plan as presented.
Trustee Whisler seconded.
With no further discussion, the motion carried 7-0.

13. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding the change to the summer 2025 Perimeter Fencing Project and future modified single point entry projects. This item is being presented by Board President Tom Hendrix and Executive Director of Operations Harman Bains.

This item explains and proposes changes to the previously approved 2025 summer perimeter fencing project and future modified single-point entry projects. The change of direction was due to terminating the contract for the benefit of the district. It has evolved into a 2-part project. One for perimeter fencing and one for site work. The exterior doors and modified single-point of entry will come later.
Trustee Farr made a motion to approve publishing new projects with revised scopes of work for the LCSD Perimeter Fencing and the Site Improvements project.
President Hendrix was in favor of the district saving funds this way.
Trustee Whisler seconded.
President Hendrix asked for a vote and the motion was approved unanimously.
Public comment was made by Ron Wells, Yerington resident, who inquired why the initial contract was terminated. There were disagreements, and the details are available in the attachments.
After calling for further discussion, the motion was restated by Trustee Farr and Trustee

DRAFT

Trustee Whisler seconded.
The vote was retaken and the motion carried 7-0.

14. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding upgrades to the Fernley Elementary School Rooftop Unit. This item is being presented by Executive Director of Operations Harman Bains and Operations & Maintenance Supervisor Kirk McCallum.

The FES Roof Top Unit (RTU) continues the improvements to replace needed equipment around the district. The current equipment is over 20 years old.
Trustee Bull made a motion to approve the rooftop unit (RTU) upgrades for Fernley Elementary School for a total of $996,133.98.
Trustee Parsons seconded.
With no further discussion, the motion carried 7-0.

15. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding the district wide upgrades of LCSD School Bus cameras and student tracking platforms. This item is being presented by Executive Director of Operations Harman Bains and Transportation Supervisor Ryan Robinson.

The District seeks approval for the much-needed upgrades to school bus cameras and student tracking platforms to the bus fleet. There will be audio and visual platforms to enhance the program on all of our buses.
School bus incidents need supporting evidence from this type of program but our equipment does not provide it adequately. The proposed Gatekeeper solution is used nationally and throughout other Nevada school districts. The LCSD team took a tour of the system at Nye CSD. They are pleased with this program and gave several examples of how it benefits their district on all levels. One highlight is the real-time monitoring of the system. Another part of the proposal is the student tracking system. This will provide automated routing, trip scheduling, student location tracking, and real-time parent communication.
Trustee Farr spoke to drivers and administrators who are in favor of the system. He is in favor of consistency across the district and would like that on the buses.
Trustee Parsons heard from administrators in favor of the system.
Student Rep Trey Lundeen added that most parents have systems to track their students. Drivers do pre-trip inspections and the daily safety monitoring will be part of that inspection before each trip. Right now there are 5-6 faulty programs being used collectively. The Traversa program will offer savings and is all-in-one. Current tablets will be reprogrammed for installation on the buses. It will display bus arrivals on the app and parents can track and know where their kids are. Communication with the parents, school, SROs will be a benefit.
Public comment was made by Neal McIntyre II, Fernley resident, who is in favor of the new system as an aid to the drivers. Students may not have their badges when getting on the bus. The tablet will have a roster to compensate for anyone without a badge. There was discussion regarding alerts and the parameters to be set to get information to law enforcement, emergency services, schools, and the other necessary entities when emergencies happen.
Trustee Peterson made a motion to approve the proposed upgrades to LCSD School Bus camera systems and student tracking and transportation management software with a total

one-time cost of $657,345 and an ongoing annual cost of $116,125.
Trustee Parsons seconded.
With no further discussion, the motion carried 7-0.

Break called at 8:13
Back at 8:21

16. **(FOR DISCUSSION ONLY)** Discussion regarding the LCSD hiring process. This item is being presented by Board Member James Whisler and Executive Director of Human Resources BillieJo Hogan.

There was discussion regarding the district hiring process. It was explained that the district process follows federal and state laws and collective bargaining agreements. LCSD follows all board policies around hiring, screening, interview committees, and posts positions internally first, then externally. The hiring panel includes 5 relevant members of the departments and site. The committee signs a confidentiality agreement and looks for experience and knowledge for the position.
There was discussion regarding job descriptions and how they are written. The Human Resources department oversees all job descriptions. Union members are often on the committees, specifically when hiring for administrative or Cabinet positions. New teacher orientations include time with the certified association for introductions and questions. The district will be keeping open the positions that are filled with long-term substitutes. They spoke about the rotation of staff who take part on the hiring committees. Regarding job descriptions, again, the HR department compiles them, sometimes with department heads, or administrators.
Public Comment was by Ron Wells, Yerington resident, who asked about Chartwells, the nutrition program and who is managing that department. This is contracted out, but the district works in tandem with those employees, and they are vetted the same as district employees.
No motion made.

17. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding LCSD LyOnline Distance Education staffing allocations and reorganization. This item is being presented by Executive Director of Human Resources BillieJo Hogan and Executive Director of Educational Services James Gianotti.

Director Hogan presented the enrollment and structure of the LyOnline Distance Ed program and the item for reallocating staff and reorganization. Challenges include significant fluctuations in enrollment. One solution is the addition of one certified teaching position for the 2025-26 school year bringing the total to 4.5 teaching positions. With every 71 students, a teacher would be added. Typically, in the Fall, the enrollment numbers are lower but increase throughout the year. They will review the option of making LyOnline a stand-alone school if the average enrollment consistently exceeds 451.
LyOnline teachers are licensed for K-12. There are students participating in Work Based Learning or are credit deficient. There was discussion about using the average enrollment number.
They talked about the multiple reasons that students move to distance education. Many

DRAFT

times it is for social reasons, many are in juvenille facilities, kids expelled or suspended from school, or they are looking for specific classes that they can only get through LyOnline.
Trustee Whisler disclosed his relationship with his wife, a LyOnline teacher. He does not need to abstain from voting.
The administrator will take on teaching students K-6th grade, approximately 39 students.
Western Nevada Regional Youth Center (WNRYC) students are with ERHS and are not included in the LyOnline enrollment. They are in person at SSHS, and work online. This teacher has them part time and then works with LyOnline part time. The average enrollment of WNRYC is 12-20. LCSD is responsible for their educational needs.
Trustee Farr made a motion to approve the LCSD LyOnline Distance Education staffing allocations and reorganization.
Trustee Whisler seconded.
With no further discussion, the motion carried 7-0.

18. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding a report on the Western Nevada College (WNC) Jump Start Dual Enrollment program results for the Fall 2024 semester. This item is being presented by Executive Director of Educational Services James Gianotti.

Results for the WNC Jumpstart Fall Semester are summarized in the memo. There are a number of offerings added to the CTE program and the large number of students pursuing degrees. Many LCSD students will graduate with a college Associates Degree before graduating from high school.
Board members praised the district for the courses provided.
LCSD does not provide dual credit for every WNC class, but for designated classes. There are a large number of students who pursue courses outside the program. There is a challenge in finding teachers.
Director Gianotti would like to see increased pathways and classes in manufacturing and IT, but with a lack of teachers they are limited. The East Valley Elementary School (EVES) property houses Ag projects for FHS students. EDU101 is a required class for all of the students which introduces them to teaching careers.
Trustee Peterson made a motion to approve the report on the WNC Jump Start Dual Enrollment program results for the Fall 2024 semester.
Trustee Farr seconded.
With no further discussion, the motion carried 7-0.

19. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding revisions to LCSD Policy AB: Nondiscrimination on Basis of Sex Under Title IX as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

Policy AB: Nondiscrimination on the Basis of Sex Under Title IX, minor revisions under federal guidelines, ensure reports are prompt and fair.
Trustee Farr made a motion to approve the revisions to Policy AB: Nondiscrimination on the Basis of Sex under Title IX as a first reading.
Clerk Carson seconded.
With no further discussion, the motion carried 7-0.

20. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding revisions to LCSD Policy GABE: Posting of Position Openings as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

Policy GABE: Posting of Position Openings revisions outline qualification requirements for postings in alignment with applicable collective bargaining agreements.
Trustee Peterson made a motion to approve revisions to LCSD Board Policy GABE: Posting of Position Openings as a first reading.
Trustee Whisler seconded.
With no further discussion, the motion carried 7-0.

21. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding new LCSD Policy GDE: Separation of Licensed Personnel as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

The new Policy GDE: Separation of Licensed Personnel contains information regarding resignation, dismissal, and non-renewal of contracts that also exist in the collective bargaining agreements. However, this policy formalizes procedures for all parties and brings the district into alignment with Nevada Revised Statutes concerning licensed personnel separation and ensures legal compliance.
Regarding the list of reasons that an employee may be dismissed or a contract not renewed, they are defined and outlined by the state in a published document.
Trustee Peterson made a motion to approve new LCSD Policy GDE: Separation of Licensed Personnel as a first reading.
Trustee Farr seconded.
With no further discussion, the motion carried 7-0.

22. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding revisions to LCSD Policy GDG: Admonition of Licensed Personnel as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

Policy GDG: Admonition of Licensed Personnel revisions updated references to NRS for compliance.
Trustee Farr made a motion to approve revisions to GDG: Admonition of Licensed Personnel as a first reading.
Trustee Whisler seconded.
With no further discussion, the motion carried 7-0.

23. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding revisions to LCSD Policy ~~GE~~ GZ: Definition of Terms as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

Policy GZ: Definition of Terms clarifies definitions for consumer reports, protected classes, etc. It also identifies the coordinator responsible for compliance.
Trustee Whisler made a motion to approve revisions to LCSD Policy GZ: Definition of Terms as a first reading.

DRAFT

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

24. **(FOR POSSIBLE ACTION)** Discussion and possible action regarding revisions to the following LCSD Policies as a second and final reading. No changes were made to these policies after the first reading, except for ICA per board recommendation. Any member of the Board may request that a policy be removed and discussed and acted upon separately.

Trustee Whisler made a motion to approve the listed policies as a second and final reading excluding Policy ICA, to be removed and discussed separately.
Trustee Peterson seconded.
With no further discussion, the motion carried 7-0.

A. Policy ICA: Development of Master Calendar (revised) *Discussed separately.*

Revisions to LCSD Policy ICA: Development of the Master Calendar will now include all 3 bargaining groups. Trustee Peterson publically apologized to the Classified Association and Administrators Association for not including them in the previous revision. She pointed out the importance of including all staff. She made a motion to change "LCEA" to "Lyon County School District bargaining units". On the second page, strike item 6 as it has already been stated, and move "second year is subject to change due to unforeseen circumstances." up to the first paragraph. This policy will come back for a third reading approval.
Trustee Farr seconded.

Public comment was made by Neal McIntyre II who suggested extending calendars to 5 years for people to plan. There was discussion regarding the reason for planning only two years in advance. It is a challenge to go too far out as changes happen anyway. As long as there is verbiage to be able to make changes.
With no further discussion, the motion carried 7-0.

B. Policy GDBA: Performance Evaluations - Probationary Licensed Personnel
C. Policy GDBB: Performance Evaluations – Post-Probationary Licensed Personnel
D. Policy GDC: Student Teachers
E. Policy GDD: Substitute Teachers

25. **(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 Hendrix and Superintendent Tim Logan.

Next meeting will be on May 27, 2025 at EVES.
Public Hearing on the 2025-26 Budget
Chartwells Food Service contract
Dayton Adult Ed facility
Adult Ed presentation
Policy revisions - first and second readings
ICA: Master Calendar third reading

DRAFT

Possible guests from Washoe CSD
President Hendrix would like to discuss the Suggestion Box results in a workshop for discussion. This will be scheduled for June.

26. PUBLIC PARTICIPATION: At this time, the public is invited to address the Board on items over which the Board has jurisdiction or control. If you wish to speak, step up to the table, be seated, and state your name. Your comments are limited to no more than three minutes per agenda item with a maximum of ten minutes total. In consideration of others, avoid repetition or designate a spokesperson to speak on behalf of your group. Although this Board does not restrict comments based upon viewpoint, comments will be prohibited if they 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. The Board will conduct public comments after each item on the agenda on which action may be taken, before the Board takes action.
Comments submitted electronically will be included in the minutes of the meeting.

27. ADJOURN: 9:37 pm

The notice for this meeting was posted at 8:38 am on April 17, 2025, 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.

DRAFT

NEVADA WORKERS
NEVADA SOLUTIONS
NEVADA STRONG

NCSEAPWA

NEVADA

April 20, 2025
Lyon County Classified Employees Association

Policy ICA Revisions

To Lyon County School Board of Trustees:

Hello, my name is Kathy Rudy, President of the Lyon County Classified School Employee's Association. I am speaking on agenda item 24, letter A, Policy ICA: Development of master calendar. In our negotiated agreement on page 29, Article XI, Item C: it states:

The Association may make recommendations to the Board regarding the annual school calendar.

I am requesting the suggested Policy ICA revision to include the LCCSEA (Lyon County Classified School Employee's Association). As I stated last month in my submitted public comment, ALL employees of Lyon County School District should have input. I believe all three associations should be included in the policy. We are all an integral part of the success of our students.

Classified employees have a huge to-do list every summer. There are projects that can only be done in the summer that involve scheduling of contractors, equipment, supplies etc. There is a lot of regular and extra work that district and school maintenance and custodial crews need to do and the added strain of trying to cool buildings so that our students and staff can have a decent learning environment is something that does not "just happen", when it is one hundred degrees out. Keeping rooms comfortable during summer school is doable because summer school is over by 12 pm. Keeping rooms comfortable is much more viable in June than August, it is simple science.

Of our eighteen schools, only about one-third have been upgraded with new HVAC equipment to date. Even with new equipment, trying to keep buildings and rooms comfortable with all students and staff in the buildings puts excessive strain on the systems. Starting school in mid-August puts a strain on the chillers and air conditioners, that they will not have if we start after Labor Day. Traditionally, August is the hottest month of the year.

I have been with Lyon County School District for 20 years, (officially eighteen plus), I CARE about our students, their success, and our schools. I also know that students learn better in an environment that is comfortable, and that the teachers can also be more efficient in a comfortable environment. I am a product of Lyon County School District; I have a college education, and I understand what it takes to maintain our schools. I know that LCEA wants to have a full week at Thanksgiving, which is still doable. I personally think Spring Break should stay the first full week in April, to me it is a more even split to the end of school, but the last week of March is also doable.

We as an association want what is best for our students and ALL our staff. I appreciate your time.

Thank you,

Kathy Rudy

LCCSEA President

Attitude of Gratitude



My name is calvin and I am successful at

COTTONWOOD ELEMENTARY SCHOOL because of mrs.crespo.
teacher/staff member's name

I want to thank him/her for helping me with my math, my reading and spelling. she also is a fun and f-unny teacher, she also is pretty cool. I think that MRS.crespo is the best 4th grade teacher ev-er.

YERINGTON ELEMENTARY

Attitude of Gratitude

My name is Paige Foole **and I am successful at my school, Yerington Elementary because of** Ms. Kellogg.

I want to thank him/her for

Ms. Kellogg taught me more than I need to know. She's great.

"Ms. Kellogg taught me more than I need to know. She's great."

LYON COUNTY SCHOOL DISTRICT

Keiayla L

Attitude of Gratitude

My name is Keiayla Lee and I am successful at FHS
student name

Art-painting because of Ms. Powell.
school name teacher/staff member's name

I want to thank him/her for Teaching me skills about art and growing my art vocabulary.

Signed: Keiayla Lee
student signature

Attitude of Gratitude

My name is Emmalee Charette S **and I am successful at**

East Valley Elementary School because of Mrs. Balsz.

I want to thank him/her for

Helping me and for telling me and the class to NEVER give up. She was super nice to the class and to me also.

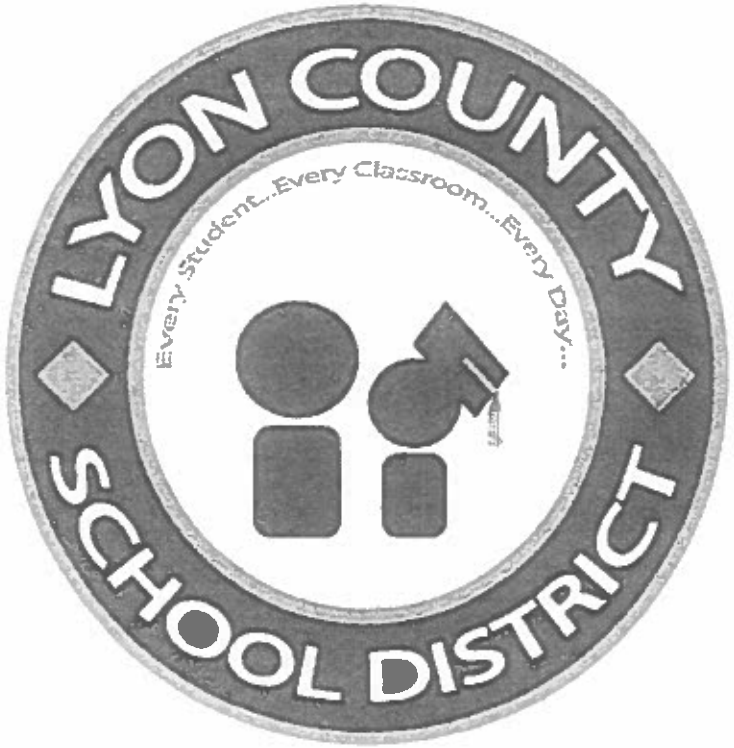
Attitude of Gratitude

My name is Peyton Gallin and I am successful at
student name

YIS because of Mrs. Emhoff.
school name teacher/staff member's name

I want to thank him/her for Being a great Teacher in fifth but also being a great Volleyball Coach all season I hope That Some day I will have You as a volleyball coach again You were one of the best Coaches that I have ever met.

Signed: Peyton Gallin
student signature



Attitude of Gratitude

My name is Kenzie Drews and I am successful at
student name

Dayton Highschool because of Mr Santos.
school name teacher/staff member's name

I want to thank him/her for Never failing to make me laugh. For always talking to me when he sees me. For playing corn hole with me. Mr Santos is weird, but fun He's an odd ball.

Signed: Kenzie Drews
student signature

Sutro Elementary



Attitude of Gratitude

My name is LUCAS and I am successful at Sutro Elementary School because of ms, Risnar.

I want to thank him/her for Ineckin9 me TO Read and right Thanks So much.

Attitude of Gratitude

My name is Ellie and I am successful at
Student Name

FERNLEY ELEMENTARY SCHOOL because of Mrs. Kennison
Teacher /Staff member name

I want to thank him/her for allways being nice and making me smile and she allway does something fun and she is kind to everyone ♡



Signed: _____
Student signature

Attitude of Gratitude

My name is Evan Lancaster and I am successful at
student name

FHS because of Sra. Borbon.
school name teacher/staff member's name

I want to thank him/her for teaching me Spanish in a way I could understand and being a fun teacher. I have retained some Spanish knowledge because I remember the Sr. Wooly songs. Thank you for being my teacher.

Signed: Evan Lancaster
student signature

Yerington High School

Kathy Bomba-Edgerton, PhD
Principal

Ally Sceirine
Assistant Principal

Todd Hunt
Counselor

114 Pearl Street
Yerington, NV 89447
Phone: (775) 463-6822
Fax: (775) 463-6828

www.yhs.lyoncsd.org

"GO LIONS!"

May 1, 2025

To Whom It May Concern:

I am writing to express my heartfelt appreciation and full support for the incredible lunch ladies and kitchen staff who serve the students of Yerington High School.

Day in and day out, these hardworking individuals provide nutritious meals to hundreds of students with warmth, kindness, and dedication. Their efforts go far beyond simply preparing food—they create a welcoming environment where students feel cared for and respected. In many cases, a friendly smile from a lunch lady or a hot meal during a tough day can make all the difference in a student's school experience.

In a time when schools face growing challenges, the work of support staff like kitchen workers often goes unrecognized. Yet, their role is vital to student wellness, academic performance, and the overall atmosphere of the school community. They deserve our gratitude, recognition, and support—not just in words, but in action.

Please consider this letter a strong endorsement of the incredible value our kitchen team brings to Yerington High School. I hope their contributions are acknowledged and supported in every way possible.

With sincere thanks,

KB Edgerton

Kathy Bomba-Edgerton, PhD
Principal, Yerington High School

05-05-2025

To whom it may concern:

Dear representatives of this Company.

My nome is Adriana Arechiga Trinidad, -- and I am Chortwells employee At Yerington High School.

The work I hove here is hord, but it hos its rewards. The team we have rightnow is very good, we fit in very well and we do it with joy, so much so that our young people and teenagers are happy with the food -- we serve. They send us notes and gifts -- of gratitude.

I hope you consider the amount you are paying us, which of couse is little for the -- work we do. As you well know, this salary is no enough for much, everything hos been going up in price.

For the reasons explained above, I am requesting a salary increase. I await your -- prompt response and thank you very much for your time. I bid you farewell.

Sincerely
Adriana Arechiga

05-05-25

April 30, 2025

To whom it may concern:

It is an honor to write a letter of support for the Yerington High School nutrition services team who work for Chartwell.

The team at Yerington is always friendly, upbeat and handles the chaos of breakfast and lunch with efficiency and enthusiasm. Along with their professionalism and patience with the students, they also make delicious, nutritious meals for our staff and students. I went from bringing my lunch everyday to now buying my lunch every day. For the price I pay, you cannot get a better lunch. The salad bar alone is well worth the lunch price.

The staff is also extremely hard-working and dedicated to our students. They go out of their way to take a cart around the school in the mornings to make sure all students have access to breakfast, even if they are running late. They really go above and beyond the norm.

Please do not hesitate to contact me if you would like to discuss this recommendation further.

Warm Regards,

Sarah Scott
YHS College Career Counselor
Athletic Director
775-463-6822 ext. 60310
Sarah.scott@lyoncsd.org

Outlook

Chartwells wage increase request

From Lindsey Wells <lindseyjwells1425@gmail.com>
Date Mon 5/12/2025 4:30 PM
To jstokes@lyoncsd.org <jstokes@lyoncsd.org>; Ron Wells <rwells@nissancarsoncity.com>

Lindsey Wells
Chartwells Cashier
5/12/2025

Subject: Request for Increased Pay for Chartwells Employees in the School Nutrition Program

Dear Lyon County School Board and Chartwells,

I appreciate the opportunity to speak with you today regarding an important matter that affects the well-being of our students and the dedicated employees who serve them. I would like to advocate for an increase in pay for the Chartwells employees working in our school nutrition program.

1. The Importance of Nutrition: Research consistently shows that proper nutrition is fundamental to student success. Well-nourished students are more focused, perform better academically, and have improved overall health. Our Chartwells employees are on the front lines of this effort, providing nutritious meals that fuel our students' learning.

2. Acknowledging Employee Contributions: The Chartwells team works tirelessly to prepare and serve meals, ensuring that our students receive healthy options every day. Their commitment to food safety and quality directly impacts our students' health and well-being.

3. Market Comparison: In reviewing compensation for similar roles within our region, it is evident that our Chartwells employees are underpaid compared to industry standards. Fair compensation is essential to recognize their hard work and dedication.

4. Retention and Recruitment: Increased pay can significantly enhance employee morale and job satisfaction, leading to better retention rates. This, in turn, helps us maintain a consistent and experienced team, which is crucial for the quality of our nutrition program.

5. Community Impact: Investing in our Chartwells employees is an investment in our entire school community. When employees feel valued and fairly compensated, it fosters a positive environment that benefits students, staff, and families alike.

6. Potential Outcomes: By increasing pay for our Chartwells employees, we can expect improved morale, productivity, and ultimately, a better experience for our students. This is an opportunity for us to show our commitment to those who nourish our future leaders.

There are many inconsistencies between the school district employees and the Chartwells employees which is causing division and confusion within our department. This is something that needs to be addressed immediately.

You as the school board should be able to negotiate wages with the new contract. I do feel that the money spent on outsourcing our SNP could be better spent keeping it in our district and giving our employees better wages, benefits and retirement which would encourage us to stay onboard our current jobs. This would increase the productivity and keep the jobs and service in our school district and in our cities. Unfortunately this is causing a high turnover rate of staff that creates a negative impact on service and structure within our kitchens.

I urge you to consider this request seriously, as it has lasting effects on our students and community. Thank you for your time and your dedication to our school district.

Sincerely,
Lindsey Wells
lindseywells@lyoncsd.org
(530)919-9125

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: James Gianotti, Executive Director for Educational Services

Re: Alternative Education Renewal

Recommendation
That the Board of Trustees approve the renewal of the districts Distance Education Application.

Background Information
Every three years, school districts must renew their application to the Nevada Department of Education for Distance Education Programs. LyOnline is the current Distance Education program for Lyon County School District and utilizes the Imagine Learning (Edgenuity) platform for our Distance Education Program. Imagine Learning (Edgenuity) is utilized for initial credit, credit recovery, and Adult Education courses for the district. With approval by the LCSD Board of Trustees, LyOnline and Lyon County Adult Education will continue to operate for the next three years with no interruption of their learning.

Budget Considerations
N/A

Discussed at Previous Meeting
N/A

Attachment(s)
2025 LCSD Distance Education Application

Respectfully Submitted,
James Gianotti, Executive Director of Student Services

Section 1: Identify all distance education courses that will be offered as part of the distance education program:

Lyon County's distance education program and Lyon Online Learning Academy (LyOnline) will use Edgenuity Imagine Learning to provide education courses which meet state standards, to students served by the program. The Lyon County School District will only utilize and acknowledge courses to be used toward completing the requirements for a high school diploma and only those courses approved by the Nevada Department of Education.

Courses will be offered using internet- b a s e d programs and client server hosted programs from services provided by Edgenuity Imagine Learning state approved curriculum. Courses that will be offered include: Reading/Language Arts, English, Math, Science, Social Studies, Physical Education, Advanced Placement, Adult Education coursework and Elective Coursework (see below):

AP Biology	9-12	AP credit
AP Calculus AB	9-12	AP credit
AP Environmental Science	9-12	AP credit
AP U.S. History	11-12	AP credit
AP U.S. Government	11-12	AP credit
AP Human Geography	9-12	AP credit
AP Statistics	9-12	AP credit

AP Psychology	11-12	AP credit
AP English Language and Composition	9-12	AP credit
AP English Literature and Composition	9-12	AP credit
AP World History: Modern	9-12	AP credit
Business Management 1A/1B (CTE)	9-12	CTE credit
Hospitality and Tourism 1 (CTE)	9-12	CTE credit
English Language Arts 10	10	ELA credit
English Language Arts 10 Honors	10	ELA credit
English Language Arts 11	11	ELA credit
English Language Arts 11 Honors	11	ELA credit
English Language Arts 12	12	ELA credit
English Language Arts 12 Honors	12	ELA credit

English Language Arts 6	6	ELA credit
English Language Arts 7	7	ELA credit
English Language Arts 8	8	ELA credit
English Language Arts 9	9	ELA credit
English Language Arts 9 Honors	9	ELA credit
Career Explorations	6-8	Elective credit
Career Planning & Development	9-12	Elective credit
Health Science Concepts	9-12	Elective credit
Introduction to Business	9-12	Elective credit
Introduction to Health Science	9-12	Elective credit
Introduction to Information Technology	9-12	Elective credit
Pharmacy Technician	9-12	Elective credit
Classic Novels & Author Studies	9-12	Elective credit

Expository Reading and Writing	9-12	Elective credit
Introduction to Communications & Speech	9-12	Elective credit
Literacy & Comprehension I	6-8	Elective credit
Literacy & Comprehension II	9-12	Elective credit
Foundations of Personal Wellness	9-12	Elective credit
Online Learning & Digital Citizenship	6-9	Elective credit
Psychology	9-12	Elective credit
Sociology	10	Elective credit
Strategies for Academic Success	9-12	Elective credit
ACCUPLACER®	9-12	Elective credit
ACT®	9-12	Elective credit
COMPASS®	9-12	Elective credit
GED®	9-12	Elective credit
HiSET®	9-12	Elective credit
PSAT®	9-12	Elective credit
SAT®	9-12	Elective credit
ACT WorkKeys®	9-12	Elective credit
ASVAB®	9-12	Elective credit
TASC®	9-12	Elective credit

Computer Applications: MS Office 2019	9-12	Elective credit
EOC English Language Arts I	9-12	Elective credit
EOC English Language Arts II	9-12	Elective credit
EOC Science	9-12	Elective credit
EOC Math I	9-12	Elective credit
EOC Math II	9-12	Elective credit
EOC Integrated Math I	9-12	Elective credit
EOC Integrated Math II	9-12	Elective credit
Anatomy	9-12	Elective credit
Drugs & Alcohol	9-12	Elective credit
Exercise Science	9-12	Elective credit
First Aid & Safety	9-12	Elective credit
Health Careers	9-12	Elective credit
Intro to Coaching	9-12	Elective credit
Life Skills	9-12	Elective credit
Middle School Life Skills	9-12	Elective credit
Personal Training	9-12	Elective credit
Physiology	9-12	Elective credit
Sports Officiating	9-12	Elective credit

Character & Leadership Development	9-12	Elective credit
College & Career Readiness	9-12	Elective credit
Mental Health & Wellness	9-12	Elective credit
Personal Development	9-12	Elective credit
Social & Emotional Success	9-12	Elective credit
Unlock Your Purpose	9-12	Elective credit
Transform My Emotions	9-12	Elective credit
Introduction to Computer Science	9-12	Elective credit
Introduction to Agriculture, Food, and Natural Resources	9-12	Elective credit
Agribusiness Systems	9-12	Elective credit
Food Products and Processing Systems	9-12	Elective credit

Power, Structural and Technical Systems	9-12	Elective credit
Introduction to Careers in Architecture and Construction	9-12	Elective credit
Introduction to Careers in Arts, A/V Technology, and Communications	9-12	Elective credit
Small Business Entrepreneurship	9-12	Elective credit
Technology and Business	9-12	Elective credit
Introduction to Careers in Education and Training	9-12	Elective credit
Introduction to Human Growth and Development	9-12	Elective credit
Introduction to Careers in Finance	9-12	Elective credit

Introduction to Careers in Government and Public Administration	9-12	Elective credit
Introduction to Careers in the Health Sciences	9-12	Elective credit
Careers in Allied Health	9-12	Elective credit
Food Safety and Sanitation	9-12	Elective credit
Marketing and Sales for Tourism and Hospitality	9-12	Elective credit
Sustainable Service Management for Hospitality and Tourism	9-12	Elective credit
Transportation and Tours for the Traveler	9-12	Elective credit
Introduction to Human Services	9-12	Elective credit

Introduction to Consumer Services	9-12	Elective credit
Introduction to Information Technology Support and Services	9-12	Elective credit
Software Development Tools	9-12	Elective credit
Introduction to Network Systems	9-12	Elective credit
Network System Design	9-12	Elective credit
New Applications: Web Development in the 21st Century	9-12	Elective credit
Business Computer Information Systems	9-12	Elective credit
Fundamentals of Programming and Software Development	9-12	Elective credit

Introduction to Law, Public Safety, Corrections, and Security	9-12	Elective credit
Law Enforcement Field Services	9-12	Elective credit
Fire and Emergency Services	9-12	Elective credit
Introduction to Careers in Transportation, Distribution, and Logistics	9-12	Elective credit
Introduction to STEM	9-12	Elective credit
Engineering and Design	9-12	Elective credit
Engineering and Product Development	9-12	Elective credit
Careers in Logistics Planning and Management Services	9-12	Elective credit
Business Law	9-12	Elective credit
Art History I	9-12	Elective credit

Introduction to Art	9-12	Elective credit
3D Modeling 1A	9-12	Elective credit
3D Modeling 1B	9-12	Elective credit
Advanced Networking 1A	9-12	Elective credit
Advanced Networking 1B	9-12	Elective credit
Advertising and Sales Promotion	9-12	Elective credit
Agriscience 1	9-12	Elective credit
Agriscience 2A/2B	9-12	Elective credit
Anthropology 1: Uncovering Human Mysteries	9-12	Elective credit
Anthropology 2: More Human Mysteries Uncovered	9-12	Elective credit
Archaeology: Detectives of the Past	9-12	Elective credit
Astronomy 1A: Introduction	9-12	Elective credit

Astronomy 1B: Exploring the Universe	9-12	Elective credit
Biotechnician 1A	9-12	Elective credit
Biotechnician 1B	9-12	Elective credit
Biotechnician 2A	9-12	Elective credit
Biotechnician 2B	9-12	Elective credit
Biotechnology 1A: Introduction	9-12	Elective credit
Biotechnology 1B: Unlocking Nature’s Secrets	9-12	Elective credit
Careers in Criminal Justice 1A	9-12	Elective credit
Careers in Criminal Justice 1B	9-12	Elective credit
Computer Maintenance 1A	9-12	Elective credit
Computer Maintenance 1B	9-12	Elective credit
Concepts of Engineering and Technology	9-12	Elective credit
Cosmetology 1: Cutting-Edge Styles	9-12	Elective credit
Cosmetology 2	9-12	Elective credit

Cosmetology 3A	9-12	Elective credit
Cosmetology 3B	9-12	Elective credit
Creative Writing	9-12	Elective credit
Criminology: Inside the Criminal Mind	9-12	Elective credit
Culinary Arts 2	9-12	Elective credit
Cybersecurity 1A	9-12	Elective credit
Cybersecurity 1B	9-12	Elective credit
Dental Assistant 1A	9-12	Elective credit
Dental Assistant 1B	9-12	Elective credit
Dental Assistant 2A	9-12	Elective credit
Dental Assistant 2B	9-12	Elective credit
Digital Media Web Design 2A	9-12	Elective credit
Digital Media Web Design 2B	9-12	Elective credit
Digital Photography 2	9-12	Elective credit
EKG Technician 1A	9-12	Elective credit

EKG Technician 1B	9-12	Elective credit
Emergency Medical Responder 1A	9-12	Elective credit
Emergency Medical Responder 1B	9-12	Elective credit
Forestry & Natural Resources	9-12	Elective credit
Game Design 2A	9-12	Elective credit
Game Design 2B	9-12	Elective credit
Gothic Literature: Monster Stories	9-12	Elective credit
Great Minds in Science: Ideas for a New Generation	9-12	Elective credit
History of the Holocaust	9-12	Elective credit
Hotel Management 1A	9-12	Elective credit
Hotel Management 1B	9-12	Elective credit
Human Resource Management 1A	9-12	Elective credit

Human Resource Management 1B	9-12	Elective credit
International Business: Global Commerce in the 21st Century	9-12	Elective credit
Introduction to Manufacturing: Product Design & Innovation	9-12	Elective credit
Introduction to Military Careers	9-12	Elective credit
Introduction to Social Media	9-12	Elective credit
Journalism 1A: Introduction	9-12	Elective credit
Journalism 1B: Investigating the Truth	9-12	Elective credit
Law and Order: Introduction to Legal Studies	9-12	Elective credit
Legal Admin Specialist 1A	9-12	Elective credit

Legal Admin Specialist 1B	9-12	Elective credit
Lord of the Rings: An Exploration of the Films and Their Literary Influences	9-12	Elective credit
Management 1A	9-12	Elective credit
Management 1B	9-12	Elective credit
Marine Science 1A/1B	9-12	Elective credit
Medical Assistant 1A	9-12	Elective credit
Medical Assistant 1B	9-12	Elective credit
Medical Diagnostic Technology 1A	9-12	Elective credit
Medical Diagnostic Technology 1B	9-12	Elective credit
Medical Lab Assisting 1A	9-12	Elective credit
Medical Lab Assisting 1B	9-12	Elective credit

Medical Office Administration 1A	9-12	Elective credit
Medical Office Administration 1B	9-12	Elective credit
Middle School Coding 1A	6-8	Elective credit
Middle School Coding 1B	6-8	Elective credit
Middle School Journalism 1A/1B	6-8	Elective credit
Middle School Photography 1A/1B	6-8	Elective credit
Music Appreciation	9-12	Elective credit
Mythology & Folklore: Legendary Tales	9-12	Elective credit
National Security	9-12	Elective credit
Network Security Fundamentals 1A	9-12	Elective credit
Network Security Fundamentals 1B	9-12	Elective credit
Nutrition & Wellness	9-12	Elective credit

Office Administration 1A	9-12	Elective credit
Office Administration 1B	9-12	Elective credit
Operational Cybersecurity 1A	9-12	Elective credit
Operational Cybersecurity 1B	9-12	Elective credit
Peer Counseling	9-12	Elective credit
Personal Psychology 1	9-12	Elective credit
Personal Psychology 2	9-12	Elective credit
Philosophy: The Big Picture	9-12	Elective credit
Principles of Agriculture, Food & Natural Resources	9-12	Elective credit
Principles of Public Service: To Serve & Protect	9-12	Elective credit
Professional Sales and Promotion 1A	9-12	Elective credit

Professional Sales and Promotion 1B	9-12	Elective credit
Public Speaking 1A: Introduction	9-12	Elective credit
Public Speaking 1B: Finding Your Voice	9-12	Elective credit
Real World Parenting	9-12	Elective credit
Renewable Technologies 1A/1B	9-12	Elective credit
Restaurant Management	9-12	Elective credit
Social Problems 1: A World in Crisis	9-12	Elective credit
Social Problems 2: Crisis, Conflicts & Challenges	9-12	Elective credit
Sociology 1	9-12	Elective credit
Sociology 2	9-12	Elective credit

Sports and Entertainment Marketing	9-12	Elective credit
Sports Medicine 1A	9-12	Elective credit
Sports Medicine 1B	9-12	Elective credit
Sports Medicine 2A	9-12	Elective credit
Sports Medicine 2B	9-12	Elective credit
Theater, Cinema, Film Production 1A	9-12	Elective credit
Theater, Cinema, Film Production 1B	9-12	Elective credit
Veterinary Science: The Care of Animals	9-12	Elective credit
Web Development 2A	9-12	Elective credit
Web Development 2B	9-12	Elective credit
Women's Studies: A Personal Journey Through Film	9-12	Elective credit

World Religions: Exploring Diversity	9-12	Elective credit
Applied Engineering 1A	9-12	Elective credit
Applied Engineering 1B	9-12	Elective credit
Black History 1A	9-12	Elective credit
Black History 1B	9-12	Elective credit
Business Information Management 1A	9-12	Elective credit
Business Information Management 1B	9-12	Elective credit
Business Law 1A	9-12	Elective credit
Business Law 1B	9-12	Elective credit
Creative Writing: Unleashing the Core of Your Imagination	9-12	Elective credit
Culinary Arts 1A	9-12	Elective credit
Culinary Arts 1B	9-12	Elective credit
Digital Photography 1A	9-12	Elective credit
Digital Photography 1B	9-12	Elective credit

Early Childhood Education 1A	9-12	Elective credit
Early Childhood Education 1B	9-12	Elective credit
Fashion Design	9-12	Elective credit
Forensic Science 1: Secrets of the Dead	9-12	Elective credit
Forensic Science 2: More Secrets of the Dead	9-12	Elective credit
Forensics 1A: Introduction	9-12	Elective credit
Forensics 1B: The Science of Crime	9-12	Elective credit
Foundations of Game Design 1A	9-12	Elective credit
Foundations of Game Design 1B	9-12	Elective credit
Hospitality & Tourism 1: Traveling the Globe	9-12	Elective credit

Hospitality & Tourism 2A	9-12	Elective credit
Hospitality & Tourism 2B	9-12	Elective credit
Hotel Management 1A	9-12	Elective credit
Hotel Management 1B	9-12	Elective credit
Human Geography	9-12	Elective credit
Interior Design	9-12	Elective credit
Manufacturing 1A	9-12	Elective credit
Manufacturing 1B	9-12	Elective credit
Marketing Foundations 1A	9-12	Elective credit
Marketing Foundations 1B	9-12	Elective credit
Marketing 2A	9-12	Elective credit
Marketing 2B	9-12	Elective credit
Medical Lab Assisting 2A	9-12	Elective credit
Medical Lab Assisting 2B	9-12	Elective credit
Middle School Robotics 1A	9-12	Elective credit

Middle School Robotics 1B	9-12	Elective credit
Middle School 2D Studio Art 1A	9-12	Elective credit
Middle School 2D Studio Art 1B	9-12	Elective credit
Middle School Digital Art and Design 1A	9-12	Elective credit
Middle School Digital Art and Design 1B	9-12	Elective credit
Middle School Exploring Music 1A	9-12	Elective credit
Middle School Exploring Music 1B	9-12	Elective credit
Middle School Game Design 1A	9-12	Elective credit
Middle School Game Design 1B	9-12	Elective credit

Principles of Business, Marketing, and Finance 1A	9-12	Elective credit
Principles of Business, Marketing, and Finance 1B	9-12	Elective credit
Principles of Information Technology 1A	9-12	Elective credit
Principles of Information Technology 1B	9-12	Elective credit
Robotics 1A	9-12	Elective credit
Robotics 1B	9-12	Elective credit
Robotics 2A	9-12	Elective credit
Robotics 2B	9-12	Elective credit
AP Calculus AB	9-12	Math credit
AP Statistics	9-12	Math credit
Algebra I	9-12	Math credit
Algebra I Honors	9-12	Math credit
Algebra II	9-12	Math credit
Algebra II Honors	9-12	Math credit

Concepts in Probability and Statistics	9-12	Math credit
Statistics	9-12	Math credit
Geometry	9-12	Math credit
Geometry Honors	9-12	Math credit
Mathematics 6	6	Math credit
Mathematics 7	7	Math credit
Mathematics 8/Pre-Algebra	8	Math credit
Mathematics I	9-12	Math credit
Mathematics II	9-12	Math credit
Mathematics III	9-12	Math credit
Precalculus	9-12	Math credit
Trigonometry	9-12	Math credit
Contemporary Health	9-12	Health credit
Fitness Fundamentals 1	9-12	Physical Education credit
Fitness Fundamentals 2	9-12	Physical Education credit
Comprehensive PE	9-12	Physical Education credit
Running	9-12	Physical Education credit
Physical Education I	9-12	Physical Education credit
Physical Education II	9-12	Physical Education credit
Biology	9-12	Science credit

Biology Honors	9-12	Science credit
Chemistry	9-12	Science credit
Chemistry Honors	9-12	Science credit
Physics	11-12	Science credit
Physics Honors	11-12	Science credit
Earth Science	9-12	Science credit
Earth Science Honors	9-12	Science credit
MS Earth Science	6-8	Science credit
MS Life Science	6-8	Science credit
MS Physical Science	6-8	Science credit
Economics and Financial Literacy Honors	9-12	Social Studies credit
HS AP Human Geography	9-12	Social Studies credit
HS AP US History	9-12	Social Studies credit
HS AP World History	9-12	Social Studies credit
AP World History: Modern	9-12	Social Studies credit
HS AP US Government and Civics	9-12	Social Studies credit

AP U.S. Government and Politics	9-12	Social Studies credit
Grade 7 World Geography	7	Social Studies credit
Grade 8 US History	8	Social Studies credit
Grade 6 World Civilizations	6	Social Studies credit
HS US History	9-12	Social Studies credit
HS US History Honors	9-12	Social Studies credit
HS World History	9-12	Social Studies credit
HS World History Honors	9-12	Social Studies credit
HS Government & Civics	9-12	Social studies credit
HS Econ & Fin Lit	9-12	Social studies credit
US Government and Civics Honors	9-12	Social studies credit
American Sign Language 1A/1B	9-12	World Language credit
American Sign Language 2A/2B	9-12	World Language credit
American Sign Language 3A/3B	9-12	World Language credit

AP French Language & Culture	9-12	World Language credit
AP Spanish Language & Culture	9-12	World Language credit
Chinese 1	6-8	World Language credit
Chinese 2	6-8	World Language credit
Chinese I	9-12	World Language credit
Chinese II	9-12	World Language credit
French 1	6-8	World Language credit
French 2	6-8	World Language credit
French I	9-12	World Language credit
French II	9-12	World Language credit
French III	9-12	World Language credit
German 1	6-8	World Language credit
German 2	6-8	World Language credit
German I	9-12	World Language credit
German II	9-12	World Language credit
Latin 1	6-8	World Language credit
Latin 2	6-8	World Language credit
Latin I	9-12	World Language credit
Latin II	9-12	World Language credit
Spanish 1	6-8	World Language credit
Spanish 2	6-8	World Language credit
Spanish I	9-12	World Language credit
Spanish II	9-12	World Language credit
Spanish III	9-12	World Language credit

Introduction to Computer Science (Not approved for half credit)	9-12	Elective credit
HS Pre-Algebra	9-12	Math

Section 2: Describe the process that will be used to enroll students in the distance education program:

Students in Lyon County School District (LCSD) will be allowed to use distance education courses for a variety of purposes as allowed by Nevada Administrative Code and Nevada Revised Statutes.

The primary target group of students for enrollment in Edgenuity Imagine Learning instruction will be Kindergarten through 12th grade students who are selected to conduct their schooling online, are credit deficient or at-risk. Enrollment in Edgenuity Imagine Learning is open all school year and with no student number cap. Distance education and LyOnline courses will also be used to meet the needs of students in grades K-12 in the following areas; credit recovery, remediation, completion of coursework while on home placement/homebound situation, preparation for testing, and to earn credit for required courses and electives as needed to meet the graduation requirements in the state of Nevada. Students may be enrolled full-time or part-time as determined by individual circumstances or as determined by the School District or School. Students will be required to enroll in the equivalent full-load of classes in accordance with Lyon County School District policy whether they are full-time Distance Education, LyOnline student, or part-time Distance Education and part-time regular setting (a combination of virtual and brick and mortar).

Students enrolled in a traditional school setting will be required to have an administrator's approval as well as a school counselor's permission to enroll in a course of Distance Education or LyOnline. The students will be enrolled in the Distance Education courses through their school of attendance and monitored by a teacher with an alternative education license at the school level or through LyOnline, as well as an Administrator who acts as a Coordinator of the Distance Education Program or LyOnline for Lyon County School District. The student and his/her parent will enter

into a Distance Education/LyOnline contract explaining how much time the student has to complete the course, the time the course is offered if pertinent, how to access the course, the need to contact the teacher of record on a weekly basis, how to contact the teacher if applicable to the course, and the requirement to be enrolled in a full-load of courses according to Lyon County School District Policy. Students and parents will be required to sign the agreement.

Students who will be enrolled in both Edgenuity Imagine Learning courses and traditional on-campus courses will be enrolled in the Edgenuity Imagine Learning course(s) by the counselor at the school.

At this time there are no plans to enroll students from other states or counties in Nevada. If this changes, Lyon County School District will file an addendum to this plan with the State Department of Education. Additionally, homeschooled students will not be eligible to participate in LCSD Distance Education opportunities.

Section 3: Provide an explanation of how the school district or charter school will document each pupil's attendance and participation in courses offered through the distance education program:

Teachers of record will take attendance for each course they are responsible for on a daily or weekly basis. Students will take courses sequentially (three at a time) or at the same time. If students are taking courses sequentially, course order and estimated completion dates will be included in the student contract/Academic Learning Plan (ALP) or Plan of Study (see attached LCSD Virtual School Agreement Form). Teachers will record in the SIS database and document contact with each student if by in-person, phone, email, or other acceptable means of contact and documented in Log Entries on the district SIS database. Each instance of contact will be meaningful and focus not just on the students' attendance but also on the work performed by the student. The teacher of record will ensure that adequate progress is being made and determine reasons as to why it may not be or if the student needs intervention or additional assistance to make needed progress. Students' enrollment status will be based upon the written agreement signed by the student and his/her parent and in compliance with Lyon County School District enrollment policy.

Section 4: Describe how the district or charter school will assess student mastery of course content:

Students must pass a final examination to receive credit for a Distance Education or LyOnline class. All final examinations and unit tests will be proctored by an employee of the school district. If the course requires that a student participate and pass an End of Course (EOC) Exam, Summative Assessment (CRT), or a Career and College Readiness Exam (ACT), then

students will sit for and complete the needed exam. Said exams will equal or exceed the needed percentage of weight required of the state for EOC Exam.

- Students will sit for the EOC Exam, Summative Assessment, or CCR Exam in an accepted testing environment and location, pre-arranged by the Distance Education Coordinator and the test proctor.
- Students will pass the final exam with the pre-determined score set by the district and with the appropriate percentage/weight set by the state and district. This will be done just as it is in a brick and mortar classroom. It is the belief of LCSD that the standards should be equitable across the board.

Section 5: Describe how the school district or charter school will monitor the progress of students enrolled in the program:

Progress of each course will be documented using a student completion log. This log will allow the teacher of record to keep track of each lesson, or unit of study completed and when completion of lesson or unit was attained. This is actually a built-in feature of the Edgenuity Imagine Learning system and will be easily accessed and monitored.

Students will be monitored using the student completion log, in conjunction with the pacing guide or course syllabus to identify students who are falling behind or needing help in completion of work. Students and parents will be contacted, and discussions will be held notifying parents and students that they are not making adequate academic progress. Through these discussions, parents, teachers, staff, counselors, and administrators will determine if distance education is meeting the academic goals of students, and if not, what action will be taken. These actions may consist of assigning volunteer tutors to meet with the student in a supervised location, enrollment in traditional schooling, or other programs to help the student academically.

Lyon County School District has hired an administrative position to oversee the Distance Education Program/LyOnline. This individual will be tasked with managing enrollments, monitoring student progress, engaging in meaningful conversations with the students and parents, tutoring or making arrangements for needed interventions, logging attendance and tracking the progress of each of these students to ensure student success.

DISTANCE EDUCATION PROGRAM APPLICATION
July 1, 2025 through June 30, 2028

Application Renewal (New, Renewal or Amended)

Amended Application _____ (Amendment Number)

CERTIFICATION

I HEREBY CERTIFY that, to the best of my knowledge, the information contained in this application is accurate and that the distance education program will be operated as described in the application. As the authorized representative of the school district or charter school submitting the application, assurance is provided to the Nevada Department of Education (NDE) that all persons responsible for program operation will comply with all applicable Nevada Revised Statutes, Nevada Administrative Code, NDE policy and regulations, and all rules and policies of the school district or charter school.

Name and Signature of the school district superintendent, charter school principal or appropriate designee of the applicant authorized to submit this application must be provided below:

Tim Logan Superintendent

Name and Title (Please type) Signature Date

Indicate the date the applicant's board of trustees, governing body, or committee to form a charter school met to approve the submission of this application: May 27, 2025

APPLICANT INFORMATION

Applicant (Name of School District or Charter School)	**Mailing Address**
Lyon County School District	25 E. Goldfield Ave. Yerington, Nevada 89447
Name and Title of Authorized Contact Person Jim Gianotti Executive Director of Educational Services Lyon County School District Yerington, Nevada	**Telephone Number** (775) 463 - 6800
	Fax Number (775) 463 - 6808
	Email Address jimgianotti@lyoncsd.org

For Department use only:

Date Received:

Recommend for Approval by the Distance Education Program Review Committee:

_____ Date: _____

Verification by Education Program Professional

_____ Date: _____

Approval by Superintendent of Public Instruction

APPLICATION GUIDELINES AND REQUIREMENTS

Program Requirements

Nevada school districts and charter schools that wish to provide a distance education (DE) program to students in Nevada must apply and receive approval before implementing the program. An approved Distance Education Program will be in effect for 3 fiscal years beginning on July 1 of the year the application is approved.

The application must be amended if significant changes are made within the program. Significant changes may include the addition of new programs, a change in method of instruction, change in program providers, etc. Please utilize this application form to amend your program application.

Eligibility

Only public-school districts and charter schools in Nevada may operate a distance education program.

Application Timeline

The Nevada Department of Education must receive an application from the school district's board of trustees or the charter school's governing body for existing programs by **May 31, 2025,** or 60 days prior to the intended start date of a program for new applicants.

The DE committee will review applications in the order they are received. If the committee recommends approval, the applicant will receive a written approval within 45 calendar days from the date the application is received. If the committee requests revisions, the applicant will have 30 calendar days from the request to correct any deficiencies and resubmit the application.

Application Submittal and Technical Assistance

An electronic copy of the complete application (scanned with original signatures) must be provided to the NDE. If you have any questions regarding the information requested in the application, please call Emily Bleyle at (702)-668-4339 or email at emily.bleyle@doe.nv.gov.

Application Requirements

Cover Page

All information requested on the cover page must be completed. An original or electronic signature of the school district superintendent, charter school principal, or appropriate designee is required. The designated contact will be contacted regarding any questions pertaining to the application.

Please Note: By signing the cover page, the school district or charter school representative assures the Nevada Department of Education that all persons responsible for distance education program operation will comply with all applicable Nevada Revised Statutes, Nevada Administrative Code, NDE policy and regulations, and all rules and policies of the school district or charter school.

Approved distance education program applications do not exempt a school district or charter school from adhering to NRS 388.090 requiring schools to provide a minimum of 180 days of school and does not allow districts to hold "digital days" in lieu of a traditional day of school as approved under a traditional district calendar.

On separate pages, address each of the following areas in sequence. Use additional pages if needed.

Section 1: Identify all distance education courses that will be offered as part of the distance education program.

If a course that is currently included on the list of approved distance education courses will be offered, please identify each course, including the title of the course and the name of the provider.

For new courses that will be developed and offered by the applicant, the Distance Education Course Approval Application must be submitted **(NRS 388.838).**

Section 2: Describe the process that will be used to enroll students in the distance education program.

Describe the process the school district or charter school will follow regarding the selection and enrollment of students in the distance education program. Describe who is involved in the process, what counseling is provided to the student and who ultimately approves the enrollment. (**NRS 388.850)** If you have an enrollment form/packet, please attach to the application.

If the program will accept the enrollment of students from adjacent school districts or charter schools and/or part-time from outside of the district boundaries, describe how the required written agreement from the other school district or charter school will be obtained for each student. Please provide a copy of any agreements between the school districts or charter schools including any remuneration between each school district and charter school (**NRS 388.854).**

Please note: Homeschooled students are not eligible to enroll in or otherwise attend a program of distance education offered by a Nevada school district or charter school (**NRS 388.850).**

Section 3: Provide an explanation of how the school district or charter school will document each pupil's attendance and participation in courses offered through the distance education program.

Provide a brief description of the process the school district or charter school will follow to ensure an accurate accounting of the student's attendance and participation in the distance education program.

Please note that regulations require that the teacher assigned to each course must meet or otherwise communicate with each student at least once each week for the pupil to be considered enrolled in the program of distance education. The student shall be considered in full attendance for each week the teacher meets or communicates with the student. The attendance of the student must be recorded weekly as part of the master register of enrollment and attendance **(NAC 387.193, NRS 388.866).**

For each student who is enrolled full-time in a program of distance education, the school district that provides the program must designate one public school within that school district with which the student will be affiliated. The student must be reported weekly as enrolled and in attendance in the school designated by the school district **(NRS 388.862).**

Each student who is enrolled in a program of distance education for which a plan of study has been constructed between school district or charter school and the student must be reported weekly as enrolled and in attendance in the class **(NAC 387.193).**

Section 4: Describe how the district or charter school will assess student mastery of course content.

Provide a description of the process the school district or charter school will follow regarding the assessment of students in the required state achievement examinations, End of Course Assessments (EOCs), and final summative assessments for a course.

- Provide a description of how required midterm/final course assessments will be administered to include proctoring.
- Provide any requirements for a student to pass a final and at what level, to receive credit.

Section 5: Describe how the school district or charter school will monitor the progress of students enrolled in the program.

Provide a description of the process to be followed by the school district or charter school regarding the monitoring of progress being made by students enrolled in distance education courses **(NAC 387.193).**

Include any criteria that will be used to trigger additional supports for pupils who are having difficulty with course assignments or are otherwise having difficulty in being successful in the course. In addition, describe the technical assistance/support that will be provided to students who are not making adequate progress in their distance education courses.

Special Note

A school district or charter school may not operate a program of distance education until the school district, or the charter school has received official notification of approval to operate within the State of Nevada by the Department of Education.

LYON COUNTY SCHOOL DISTRICT
LICENSED

PERSONNEL REPORT LIC 0501 – May 27, 2025

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	(J. Rodriguez)	8/20/25	Krystle Turner
Dayton Elementary	Teacher		X	(E. Drews)	8/20/25	Emily Smihula
Dayton High	Teacher		X	(L. Austin)	8/20/25	Renee Kaldor
District Wide	Occupational Therapist		X	(J. Hinz-Tiran)	8/20/25	Laura Field
East Valley Elementary	Teacher		X	(J. Davis)	8/20/25	Kayla Muller
Fernley High	Teacher		X	(Z. Karges)	8/20/25	Tara Ferguson
Fernley Intermediate	Teacher		X	(A.Dickson)	8/20/25	Thomas Eck
Silver Stage Elementary	Teacher		X	(T. Stahly)	8/20/25	Kathryn Merriam
Sutro Elementary	Teacher		X	(T. Fontes)	8/20/25	Christine Bredow
Sutro	Teacher		X	(S. Edstrohm)	8/20/25	Lauren Garnica
Sutro Elementary	Teacher	X		New allocation	8/20/25	Sierra Plumb-Clotworthy
Sutro Elementary	Assistant Principal		X	(C. Burns)	8/18/25	Kamille Carlson

SEPARATIONS:

SCHOOL/SITE	POSITION	EFF. DATE	EMPLOYEE
Cottonwood Elementary	Teacher	6/13/25	Courtney Scott
Dayton Intermediate	Teacher	6/13/25	Renae Ellis
Fernley Elementary	Teacher	6/13/25	Anna Preiss
Silver Stage Elementary	Teacher	6/13/25	Chavon Gardiner
Silver Stage High	Teacher	6/13/25	Jennifer Golden
Silver Stage High	Teacher	6/13/25	Jessica Batchelor
Sutro Elementary	Teacher	6/13/25	Krysteena Snyder

LYON COUNTY SCHOOL DISTRICT

CLASSIFIED

PERSONNEL REPORT CL 0501– May 27, 2025

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
Fernley Intermediate	Classified Instructor		X	(T. Andrews)	8/29/25	Brady Torres
Riverview Elementary	School Nurse		X	(T. DePaul)	8/26/25	Juliana Demuth
Silverland Middle	College and Career Readiness Interventionist		X	(L. Hodge)	8/29/25	Michael DeTullio
Sutro Elementary	Custodian		X	(C. Cummings)	5/16/25	Lorie Hosman

SEPARATIONS:

SCHOOL/SITE	POSITION	EFF. DATE	EMPLOYEE
Cottonwood Elementary	College and Career Readiness Interventionist	6/13/25	Lilly Bosworth
Dayton Elementary	Paraprofessional	5/12/25	Renee Harrison
District Office	Admin Secretary to Transportation	6/30/25	Robert Halterman
Fernley Transportation	Bus Driver	5/9/25	Laura Mattson
Silver Stage Middle	Maintenance II	5/12/25	Joshua Baker
Silver Stage Middle	Custodian	5/9/25	Richard Lowry
Yerington Transportation	Bus Driver	5/7/25	Victoria Tortolani
Yerington Transportation	Transportation Area Lead	6/30/25	Dolly Ohl

Extra Duty Contracts Report May 27, 2025

	DAC	Description	Name
1	SILVERLAND MIDDLE SCHOOL	Xduty - Track MS Assistant	OLAVE, LAURA
2	SILVERLAND MIDDLE SCHOOL	Xduty - Track MS Assistant	HOGAN, ALEX
3	SILVER STAGE HIGH SCHOOL	Xduty - Yearbook Advisor HS .5 FTE	BRUEHER, ANNA

Lyon County School District
Volunteer Report

May 27, 2025

	School Site	Volunteer Position	Name
1	Fernley High	Band/Chior volunteer	Stephanie Myler
2	Fernley High	Band/Chior volunteer	Jennifer Beeman

Attention: Lyon County School District
Regarding: Smith Valley School - Senior Graduation Party (put on by Senior Parents)

General Information:

- Location: Dressler Park, Wellington NV (located 3 miles from SVS)
- Date: Friday, June 6, 2025
- Time: 9:00pm - 1:00am
- Events: Pickleball, Basketball, Volleyball, Music, 2 tents for seating, Food, and prizes

Chaperones:

- Administrator, Duane Mattice
- Class Advisor, Jamie DeChambeau
- Senior Class Parents: Estimated 1:10 ratio - 5 additional chaperones
- School Resource Officer

Cost of Event:

- The senior class will cover the cost of equipment for games and food from funds raised.
- Donations from local businesses, parents and organizations have been requested.

Security Plan

- Entrances will be monitored by chaperones and school resource officers, with no student returning if they choose to leave.
- Only 1 approved (by administrator) outside guest will be allowed
- All student participants must be present by 10:00pm

Conclusion:

- A senior graduation party has not been held in Smith Valley School for a while. The class of 2025 had a goal throughout the school year of raising funds with the possibility of holding a senior graduation party. The graduation party will provide the students with a special experience in celebrating their impending graduation.

Sincerely,

Mr. Mattice, Principal
Date: April 15, 2025

4/22/25

LYON COUNTY SCHOOL DISTRICT

Staff Travel Report to School Board of Trustees

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

Please Download & <u>TYPE</u> the following information.

Staff Member: Brhianna Wass

School: SSES

Conference: Nevada Association for the Education of young children conference

Staff Assignment: Pre-k Teacher

Do not use acronyms

Location of Conference: Las Vegas, NV

Dates Attended: 4-24-25 to 4-26-25

General Overview: Do not use acronyms

The Nevada Association for the Education of Young Children's goal is to promote high quality early learning activities for children through connecting early childhood practices, policy and research, advancing a diverse and dynamic early childhood profession and supporting those who care for, educate, and work on behalf of the young children. They provide multiple break out sessions, my two favorites were Circle Time Success and The Selfish Garden. The circle time success was interactive and many of the attendees shared their favorite activities. However, the selfish garden was about connecting through this method: spirituality, exercise, love, food, intimacy, sleep, and humor which are the daily nutrients your life needs to grow with purpose and vitality.

How will this impact student learning in a positive way?

The circle time success provided me with concrete activities to bring back to the classroom right away. For example, learning through music and movement is critical, they also confirm if the students are not interested in an activity or book it's recommended that you change it up to regain their interest. In the session, the selfish garden, they stressed the importance of mental health and what this looks like. I' m going to try and replenish my garden more often to ensure I am a more effective teacher.

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

I will share the different activities that were brought up in our sessions. I can invite my colleagues to try these activities or come in and observe them. I will also encourage them to use some of the selfish garden techniques. Also, help to come up with alternative books lessons when engagement is low.

Other Comments:

This was a great opportunity to collaborate with my colleagues and grow my early education skills. Ending with the selfish garden just reminded me how important it is to take care of myself so that I can be the best teacher that I can. I need to be mindful with my time and take time to slow down and rest or just take a couple of minutes to mediate especally if I'm frustrated with a student or with a personal issue. It's just a good reminder to eat healthier, exercise and find humor through out the day. Take the time to notice them giggling and having fun while they are learning. Taking the time to take of yourself helps you find the joy in life and just makes everything more fun. Fun is contagious, laughter is contagious make time for it, it will make a difference.

Site Principal/Supervisor Approval

5/2/25
Date

Deputy Superintendent Approval

5/6/25
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.

Please Download & <u>TYPE</u> the following information.

Staff Member: Terra Blackorby School:

Conference: Nevada Early Childhood Conference Staff Assignment Attendee

Do not use acronyms

Location of Conference: Las Vegas Nevada Dates Attended: 4/24-4/26

General Overview: Do not use acronyms

Attending the Nevada Early Childhood Conference provided a valuable opportunity to connect with fellow early childhood professionals and deepen my understanding of high-quality early childhood education practices. The conference offered a variety of sessions focused on key areas of development and support for young learners. I explored the Pyramid Model and its effectiveness in supporting children with disabilities, as well as strategies for building responsive relationships and fostering student success. Additional sessions covered developmentally appropriate practices, positive behavior support, and ways to enhance preschool learning environments. A highlight of the conference was a session dedicated to best practices for supporting students with autism. This session offered up-to-date, evidence-based strategies that address sensory processing needs, communication challenges, and promote both academic and social growth. The conference also emphasized the importance of family engagement, offering guidance on creating strong partnerships with the families of preschool-aged children. Overall, the experience enriched my professional knowledge and inspired practical approaches to apply in early childhood settings.

How will this impact student learning in a positive way?

Attending the Nevada Early Childhood Conference will positively impact student learning in several key ways:Improved Support for Diverse Learners: By gaining deeper insight into the Pyramid Model and strategies for supporting students with disabilities and autism, I can better meet the individual needs of learners, fostering inclusion and reducing barriers to success. Enhanced Social-Emotional Development: The conference emphasized responsive relationships and behavior support, which will help create emotionally safe and supportive classroom environments where students can thrive socially and emotionally. Developmentally Appropriate Practices: Applying new strategies that align with developmental stages ensures students are taught in ways that respect their readiness and encourage deeper engagement and understanding. Stronger Family Partnerships: With tools to strengthen parent engagement, I can collaborate more effectively with families, creating a consistent support system that reinforces learning at home and in the classroom. Environment Optimization: Learning how to enhance the classroom environment means students will benefit from spaces designed to promote exploration, comfort, and learning. Overall, the knowledge gained from the conference will lead to more intentional, inclusive, and effective teaching practices that directly support student growth and achievement.

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

I will implement what I have learned and share with my colleagues by collaborating and training my coworkers on how to Apply the Pyramid Model Strategies: I will incorporate tiered supports to address behavioral and developmental needs, with a focus on positive behavior reinforcement and individualized interventions. Use Developmentally Appropriate Practices: I will adjust lesson planning and classroom activities to better align with age-appropriate milestones and student interests. Support Students with Autism: I will integrate best practices learned—such as sensory accommodations, visual supports, and communication tools—into daily routines to foster success in both academic and social areas. Enhance the Learning Environment: I'll make intentional changes to the physical space to support engagement, accessibility, and independence for all learners. Strengthen Family Engagement: I'll implement strategies for building relationships with families, such as regular communication, family-friendly activities, and collaborative goal-setting. Sharing with Colleagues:Lead a Professional Development Session: I will present a summary of key strategies and resources during a Pre-K meeting or scheduled training, highlighting practical classroom applications. Create a Resource Folder: I'll compile handouts, session notes, and helpful links into a shared digital folder for colleagues to access. Model Strategies in the Classroom: By inviting peers to observe certain practices, such as sensory accommodations or behavior supports, I can provide real-life examples of what was learned. Offer Ongoing Support: I'll be available to answer questions, co-plan lessons, or help implement new ideas with colleagues who are interested in adopting similar practices.

Other Comments:

Rachel Stewart
Site Principal/Supervisor Approval

Deputy Superintendent Approval

5/13/2025
Date

5/13/25
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.

Please Download & TYPE the following information.

Staff Member: Cari Bunyard

School: District Office

Conference: Nevada Association for the Education of Young Children

Staff Assignment: MTSS academic coordinator

Do not use acronyms

Location of Conference: Las Vegas

Dates Attended: April 24th-April 26

General Overview: Do not use acronyms

The conference serves as a premier early childhood event in Nevada, bringing together early childhood educators, administrators, students, researchers, and teacher educators. The purpose is to promote high-quality early learning for all children from birth through age 8 by connecting practice, policy, and research. The conference included sessions on managing challenging behaviors in children,understanding child development, building authentic family engagement, advanced leadership training,the role of men in early childhood education, creating positive learning environments, social-emotional learning, inclusion and working with children with special needs, and promoting educator wellness and reducing burnout.

How will this impact student learning in a positive way?

By implementing these best practices learned from the conference student learning will be impacted in a positive way. I can directly coach and support teachers in adopting more effective teaching methods. A recent session, "Inclusion through Multi-Tiered Systems of Support," equipped me with valuable tools and resources to foster social-emotional learning across all tiers. This aligns strongly with the Lyon County School District's Multi-Tiered Systems of Support model, which plays a crucial role in addressing student gaps and providing comprehensive support.

Work force retention was another valuable session I attended. It encourages me to think more creatively about how to build in those motivating factors, fostering an environment where teachers not only feel supported but also genuinely fulfilled and invested in their vital work.

Creating developmentally appropriate practices in all grade levels and most importantly in birth through ages eight was another clear theme at the conference. This allowed me to reflect and plan engaging lessons to help support teachers in our district at all levels.

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

Moving forward, I will apply my learning by providing ongoing coaching and modeling lessons for teachers within the district. This information will be shared with colleagues during professional development sessions on early release days. Additionally, I will develop and deliver targeted trainings on key topics such as teacher efficacy, play-based learning, early childhood transitions, social-emotional learning, and family-home connections to enhance teacher skills and knowledge across our district.

Other Comments:

Thank you Lyon County School District Board and Special Services Department for affording me the opportunity to attend this conference. I would recommend this conference in the future for all Pre-K and Kindergarten teachers.

Site Principal/Supervisor Approval

4/30/25
Date

Deputy Superintendent Approval

5/1/25
Date

Rev. 7/2023

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.

Please Download & TYPE the following information.

Staff Member: Alicia De Young

School: Cottonwood

Conference: Nevada Association for the Education of Young Children

Staff Assignment: PreK Teacher

Do not use acronyms

Location of Conference: Las Vegas, NV

Dates Attended: 3/24-3/26

General Overview: Do not use acronyms

I traveled with other prek teachers in our district to attend the Nevada Education of Young CHildren conferecnce. We attended two days of break out session on different tracks. I attended a mix of inclusion and child development classes. The conference focused aroudn planting seeds for tomorrows educators; just as a gardener nurtures seeds into thriving plants we can cultivate children's curiosity, reilience, and a love of learning.

How will this impact student learning in a positive way?

Thr information I learned in my break out sessions is very relevant to what I do in class on a day to day basis. We have uninterrupted playtime everyday where we are curious, investigating topics, challenging ourselves, and caring for our friends. I attended sessions on circle time experiences, planting seeds of kindness and belonging, big feelings/big opportunities, and the power of questions. I can use the things I learned as I plan for the rest of the school year.

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

We are having our prek team meeting next week where we can discuss what we learned at the conference with the other prek teachers that did not attend this year.I also brough back information for hte arly childhood teaching partner at my school. I can share in vertical teams with the kindergarten teachers and I am looking forward to using some of the resources I got at the conference in my classroom.

Other Comments:

This was my first teaching conference experience and I had a really enjoyable time. It was wonderful to collaborate with other early childhood educators in our state.

Site Principal/Supervisor Approval

5/2/25
Date

Deputy Superintendent Approval

5/9/25
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.

Please Download & <u>TYPE</u> the following information.

Staff Member: Daylene Foli

School: Yerington Elementary

Conference: Nevada Association for the Education of Young Children Conference 2025

Staff Assignment: PreK Teacher

Do not use acronyms

Location of Conference: Las Vegas, NV

Dates Attended: 4-24-25 to 4-26-25

General Overview: Do not use acronyms

The conference theme was Planting Seeds for Tomorrow' s Educators. The keynote speaker talked about spreading seeds of kindness, joy and belonging. I also attended sessions on the Quality Rating Improvement System, Transitions and Learning from Mr. Rogers and the media that children see and are impacted by every day.
The most impactful session I attended was titled "Big Feelings, Big Opportunities; How Adults Can Functionally Shape Social-Emotional Development by Shannon Keeley & Marisa Nabong. They reinforced the key components of Social Emotional Learning and how important relationship skills, self-awareness, social awareness and self-management are for young children to learn. We also learned about the difference between temperament and behavior. They talked about the antecedent, the behavior and the consequence. They gave strategies for preventing behaviors and setting up the classroom routines to avoid behavior problems.

How will this impact student learning in a positive way?

I also attended a session titled "Making Every Moment Count: Engaging Experiences & Smooth Transitions for Early Learners." I gained a lot of new ideas to help me take better advantage of every moment in the classroom. Transitions can be meaningful opportunities for learning rather than wasted time.

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

I have already started to implement some of the transition ideas that I learned. I also want to adjust my daily schedule so that it is more hands on for the students. I am using some of the preventative strategies shared in the Big Feelings, Big Opportunities session so that we can decrease disruptive behaviors in class. I am sharing these ideas and knowledge with the paraprofessional in my classroom. We will also share at our monthly early childhood meetings.

Other Comments:

I felt that the conference was very valuable and useful to me in my classroom. I learned a lot from each session that I attended that I can incorporate into my classroom immediately and in the future.

Shannon Coomer
Site Principal/Supervisor Approval

Deputy Superintendent Approval

5/5/25
Date

5/6/25
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.

Please Download & <u>TYPE</u> the following information.

Staff Member: Elizabeth Jones

School: Sutro

Conference: Nevada Association for the Education of Young Children State Conference

Staff Assignment: PreK Teacher

Do not use acronyms

Location of Conference: Las Vegas, NV

Dates Attended: April 24-26, 2025

General Overview: Do not use acronyms

We enjoyed 2 days of keynote speakers and classes focused on all things early childhood. Some highlights for me were classes on behavior and whole group instruction (circle time).

How will this impact student learning in a positive way?

As a teacher, I now have more tools in my toolbelt to utilize to help me continue to make learning fun and engaging for my students.

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

I have been mentoring a new-to-prek teacher. She was not able to attend conference. I have been able to share insights with her. I've also shared with my classroom para and together we have been implementing some of the ideas I learned at conference to help our students learn and grow.

Other Comments:

I am already looking forward to next year's conference which will be held in Reno!

Site Principal/Supervisor Approval

5/8/25
Date

Deputy Superintendent Approval

5/8/25
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.

Please Download & TYPE the following information.

Staff Member: Susan Berrington

School: Yerington Elementary

Conference: Nevada Association for the Education of Young Children 2025 state conference

Staff Assignment: Early Childhood Special education

Do not use acronyms

Location of Conference: Tuscany Hotel, Las Vegas Nevada

Dates Attended: 4/24-4/26

General Overview: Do not use acronyms

The conference was entiitled Planting seeds for tomorrow's educators. Each of the sessions used a similar name. I attended a number of great sessions but the one that stood out above others was Big Feelings, Big Opportunities: How adultts can functionally shape social emotional Development. During this session the presenters went into detail about behaviors, and the connections between the antecedent, the behavior and the consequence. In my classroom all the students have a developmental delay that impacts their abilities, specifically the ability to be understood. Speech issues cause more frustration with students and of course this causes behaviors to arise.
It also included a great discussion and explanation of temperment vs behavior. Some of the other sessions included how to use Mr. Roger's neighborhood and other social media personalities as a teaching tool and how to have an effective circle time.

How will this impact student learning in a positive way?

The more activities the easier it is to maintain students' attention. Circle time is an important part of the day. It is my way of checking in with students. We learn vocabulary, sing and dance and interact with friends.

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

I got some great ideas to help add to my circle time. The staff that went from Lyon County shared ideas with each other and it was nice to spend time with fellow educators.

Other Comments:

Thank you for letting me attend this conference.

Shannon Coomer
Site Principal/Supervisor Approval

5/5/25
Date

Deputy Superintendent Approval

5/6/25
Date

LYON COUNTY SCHOOL DISTRICT

Staff Travel Report to School Board of Trustees

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

Please TYPE the following information.

Staff Member: Rachel Stewart

School: District Office

Assignment: Executive Director of Special Services

Conference Attended: LRP National Institute on Legal Issues of Educating Individuals with Disabilities

Location of Conference: Phoenix, AZ

Dates Attended: 4/27/25 - 5/1/25

General Overview:

LRP's National Institute is known as the leading source for best practices, compliance strategies and case law updates impacting special education programs. The nation's top legal experts come together to share their insights and guidance on dealing with the ever-changing landscape of special education law.

The presenters reviewed the 2024 case law decisions and how they impact compliance and implementation. The areas covered were IDEA, Section 504, Behavior, and Administration. Staying current not only with decisions, but the impacts of the decisions, is essential in providing up to date guidance to administrators, teachers and related service providers.

How will this impact student learning in a positive way?

As the Executive Director of Special Services, I collaborate with our administrative and IEP teams to implement best practices that support legally sound decision-making across the district. A thorough understanding of current legal precedent is essential to my role. Staying informed not only ensures compliance but also enables me to guide the special services department in developing targeted professional development for our teachers—ultimately fostering improved outcomes for student learning.

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

As Executive Director of Special Services, my goal is to support our team with the tools and knowledge they need to confidently guide school sites—especially when it comes to the latest case law and meaningful professional development. I'll work to ensure our systems are strong, consistent, and legally sound, so that staff can focus on what matters most: supporting students. I'll also continue collaborating with Cabinet members and site administrators to promote practices that are not only legally defensible but also grounded in what's best for kids. Whether it's improving IEP processes, enhancing staff training, or streamlining communication across departments, I'm committed to building a culture of shared understanding and continuous growth.

Other Comments:

Thank you for the opportunity to attend this conference.

NA

Site Principal/Supervisor Approval

Deputy Superintendent Approval

Date

5/13/25

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.

Please Download & TYPE the following information.

Staff Member: Heather Stood

School: D.O.

Conference: Handle With Care Train the Trainer

Staff Assignment: PAES lab coordinator

Do not use acronyms

Location of Conference: Phoenix, AZ

Dates Attended: 4/28-4/30 2025

General Overview: Do not use acronyms

Handle with Care is the appropriate way to calm an agitated and/or violent student without causing harm to the student or others. This 3 day training provided me with the skills to first talk down a student who is in crisis and then if necesary to prevent violence within the school safely. The training provided a deep philosophy, the use of therapeutic relationship to reduce tension, non verbal and verbal intervention techniques, and much more.

How will this impact student learning in a positive way?

This training will allow me to train others on the appropriate interaction with students who are both neurotypical as well as those with special needs. By having staff trained in this philosophy all individuals within the building will be prepared to act if a student is having an issue. In return all students within a site will be able to learn affectively and with minimal distraction.

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

As a new trainer in the district I will share my knowledge with fellow employees within the district. I will show them how to deescalate a situation verbally and with patience. If this does not work, I will prepare them to step in and keep the student safe as well as themselves and others.

Other Comments:

This was a great training. I enjoyed learning the new techniques. I look forward to sharing this knowledge with as many people within the district as possible.

Rachel Stewart

Site Principal/Supervisor Approval

5/5/2025

Date

Dawn Hickam

Deputy Superintendent Approval

5/5/25

Date

Rev. 7/2023

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.

Please Download & <u>TYPE</u> the following information.

Staff Member: Jennifer Turner

School: Silver Stage ES

Conference: Nevada Association for the Education of Young Children Conference

Staff Assignment: PreK teacher

Do not use acronyms

Location of Conference: Las Vegas, NV

Dates Attended: 4/24/25-4/26/25

General Overview: Do not use acronyms

The conference was entitled Planting Seeds for Tomorrow's Educators. It is the annual conference for early childhood educators in the entire state of Nevada with some attending from other nearby states. The conference switches between Reno and Las Vegas. There are several different sessions to attend each day after attending the excellent keynote speaker on the first day. Teresa Byington, PhD opened the conference with her words of encouragement to each of us. She reminded us that we have a tough job everyday in meeting the multiple needs of all of our little learners. We watched several inspiring videos about maintaining the joy in our classrooms and meeting each student where they are. It was an inspirational way to begin the conference.

How will this impact student learning in a positive way?

Each session gave many ideas on how to help our youngest in the school. The ideas I gathered at this event will help me throughout my years of teaching. Keeping the little ones engaged throughout the day through our play-based curriculum was the common thread running through the sessions I attended. If their needs are met then teaching can occur. Children who have their needs met are happier and ready to learn.

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

I will implement each piece of information I learned into my classroom for the rest of this year the following years. Luckily for us many of our colleagues attended the conference. Those who didn't will benefit from my knowledge of one of my the favorite things I learned. The acronym SELFISH. It's all about self care and at the end of the day if teachers don't take care of themselves then everyone suffers from our class to our school to our district. Teachers have to remember this. I won't list the entire training here but S stands for spirituality, F is food, H is humor and so on. If you are SELFISH everyday you will have a fulfilling life and it will show in your work. I think if all LCSD teachers would do this on a daily basis we would have a very happy staff.

Other Comments:

I would like to thank the school district and the board for being generous in allowing myself and my colleagues to attend this conference in Las Vegas. We return with a renewed spirit for the last few weeks of school and several ideas for the start of next year. We all appreciate it more than you'll ever know.

Site Principal/Supervisor Approval

5/1/25
Date

Deputy Superintendent Approval

5/2/25
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.

Please Download & TYPE the following information.

Staff Member: Mara Spencer School: DO

Conference: Handle With Care Instructor Training Staff Assignment

Do not use acronyms

Location of Conference: Phoenix, AZ Dates Attended: 4/29/25-5/1/25

General Overview: Do not use acronyms

Handle With Care is a behavior management system dedicated to reducing institutional violence through tension-reduction interventions and techniques—both verbal and physical. It trains staff to use these preventative strategies to minimize the need for physical restraint.

How will this impact student learning in a positive way?

This annual training, which includes both verbal and physical interventions, will positively impact daily interactions with students who struggle with self-regulation. The techniques learned will help keep both students and staff safe during situations that have the potential to cause harm. The goal of the behavior management system is to preserve students' dignity and ensure their safety when they are exhibiting harmful behaviors.

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

Annual training is required for all staff who work with students in our special programs. This training will be conducted in person to ensure the program's integrity is upheld and that all verbal and physical skills are properly practiced. Staff must demonstrate all required skills to be recertified each school year.

Other Comments:

Rachel Stewart
Site Principal/Supervisor Approval

5/16/2025
Date

Deputy Superintendent Approval

5/19/25
Date

Information Technology
Service Ticket Report
04/01/2025 - 04/30/2025

Created 04/01/25 - 04/30/25

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		2	0	0	0	0	8	0	2	2	0	1	0	6	5	0	0	1	0	0	4	0	4	1	0	36
Normal		18	6	1	0	0	19	35	24	16	0	9	14	47	24	19	13	106	18	50	29	5	14	16	22	505
Project		0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	2
Total		20	6	1	0	0	27	35	26	18	0	10	14	54	29	19	13	107	18	50	33	6	18	17	22	543

Closed 04/01/25 - 04/30/25

Ticket Type		DO	AdultEd	SSDO-PDC	PLC	B&G	CES	DES	DHS	DIS	ERHS	EVES	FES	FHS	FIS	RES	SES	SMS	SSES	SSHS	SSMS	SVS	YES	YHS	YIS	Total
Urgent	Closed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Resolved	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
High	Closed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Resolved	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Medium	Closed	2	0	0	0	0	9	0	2	3	0	1	0	7	6	0	0	1	0	0	3	0	4	1	0	39
	Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
	Resolved	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total	2	0	0	0	0	9	0	2	3	0	1	0	7	6	0	0	1	0	0	4	0	4	1	0	40
Normal	Closed	17	6	1	0	0	17	27	19	15	0	6	25	46	32	24	12	71	22	48	34	5	17	14	20	478
	Cancelled	1	0	0	0	0	0	0	0	0	0	1	1	2	1	0	0	1	0	1	0	0	0	1	0	9
	Resolved	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total	18	6	1	0	0	17	27	19	15	0	7	26	48	33	24	12	72	22	49	34	5	17	15	20	487
Project	Closed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Resolved	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	Closed	19	6	1	0	0	26	27	21	18	0	7	25	53	38	24	12	72	22	48	37	5	21	15	20	517
	Cancelled	1	0	0	0	0	0	0	0	0	0	1	1	2	1	0	0	1	0	1	1	0	0	1	0	10
	Resolved	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total	20	6	1	0	0	26	27	21	18	0	8	26	55	39	24	12	73	22	49	38	5	21	16	20	527

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	3	4	0	0	0	1	1	5	2	0	4	3	0	2	1	1	0	2	0	29
I. T. Tech		15	6	1	0	0	23	16	20	18	0	6	21	44	24	24	8	58	18	44	35	4	20	9	18	432
Oasis Support		5	0	0	0	0	0	2	0	0	0	0	0	2	1	0	0	1	1	2	0	0	0	2	0	16

Information Technology
Service Ticket Report
04/01/2025 - 04/30/2025

Open as of 04/30/25

Ticket Type		DO	AdultEd	SSDO-PDC	PLC	B&G	CES	DES	DHS	DIS	ERHS	EVES	FES	FHS	FIS	RES	SES	SMS	SSES	SSHS	SSMS	SVS	YES	YHS	YIS	Total
Urgent	Open	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Pending	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	On Hold	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
High	Open	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Pending	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	On Hold	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Medium	Open	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	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	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	1	0	0	0	1
Normal	Open	9	0	1	1	0	47	11	13	15	0	13	17	40	40	2	3	280	0	6	0	15	16	26	45	600
	Pending	0	0	0	0	0	1	0	5	4	0	1	3	4	1	0	1	1	0	1	0	0	0	1	1	24
	On Hold	3	0	0	0	0	3	46	33	70	0	4	3	39	26	45	42	72	4	1	5	2	1	0	0	399
	Total	12	0	1	1	0	51	57	51	89	0	18	23	83	67	47	46	353	4	8	5	17	17	27	46	1023
Project	Open	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	2
	Pending	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	On Hold	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
	Total	1	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	3
Total	Open	9	0	1	1	0	47	11	13	15	0	13	17	42	40	2	3	280	0	6	0	16	16	26	45	603
	Pending	0	0	0	0	0	1	0	5	0	0	1	3	4	1	0	1	1	0	1	0	0	0	1	1	20
	On Hold	4	0	0	0	0	3	46	33	70	0	4	3	39	26	45	42	72	4	1	5	2	1	0	0	400
	Total	13	0	1	1	0	51	57	51	89	0	18	23	85	67	47	46	353	4	8	5	18	17	27	46	1027

Yearly Closed Comparison	DO	AdultEd	SSDO-PDC	PLC	B&G	CES	DES	DHS	DIS	ERHS	EVES	FES	FHS	FIS	RES	SES	SMS	SSES	SSHS	SSMS	SVS	YES	YHS	YIS	Total
2025	155	43	16	6	1	100	99	124	135	0	44	68	243	125	96	51	260	108	169	183	29	146	148	169	2518
2024	118	27	18	13	0	99	116	127	244	1	63	54	365	124	91	50	538	91	164	160	49	133	161	98	2904
2023	110	26	8	4	0	100	115	126	190	0	55	81	345	177	128	85	893	69	114	95	52	92	100	120	3085
2022	121	2	8	1	0	95	65	121	131	2	74	78	268	115	90	104	479	92	115	110	47	86	103	111	2418

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1385 **Voucher Date:** 04/03/2025 Prepared By: _____

Printed: 05/20/2025 12:12:55 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $143,705.96 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.

_____

Tom Hendrix	President
Dawn Carson	Clerk
Elmer Bull	Member
Darin Farr	Member
Sherry Parsons	Member
Bridget Peterson	Member
James Whisler	Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$83,325.21
240	State Grants	$852.81
250	Special Education	$44.33
280	Federal Funds	$59,409.46
290	Food Service Funds	$74.15
		$143,705.96

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1385 **04/03/2025**

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 Check #: 3644	Telephone - Land Line phone services	$3,448.77
		100.170.0000.000.2710.533.10000.00.00 Check #: 3644	Telephone - Land Line phone services	$43.77
			Vendor Total:	$3,492.54
ACTION GLASS CARSON LLC	102563			
		100.170.0000.000.2730.430.10000.00.00 Check #: 3645	Repairs and Maintenance Services	$1,465.16
			Vendor Total:	$1,465.16
ALHAMBRA WATER	97540			
		100.170.0000.000.2700.610.10000.00.00 Check #: 3646	General Supplies	$622.01
			Vendor Total:	$622.01
BUS PARTS WAREHOUSE	2534			
		100.170.0000.000.2710.614.10000.00.00 Check #: 3647	Parts	$1,137.89
			Vendor Total:	$1,137.89
C & L COATINGS, INC	2652			
		100.108.0000.000.2620.430.10208.31.00 Check #: 3648	Repairs and Maintenance Services	$1,128.50
		100.108.0000.000.2620.430.10303.10.00 Check #: 3648	Repairs and Maintenance Services	$725.00
		100.108.0000.000.2620.430.10304.20.00 Check #: 3648	Repairs and Maintenance Services	$1,386.00
		100.108.0000.000.2620.430.10305.31.00 Check #: 3648	Repairs and Maintenance Services	$1,112.00
		100.108.0000.000.2620.430.10601.32.00 Check #: 3648	Repairs and Maintenance Services	$1,209.00
		100.108.0000.000.2620.430.10602.50.00 Check #: 3648	Repairs and Maintenance Services	$2,498.50
		100.108.0000.000.2620.430.10603.32.00 Check #: 3648	Repairs and Maintenance Services	$3,046.50

Voucher Supplement Account Summary

Voucher Batch Number: 1385 **04/03/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.108.0000.000.2620.430.10604.32.00 **Check #: 3648**	Repairs and Maintenance Services		$2,334.00
		100.108.0000.000.2620.430.10605.32.00 **Check #: 3648**	Repairs and Maintenance Services		$2,362.00
		100.108.0000.000.2620.610.10000.00.00 **Check #: 3648**	General Supplies		$10,626.00
				Vendor Total:	$26,427.50
CONCENTRA					
		100.170.0000.000.2710.340.10000.00.00 **Check #: 3649**	Other Professional Services		$315.00
				Vendor Total:	$315.00
CYBER ACOUSTICS					
		280.633.0000.100.1000.654.10206.10.00 **Check #: 3650**	Supplies - IT Related <$999 > 1 year useful life		$7,800.00
				Vendor Total:	$7,800.00
D & S WASTE REMOVAL, INC	4960				
		100.170.0000.000.2710.421.10000.00.00 **Check #: 3651**	Garbage / Disposal		$36.00
				Vendor Total:	$36.00
DEPARTMENT OF PUBLIC SAFETY	14394				
		100.102.0000.000.2570.340.10000.00.00 **Check #: 3652**	Other Professional Services		$523.50
				Vendor Total:	$523.50
DMV-ASD REVENUE OFFICE	14491				
		100.170.0000.000.2710.810.10000.00.00 **Check #: 3653**	Dues and Fees		$114.50
				Vendor Total:	$114.50
FP MAILING SOLUTIONS					
		100.125.0000.000.2410.531.10205.10.00 **Check #: 3654**	Postage		$637.61
				Vendor Total:	$637.61
FRANKLIN COVEY	7872				

Voucher Supplement Account Summary

Voucher Batch Number: 1385 **04/03/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		280.633.0000.000.2200.653.10205.10.00 **Check #: 3655**	Web-based and similar programs	$10,733.33
			Vendor Total:	$10,733.33
GLOBAL EQUIPMENT COMPANY_97390	97390			
		280.912.0000.300.1000.612.10000.00.00 **Check #: 3656**	Inventoried Supplies/Equipment <$5000	$1,172.53
			Vendor Total:	$1,172.53
JORDAN'S TRUCK & TRAILER EQUIPMENT	10595			
		100.170.0000.000.2630.731.10000.00.00 **Check #: 3657**	Machinery	$24,276.40
			Vendor Total:	$24,276.40
KORF, ERIN				
		280.633.0000.000.2400.580.10205.10.00 **Check #: 3658**	Travel	$320.00
			Vendor Total:	$320.00
LAKESHORE LEARNING MATERIALS	11240			
		280.633.0000.000.2100.610.10209.10.00 **Check #: 3659**	General Supplies	$68.43
			Vendor Total:	$68.43
LARKINS, KAYLEEN				
		280.633.0000.000.2515.580.10000.00.00 **Check #: 3660**	Staff Travel	$321.00
			Vendor Total:	$321.00
LYON COUNTY SCHOOL DIST._99346	99346			
		100.126.0000.100.1000.615.10206.10.00 **Check #: 3661**	Snacks, Food & Beverages	$106.45
			Vendor Total:	$106.45
MRC SMART TECHNOLOGY				
		240.300.0000.360.1000.650.10601.32.00 **Check #: 3662**	Supplies-Information Technology-related	$90.31
			Vendor Total:	$90.31

Voucher Supplement Account Summary

Voucher Batch Number: 1385 **04/03/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
MUSIC & ARTS CENTER	99360				
		280.719.0000.100.1000.610.10000.00.00 Check #: 3663	General Supplies		$37,909.72
				Vendor Total:	$37,909.72
N N W O A					
		100.101.0000.920.1000.340.10601.32.00 Check #: 3664	Other Professional Services		$521.58
				Vendor Total:	$521.58
NEVADA DRUG & ALCOHOL TESTING INC	101753				
		100.170.0000.000.2710.340.10000.00.00 Check #: 3665	Other Professional Services		$544.90
				Vendor Total:	$544.90
NEVADA FFA ASSOCIATION	97581				
		240.300.0000.300.2200.810.10000.00.00 Check #: 3666	Dues and Fees		$762.50
				Vendor Total:	$762.50
NOREGON SYSTEMS, LLC					
		100.170.0000.000.2710.651.10000.00.00 Check #: 3667	Supplies - Technology - Software		$2,199.00
				Vendor Total:	$2,199.00
PAES PRODUCTIONS, LLC					
		280.639.0000.200.2100.610.10000.00.00 Check #: 3668	FY20 Special Education Part B Budget Load		$112.97
				Vendor Total:	$112.97
PARTS TOWN LLC					
		100.108.0000.000.2620.610.10201.10.00 Check #: 3669	General Supplies		$241.18
				Vendor Total:	$241.18
PURCHASE POWER	16968				
		100.128.0000.000.2410.531.10211.10.00 Check #: 3670	Postage		$126.28

Voucher Supplement Account Summary

Voucher Batch Number: 1385 **04/03/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$126.28
SAVAGE AND SON					
		100.108.0000.000.2620.430.10000.00.00 Check #: 3671	Repairs and Maintenance Services		$7,445.00
				Vendor Total:	$7,445.00
SCOTT FELLOWS					
		280.633.0000.000.2213.580.10305.31.00 Check #: 3672	FY19 Title IA SMS Budget Load		$320.00
				Vendor Total:	$320.00
SETH DOBSON					
		280.688.0000.000.2700.510.10000.00.00 Check #: 3673	Student Transportation Services		$364.48
				Vendor Total:	$364.48
SHRED-IT USA					
		100.126.0000.000.2410.421.10206.10.00 Check #: 3674	Garbage / Disposal		$20.00
				Vendor Total:	$20.00
SMITH VALLEY SCHOOLS_19421	19421				
		100.101.0000.920.1000.340.10000.00.00 Check #: 3675	Other Professional Services		$4,594.00
				Vendor Total:	$4,594.00
THE PARTS HOUSE	23100				
		100.170.0000.000.2700.610.10000.00.00 Check #: 3676	General Supplies		$568.25
		100.170.0000.000.2710.610.10000.00.00 Check #: 3676	General Supplies		$1,818.06
		100.170.0000.000.2710.614.10000.00.00 Check #: 3676	Parts		$641.56
		100.170.0000.000.2730.617.10000.00.00 Check #: 3676	Batt & Antifreeze		$214.15
				Vendor Total:	$3,242.02
VALISKA, NATASHA					

Voucher Supplement Account Summary

Voucher Batch Number: 1385 **04/03/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		280.633.0000.000.2515.580.10000.00.00 **Check #: 3677**	Staff Travel	$287.00
			Vendor Total:	$287.00
VERIZON WIRELESS_21703	21703			
		100.101.0000.000.2510.534.10000.00.00 **Check #: 3678**	Telephone - Cell phone services	$252.80
		100.104.0000.000.2210.534.10000.00.00 **Check #: 3678**	Telephone - Cell phone services	$125.94
		100.108.0000.000.2620.534.10000.00.00 **Check #: 3678**	Telephone - Cell phone services	$278.82
		100.125.0000.000.2410.533.10205.10.00 **Check #: 3678**	Telephone - Land Line phone services	$71.03
		100.170.0000.000.2710.534.10000.00.00 **Check #: 3678**	Telephone - Cell phone services	$71.03
		250.105.0000.000.2321.535.10000.00.00 **Check #: 3678**	Data Communications, Internet, Video, T-lines, etc	$44.33
		290.180.0000.000.3100.534.10000.00.00 **Check #: 3678**	Telephone - Cell phone services	$74.15
			Vendor Total:	$918.10
WESTERN STATES FIRE PROTECTION				
		100.108.0000.000.2620.430.10603.32.00 **Check #: 3679**	Repairs and Maintenance Services	$1,005.00
			Vendor Total:	$1,005.00
XEROX CORPORATION				
		100.123.0000.000.2410.442.10203.10.00 **Check #: 3680**	Rental of Equipment and Vehicles	$340.21
		100.123.0000.100.1000.430.10203.10.00 **Check #: 3680**	Repairs and Maintenance Services	$204.50
		100.125.0000.000.2410.442.10205.10.00 **Check #: 3680**	Rental of Equipment and Vehicles	$1,014.78
		100.128.0000.000.2410.430.10211.10.00 **Check #: 3680**	Repairs and Maintenance Services	$1,629.64

Voucher Supplement Account Summary

Voucher Batch Number: 1385 **04/03/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.128.0000.000.2410.610.10211.10.00 **Check #: 3680**	General Supplies		$86.97
				Vendor Total:	$3,276.10
XEROX FINANCIAL SERVICES					
		100.170.0000.000.2710.442.10000.00.00 **Check #: 3681**	Rental of Equipment and Vehicles		$155.97
				Vendor Total:	$155.97
				Grand Total:	$143,705.96

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1384 **Voucher Date:** 04/03/2025 Prepared By: _____

Printed: 05/20/2025 12:13:27 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $1,403,327.95 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

_____

Tom Hendrix	President
Dawn Carson	Clerk
Elmer Bull	Member
Darin Farr	Member
Sherry Parsons	Member
Bridget Peterson	Member
James Whisler	Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$1,269,737.13
207	PCFP GATE	$2,196.00
240	State Grants	$2,402.91
250	Special Education	$938.00
280	Federal Funds	$3,299.92
290	Food Service Funds	$5,213.64
310	Residential Construction Tax	$45,990.35
340	Governmental Services Tax (GST)	$73,550.00
		$1,403,327.95

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1384 **04/03/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
AIR FILTER SALES AND SERVICE	98789			
		100.121.0000.000.2620.610.10201.10.000	General Supplies	$350.40
			Vendor Total:	$350.40
AMAZON BUSINESS				
		100.121.0000.000.2410.610.10201.10.000	General Supplies	$99.99
		100.122.0000.000.2220.640.10202.10.000	Books and Periodicals	($6.16)
		100.122.0000.000.2410.531.10202.10.000	Postage	$183.50
		100.122.0000.000.2410.610.10202.10.000	General Supplies	$97.35
		100.122.0000.000.2575.610.10202.10.000	General Supplies	$67.52
		100.122.0000.100.1000.610.10202.10.000	General Supplies	$208.52
		100.122.0000.100.1000.640.10202.10.000	Books and Periodicals	$99.72
		100.125.0000.000.2120.610.10205.10.000	General Supplies	$72.26
		100.125.0000.000.2410.610.10205.10.000	General Supplies	$217.63
		100.125.0000.000.2575.610.10205.10.000	General Supplies	$34.95
		100.125.0000.000.2620.610.10205.10.000	General Supplies	$243.24
		100.125.0000.100.1000.610.10205.10.000	General Supplies	$438.21
		100.126.0000.000.2620.610.10206.10.000	General Supplies	$24.09
		100.126.0000.100.1000.610.10206.10.000	General Supplies	$45.26
		100.126.0000.100.1000.616.10206.10.000	Teacher Supplies	$189.90
		100.127.0000.000.2130.610.10210.10.000	General Supplies	$17.22

Voucher Supplement Account Summary

Voucher Batch Number: 1384 **04/03/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.127.0000.000.2410.610.10210.10.000	General Supplies	$154.00
		100.127.0000.100.1000.610.10210.10.000	General Supplies	$193.50
		100.128.0000.000.2130.610.10211.10.000	General Supplies	$130.26
		100.128.0000.000.2620.610.10211.10.000	General Supplies	$252.94
		100.128.0000.100.1000.610.10211.10.000	General Supplies	$225.44
		100.128.0000.100.1000.616.10211.10.000	Teacher Supplies	$51.88
		100.163.0000.000.2410.610.10603.32.000	General Supplies	$375.28
		100.163.0000.192.1000.610.10603.32.000	General Supplies	$377.93
		100.163.0000.380.1000.610.10603.32.000	General Supplies	$1,182.05108
		100.164.0000.000.2575.610.10604.32.000	General Supplies	$1,210.68
		100.164.0000.100.1000.610.10604.32.000	General Supplies	$40.98
		100.164.0000.100.1000.616.10604.32.000	Teacher Supplies	$214.01
		100.170.0000.000.2700.610.10000.00.000	General Supplies	$92.57
		240.289.0000.100.1000.610.10000.00.000	General Supplies	$2,178.45
		240.289.0000.100.1000.640.10000.00.000	FY21 Grants Budget Load-SB467 Zoom	$224.46
		280.633.0000.000.2100.610.10203.10.000	General Supplies	$121.58
		280.633.0000.000.2100.610.10209.10.000	General Supplies	$642.42
		280.633.0000.000.2100.610.10210.10.000	General Supplies	$77.80
		280.633.0000.000.2100.610.10302.20.000	General Supplies	$529.45

Voucher Supplement Account Summary

Voucher Batch Number: 1384 **04/03/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		280.633.0000.000.2100.610.10605.32.000	General Supplies	$79.70
		280.633.0000.000.3300.610.10203.10.000	General Supplies	$256.88
		280.633.0000.000.3300.610.10206.10.000	General Supplies	$826.81
		280.633.0000.000.3300.610.10210.10.000	General Supplies	$215.31
			Vendor Total:	$11,687.58
AUDIO ENHANCEMENT, INC	99350			
		100.134.0000.000.2410.650.10304.20.000	Supplies-Information Technology-related	$1,352.09
			Vendor Total:	$1,352.09
BRADY INDUSTRIES				
		100.123.0000.000.2620.610.10203.10.000	General Supplies	$505.42
		100.136.0000.000.2620.610.10208.31.000	General Supplies	$2,097.56
			Vendor Total:	$2,602.98
BRAZOS THERMAL SYSTEMS, INC				
		100.108.0000.000.2620.430.10000.00.000	Repairs and Maintenance Services	$29,335.00
		100.108.0000.000.2620.430.10604.32.000	Repairs and Maintenance Services	$54,750.00
			Vendor Total:	$84,085.00
COTTONWOOD LANE LLC C/O NEVADA COMMERCIA				
		100.101.0000.000.2610.441.10000.00.000	Renting Land and Buildings	$3,500.00
			Vendor Total:	$3,500.00
CREATIVE RECREATIONAL SYSTEMS, INC				
		310.033.0000.000.4600.739.10304.20.000	Other Equipment	$19,554.32
		310.035.0000.000.4600.739.10210.10.000	Other Equipment	$26,436.03

Voucher Supplement Account Summary

Voucher Batch Number: 1384 **04/03/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$45,990.35
DELL, INC USA					
		100.107.0000.000.2230.650.10000.00.00 0	Supplies-Information Technology-related		$20,999.00
				Vendor Total:	$20,999.00
FLYERS ENERGY, LLC	102216				
		100.170.0000.000.2730.626.10000.00.00 0	Gasoline		$4,870.59
				Vendor Total:	$4,870.59
FOLLET CONTENT SOLUTIONS, LLC	7820				
		100.104.0000.000.2210.651.10000.00.00 0	Supplies - Technology - Software		$1,800.00
				Vendor Total:	$1,800.00
GANNETT MEDIA CORP / GANNETT NEVADA/UTAH					
		100.108.0000.000.2620.540.10000.00.00 0	Advertising		$1,162.20
		290.101.0000.000.3100.540.10000.00.00 0	Advertising		$5,213.64
				Vendor Total:	$6,375.84
GENE WATSON	22210				
		100.108.0000.000.2620.422.10000.00.00 0	Janitorial / Custodial Services		$1,334.32
				Vendor Total:	$1,334.32
GENESIS FLOOR COVERING UTAH, LLC					
		100.108.0000.000.2620.430.10202.10.00 0	Repairs and Maintenance Services		$17,957.50
		100.108.0000.000.2620.430.10203.10.00 0	Repairs and Maintenance Services		$91,329.00
		100.108.0000.000.2620.430.10205.10.00 0	Repairs and Maintenance Services		$24,748.25
		100.108.0000.000.2620.430.10206.10.00 0	Repairs and Maintenance Services		$23,322.00
		100.108.0000.000.2620.430.10208.31.00 0	Repairs and Maintenance Services		$10,444.50

Voucher Supplement Account Summary

Voucher Batch Number: 1384 **04/03/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.108.0000.000.2620.430.10209.10.000	Repairs and Maintenance Services		$16,879.50
		100.108.0000.000.2620.430.10210.10.000	Repairs and Maintenance Services		$29,327.00
		100.108.0000.000.2620.430.10211.10.000	Repairs and Maintenance Services		$34,113.50
		100.108.0000.000.2620.430.10303.10.000	Repairs and Maintenance Services		$11,087.50
		100.108.0000.000.2620.430.10304.20.000	Repairs and Maintenance Services		$61,970.25
		100.108.0000.000.2620.430.10601.32.000	Repairs and Maintenance Services		$23,001.00
		100.108.0000.000.2620.430.10603.32.000	Repairs and Maintenance Services		$24,767.50
				Vendor Total:	$368,947.50
INLAND SUPPLY CO., INC.	10000				
		100.121.0000.000.2620.610.10201.10.000	General Supplies		$678.84
		100.122.0000.000.2620.610.10202.10.000	General Supplies		$396.44
		100.125.0000.000.2620.610.10205.10.000	General Supplies		$338.78
		100.127.0000.000.2620.610.10210.10.000	General Supplies		$1,183.37
		100.128.0000.000.2620.610.10211.10.000	General Supplies		$109.71
		100.133.0000.000.2620.610.10303.10.000	General Supplies		$2,596.31
				Vendor Total:	$5,303.45
JIM MENESINI PETROLEUM					
		100.170.0000.000.2730.626.10000.00.000	Gasoline		$18,358.77
				Vendor Total:	$18,358.77
LUMOS AND ASSOCIATES, INC	11860				
		100.101.0000.000.4300.340.10000.00.000	Other Professional Services		$7,211.97

Voucher Supplement Account Summary

Voucher Batch Number: 1384 **04/03/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.101.0000.000.4300.340.10202.10.000	Other Professional Services	$924.42
		100.101.0000.000.4300.340.10203.10.000	Other Professional Services	$3,302.94
		100.101.0000.000.4300.340.10206.10.000	Other Professional Services	$290.31
		100.101.0000.000.4300.340.10209.10.000	Other Professional Services	$1,163.80
		100.101.0000.000.4300.340.10210.10.000	Other Professional Services	$1,443.92
		100.101.0000.000.4300.340.10211.10.000	Other Professional Services	$998.27
		100.101.0000.000.4300.340.10302.31.000	Other Professional Services	$1,464.30
		100.101.0000.000.4300.340.10303.10.000	Other Professional Services	$2,220.64
		100.101.0000.000.4300.340.10304.31.000	Other Professional Services	$588.26
		100.101.0000.000.4300.340.10305.31.000	Other Professional Services	$145.16
		100.101.0000.000.4300.340.10601.32.000	Other Professional Services	$15,788.92
		100.101.0000.000.4300.340.10602.50.000	Other Professional Services	$20,372.80
		100.108.0000.000.4300.340.10000.00.000	Other Professional Services	$12,050.00
			Vendor Total:	$67,965.71
MONTROSE GLASS				
		100.108.0000.000.2620.430.10201.10.000	Repairs and Maintenance Services	$37,534.70
		100.108.0000.000.2620.430.10203.10.000	Repairs and Maintenance Services	$11,198.00
		100.108.0000.000.2620.430.10205.10.000	Repairs and Maintenance Services	$61,208.20
		100.108.0000.000.2620.430.10208.31.000	Repairs and Maintenance Services	$36,097.31

Voucher Supplement Account Summary

Voucher Batch Number: 1384 **04/03/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.108.0000.000.2620.430.10210.10.000	Repairs and Maintenance Services		$54,952.01
		100.108.0000.000.2620.430.10302.20.000	Repairs and Maintenance Services		$52,241.49
		100.108.0000.000.2620.430.10303.10.000	Repairs and Maintenance Services		$62,160.73
		100.108.0000.000.2620.430.10304.20.000	Repairs and Maintenance Services		$21,047.14
		100.108.0000.000.2620.430.10601.32.000	Repairs and Maintenance Services		$40,198.44
		100.108.0000.000.2620.430.10603.32.000	Repairs and Maintenance Services		$112,532.18
		100.108.0000.000.2620.430.10604.32.000	Repairs and Maintenance Services		$89,171.06
		100.108.0000.000.2620.610.10303.10.000	General Supplies		$1,351.05
				Vendor Total:	$579,692.31
NEVADA ASSOC OF SCHOOL BOARDS	14340				
		100.101.0000.000.2310.330.10000.00.000	Professional Employee Training & Development Serv		$300.00
				Vendor Total:	$300.00
NEW NEVADA PLASTICS, INC	101251				
		100.136.0000.920.1000.610.10208.31.000	General Supplies		$77.00
				Vendor Total:	$77.00
PAPE MACHINERY INC					
		100.108.0000.000.2630.610.10000.00.000	General Supplies		$42.39
				Vendor Total:	$42.39
PAUL CAVIN ARCHITECT LLC					
		100.101.0000.000.4300.340.10603.32.000	Other Professional Services		$14,500.00
				Vendor Total:	$14,500.00
REFRIGERATION SUPPLIES DISTRIBUTOR	96586				

Voucher Supplement Account Summary

Voucher Batch Number: 1384 **04/03/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.108.0000.000.2620.610.10000.00.000	General Supplies	$542.09
		100.108.0000.000.2620.610.10203.10.000	General Supplies	$555.26
		100.108.0000.000.2620.612.10000.00.000	Inventoried Supplies/Equipment <$5000	$1,308.65
			Vendor Total:	$2,406.00
SAVVAS LEARNING CO.				
		100.104.0000.100.1000.641.10000.00.000	Textbooks	$45,475.00
			Vendor Total:	$45,475.00
STAPLES ADVANTAGE	99736			
		100.101.0000.000.2510.610.10000.00.000	General Supplies	$397.38
		100.101.0000.100.1000.610.10210.10.000	General Supplies	$1,499.60
			Vendor Total:	$1,896.98
STAPLES TECHNOLOGY SOLUTIONS				
		100.105.0000.000.2574.654.10000.00.000	Supplies - IT Related <$999 > 1 year useful life	$938.00
		100.107.0000.000.2580.650.10000.00.000	Supplies-Information Technology-related	$1,876.00
		207.213.0000.450.1000.652.10000.00.000	Inventoried Supplies/Equipment - IT Related <$5000	$2,196.00
		250.105.0000.200.2319.654.10000.00.000	Supplies - IT Related <$999 > 1 year useful life	$938.00
			Vendor Total:	$5,948.00
SUMMIT COMPANIES				
		100.108.0000.000.2620.430.10303.10.000	Repairs and Maintenance Services	$663.50
			Vendor Total:	$663.50
TAHOE FENCE CO., INC	101980			

Voucher Supplement Account Summary

Voucher Batch Number: 1384 **04/03/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.108.0000.000.2630.430.10000.00.00 0	Repairs and Maintenance Services		$16,995.00
				Vendor Total:	$16,995.00
TAHOE SUPPLY CO.	11238				
		100.123.0000.000.2620.610.10203.10.00 0	General Supplies		$272.34
				Vendor Total:	$272.34
TRANE U.S. INC					
		340.101.0000.000.4700.450.10604.32.00 0	Construction Services		$73,550.00
				Vendor Total:	$73,550.00
VARITRONICS, LLC					
		100.128.0000.100.1000.610.10211.10.00 0	General Supplies		$654.23
		280.633.0000.000.2100.610.10304.20.00 0	FY18 Title IA SSMS Budget Load		$549.97
				Vendor Total:	$1,204.20
WALKER LAKE DISPOSAL INC.	102157				
		100.108.0000.000.2610.421.10000.00.00 0	Garbage / Disposal		$1,144.00
		100.134.0000.000.2610.421.10304.20.00 0	Garbage / Disposal		$1,518.00
				Vendor Total:	$2,662.00
WEDCO INC.	22320				
		100.108.0000.000.2620.610.10000.00.00 0	General Supplies		$356.18
		100.108.0000.000.2620.610.10305.31.00 0	General Supplies		$1,632.87
				Vendor Total:	$1,989.05
WESTERN NEVADA SUPPLY	22580				
		100.108.0000.000.2620.610.10302.20.00 0	General Supplies		$4,011.00
		100.108.0000.000.2620.610.10601.32.00 0	General Supplies		$5,923.90

Voucher Supplement Account Summary

Voucher Batch Number: 1384 **04/03/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.135.0000.000.2620.610.10305.31.000	General Supplies	$195.70
			Vendor Total:	$10,130.60
			Grand Total:	$1,403,327.95

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1395 **Voucher Date:** 04/04/2025 Prepared By: _____

Printed: 05/20/2025 12:13:59 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $27,868.54 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.

_____

Tom Hendrix	President
Dawn Carson	Clerk
Elmer Bull	Member
Darin Farr	Member
Sherry Parsons	Member
Bridget Peterson	Member
James Whisler	Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$5,135.35
280	Federal Funds	$21,143.19
285	Medicaid Funds	$1,590.00
		$27,868.54

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1395 **04/04/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
A T & T MONTHLY STATEMENT	99712			
		100.101.0000.000.2670.533.10601.32.00 **Check #: 3682**	Telephone - Land Line phone services	$237.60
			Vendor Total:	$237.60
BALLARD, ISABEL MARIA				
		280.639.0000.200.2700.519.10000.00.00 **Check #: 3683**	Student Transportation Purchased From Other Source	$764.40
			Vendor Total:	$764.40
BLICK ART MATERIALS	5590			
		100.164.0000.188.1000.610.10604.32.00 **Check #: 3684**	General Supplies	$483.29
			Vendor Total:	$483.29
BOMBA-EDGERTON, KATHY				
		280.633.0000.000.2400.580.10603.32.00 **Check #: 3685**	Travel	$393.29
			Vendor Total:	$393.29
CAREERSAFE				
		280.912.0000.300.1000.340.10000.00.00 **Check #: 3686**	Other Professional Services	$256.00
			Vendor Total:	$256.00
CARESTAFF PARTNERS LLC				
		100.105.0000.000.2130.340.10000.00.00 **Check #: 3687**	Other Professional Services	$1,920.00
			Vendor Total:	$1,920.00
CARSON CITY SCHOOL DIST.	3120			
		280.633.0000.100.1000.971.10000.00.00 **Check #: 3688**	Pass through Dollars to Other School Districts wit	$3,781.20
		280.709.0000.000.2213.971.10000.00.00 **Check #: 3688**	Pass through Dollars to Other School Districts	$977.79
		280.715.0000.000.2100.971.10000.00.00 **Check #: 3688**	Pass through Dollars to Other School Districts	$432.96

Voucher Supplement Account Summary

Voucher Batch Number: 1395 **04/04/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$5,191.95
D & S WASTE REMOVAL, INC	4960				
		100.108.0000.000.2610.421.10000.00.00 Check #: 3689	Garbage / Disposal		$1,005.96
				Vendor Total:	$1,005.96
DEPARTMENT OF PUBLIC SAFETY	14394				
		100.102.0000.000.2570.340.10000.00.00 Check #: 3690	Other Professional Services		$1,488.50
				Vendor Total:	$1,488.50
MUSIC & ARTS CENTER	99360				
		280.719.0000.100.1000.610.10000.00.00 Check #: 3691	General Supplies		$14,537.55
				Vendor Total:	$14,537.55
ROBIN L. TITUS	102690				
		285.781.0000.200.2100.340.10000.00.00 Check #: 3692	Other Professional Services		$1,590.00
				Vendor Total:	$1,590.00
				Grand Total:	$27,868.54

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1394 **Voucher Date:** 04/04/2025 Prepared By: _____

Printed: 05/20/2025 12:14:17 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $110,419.91 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.

_____

Tom Hendrix	President
Dawn Carson	Clerk
Elmer Bull	Member
Darin Farr	Member
Sherry Parsons	Member
Bridget Peterson	Member
James Whisler	Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$58,114.38
240	State Grants	$90.31
250	Special Education	$42,436.08
280	Federal Funds	$9,554.14
310	Residential Construction Tax	$225.00
		$110,419.91

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1394 **04/04/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
ALL ABOUT VISION, LLC	94550				
		250.101.0000.200.2190.340.10000.00.00 0	Other Professional Services		$3,120.00
				Vendor Total:	$3,120.00
ATTAINMENT COMPANY	1340				
		280.763.0000.200.1000.641.10000.00.00 0	Textbooks		$8,554.14
				Vendor Total:	$8,554.14
BSN SPORTS					
		100.101.0000.920.1000.612.10605.32.00 0	Inventoried Supplies/Equipment <$5000		$7,342.30
		310.031.0000.000.4600.610.10602.50.00 0	General Supplies		$225.00
				Vendor Total:	$7,567.30
COTTONWOOD LANE LLC C/O NEVADA COMMERCIA					
		100.101.0000.000.2610.441.10000.00.00 0	Renting Land and Buildings		$3,726.00
				Vendor Total:	$3,726.00
CUMMINS ROCKY MOUNTAIN LLC	99462				
		100.170.0000.000.2700.651.10000.00.00 0	Supplies - Technology - Software		$5,040.00
				Vendor Total:	$5,040.00
INLAND SUPPLY CO., INC.	10000				
		240.300.0000.360.1000.650.10601.32.00 0	Supplies-Information Technology-related		$90.31
				Vendor Total:	$90.31
MATTA, SAGE					
		250.101.0000.200.2160.340.10000.00.00 0	Other Professional Services		$3,847.50
				Vendor Total:	$3,847.50
PROCARE THERAPY					
		100.105.0000.000.2130.340.10000.00.00 0	Other Professional Services		$5,475.00

Voucher Supplement Account Summary

Voucher Batch Number: 1394 **04/04/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
		250.101.0000.200.2100.340.10000.00.00 0	Other Professional Services		$6,000.00
		250.101.0000.200.2160.340.10000.00.00 0	Other Professional Services		$7,230.76
				Vendor Total:	$18,705.76
SILVA, SCEIRINI & ASSOCIATES, LLC					
		100.101.0000.000.2510.340.10000.00.00 0	Other Professional Services		$25,700.00
				Vendor Total:	$25,700.00
SOLIANT HEALTH, LLC					
		250.101.0000.200.2100.340.10000.00.00 0	Other Professional Services		$6,087.82
				Vendor Total:	$6,087.82
TRILOGY EDUCATION CONSULTING					
		280.639.0000.200.2200.340.10000.00.00 0	Other Professional Services		$1,000.00
				Vendor Total:	$1,000.00
WILD ROOTS OCCUPATIONAL THERAPY					
		250.101.0000.200.2160.340.10000.00.00 0	Other Professional Services		$16,150.00
				Vendor Total:	$16,150.00
WILLIAM V. MACGILL & CO.	22793				
		100.101.0000.000.2150.612.10000.00.00 0	Inventoried Supplies/Equipment	<$5000	$10,831.08
				Vendor Total:	$10,831.08
				Grand Total:	$110,419.91

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1398 **Voucher Date:** 04/09/2025 Prepared By: _____

Printed: 05/20/2025 12:15:13 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $223,794.43 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.

_____

Tom Hendrix	President
Dawn Carson	Clerk
Elmer Bull	Member
Darin Farr	Member
Sherry Parsons	Member
Bridget Peterson	Member
James Whisler	Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$74,229.69
207	PCFP GATE	$7,902.75
230	Adult Education	$15,129.06
240	State Grants	$2,919.49
280	Federal Funds	$123,613.44
		$223,794.43

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1398 **04/09/2025**

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 Check #: 3696	Telephone - Land Line phone services	$3,448.54
			Vendor Total:	$3,448.54
ANIXTER INC.				
		100.108.0000.000.2620.610.10303.10.00 Check #: 3697	General Supplies	$17,761.43
		100.108.0000.000.2620.651.10000.00.00 Check #: 3697	Supplies - Technology - Software	$933.65
			Vendor Total:	$18,695.08
BAINS, HARMAN				
		280.633.0000.000.2515.580.10000.00.00 Check #: 3698	Staff Travel	$191.76
			Vendor Total:	$191.76
BOSCH-WHITNEY, AMY				
		280.633.0000.000.2213.580.10601.32.00 Check #: 3699	FY21 Grants Budget Loads-Title I	$300.00
			Vendor Total:	$300.00
CARESTAFF PARTNERS LLC				
		100.105.0000.000.2130.340.10000.00.00 Check #: 3700	Other Professional Services	$2,400.00
			Vendor Total:	$2,400.00
CHROMEBOOKSPARTS.COM				
		100.107.0000.100.1000.650.10000.00.00 Check #: 3701	Supplies-Information Technology-related	$5,997.00
			Vendor Total:	$5,997.00
CINTAS CORP				
		100.161.0000.000.2620.610.10601.32.00 Check #: 3702	General Supplies	$885.06
			Vendor Total:	$885.06
CLARKSON, SUSAN				

Voucher Supplement Account Summary

Voucher Batch Number: 1398 **04/09/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		280.639.0000.200.2140.340.10000.00.00 Check #: 3703	Other Professional Services	$6,325.00
			Vendor Total:	$6,325.00
CLEARLY IP, INC				
		100.107.0000.000.2580.533.10000.00.00 Check #: 3704	Telephone - Land Line phone services	$43.06
		100.121.0000.000.2410.533.10201.10.00 Check #: 3704	Telephone - Land Line phone services	$43.02
		100.122.0000.000.2410.533.10202.10.00 Check #: 3704	Telephone - Land Line phone services	$43.02
		100.123.0000.000.2410.533.10203.10.00 Check #: 3704	Telephone - Land Line phone services	$43.02
		100.125.0000.000.2410.533.10205.10.00 Check #: 3704	Telephone - Land Line phone services	$43.02
		100.126.0000.000.2410.533.10206.10.00 Check #: 3704	Telephone - Land Line phone services	$43.02125
		100.127.0000.000.2410.533.10210.10.00 Check #: 3704	Telephone - Land Line phone services	$43.02
		100.128.0000.000.2410.533.10211.10.00 Check #: 3704	Telephone - Land Line phone services	$43.02
		100.129.0000.000.2410.533.10209.10.00 Check #: 3704	Telephone - Land Line phone services	$43.02
		100.132.0000.000.2410.533.10302.20.00 Check #: 3704	Telephone - Land Line phone services	$43.02
		100.133.0000.000.2410.533.10303.10.00 Check #: 3704	Telephone - Land Line phone services	$43.02
		100.134.0000.000.2410.533.10304.20.00 Check #: 3704	Telephone - Land Line phone services	$43.02
		100.135.0000.000.2410.533.10305.31.00 Check #: 3704	Telephone - Land Line phone services	$43.02
		100.136.0000.000.2410.533.10208.31.00 Check #: 3704	Telephone - Land Line phone services	$43.02
		100.161.0000.000.2410.533.10601.32.00 Check #: 3704	Telephone - Land Line phone services	$43.02

Voucher Supplement Account Summary

Voucher Batch Number: 1398 **04/09/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.162.0000.000.2410.533.10602.50.00 Check #: 3704	Telephone - Land Line phone services	$43.02
		100.163.0000.000.2410.533.10603.32.00 Check #: 3704	Telephone - Land Line phone services	$43.02
		100.164.0000.000.2410.533.10604.32.00 Check #: 3704	Telephone - Land Line phone services	$43.02
		100.165.0000.000.2410.533.10605.32.00 Check #: 3704	Telephone - Land Line phone services	$43.02
		100.170.0000.000.2710.533.10000.00.00 Check #: 3704	Telephone - Land Line phone services	$43.02
		230.231.0000.610.2500.533.10000.00.00 Check #: 3704	Telephone - Land Line phone services	$129.06
			Vendor Total:	$989.50
CROSS, RYAN				
		280.633.0000.000.2400.580.10601.32.00 Check #: 3705	Travel	$397.53126
			Vendor Total:	$397.53
DYNAMISM, INC				
		100.104.0000.300.1000.610.10601.32.00 Check #: 3706	General Supplies	$497.00
			Vendor Total:	$497.00
GOLF TEAM PRODUCTS INC	100898			
		100.161.0000.920.1000.610.10601.32.00 Check #: 3707	General Supplies	$511.00
			Vendor Total:	$511.00
GREENHOUSE MEGASTORE				
		240.300.0000.310.1000.610.10602.50.00 Check #: 3708	General Supplies	$354.46
			Vendor Total:	$354.46
HOLSTIN, DAPHNE S				
		100.101.0000.000.2213.560.10000.00.00 Check #: 3709	Tuition	$338.83

Voucher Supplement Account Summary

Voucher Batch Number: 1398 **04/09/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$338.83
IML SECURITY SUPPLY					
		100.108.0000.000.2620.610.10000.00.00 Check #: 3710	General Supplies		$510.00
				Vendor Total:	$510.00
JOSTENS_10600	10600				
		100.164.0000.100.1000.610.10604.32.00 Check #: 3711	General Supplies		$1,852.95
				Vendor Total:	$1,852.95
JOSTENS_97170	97170				
		100.164.0000.100.1000.610.10604.32.00 Check #: 3712	General Supplies		$117.05
				Vendor Total:	$117.05
LAKESHORE LEARNING MATERIALS	11240				
		240.289.0000.100.1000.610.10000.00.00 Check #: 3713	General Supplies		$457.32
				Vendor Total:	$457.32
LYON COUNTY SCHOOL DIST._99346	99346				
		100.101.0000.000.2310.610.10000.00.00 Check #: 3714	General Supplies		$363.00
		100.101.0000.000.2320.610.10000.00.00 Check #: 3714	General Supplies		$40.00
				Vendor Total:	$403.00
MCGRAW HILL SCHOOL EDUCATION HOLDINGS	101620				
		230.231.0000.610.2200.653.10000.00.00 Check #: 3715	Web-based and similar programs		$15,000.00
				Vendor Total:	$15,000.00
MICHAELS STORES, INC DBA MICHAELSPRO EDU					
		280.719.0000.100.1000.610.10000.00.00 Check #: 3716	General Supplies		$3,822.03

Voucher Supplement Account Summary

Voucher Batch Number: 1398 **04/09/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$3,822.03
NATIONAL COUNCIL FOR AGRICULTURAL ED					
		280.631.0000.300.2213.330.10000.00.00 **Check #: 3717**	Professional Employee Training & Development Serv		$2,450.00
				Vendor Total:	$2,450.00
NCS PEARSON, INC	98295				
		207.213.0000.450.1000.300.10000.00.00 **Check #: 3718**	Purchased Professional and Technical Services		$1,320.00
				Vendor Total:	$1,320.00
NEVADA FFA ASSOCIATION	97581				
		240.300.0000.300.2200.810.10000.00.00 **Check #: 3719**	Dues and Fees		$1,200.00
				Vendor Total:	$1,200.00
PITNEY BOWES GLOBAL FINANCIAL	101970				
		100.161.0000.000.2410.442.10601.32.00 **Check #: 3720**	Rental of Equipment and Vehicles		$575.31
				Vendor Total:	$575.31
RENNER EQUIPMENT	102923				
		240.300.0000.310.1000.610.10602.50.00 **Check #: 3721**	General Supplies		$907.71
				Vendor Total:	$907.71
RIVERSIDE ASSESSMENTS LLC					
		207.213.0000.450.1000.300.10000.00.00 **Check #: 3722**	Purchased Professional and Technical Services		$6,582.75
				Vendor Total:	$6,582.75
SANCHEZ, HEATHER L					
		280.633.0000.000.2213.580.10601.32.00 **Check #: 3723**	FY21 Grants Budget Loads-Title I		$385.51
				Vendor Total:	$385.51
SCHNEIDERMAN, ERIN					

Voucher Supplement Account Summary

Voucher Batch Number: 1398 **04/09/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
		280.633.0000.000.2213.580.10601.32.00 **Check #: 3724**	FY21 Grants Budget Loads-Title I		$410.05
				Vendor Total:	$410.05
SCHOOLINKS					
		280.633.0000.000.2200.653.10201.10.00 **Check #: 3725**	Web-based and similar programs		$5,758.23
		280.633.0000.000.2200.653.10202.10.00 **Check #: 3725**	Web-based and similar programs		$3,566.30
		280.633.0000.000.2200.653.10203.10.00 **Check #: 3725**	Web-based and similar programs		$9,117.51
		280.633.0000.000.2200.653.10205.10.00 **Check #: 3725**	Web-based and similar programs		$14,287.59
		280.633.0000.000.2200.653.10206.10.00 **Check #: 3725**	Web-based and similar programs		$17,285.11
		280.633.0000.000.2200.653.10208.31.00 **Check #: 3725**	Web-based and similar programs		$16,557.96
		280.633.0000.000.2200.653.10209.10.00 **Check #: 3725**	Web-based and similar programs		$14,335.89
		280.633.0000.000.2200.653.10210.10.00 **Check #: 3725**	Web-based and similar programs		$4,422.85
		280.633.0000.000.2200.653.10211.10.00 **Check #: 3725**	Web-based and similar programs		$10,540.34
		280.633.0000.000.2200.653.10303.10.00 **Check #: 3725**	Web-based and similar programs		$7,159.13
				Vendor Total:	$103,030.91
SHRED-IT USA					
		100.101.0000.000.2500.421.10000.00.00 **Check #: 3726**	Garbage / Disposal		$284.00
		100.161.0000.000.2410.421.10601.32.00 **Check #: 3726**	Garbage / Disposal		$100.00
				Vendor Total:	$384.00
SILVER SPRINGS G.I.D	19181				

Voucher Supplement Account Summary

Voucher Batch Number: 1398 **04/09/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.108.0000.000.2610.411.10000.00.00 Check #: 3727	Water / Sewer		$2,112.00
				Vendor Total:	$2,112.00
SILVER SPRINGS MUTUAL WATER CO	19183				
		100.108.0000.000.2610.411.10000.00.00 Check #: 3728	Water / Sewer		$6,753.37
		100.170.0000.000.2730.411.10000.00.00 Check #: 3728	Water / Sewer		$178.21
				Vendor Total:	$6,931.58
SIMONS, ILEIGH A					
		280.633.0000.000.2213.580.10601.32.00 Check #: 3729	FY21 Grants Budget Loads-Title I		$267.00
				Vendor Total:	$267.00
SOLUTION TREE	100156				
		280.709.0000.000.2200.653.10000.00.00 Check #: 3730	Web-based and similar programs		$5,680.00
				Vendor Total:	$5,680.00
TIM LOGAN	11780				
		100.101.0000.000.2320.580.10000.00.00 Check #: 3731	Staff Travel		$234.00
				Vendor Total:	$234.00
UNITED RENTALS--ALL LOCATIONS	21374				
		100.161.0000.100.1000.442.10601.32.00 Check #: 3732	Rental of Equipment and Vehicles		$1,635.12
				Vendor Total:	$1,635.12
US FOODS CHEF'STORE					
		100.164.0000.320.1000.610.10604.32.00 Check #: 3733	General Supplies		$196.18
				Vendor Total:	$196.18
WESTERN NEVADA COLLEGE_99219	99219				
		100.104.0000.100.1000.560.10000.00.00 Check #: 3734	Tuition		$21,451.70

Voucher Supplement Account Summary

Voucher Batch Number: 1398 **04/09/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$21,451.70
WHITEHEAD, PATRICK	100312				
		280.633.0000.000.2213.580.10601.32.00 Check #: 3735	FY21 Grants Budget Loads-Title I		$353.65
				Vendor Total:	$353.65
XEROX CORPORATION					
		100.101.0000.000.2320.430.10000.00.00 Check #: 3736	Repairs and Maintenance Services		$345.30
		100.101.0000.000.2320.442.10000.00.00 Check #: 3736	Rental of Equipment and Vehicles		$128.02
		100.109.0000.000.2590.442.10000.00.00 Check #: 3736	Rental of Equipment and Vehicles		$1,744.63
		100.161.0000.100.1000.430.10601.32.00 Check #: 3736	Repairs and Maintenance Services		$996.91
		100.161.0000.100.1000.442.10601.32.00 Check #: 3736	Rental of Equipment and Vehicles		$953.00
				Vendor Total:	$4,167.86
XEROX FINANCIAL SERVICES					
		100.107.0000.000.2580.442.10000.00.00 Check #: 3737	Rental of Equipment and Vehicles		$25.99
				Vendor Total:	$25.99
				Grand Total:	$223,794.43

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1397 **Voucher Date:** 04/09/2025 Prepared By: _____

Printed: 05/20/2025 12:15:28 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $1,750,020.19 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.

_____

Tom Hendrix	President
Dawn Carson	Clerk
Elmer Bull	Member
Darin Farr	Member
Sherry Parsons	Member
Bridget Peterson	Member
James Whisler	Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$1,209,993.12
230	Adult Education	$1,400.00
240	State Grants	$11,359.35
250	Special Education	$64,203.61
280	Federal Funds	$31,184.77
290	Food Service Funds	$2,431.62
340	Governmental Services Tax (GST)	$419,734.72
360	Bond Issues	$9,713.00
		$1,750,020.19

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1397 **04/09/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
3D CONCRETE, INC.	103064				
		100.108.0000.000.2620.610.10201.10.000	General Supplies		$170.11
		100.108.0000.000.2620.610.10603.32.000	General Supplies		$108.96
				Vendor Total:	$279.07
ADVANCED INTEGRATED PEST MANAGEMENT					
		100.108.0000.000.2620.430.10000.00.000	Repairs and Maintenance Services		$3,255.00
				Vendor Total:	$3,255.00
APPLE COMPUTER_1112	1112				
		100.107.0000.000.2580.652.10000.00.000	Inventoried Supplies/Equipment - IT Related <$5000		$1,398.00
				Vendor Total:	$1,398.00
CONNECTIONS SPEECH&LANGUAGE SERVICES LLC					
		250.101.0000.200.2150.340.10000.00.000	Other Professional Services		$44,520.00
				Vendor Total:	$44,520.00
CR ENGINEERING	102406				
		100.108.0000.000.4300.340.10202.10.000	Other Professional Services		$88,000.00
		100.108.0000.000.4300.340.10203.10.000	Other Professional Services		$18,000.00
		100.108.0000.000.4300.340.10205.10.000	Other Professional Services		$84,000.00
		100.108.0000.000.4300.340.10601.32.000	Other Professional Services		$120,000.00
				Vendor Total:	$310,000.00
DELL, INC USA					
		100.107.0000.000.2230.650.10000.00.000	Supplies-Information Technology-related		$4,035.60
				Vendor Total:	$4,035.60

Voucher Supplement Account Summary

Voucher Batch Number: 1397 **04/09/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
FATBEAM, LLC				
		100.107.0000.000.2580.535.10000.00.000	Data Communications, Internet, Video, T-lines, etc	$290.00
			Vendor Total:	$290.00
FRONTIER				
		100.162.0000.000.2410.533.10602.50.000	Telephone - Land Line phone services	$177.05
			Vendor Total:	$177.05
GENESIS FLOOR COVERING UTAH, LLC				
		100.000.0000.000.0000.000.10000.00.425	Vouchers Payable	$368,947.50
			Vendor Total:	$368,947.50
HEALTHY COMMUNITIES COALITION				
		280.913.0000.000.2100.320.10000.00.000	Professional Educational Services	$30,772.37
			Vendor Total:	$30,772.37
HOUGHTON MIFFLIN HARCOURT PUBLISHING CO				
		100.109.0000.100.1000.641.10000.00.000	Textbooks	$5,072.74
			Vendor Total:	$5,072.74
INLAND SUPPLY CO., INC.	10000			
		100.108.0000.000.2620.610.10000.00.000	General Supplies	$317.21
		100.161.0000.000.2620.430.10601.32.000	Repairs and Maintenance Services	$130.00
		240.300.0000.360.1000.650.10601.32.000	Supplies-Information Technology-related	$90.31
			Vendor Total:	$537.52
LUMOS AND ASSOCIATES, INC	11860			
		100.108.0000.000.4300.340.10601.32.000	Other Professional Services	$332.50
		360.023.0000.000.4300.340.10000.00.000	Other Professional Services	$9,713.00

Voucher Supplement Account Summary

Voucher Batch Number: 1397 **04/09/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$10,045.50
NEVADA DEPARTMENT OF AGRICULTURE	14535				
		290.180.0000.000.3100.630.10000.00.00 0	Food		$2,431.62
				Vendor Total:	$2,431.62
OFFICE DEPOT	15366				
		100.123.0000.000.2220.610.10203.10.00 0	General Supplies		$122.40
		100.123.0000.100.1000.651.10203.10.00 0	Supplies – Technology – Software		$21.78
		280.633.0000.000.2100.610.10206.10.00 0	General Supplies		$412.40
				Vendor Total:	$556.58
PACIFIC STATES COMMUNICATIONS OF NV, INC					
		100.107.0000.000.2580.350.10000.00.00 0	Technical Services		$2,130.25
				Vendor Total:	$2,130.25
PAUL CAVIN ARCHITECT LLC					
		100.101.0000.000.4300.340.10601.32.00 0	Other Professional Services		$1,755.00
		100.101.0000.000.4300.340.10603.32.00 0	Other Professional Services		$1,440.00
		100.101.0000.000.4300.340.10604.32.00 0	Other Professional Services		$1,715.00
				Vendor Total:	$4,910.00
SIERRA NEVADA GATES AND PANELS					
		100.104.0000.300.1000.340.10601.32.00 0	Other Professional Services		$2,800.00
		100.104.0000.300.1000.610.10601.32.00 0	General Supplies		$20,595.03
				Vendor Total:	$23,395.03
SILVER STATE SIGN LANGUAGE LLC					
		250.101.0000.200.2100.340.10000.00.00 0	Other Professional Services		$13,950.00

Voucher Supplement Account Summary

Voucher Batch Number: 1397 **04/09/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$13,950.00
SKY FIBER INTERNET					
		100.107.0000.000.2580.535.10000.00.00 0	Data Communications, Internet, Video, T-lines, etc		$58,121.00
				Vendor Total:	$58,121.00
SOCIAL THINKING					
		240.290.0000.100.1000.610.10000.10.00 0	General Supplies		$950.00
		240.290.0000.100.1000.640.10000.00.00 0	Books and Periodicals		$10,319.04
				Vendor Total:	$11,269.04
SOLIANT HEALTH, LLC					
		250.101.0000.200.2100.340.10000.00.00 0	Other Professional Services		$5,733.61
				Vendor Total:	$5,733.61
TAHOE SUPPLY CO.	11238				
		100.161.0000.000.2620.610.10601.32.00 0	General Supplies		$1,157.39
				Vendor Total:	$1,157.39
TRANE U.S. INC					
		100.101.0000.000.4700.450.10208.31.00 0	Construction Services		$152,812.23
		100.101.0000.000.4700.450.10304.31.00 0	Construction Services		$269,934.90
		340.101.0000.000.4700.450.10208.31.00 0	Construction Services		$419,734.72
				Vendor Total:	$842,481.85
ULINE	102057				
		100.108.0000.000.2620.610.10000.00.00 0	General Supplies		$1,111.32
				Vendor Total:	$1,111.32
WALKER LAKE DISPOSAL INC.	102157				

Voucher Supplement Account Summary

Voucher Batch Number: 1397 **04/09/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.108.0000.000.2610.421.10000.00.000	Garbage / Disposal		$780.00
		100.161.0000.000.2620.610.10601.32.000	General Supplies		$385.00
				Vendor Total:	$1,165.00
WESTERN NEVADA SUPPLY	22580				
		100.108.0000.000.2620.610.10209.10.000	General Supplies		$188.00
		100.108.0000.000.2620.610.10605.32.000	General Supplies		$276.27
		100.161.0000.000.2620.610.10601.32.000	General Supplies		$412.88
				Vendor Total:	$877.15
YERINGTON THEATRE FOR THE ARTS	100157				
		230.231.0000.610.1000.441.10909.41.000	Renting Land and Buildings		$1,400.00
				Vendor Total:	$1,400.00
				Grand Total:	$1,750,020.19

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1404 **Voucher Date:** 04/17/2025 Prepared By: _____

Printed: 05/20/2025 12:16:14 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $115,476.43 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.

_____

Tom Hendrix	President
Dawn Carson	Clerk
Elmer Bull	Member
Darin Farr	Member
Sherry Parsons	Member
Bridget Peterson	Member
James Whisler	Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$66,881.91
250	Special Education	$219.93
280	Federal Funds	$46,932.17
290	Food Service Funds	$1,442.42
		$115,476.43

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1404 **04/17/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
ACTE MEMBERSHIP				
		100.104.0000.000.2213.810.10000.00.00 Check #: 3739	Dues and Fees	$1,750.00
			Vendor Total:	$1,750.00
ALHAMBRA WATER	97540			
		100.107.0000.000.2580.610.10000.00.00 Check #: 3740	General Supplies	$73.75
			Vendor Total:	$73.75
ALISSA ARATA				
		100.170.0000.000.2710.519.10000.00.00 Check #: 3741	Student Transportation Purchased From Other Source	$28.98
			Vendor Total:	$28.98
ASCD_99490	99490			
		100.104.0000.000.2210.810.10000.00.00 Check #: 3742	Dues and Fees	$119.00
			Vendor Total:	$119.00
BAUMBACK, SANDY	102125			
		100.170.0000.000.2710.519.10000.00.00 Check #: 3743	Student Transportation Purchased From Other Source	$210.00
			Vendor Total:	$210.00
BOYS & GIRLS CLUB OF TRUCKEE MEADOWS	102901			
		280.767.0000.000.2500.310.10000.00.00 Check #: 3744	Official/Administrative Services	$4,482.10
		280.767.0000.100.1000.320.10206.10.00 Check #: 3744	Professional Educational Services	$6,834.83
		280.767.0000.100.1000.320.10209.10.00 Check #: 3744	Professional Educational Services	$4,220.07
		280.767.0000.100.1000.320.10303.10.00 Check #: 3744	Professional Educational Services	$11,646.94
			Vendor Total:	$27,183.94

Voucher Supplement Account Summary

Voucher Batch Number: 1404 **04/17/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
CATALINA PRODUCTS INTERNATIONAL, LLC					
		100.108.0000.000.2620.610.10209.10.00 Check #: 3745	General Supplies		$7,971.69
		100.108.0000.000.2620.610.10303.10.00 Check #: 3745	General Supplies		$11,729.83
				Vendor Total:	$19,701.52
D & S WASTE REMOVAL, INC	4960				
		100.107.0000.000.2580.421.10000.00.00 Check #: 3746	Garbage / Disposal		$258.99
		100.108.0000.000.2610.421.10000.00.00 Check #: 3746	Garbage / Disposal		$4,297.97
		100.170.0000.000.2730.421.10000.00.00 Check #: 3746	Garbage / Disposal		$258.99
		290.182.0000.000.3100.421.10000.00.00 Check #: 3746	Garbage / Disposal		$1,317.44
				Vendor Total:	$6,133.39
DEWITT, CODDIERAE					
		100.170.0000.000.2710.519.10000.00.00 Check #: 3747	Student Transportation Purchased From Other Source		$200.00
				Vendor Total:	$200.00
FRANKLIN COVEY	7872				
		280.633.0000.000.2200.653.10205.10.00 Check #: 3748	Web-based and similar programs		$4,372.25
				Vendor Total:	$4,372.25
GRAINGER	99826				
		100.170.0000.000.2700.612.10000.00.00 Check #: 3749	Inventoried Supplies/Equipment <$5000		$7,212.18
				Vendor Total:	$7,212.18
HDS WHITE CAP CONST SUPPLY	95880				
		100.135.0000.000.2620.610.10305.31.00 Check #: 3750	General Supplies		$458.62

Voucher Supplement Account Summary

Voucher Batch Number: 1404 **04/17/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$458.62
HUDSON, ALYSSA					
		280.633.0000.000.2213.580.10206.10.00 Check #: 3751	Staff Travel		$362.00
				Vendor Total:	$362.00
JORDAN'S TRUCK & TRAILER EQUIPMENT	10595				
		100.170.0000.000.2700.610.10000.00.00 Check #: 3752	General Supplies		$364.14
				Vendor Total:	$364.14
JOSTENS_97170	97170				
		100.164.0000.100.1000.610.10604.32.00 Check #: 3753	General Supplies		$1,547.55
				Vendor Total:	$1,547.55
KORF, ERIN					
		100.102.0000.000.2570.580.10000.00.00 Check #: 3754	Staff Travel		$63.00
				Vendor Total:	$63.00
LAMINATOR.COM INC.					
		100.123.0000.100.1000.610.10203.10.00 Check #: 3755	General Supplies		$293.40
				Vendor Total:	$293.40
LOST ART GRAPHICS LLC					
		100.162.0000.920.1000.610.10602.50.00 Check #: 3756	General Supplies		$700.00
				Vendor Total:	$700.00
M.F. BARCELLOS, INC	1560				
		100.108.0000.000.2610.623.10000.00.00 Check #: 3757	Bottled Gas		$2,503.72
				Vendor Total:	$2,503.72
MANHA, TIFFANY A					

Voucher Supplement Account Summary

Voucher Batch Number: 1404 **04/17/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
		280.633.0000.000.2213.580.10206.10.00 **Check #: 3758**	Staff Travel		$362.00
				Vendor Total:	$362.00
MAUK, MARJORIE					
		280.709.0000.000.2213.580.10000.00.00 **Check #: 3759**	Staff Travel		$99.00
				Vendor Total:	$99.00
MAUPIN, COX, & LEGOY	22060				
		100.101.0000.000.2320.340.10000.00.00 **Check #: 3760**	Other Professional Services		$6,601.77
				Vendor Total:	$6,601.77
MUSIC & ARTS CENTER	99360				
		280.719.0000.100.1000.610.10000.00.00 **Check #: 3761**	General Supplies		$12,562.16
				Vendor Total:	$12,562.16
NEFF COMPANY					
		100.161.0000.920.1000.610.10601.32.00 **Check #: 3762**	General Supplies		$2,021.25
				Vendor Total:	$2,021.25
NELSON, NATALIE					
		280.667.0000.000.2213.340.10000.00.00 **Check #: 3763**	Other Professional Services		$100.00
				Vendor Total:	$100.00
NIAA_102628	102628				
		100.101.0000.000.2320.610.10000.00.00 **Check #: 3764**	General Supplies		$50.00
				Vendor Total:	$50.00
ORDUNA, FELICIANA	101671				
		100.170.0000.000.2710.519.10000.00.00 **Check #: 3765**	Student Transportation Purchased From Other Source		$210.00
				Vendor Total:	$210.00

Voucher Supplement Account Summary

Voucher Batch Number: 1404 **04/17/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
PRO ED	100494				
		250.105.0000.200.2140.610.10000.00.00 Check #: 3766	General Supplies		$100.10
				Vendor Total:	$100.10
PURCHASE POWER	16968				
		100.121.0000.000.2410.531.10201.10.00 Check #: 3767	Postage		$20.37
				Vendor Total:	$20.37
QUADIENT LEASING USA, INC					
		100.133.0000.000.2410.531.10303.10.00 Check #: 3768	Postage		$304.50
				Vendor Total:	$304.50
RED ROCK SPRING WATER					
		100.129.0000.100.1000.610.10209.10.00 Check #: 3769	General Supplies		$122.50
				Vendor Total:	$122.50
ROMERO, SHAWN					
		280.633.0000.000.2400.580.10206.10.00 Check #: 3770	Travel		$441.82
				Vendor Total:	$441.82
SCHOLASTIC BOOK FAIRS	98212				
		100.134.0000.100.1000.610.10304.20.00 Check #: 3771	General Supplies		$1,180.39
				Vendor Total:	$1,180.39
SHERWIN-WILLIAMS	18882				
		100.164.0000.000.2620.610.10604.32.00 Check #: 3772	General Supplies		$1,456.90
				Vendor Total:	$1,456.90
SHRED-IT USA					
		100.133.0000.000.2410.421.10303.10.00 Check #: 3773	Garbage / Disposal		$32.00

Voucher Supplement Account Summary

Voucher Batch Number: 1404 **04/17/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$32.00
SIERRA NEVADA JOURNEYS					
		280.633.0000.000.3300.610.10304.20.00 **Check #: 3774**	General Supplies		$500.00
				Vendor Total:	$500.00
SMARTPASS INC					
		100.136.0000.100.1000.653.10208.31.00 **Check #: 3775**	Web-based and similar programs		$885.50
				Vendor Total:	$885.50
SMITHS CUSTOMER CHARGES	19520				
		100.164.0000.320.1000.610.10604.32.00 **Check #: 3776**	General Supplies		$23.62
				Vendor Total:	$23.62
Steve Henderson					
		100.102.0000.000.2570.580.10000.00.00 **Check #: 3777**	Staff Travel		$63.00
		280.633.0000.000.2400.580.10305.31.00 **Check #: 3777**	Travel		$320.00
				Vendor Total:	$383.00
TAYLOR, JENNIFER AMBER	100348				
		280.633.0000.000.2400.580.10605.32.00 **Check #: 3778**	Travel		$267.00
				Vendor Total:	$267.00
THE FLAG STORE SIGN AND BANNER, INC	7716				
		100.134.0000.100.1000.610.10304.20.00 **Check #: 3779**	General Supplies		$198.00
				Vendor Total:	$198.00
THE NIXON COMPANY	15050				
		100.132.0000.100.1000.610.10302.20.00 **Check #: 3780**	General Supplies		$600.00
				Vendor Total:	$600.00

Voucher Supplement Account Summary

Voucher Batch Number: 1404 **04/17/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
THE PARTS HOUSE	23100			
		100.132.0000.000.2620.610.10302.31.00 Check #: 3781	General Supplies	$43.99
			Vendor Total:	$43.99
UNITED RENTALS--ALL LOCATIONS	21374			
		100.161.0000.100.1000.442.10601.32.00 Check #: 3782	Rental of Equipment and Vehicles	$2,143.56
			Vendor Total:	$2,143.56
VERIZON WIRELESS_21703	21703			
		100.101.0000.000.2520.534.10000.00.00 Check #: 3783	Telephone - Cell phone services	$91.19
		100.104.0000.000.2210.535.10000.00.00 Check #: 3783	Data Communications, Internet, Video, T-lines, etc	$137.11
		100.107.0000.000.2580.534.10000.00.00 Check #: 3783	Telephone - Cell phone services	$33.77
		100.108.0000.000.2620.534.10000.00.00 Check #: 3783	Telephone - Cell phone services	$239.04
		100.125.0000.000.2410.533.10205.10.00 Check #: 3783	Telephone - Land Line phone services	($17.22)
		100.170.0000.000.2710.534.10000.00.00 Check #: 3783	Telephone - Cell phone services	$190.98
		250.105.0000.000.2321.535.10000.00.00 Check #: 3783	Data Communications, Internet, Video, T-lines, etc	$57.07
			Vendor Total:	$731.94
VERIZON WIRELESS_21703	21703			
		100.101.0000.000.2310.535.10000.00.00 Check #: 3784	Data Communications, Internet, Video, T-lines, etc	$70.78
		100.101.0000.000.2520.534.10000.00.00 Check #: 3784	Telephone - Cell phone services	$155.36
		100.107.0000.000.2580.534.10000.00.00 Check #: 3784	Telephone - Cell phone services	$384.15

Voucher Supplement Account Summary

Voucher Batch Number: 1404 **04/17/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.108.0000.000.2620.534.10000.00.00 Check #: 3784	Telephone - Cell phone services	$533.19
		100.170.0000.000.2710.534.10000.00.00 Check #: 3784	Telephone - Cell phone services	$125.44
		250.105.0000.000.2321.535.10000.00.00 Check #: 3784	Data Communications, Internet, Video, T-lines, etc	$62.76
			Vendor Total:	$1,331.68
VESTIS				
		100.121.0000.000.2620.422.10201.10.00 Check #: 3785	Janitorial / Custodial Services	$69.52
		100.132.0000.000.2620.422.10302.20.00 Check #: 3785	Janitorial / Custodial Services	$167.20
			Vendor Total:	$236.72
VITAL RECORDS CONTROL				
		100.135.0000.000.2410.421.10305.31.00 Check #: 3786	Garbage / Disposal	$581.75
			Vendor Total:	$581.75
WESTERN NEVADA COLLEGE_99219	99219			
		100.104.0000.100.1000.560.10000.00.00 Check #: 3787	Tuition	$7,437.00
			Vendor Total:	$7,437.00
WICKWARE, BRIANNA				
		280.633.0000.000.2213.580.10206.10.00 Check #: 3788	Staff Travel	$362.00
			Vendor Total:	$362.00
XEROX CORPORATION				
		100.104.0000.000.2210.430.10000.00.00 Check #: 3789	Repairs and Maintenance Services	$84.96
		100.104.0000.000.2210.442.10000.00.00 Check #: 3789	Rental of Equipment and Vehicles	$40.03
		100.107.0000.000.2580.430.10000.00.00 Check #: 3789	Repairs and Maintenance Services	$0.69

Voucher Supplement Account Summary

Voucher Batch Number: 1404 **04/17/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.107.0000.000.2580.442.10000.00.00 **Check #: 3789**	Rental of Equipment and Vehicles	$22.19
		100.123.0000.000.2410.442.10203.10.00 **Check #: 3789**	Rental of Equipment and Vehicles	$54.12
		100.123.0000.100.1000.430.10203.10.00 **Check #: 3789**	Repairs and Maintenance Services	$58.93
		100.162.0000.000.2410.442.10602.50.00 **Check #: 3789**	Rental of Equipment and Vehicles	$336.40
		100.162.0000.103.1000.430.10602.50.00 **Check #: 3789**	Repairs and Maintenance Services	$86.17
		290.180.0000.000.3100.430.10000.00.00 **Check #: 3789**	Repairs and Maintenance Services	$84.95
		290.180.0000.000.3100.442.10000.00.00 **Check #: 3789**	Rental of Equipment and Vehicles	$40.03
			Vendor Total:	$808.47
			Grand Total:	$115,476.43

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1403 **Voucher Date:** 04/17/2025 Prepared By: _____

Printed: 05/20/2025 12:16:30 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $360,048.67 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

_____

Tom Hendrix	President
Dawn Carson	Clerk
Elmer Bull	Member
Darin Farr	Member
Sherry Parsons	Member
Bridget Peterson	Member
James Whisler	Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$88,162.73
240	State Grants	$1,470.52
280	Federal Funds	$65,542.23
340	Governmental Services Tax (GST)	$153,811.00
703	Workers Compensation	$51,062.19
		$360,048.67

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1403 **04/17/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
AIR FILTER SALES AND SERVICE	98789				
		100.127.0000.000.2620.610.10210.10.000	General Supplies		$355.58
				Vendor Total:	$355.58
ALL OUT FENCE LLC					
		340.101.0000.000.4600.430.10605.32.000	Repairs and Maintenance Services		$82,721.00
				Vendor Total:	$82,721.00
AMAZON BUSINESS					
		100.101.0000.000.2320.610.10000.00.000	General Supplies		$134.12
		100.109.0000.000.2213.610.10000.00.000	General Supplies		$151.15
		100.122.0000.000.2220.640.10202.10.000	Books and Periodicals		$126.24
		100.122.0000.000.2575.610.10202.10.000	General Supplies		$23.49
		100.122.0000.000.2620.610.10202.10.000	General Supplies		$23.99
		100.122.0000.100.1000.610.10202.10.000	General Supplies		$34.72
		100.123.0000.000.2220.610.10203.10.000	General Supplies		$160.99
		100.123.0000.000.2575.610.10203.10.000	General Supplies		$386.47
		100.123.0000.000.2620.610.10203.10.000	General Supplies		$71.18
		100.123.0000.100.1000.610.10203.10.000	General Supplies		$171.41
		100.123.0000.130.1000.610.10203.10.000	General Supplies		$828.73
		100.125.0000.000.2240.615.10205.10.000	Snacks, Food & Beverages		$350.74
		100.125.0000.000.2410.610.10205.10.000	General Supplies		$671.85
		100.125.0000.000.2575.610.10205.10.000	General Supplies		$241.17

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1403 **04/17/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.125.0000.000.2620.610.10205.10.000	General Supplies	$1,366.61
		100.125.0000.100.1000.610.10205.10.000	General Supplies	$623.26
		100.126.0000.100.1000.616.10206.10.000	Teacher Supplies	$22.49
		100.129.0000.000.2410.610.10209.10.000	General Supplies	$527.04
		100.129.0000.000.2620.610.10209.10.000	General Supplies	$8.99
		100.132.0000.100.1000.615.10302.20.000	Snacks, Food & Beverages	$1,622.84
		100.132.0000.100.1000.616.10302.20.000	Teacher Supplies	$2,515.51
		100.133.0000.000.2620.610.10303.10.000	General Supplies	$179.30
		100.133.0000.100.1000.610.10303.10.000	General Supplies	$1,175.49150
		100.133.0000.100.1000.615.10303.10.000	Snacks, Food & Beverages	$64.95
		100.136.0000.000.2410.610.10208.31.000	General Supplies	$30.60
		100.136.0000.000.2620.610.10208.31.000	General Supplies	$319.00
		100.136.0000.100.1000.610.10208.31.000	General Supplies	$945.96
		100.163.0000.000.2620.610.10603.32.000	General Supplies	$287.10
		100.163.0000.380.1000.610.10603.32.000	General Supplies	$859.94
		100.164.0000.320.1000.610.10604.32.000	General Supplies	$108.98
		240.300.0000.310.1000.610.10601.32.000	General Supplies	$44.88
		240.300.0000.380.1000.610.10604.32.000	General Supplies	$9.20
		240.300.0000.381.1000.610.10601.32.000	General Supplies	$16.99

Voucher Supplement Account Summary

Voucher Batch Number: 1403 **04/17/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		240.300.0000.381.1000.610.10605.32.000	General Supplies	$1,399.45
		280.633.0000.000.2100.610.10203.10.000	General Supplies	$531.85
		280.633.0000.000.2100.610.10209.10.000	General Supplies	$1,241.55
		280.633.0000.000.2100.610.10211.10.000	General Supplies	$72.15
		280.633.0000.000.2100.610.10302.20.000	General Supplies	$925.88
		280.633.0000.000.2100.610.10303.10.000	General Supplies	$523.93
		280.633.0000.000.2100.610.10601.32.000	FY19 Title IA FHS Budget Load	$1,957.28
		280.633.0000.000.3300.610.10202.10.000	General Supplies	$384.60
		280.633.0000.100.1000.610.10209.10.000	General Supplies	$3,133.82
		280.688.0000.000.2100.610.10000.00.000	General Supplies	$537.53
		280.709.0000.000.2213.610.10000.00.000	General Supplies	$148.59
		280.709.0000.000.2213.640.10000.00.000	Books and Periodicals	$655.42
		280.912.0000.300.1000.610.10000.00.000	General Supplies	$1,906.90
			Vendor Total:	$27,524.33
APEX CYBER SYSTEMS				
		100.101.0000.000.2660.654.10605.32.000	Supplies – IT Related <$999 > 1 year useful life	$4,830.00
			Vendor Total:	$4,830.00
BOYS & GIRLS CLUB OF MASON VALLEY	97650			
		280.767.0000.000.2500.310.10000.00.000	Official/Administrative Services	$3,014.20
		280.767.0000.100.1000.320.10201.10.000	Professional Educational Services	$5,554.74

Voucher Supplement Account Summary

Voucher Batch Number: 1403 **04/17/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
		280.767.0000.100.1000.320.10202.10.000	Professional Educational Services		$6,803.48
		280.767.0000.100.1000.320.10205.10.000	Professional Educational Services		$3,821.56
		280.767.0000.100.1000.320.10210.10.000	Professional Educational Services		$2,723.45
		280.767.0000.100.1000.320.10211.10.000	Professional Educational Services		$4,392.14
		280.767.0000.100.1000.320.10304.20.000	Professional Educational Services		$2,153.00
		280.767.0000.100.1000.610.10201.10.000	General Supplies		$570.36
		280.767.0000.100.1000.610.10202.10.000	General Supplies		$538.87
		280.767.0000.100.1000.610.10205.10.000	General Supplies		$259.59
				Vendor Total:	$29,831.39
BRADY INDUSTRIES					
		100.136.0000.000.2620.610.10208.31.000	General Supplies		$4.31
				Vendor Total:	$4.31
BSN SPORTS					
		100.161.0000.920.1000.610.10601.32.000	General Supplies		$1,305.40
				Vendor Total:	$1,305.40
CCMSI					
		703.102.0000.000.2570.270.10000.00.000	Workers" Compensation		$44,992.19
		703.102.0000.000.2570.340.10000.00.000	Other Professional Services		$6,070.00
				Vendor Total:	$51,062.19
CDW, LLC	100170				
		280.633.0000.100.1000.654.10206.10.000	Supplies - IT Related <$999 > 1 year useful life		$3,328.45
				Vendor Total:	$3,328.45

Voucher Supplement Account Summary

Voucher Batch Number: 1403 **04/17/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
COTTONWOOD LANE LLC					
		100.000.0000.000.0000.000.10000.00.425	Vouchers Payable		$7,226.00
				Vendor Total:	$7,226.00
DYSLEXIA ON DEMAND					
		280.639.0000.200.1000.653.10000.00.000	Web-based and similar programs		$722.75
				Vendor Total:	$722.75
FRONTIER					
		100.122.0000.000.2410.533.10202.10.000	Telephone - Land Line phone services		$153.76
		100.132.0000.000.2410.533.10302.20.000	Telephone - Land Line phone services		$252.05
				Vendor Total:	$405.81
INLAND SUPPLY CO., INC.	10000				
		100.122.0000.000.2620.430.10202.10.000	Repairs and Maintenance Services		$180.00
		100.122.0000.000.2620.610.10202.10.000	General Supplies		$2,380.47
		100.126.0000.000.2620.610.10206.10.000	General Supplies		$573.06
		100.128.0000.000.2620.610.10211.10.000	General Supplies		$926.44
		100.129.0000.000.2620.610.10209.10.000	General Supplies		$240.00
		100.135.0000.000.2620.610.10305.31.000	General Supplies		$63.70
				Vendor Total:	$4,363.67
M & R SINNING, LLC					
		280.763.0000.200.2200.340.10000.00.000	Other Professional Services		$13,272.00
				Vendor Total:	$13,272.00
OFFICE DEPOT	15366				
		100.127.0000.100.1000.610.10210.10.000	General Supplies		$1,708.39

Voucher Supplement Account Summary

Voucher Batch Number: 1403 **04/17/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
		280.633.0000.000.2100.610.10206.10.000	General Supplies		$368.14
				Vendor Total:	$2,076.53
PILOT THOMAS LOGISTICS, LLC					
		100.108.0000.000.2610.624.10000.00.000	Oil		$19,468.53
				Vendor Total:	$19,468.53
POSITIVE PROMOTIONS	16558				
		100.129.0000.100.1000.610.10209.10.000	General Supplies		$3,231.27
				Vendor Total:	$3,231.27
REFRIGERATION SUPPLIES DISTRIBUTOR	96586				
		100.108.0000.000.2620.610.10000.00.000	General Supplies		$1,890.72
		100.108.0000.000.2620.610.10603.32.000	General Supplies		$952.48
		100.108.0000.000.2620.610.10604.32.000	General Supplies		$1,090.65
		100.127.0000.000.2620.430.10210.10.000	Repairs and Maintenance Services		$88.89
		100.132.0000.000.2620.610.10302.20.000	General Supplies		($168.14)
				Vendor Total:	$3,854.60
STAPLES ADVANTAGE	99736				
		100.123.0000.135.1000.610.10203.10.000	General Supplies		$904.41
		100.126.0000.100.1000.610.10206.10.000	General Supplies		$1,519.60
		100.134.0000.100.1000.610.10304.20.000	General Supplies		$472.50
		100.135.0000.100.1000.610.10305.31.000	General Supplies		$137.67
		100.163.0000.000.2410.610.10603.32.000	General Supplies		$107.21
				Vendor Total:	$3,141.39

Voucher Supplement Account Summary

Voucher Batch Number: 1403 **04/17/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
STATE OF NEVADA_98141	98141				
		100.102.0000.000.2329.210.10000.00.00 0	Group Insurance		$22,406.31
				Vendor Total:	$22,406.31
TOUCHIT TECHNOLOGIES HOLDINGS, INC					
		280.633.0000.100.1000.652.10211.10.00 0	Inventoried Supplies/Equipment - IT Related <$5000		$6,000.00
				Vendor Total:	$6,000.00
TRANE U.S. INC					
		340.101.0000.000.4700.450.10601.32.00 0	Construction Services		$71,090.00
				Vendor Total:	$71,090.00
WALKER LAKE DISPOSAL INC.	102157				
		100.108.0000.000.2610.421.10000.00.00 0	Garbage / Disposal		$572.00
		100.121.0000.000.2410.421.10201.10.00 0	Garbage / Disposal		$709.00
		100.134.0000.000.2610.421.10304.20.00 0	Garbage / Disposal		$506.00
				Vendor Total:	$1,787.00
WESTERN NEVADA SUPPLY	22580				
		100.135.0000.000.2620.610.10305.31.00 0	General Supplies		$40.16
				Vendor Total:	$40.16
				Grand Total:	$360,048.67

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1426 **Voucher Date:** 04/24/2025 Prepared By: _____

Printed: 05/20/2025 12:16:52 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $290,875.47 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.

_____

Tom Hendrix	President
Dawn Carson	Clerk
Elmer Bull	Member
Darin Farr	Member
Sherry Parsons	Member
Bridget Peterson	Member
James Whisler	Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$280,666.20
240	State Grants	$3,906.62
280	Federal Funds	$5,990.09
830	Gifts & Donations Scholarship Fund	$312.56
		$290,875.47

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1426 **04/24/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
A T & T MONTHLY STATEMENT	99712			
		100.101.0000.000.2510.533.10000.00.00 Check #: 3790	Telephone – Land Line phone services	$860.72
		100.101.0000.000.2670.533.10203.10.00 Check #: 3790	Telephone – Land Line phone services	$445.40
		100.101.0000.000.2670.533.10209.10.00 Check #: 3790	Telephone – Land Line phone services	$4.99
		100.101.0000.000.2670.533.10303.10.00 Check #: 3790	Telephone – Land Line phone services	$118.02
		100.101.0000.000.2670.533.10605.32.00 Check #: 3790	Telephone – Land Line phone services	$129.14
			Vendor Total:	$1,558.27
ALHAMBRA WATER	97540			
		100.101.0000.000.2510.610.10000.00.00 Check #: 3791	General Supplies	$297.54
			Vendor Total:	$297.54
BRANDON DOLPH				
		100.164.0000.196.1000.610.10604.32.00 Check #: 3792	General Supplies	$10.99
			Vendor Total:	$10.99
BUS PARTS WAREHOUSE	2534			
		100.170.0000.000.2710.614.10000.00.00 Check #: 3793	Parts	$382.21
			Vendor Total:	$382.21
BUSWEST				
		100.170.0000.000.2710.614.10000.00.00 Check #: 3794	Parts	$469.48
			Vendor Total:	$469.48
C. I. SOLUTIONS				
		100.170.0000.000.2700.610.10000.00.00 Check #: 3795	General Supplies	$76.00
			Vendor Total:	$76.00

Voucher Supplement Account Summary

Voucher Batch Number: 1426 **04/24/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
CARESTAFF PARTNERS LLC				
		100.105.0000.000.2130.340.10000.00.00 Check #: 3796	Other Professional Services	$2,400.00
			Vendor Total:	$2,400.00
CATALINA PRODUCTS INTERNATIONAL, LLC				
		100.108.0000.000.2620.610.10000.00.00 Check #: 3797	General Supplies	$12,935.02
		100.108.0000.000.2620.610.10202.10.00 Check #: 3797	General Supplies	$1,968.24
		100.108.0000.000.2620.610.10203.10.00 Check #: 3797	General Supplies	$21,987.57
		100.108.0000.000.2620.610.10205.10.00 Check #: 3797	General Supplies	$37,284.24
		100.108.0000.000.2620.610.10206.10.00 Check #: 3797	General Supplies	$11,977.60
		100.108.0000.000.2620.610.10208.31.00 Check #: 3797	General Supplies	$474.09
		100.108.0000.000.2620.610.10209.10.00 Check #: 3797	General Supplies	$11,468.11
		100.108.0000.000.2620.610.10210.10.00 Check #: 3797	General Supplies	$16,155.32
		100.108.0000.000.2620.610.10211.10.00 Check #: 3797	General Supplies	$20,729.10
		100.108.0000.000.2620.610.10303.10.00 Check #: 3797	General Supplies	$1,554.46
		100.108.0000.000.2620.610.10601.32.00 Check #: 3797	General Supplies	$12,081.16
		100.108.0000.000.2620.610.10603.32.00 Check #: 3797	General Supplies	$7,522.79
			Vendor Total:	$156,137.70
CERRIS SYSTEMS RENO, INC				
		100.108.0000.000.2620.430.10604.32.00 Check #: 3798	Repairs and Maintenance Services	$1,260.55

Voucher Supplement Account Summary

Voucher Batch Number: 1426 **04/24/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$1,260.55
COBRA CONCRETE, LLC					
		100.108.0000.000.2620.430.10201.10.00 Check #: 3799	Repairs and Maintenance Services		$25,950.00
				Vendor Total:	$25,950.00
COGNIA INC					
		100.101.0000.000.2320.340.10000.00.00 Check #: 3800	Other Professional Services		$8,400.00
				Vendor Total:	$8,400.00
EARY, ASHLYN					
		280.631.0000.300.2213.580.10000.00.00 Check #: 3801	Travel		$563.33
				Vendor Total:	$563.33
ELMER BULL					
		100.101.0000.000.2310.580.10000.00.00 Check #: 3802	Staff Travel		$519.11
				Vendor Total:	$519.11
FARR, DARIN					
		100.101.0000.000.2310.580.10000.00.00 Check #: 3803	Staff Travel		$228.03
				Vendor Total:	$228.03
FERNLEY CHIROPRACTIC, INC.					
		100.170.0000.000.2710.340.10000.00.00 Check #: 3804	Other Professional Services		$330.00
				Vendor Total:	$330.00
GALULA, DANIEL					
		100.170.0000.000.2710.810.10000.00.00 Check #: 3805	Dues and Fees		$120.00
				Vendor Total:	$120.00
GEARY PACIFIC SUPPLY					

Voucher Supplement Account Summary

Voucher Batch Number: 1426 **04/24/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.108.0000.000.2620.610.10303.10.00 Check #: 3806	General Supplies		$8,995.60
				Vendor Total:	$8,995.60
GRACE, JOHN					
		280.631.0000.300.2213.580.10000.00.00 Check #: 3807	Travel		$353.00
				Vendor Total:	$353.00
GRAINGER	99826				
		100.162.0000.000.2620.610.10602.50.00 Check #: 3808	General Supplies		$198.50
		100.170.0000.000.2700.610.10000.00.00 Check #: 3808	General Supplies		$368.24
				Vendor Total:	$566.74
IML SECURITY SUPPLY					
		100.108.0000.000.2620.610.10000.00.00 Check #: 3809	General Supplies		$848.00
				Vendor Total:	$848.00
INDUSTRIAL PLUMBING SUPPLY	96453				
		100.161.0000.000.2620.610.10601.32.00 Check #: 3810	General Supplies		$224.61
				Vendor Total:	$224.61
JACKSON, WYNDY	97652				
		100.170.0000.000.2710.810.10000.00.00 Check #: 3811	Dues and Fees		$111.50
				Vendor Total:	$111.50
JONES & BARTLETT LEARNING LLC					
		240.308.0000.330.1000.641.10000.00.00 Check #: 3812	Textbooks		$3,906.62
				Vendor Total:	$3,906.62
KEITH M CROSKERY	102921				
		280.639.0000.200.2140.340.10000.00.00 Check #: 3813	Other Professional Services		$4,050.00

Voucher Supplement Account Summary

Voucher Batch Number: 1426 **04/24/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$4,050.00
KINGSTON, JACKIE					
		280.631.0000.300.2213.580.10000.00.00 Check #: 3814	Travel		$385.76
				Vendor Total:	$385.76
KINGSTON, THOMAS					
		280.631.0000.300.2213.580.10000.00.00 Check #: 3815	Travel		$353.00
				Vendor Total:	$353.00
KUPCAK, KATY					
		100.000.0000.000.0000.000.10000.00.46 Check #: 3816	Voluntary Retirement Contributions		$3,000.00
				Vendor Total:	$3,000.00
LAHONTAN PARAMEDICAL					
		100.170.0000.000.2710.340.10000.00.00 Check #: 3817	Other Professional Services		$255.00
				Vendor Total:	$255.00
LOST ART GRAPHICS LLC					
		100.162.0000.920.1000.610.10602.50.00 Check #: 3818	General Supplies		$1,300.00
				Vendor Total:	$1,300.00
MAUPIN, COX, & LEGOY	22060				
		100.101.0000.000.2320.340.10000.00.00 Check #: 3819	Other Professional Services		$5,452.75
				Vendor Total:	$5,452.75
MEEKS BUILDING SUPPLY	12930				
		100.108.0000.000.2620.610.10201.10.00 Check #: 3820	General Supplies		$1,057.34
				Vendor Total:	$1,057.34
MOON LIGHTING & SOUND INC.					

Voucher Supplement Account Summary

Voucher Batch Number: 1426 **04/24/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.165.0000.100.1000.442.10605.32.00 Check #: 3821	Rental of Equipment and Vehicles		$3,385.00
				Vendor Total:	$3,385.00
MUSIC & ARTS CENTER	99360				
		100.101.0000.910.1000.612.10304.20.00 Check #: 3822	Inventoried Supplies/Equipment	<$5000	$6,394.31
				Vendor Total:	$6,394.31
N N W O A					
		100.101.0000.920.1000.610.10601.32.00 Check #: 3823	General Supplies		$821.58
				Vendor Total:	$821.58
NEVADA DRUG & ALCOHOL TESTING INC	101753				
		100.170.0000.000.2710.340.10000.00.00 Check #: 3824	Other Professional Services		$661.85
				Vendor Total:	$661.85
PACIFIC SHREDDING/PACIFIC STORAGE CO.					
		100.164.0000.000.2410.421.10604.32.00 Check #: 3825	Garbage / Disposal		$62.06
				Vendor Total:	$62.06
PARSONS, SHERRY					
		100.101.0000.000.2310.580.10000.00.00 Check #: 3826	Staff Travel		$222.01
				Vendor Total:	$222.01
PETERSON, BRIDGET					
		100.101.0000.000.2310.580.10000.00.00 Check #: 3827	Staff Travel		$335.40
				Vendor Total:	$335.40
PURCHASE POWER	16968				
		100.164.0000.000.2410.531.10604.32.00 Check #: 3828	Postage		$506.67
				Vendor Total:	$506.67

Voucher Supplement Account Summary

Voucher Batch Number: 1426 **04/24/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
SHRED-IT USA					
		100.127.0000.000.2410.421.10210.10.00 Check #: 3829	Garbage / Disposal		$36.00
				Vendor Total:	$36.00
SMITHS CUSTOMER CHARGES	19520				
		100.164.0000.194.1000.610.10604.32.00 Check #: 3830	General Supplies		$65.72
				Vendor Total:	$65.72
SPORT SAFE TESTING SERVICE, INC.					
		100.163.0000.000.2410.610.10603.32.00 Check #: 3831	General Supplies		$388.00
				Vendor Total:	$388.00
Steve Henderson					
		100.102.0000.000.2570.580.10000.00.00 Check #: 3832	Staff Travel		$49.00
				Vendor Total:	$49.00
THE PARTS HOUSE	23100				
		100.170.0000.000.2710.614.10000.00.00 Check #: 3833	Parts		$1,539.82
				Vendor Total:	$1,539.82
THOMPSON ADVERTISING					
		280.633.0000.000.2100.610.10203.10.00 Check #: 3834	General Supplies		$285.00
				Vendor Total:	$285.00
USPS-POC	3478				
		100.101.0000.000.2320.531.10000.00.00 Check #: 3835	Postage		$1,000.00
				Vendor Total:	$1,000.00
VERIZON CONNECT FLEET USA. LLC					
		100.170.0000.000.2710.340.10000.00.00 Check #: 3836	Other Professional Services		$158.10

Voucher Supplement Account Summary

Voucher Batch Number: 1426 **04/24/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
				Vendor Total:	$158.10
VESTIS					
		100.170.0000.000.2730.619.10000.00.00 Check #: 3837	Uniforms		$1,481.40
				Vendor Total:	$1,481.40
WADSWORTH, JON					
		100.170.0000.000.2710.810.10000.00.00 Check #: 3838	Dues and Fees		$111.50
				Vendor Total:	$111.50
WESTERN NEVADA COLLEGE - FAO					
		830.052.0000.000.2410.890.10000.00.00 Check #: 3839	Miscellaneous Expenditures		$312.56
				Vendor Total:	$312.56
WESTERN NEVADA COLLEGE_99219	99219				
		100.104.0000.100.1000.560.10000.00.00 Check #: 3840	Tuition		$35,473.08
				Vendor Total:	$35,473.08
WESTERN NEVADA REGIONAL YOUTH CENTER					
		100.106.0000.000.2515.340.10000.00.00 Check #: 3841	Other Professional Services		$19.00
				Vendor Total:	$19.00
WILSON, ANTHONY					
		100.102.0000.000.2570.580.10000.00.00 Check #: 3842	Staff Travel		$49.00
				Vendor Total:	$49.00
XEROX CORPORATION					
		100.121.0000.000.2410.430.10201.10.00 Check #: 3843	Repairs and Maintenance Services		$595.25
		100.121.0000.000.2410.442.10201.10.00 Check #: 3843	Rental of Equipment and Vehicles		$333.74

Voucher Supplement Account Summary

Voucher Batch Number: 1426 **04/24/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
		100.122.0000.000.2410.430.10202.10.00 Check #: 3843	Repairs and Maintenance Services		$469.22
		100.122.0000.000.2410.442.10202.10.00 Check #: 3843	Rental of Equipment and Vehicles		$333.74
		100.127.0000.000.2410.442.10210.10.00 Check #: 3843	Rental of Equipment and Vehicles		$437.42
		100.127.0000.100.1000.430.10210.10.00 Check #: 3843	Repairs and Maintenance Services		$513.28
		100.128.0000.000.2410.430.10211.10.00 Check #: 3843	Repairs and Maintenance Services		$1,745.16
		100.129.0000.000.2410.442.10209.10.00 Check #: 3843	Rental of Equipment and Vehicles		$441.53
		100.129.0000.100.1000.430.10209.10.00 Check #: 3843	Repairs and Maintenance Services		$495.79
		100.133.0000.000.2410.442.10303.10.00 Check #: 3843	Rental of Equipment and Vehicles		$1,184.46
		100.164.0000.000.2410.442.10604.32.00 Check #: 3843	Rental of Equipment and Vehicles		$562.04
		100.164.0000.100.1000.550.10604.32.00 Check #: 3843	Printing and Binding		$554.54
				Vendor Total:	$7,666.17
XEROX FINANCIAL SERVICES					
		100.170.0000.000.2710.442.10000.00.00 Check #: 3844	Rental of Equipment and Vehicles		$289.11
				Vendor Total:	$289.11
				Grand Total:	$290,875.47

End of Report

LYON COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1425 **Voucher Date:** 04/24/2025 Prepared By: _____

Printed: 05/20/2025 12:17:10 PM

LYON COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against LYON COUNTY SCHOOL DISTRICT funds for the sum of $681,144.31 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

_____

Tom Hendrix	President
Dawn Carson	Clerk
Elmer Bull	Member
Darin Farr	Member
Sherry Parsons	Member
Bridget Peterson	Member
James Whisler	Member

LYON COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$385,388.06
207	PCFP GATE	$399.28
240	State Grants	$781.61
250	Special Education	$108,203.91
280	Federal Funds	$28,277.20
360	Bond Issues	$158,094.25
		$681,144.31

Lyon County School District

Voucher Supplement Account Summary

Voucher Batch Number: 1425 **04/24/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
3D CONCRETE, INC.	103064				
		100.108.0000.000.2620.610.10201.10.000	General Supplies		$660.46
				Vendor Total:	$660.46
ACE HARDWARE	200				
		100.170.0000.000.2700.610.10000.00.000	General Supplies		$47.03
				Vendor Total:	$47.03
ADVANCED CHILD BEHAVIOR SOLUTIONS,LLC	102918				
		280.639.0000.200.2240.340.10000.00.000	Other Professional Services		$21,617.30
				Vendor Total:	$21,617.30
AMAZON BUSINESS					
		100.101.0000.000.2510.610.10000.00.000	General Supplies		$225.27
		100.109.0000.000.2213.610.10000.00.000	General Supplies		$59.72
		100.121.0000.000.2410.610.10201.10.000	General Supplies		$65.72
		100.121.0000.100.1000.616.10201.10.000	Teacher Supplies		$874.17
		100.122.0000.000.2220.640.10202.10.000	Books and Periodicals		$20.62
		100.126.0000.000.2575.610.10206.10.000	General Supplies		$43.98
		100.126.0000.100.1000.610.10206.10.000	General Supplies		$220.79
		100.126.0000.100.1000.615.10206.10.000	Snacks, Food & Beverages		$61.57
		100.126.0000.100.1000.616.10206.10.000	Teacher Supplies		$168.08
		100.127.0000.000.2410.610.10210.10.000	General Supplies		$66.98
		100.127.0000.100.1000.610.10210.10.000	General Supplies		$396.00

Voucher Supplement Account Summary

Voucher Batch Number: 1425 **04/24/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.134.0000.100.1000.610.10304.20.000	General Supplies	$511.85
		100.136.0000.000.2410.610.10208.31.000	General Supplies	$443.19
		100.136.0000.100.1000.610.10208.31.000	General Supplies	$720.15
		100.161.0000.100.1000.616.10601.32.000	Teacher Supplies	$173.26
		100.161.0000.383.1000.610.10601.32.000	General Supplies	$1,734.35
		100.164.0000.100.1000.610.10604.32.000	General Supplies	$100.48
		207.213.0000.450.1000.610.10000.00.000	General Supplies	$399.28
		240.300.0000.310.1000.610.10601.32.000	General Supplies	$570.48
		240.300.0000.320.1000.610.10604.32.000	General Supplies	$77.41
		240.300.0000.330.1000.650.10601.32.000	Supplies-Information Technology-related	$108.79
		240.300.0000.381.1000.610.10605.32.000	General Supplies	$24.91
		280.633.0000.000.2100.610.10205.10.000	General Supplies	$310.65
		280.633.0000.000.2100.610.10209.10.000	General Supplies	$1,626.95
		280.633.0000.000.2100.610.10210.10.000	General Supplies	$3,847.44
		280.633.0000.000.2100.610.10605.32.000	General Supplies	$767.22
			Vendor Total:	$13,619.33
BRYSON SALES & SERVICE	2380			
		100.170.0000.000.2710.614.10000.00.000	Parts	$3,166.43
			Vendor Total:	$3,166.43
BSN SPORTS				

Voucher Supplement Account Summary

Voucher Batch Number: 1425 **04/24/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.101.0000.920.1000.612.10605.32.000	Inventoried Supplies/Equipment <$5000	$7,435.79
			Vendor Total:	$7,435.79
CMC TIRE				
		100.170.0000.000.2700.610.10000.00.000	General Supplies	$16.50
		100.170.0000.000.2730.611.10000.00.000	Tires/Flooring	$45,026.24
			Vendor Total:	$45,042.74
DECKER, INC.	5403			
		100.108.0000.000.2620.612.10601.32.000	Inventoried Supplies/Equipment <$5000	$16,873.10
			Vendor Total:	$16,873.10
DEERE & COMPANY				
		100.170.0000.000.2630.731.10000.00.000	Machinery	$103,322.60
			Vendor Total:	$103,322.60
FLYERS ENERGY, LLC	102216			
		100.170.0000.000.2730.626.10000.00.000	Gasoline	$4,126.34
			Vendor Total:	$4,126.34
GENE WATSON	22210			
		100.108.0000.000.2620.422.10000.00.000	Janitorial / Custodial Services	$960.00
			Vendor Total:	$960.00
GENESIS FLOOR COVERING UTAH, LLC				
		100.108.0000.000.2620.430.10303.10.000	Repairs and Maintenance Services	$27,153.00
		100.108.0000.000.2620.430.10601.32.000	Repairs and Maintenance Services	$39,450.00
		100.108.0000.000.2620.610.10601.32.000	General Supplies	$11,432.00
			Vendor Total:	$78,035.00

Voucher Supplement Account Summary

Voucher Batch Number: 1425 **04/24/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
HOUGHTON MIFFLIN HARCOURT PUBLISHING CO					
		100.109.0000.100.1000.641.10000.00.00 0	Textbooks		$457.85
				Vendor Total:	$457.85
INLAND SUPPLY CO., INC.	10000				
		100.108.0000.000.2620.610.10000.00.00 0	General Supplies		$69.25
		100.161.0000.000.2620.610.10601.32.00 0	General Supplies		$324.31
		100.170.0000.000.2700.610.10000.00.00 0	General Supplies		$112.38
				Vendor Total:	$505.94
JIM MENESINI PETROLEUM					
		100.170.0000.000.2730.626.10000.00.00 0	Gasoline		$24,624.83
				Vendor Total:	$24,624.83
LUMOS AND ASSOCIATES, INC	11860				
		100.108.0000.000.4300.340.10000.00.00 0	Other Professional Services		$7,050.00
				Vendor Total:	$7,050.00
NAPA AUTO & TRUCK PARTS_99614	99614				
		100.170.0000.000.2710.614.10000.00.00 0	Parts		$834.25
				Vendor Total:	$834.25
OASIS ONLINE					
		100.107.0000.000.2580.352.10000.00.00 0	Other Technical Services		$19,973.00
				Vendor Total:	$19,973.00
OFFICE DEPOT	15366				
		100.164.0000.100.1000.610.10604.32.00 0	General Supplies		$116.54
				Vendor Total:	$116.54
PAPE MACHINERY INC					

Voucher Supplement Account Summary

Voucher Batch Number: 1425 **04/24/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.170.0000.000.2630.612.10000.00.000	Inventoried Supplies/Equipment <$5000	$41,122.00
			Vendor Total:	$41,122.00
PETERBILT TRUCK PARTS & EQUIPMENT LLC	21060			
		100.170.0000.000.2710.614.10000.00.000	Parts	$2,767.00
			Vendor Total:	$2,767.00
PRESENCE LEARNING, INC				
		250.101.0000.200.2150.340.10000.00.000	Other Professional Services	$88,885.33
			Vendor Total:	$88,885.33
PROCARE THERAPY				
		100.105.0000.000.2130.340.10000.00.000	Other Professional Services	$5,512.50
		250.101.0000.200.2100.340.10000.00.000	Other Professional Services	$6,000.00
		250.101.0000.200.2160.340.10000.00.000	Other Professional Services	$7,230.76
			Vendor Total:	$18,743.26
REFRIGERATION SUPPLIES DISTRIBUTOR	96586			
		100.108.0000.000.2620.610.10000.00.000	General Supplies	$95.72
		100.108.0000.000.2620.610.10209.10.000	General Supplies	$1,123.28
			Vendor Total:	$1,219.00
RYKO ENTERPRISES, LLC DBA TOUCH SCREENS				
		100.161.0000.920.1000.610.10601.32.000	General Supplies	$2,420.00
			Vendor Total:	$2,420.00
SAFETY-KLEEN SYSTEMS, INC	18119			
		100.170.0000.000.2700.610.10000.00.000	General Supplies	$442.32
			Vendor Total:	$442.32

Voucher Supplement Account Summary

Voucher Batch Number: 1425 **04/24/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
SILVER STATE INTERNATIONAL					
		100.170.0000.000.2710.614.10000.00.00 0	Parts		$34.83
		100.170.0000.000.2730.617.10000.00.00 0	Batt & Antifreeze		$1,697.76
				Vendor Total:	$1,732.59
SOLIANT HEALTH, LLC					
		250.101.0000.200.2100.340.10000.00.00 0	Other Professional Services		$6,087.82
				Vendor Total:	$6,087.82
STAPLES ADVANTAGE	99736				
		100.125.0000.100.1000.610.10205.10.00 0	General Supplies		$1,519.60
		100.135.0000.100.1000.610.10305.31.00 0	General Supplies		$1,963.11
		280.633.0000.000.2100.610.10206.10.00 0	General Supplies		$107.64
				Vendor Total:	$3,590.35
STEVE WEISS MUSIC INC					
		100.161.0000.100.1000.610.10601.32.00 0	General Supplies		$142.95
				Vendor Total:	$142.95
SUMMIT COMPANIES					
		100.108.0000.000.2620.430.10203.10.00 0	Repairs and Maintenance Services		$1,975.00
		100.108.0000.000.2620.430.10205.10.00 0	Repairs and Maintenance Services		$1,080.00
		100.108.0000.000.2620.430.10602.50.00 0	Repairs and Maintenance Services		$1,975.00
		100.108.0000.000.2670.490.10302.20.00 0	Other Purchased Property Services		$882.00
				Vendor Total:	$5,912.00
TRANE U.S. INC					
		360.012.0000.000.4700.450.10210.10.00 0	Construction Services		$9,267.50

Voucher Supplement Account Summary

Voucher Batch Number: 1425 **04/24/2025**

Fiscal Year: 2024-2025

Vendor Remit Name	Vendor #	Account	Description		Amount
		360.022.0000.000.4700.450.10305.31.000	Construction Services		$93,826.75
		360.023.0000.000.4700.450.10210.10.000	Construction Services		$55,000.00
				Vendor Total:	$158,094.25
WALKER LAKE DISPOSAL INC.	102157				
		100.108.0000.000.2610.421.10000.00.000	Garbage / Disposal		$1,144.00
				Vendor Total:	$1,144.00
WESTERN NEVADA SUPPLY	22580				
		100.161.0000.000.2620.610.10601.32.000	General Supplies		$115.28
				Vendor Total:	$115.28
WILLIAM V. MACGILL & CO.	22793				
		100.163.0000.000.2575.610.10603.32.000	General Supplies		$257.63
				Vendor Total:	$257.63
				Grand Total:	$681,144.31

End of Report

25 EAST GOLDFIELD AVENUE
YERINGTON, NEVADA 89447

SUPERINTENDENT
Tim Logan

(775) 463-6800
FAX (775) 463-6808

DEPUTY SUPERINTENDENT
Dawn Huckaby

Nevada Department of Taxation
1550 College Parkway, Suite 115
Carson City, NV 89706-7921

Lyon County School District herewith submits the FINAL budget for the fiscal year ending 06/30/26

This budget contains 4 funds requiring State Education Fund revenues totalling $123,262,839

This budget contains 18 governmental fund types with estimated expenditures of $ 178,012,183 ,
3 proprietary funds with estimated expenses of $ $1,767,000

Copies of this budget have been filed for public record and inspection in the offices enumerated in NRS 354.596 (Local Government Budget and Finance Act).

CERTIFICATION

I Kyle Rodriguez
(Printed Name)
Chief Financial Officer
(Title)
certify that all applicable funds and financial operations of this Local Government are listed herein

Signed

Dated: 5/19/2025

APPROVED BY THE GOVERNING BOARD

SCHEDULED PUBLIC HEARING:

Date and Time 5/27/2025 6:00PM

Publication Date 5/7/2025 & 5/14/2025

Place: East Valley Elementary School, Fernley

Lyon County School District Final Budget
2025-2026

TABLE OF CONTENTS

Schedule/Form		
1	Transmittal Letter	1
B-1	Enrollment Information and Basic Support	3
AA	Revenue Summary	4
AA-1	Expenditure Summary	5
BB	General Fund--Budgeted Resources	6
BB-2	General Fund--Expenditures by Program, Function, and Object	7-10
BB	English Learners Fund--Budgeted Resources	11
BB-2	English Learners Fund--Expenditures by Program, Function, and Object	12
BB	Gifted & Talented Education Fund--Budgeted Resources	13
BB-2	Gifted & Talented Education Fund--Expenditures by Program,Function, and Object	14
BB	At-Risk Fund--Budgeted Resources	15
BB-2	At-Risk Fund--Expenditures by Program, Function, and Object	16
BB	SB231--Budgted Resources	17
BB-2	SB231--Expenditures by Program, Function, and Object	18-19
BB	Adult Education Fund--Budgted Resources	20
BB-2	Adult Education Fund--Expenditures by Program, Function, and Object	21
BB	State Grantss Fund--Budgeted Resources	22
BB-2	State Grants Fund--Expenditures by Program, Function, and Object	23-24
BB	Special Education Fund--Budgeted Resources	25
BB-2	Special Education Fund--Expenditures by Program, Function, and Object	26
BB	Private Donations & Grants Fund--Budgeted Resources	27
BB-2	Private Donation & Grants--Expenditures by Program, Function, and Object	28
BB	Federal Grants Fund--Budgeted Resources	29
BB-2	Federal Grants Fund--Expenditures by Program, Function, and Object	30-32
BB	Medicaid Fund--Budgeted Resources	33
BB-2	Medicaid Fund--Expenditures by Program, Function, and Object	34
BB	Federal School Lunch Fund--Budgeted Resources	35
BB-2	Federal School Lunch Fund--Expenditures by Program, Function, and Object	36
BB	Residential Construction Tax Fund--Budgeted Resources	37
BB-2	Residential Construction Tax Fund--Expenditures by Program, Function, and Object	38
BB	Building & Sites Fund--Budgeted Resources	39
BB-2	Building & Sites Fund--Expenditures by Program, Function, and Object	40
BB	Bond Projects Fund--Budgeted Resources	41
BB-2	Bond Projects Fund--Expenditures by Program, Function, and Object	42-43
BB	Capital Projects Funds--Budgeted Resources	44
BB-2	Capital Projects Funds--Expenditures by Program, Function, and Object	45
BB	Student Activities Fund--Budgeted Resources	46
BB-2	Student Activities Fund--Expenditures by Program, Function, and Object	47
CC	Debt Service Fund	48
C-1	Indebtedness	49
J-1, J-2	Internal Service Funds	50-55
I-1	Interdistrict Payments--All Funds	56
T	Transfer Reconciliation (Operating & Residual Equity)	57
Form 30	Lobbying Expense Estimate	58
Form 31	Schedule of Existing Contracts	59
Form 32	Schedule of Privatization Contracts.	60

SUMMARY OF PROPERTY TAX BASE

(A) Assessed Valuation (excluding Net Proceeds of Mines) 3,386,636,394

(B1) Net Proceeds of Mines (AV)

(C) TOTAL ASSESSED VALUE 3,386,636,394

(B2) Tax from Net Proceeds unavailable for Appropriation 2025-2026 $

(D) **TOTAL EMPLOYEE INFORMATION**

	ACTUAL YEAR Ending 6/30/2024	ACTUAL YEAR Ending 6/30/2025	ESTIMATED YEAR Ending 6/30/2026
FTE Total employees	1,119.1	1,123.6	1,125.5
FTE Classroom teachers	545.0	546.0	546.0
Total Enrollment			

(E) **ENROLLMENT**

	ACTUAL YEAR Ending 6/30/2024	ESTIMATED ADE* Ending 6/30/2025	ESTIMATED ADE* Ending 6/30/2025
Subtotlal	9,011.00	8,899.00	8,904.00
Deduct students transported into Nevada from out-of-state			
Add students transported to another state			
Total WEIGHTED enrollment	9,011.00	8,954.00	8,904.00

(F) **STATE EDUCATION FUNDING**

Adjusted Base per Pupil Funding		
Adjusted Base per Pupil Amount for Ending 6/30/2025	$11,491.00	
Estimated Weighted Average Daily Enrollment	8,904	
Total Adjusted Base per Pupil Funding	**$ 102,315,864**	
Weighted Funding		
At-Risk Weighted Funding	$ 1,281,702	
English Learners Weighted Funding	2,270,633	
Gifted & Talented Weighted Funding	$ 67,780	
Total Weighted Funding	**$ 3,620,115**	
Local Special Education Funding	**$ 11,959,030**	
Auxiliary Funding		
Auxiliary - Transportation	$ 5,367,830	
Auxiliary - Special Transportation	$ -	
Auxiliary - Food Services	$ -	
Total Auxiliary Funding	**$ 5,367,830**	
Total Funding from State Education Fund		**$ 123,262,839**

School District **Lyon County School District**

* ADE = Average Daily Enrollment

Schedule B- 1

(1) FUND	(2) OPENING FUND BALANCE	(3) NONPROPERTY TAX RESOURCES	(4) STATE EDUCATION FUNDING	(5) PROPERTY TAX RESOURCES	(6) TAX RATE	(7) TRANSFERS IN	(8) TOTAL FUND RESOURCES
GENERAL FUND							
1000 Local		650,000					650,000
3000 State							0
State Education Funding			119,642,724				119,642,724
4000 Federal		161,000					161,000
Opening Balance	20,398,657						20,398,657
Other							0
Total Opening Balance	20,398,657						20,398,657
5000 Other Sources						0	0
General Subtotal	**20,398,657**	**811,000**	**119,642,724**	**0**	**0.75%**	**0**	**140,852,381**
DEBT SERVICE	**13,155,957**	**383,000**		**14,054,350**	**0.58670%**	**0**	**27,593,307**
SUBTOTAL	**33,554,614**	**1,194,000**	**119,642,724**	**14,054,350**	**1.3367%**	**0**	**168,445,688**
OTHER FUNDS: (List)							
English Learners Weighted Funding		0	2,270,633			1,052,000	3,322,633
Gifted & Talented Weighted Funding	0	0	67,780			446,220	514,000
At-Risk Weighted Funding	331,298	0	1,281,702			960,000	2,573,000
SB231	0	3,114,107	0			0	3,114,107
Adult Education	6,299	474,000				0	480,299
State Grants	0	2,090,000				0	2,090,000
Special Education	0	4,998,000				18,905,000	23,903,000
Private Donations & Grants	52,700	15,000				0	67,700
Federal Grants	0	6,908,000				0	6,908,000
Medicaid	321,911	275,000				0	596,911
Federal School Lunch	4,399,190	5,111,139				0	9,510,329
Residential Construction Tax	517,207	560,000				0	1,077,207
Building & Sites	90,927	8,800				0	99,727
Bond Projects	8,606,286	100,000				0	8,706,286
Capital Projects	4,896,628	1,249,948				1,250,000	7,396,576
Student Activity Funds	1,084,157	1,750,000				0	2,834,157
Proprietary							0
Workers Comp Insurance	1,375,184	743,000				0	2,118,184
Unemployement Insurance	1,825,683	155,000				0	1,980,683
Group Insurance	698,835	897,000				0	1,595,835
SUBTOTAL OTHER FUNDS	24,206,305	28,448,994	3,620,115	0	0	22,613,220	78,888,634
TOTAL ALL FUNDS	**57,760,919**	**29,642,994**	**123,262,839**	**14,054,350**		**22,613,220**	**247,334,322**
Less: Interfund Transfers						(22,613,220)	(22,613,220)
NET ALL FUNDS	**57,760,919**	**29,642,994**	**123,262,839**	**14,054,350**		**0**	**224,721,102**

(1) PROGRAM OR FUNCTION	(2) SALARIES AND WAGES	(3) EMPLOYEE BENEFITS	(4) SERVICES, SUPPLIES AND OTHER	(5) TRANSFERS OUT	(6) CONTINGENCY	(7) ENDING FUND BALANCE	(8) TOTAL FUND REQUIRE-MENTS
General Fund							
100 Regular	28,774,000	16,419,000	2,401,000				47,594,000
200 Special							0
300 Vocational & Technicial	1,310,000	722,000	200,000				2,232,000
400 Other PK - 12	135,000	37,000	28,000				200,000
600 Adult Education	0	0	0				0
900 Co-Curricular & Extra Curricular	1,210,000	134,000	1,147,000				2,491,000
000 Undistributed Expenditures	21,881,000	11,019,000	16,180,890				49,080,890
5100 Debt Service							0
6200 Fund Transfers				22,613,220			22,613,220
6300 Contingency					2,050,000		2,050,000
Ending Balance						14,591,271	14,591,271
Other							0
Total Ending Fund Balance						14,591,271	14,591,271
General Subtotal	**53,310,000**	**28,331,000**	**19,956,890**	**22,613,220**	**2,050,000**	**14,591,271**	**140,852,381**
DEBT SERVICE			**12,907,027**	**0**		**14,686,280**	**27,593,307**
SUBTOTAL APPROP. FUNDS	**53,310,000**	**28,331,000**	**32,863,917**	**22,613,220**	**2,050,000**	**29,277,551**	**168,445,688**
OTHER FUNDS: (List)							
English Learners Weighted Funding	1,938,000	1,126,000	258,633	0		(0)	3,322,633
Gifted & Talented Weighted Funding	289,000	154,000	71,000	0		0	514,000
At-Risk Weighted Funding	1,407,000	808,000	358,000	0		(0)	2,573,000
SB231	2,425,444	688,663				(0)	3,114,107
Adult Education	252,000	112,000	110,000	0		6,299	480,299
State Grants	981,242	408,128	700,630	0		0	2,090,000
Special Education	14,260,000	8,079,000	1,564,000	0		0	23,903,000
Private Donations & Grants	0	0	41,000	0		26,700	67,700
Federal Grants	3,390,000	592,000	2,926,000	0		0	6,908,000
Medicaid	209,000	107,000	280,911	0		0	596,911
Federal School Lunch	625,000	255,000	4,669,000	0		3,961,329	9,510,329
Residential Construction Tax	0	0	500,000	0		577,207	1,077,207
Building & Sites	0	0	25,000	0	25,000	49,727	99,727
Bond Projects	0	0	5,674,616	0		3,031,670	8,706,286
Capital Projects	0	0	5,400,000			1,996,576	7,396,576
Student Activity Funds	0	0	2,822,000	0		12,157	2,834,157
Proprietary							
Workers Comp Insurance	0	0	840,000	0		1,278,184	2,118,184
Unemployement Insurance	0	0	30,000	0		1,950,683	1,980,683
Group Insurance	0	0	897,000	0		698,835	1,595,835
SUBTOTAL OTHER FUNDS	25,776,686	12,329,791	27,167,790	0	25,000	13,589,367	78,888,634
TOTAL ALL FUNDS	**79,086,686**	**40,660,791**	**60,031,707**	**22,613,220**	**2,075,000**	**42,866,918**	**247,334,322**
Less: Interfund Transfers			0		0		(22,613,220)
NET ALL FUNDS	**79,086,686**	**40,660,791**	**60,031,707**	**22,613,220**	**2,075,000**	**42,866,918**	**224,721,102**

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1300 Tuition				
1500 Earnings on Investments	63,017	796,239	550,000	550,000
1600 Food Service Revenue				
1611 Daily Sales - School Lunch				
1612 Daily Sales - School Breakfast				
1613 Daily Sales - Special Milk				
1614 Daily Sales - After School Program				
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues	354,254	270,931	100,000	100,000
1910 Rentals		33,876		
1920 Donations				
TOTAL LOCAL SOURCES	417,271	1,101,046	650,000	650,000
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3110 PCFP Adjusted Base Per-Pupil Funding	98,022,737	102,305,303	102,876,658	102,315,864
3113 PCFP Auxiliary - Transportation	5,007,439	5,008,400	5,367,830	5,367,830
3115 PCFP Local Special Education	9,566,849	9,568,684	11,959,030	11,959,030
3200 Restricted Funding/Grants -in-Aid Rev				
3210 Special Transportation				
3220 Adult High School Diploma				
3230 Class Size Reduction				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	112,597,025	116,882,387	120,203,518	119,642,724
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue	109,840	11,356	100,000	11,000
4703 E-Rate	244,772	488,216	150,000	150,000
4800 Revenue in Lieu of Taxes				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	354,613	499,572	250,000	161,000
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds				
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Medium Term Note Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	0	0	0	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	17,054,019	22,337,973	20,214,199	20,398,657
TOTAL OPENING BALANCE	17,054,019	22,337,973	20,214,199	20,398,657
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	130,422,928	140,820,978	141,317,717	140,852,381

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
100 REGULAR PROGRAMS				
1000 Instruction				
100 Salaries	27,857,339	28,083,994	28,797,000	28,774,000
200 Benefits	12,467,978	12,663,964	16,570,000	16,419,000
300/400/500 Purchased Service	395,709	296,732	525,000	575,000
600 Supplies	1,964,391	1,469,029	2,075,000	1,776,000
700 Property	0	0	50,000	0
800 Other	5,377	48,016	50,000	50,000
100 TOTAL REGULAR PROGRAMS	42,690,794	42,561,735	48,067,000	47,594,000
300 VOCATIONAL & TECHNICAL PROGRAMS				
1000 Instruction				
100 Salaries	1,136,964	1,253,640	1,310,000	1,310,000
200 Benefits	517,912	592,113	780,000	722,000
300/400/500 Purchased Service	113,719	60,885	95,000	95,000
600 Supplies	77,699	66,507	100,000	100,000
700 Property				
800 Other	3,285	1,340	5,000	5,000
2200 Instructional Staff Support				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
300 TOTAL VOCATIONAL & TECHNICAL PROGRAMS	1,849,579	1,974,485	2,290,000	2,232,000
440 SUMMER SCHOOL				
1000 Instruction				
100 Salaries				135,000
200 Benefits				37,000
300/400/500 Purchased Service				13,000
600 Supplies				15,000
700 Property				
800 Other				
440 TOTAL SUMMER SCHOOL	0	0	0	200,000
600 ADULT EDUCATION				
1000 Instruction				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
600 TOTAL ADULT EDUCATION	0	0	0	0

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
910 COCURRICULAR PROGRAMS				
1000 Instruction				
100 Salaries	274,284	285,936	335,000	335,000
200 Benefits	9,285	44,220	54,000	54,000
300/400/500 Purchased Service	3,000	3,730	5,000	5,000
600 Supplies	967	509,776	250,000	75,000
700 Property				
800 Other	960	1,680	5,000	5,000
2700 Student Transportation				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2900 Other Direct Support				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
910 TOTAL COCURRICULAR PROGRAMS	288,496	845,342	649,000	474,000
920 ATHLETICS				
1000 Instruction				
100 Salaries	723,904	742,708	910,000	875,000
200 Benefits	67,243	78,365	110,000	80,000
300/400/500 Purchased Service	255,182	258,304	265,000	265,000
600 Supplies	431,576	472,700	800,000	650,000
700 Property	203,019	221,470		115,000
800 Other	22,338	26,442	55,000	32,000
2200 Instructional Staff Support				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2700 Student Transportation				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
920 TOTAL ATHLETICS	1,703,262	1,799,989	2,140,000	2,017,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
000 UNDISTRIBUTED EXPENDITURES				
2100 Student Support				
100 Salaries	2,769,304	2,859,314	2,985,000	3,062,000
200 Benefits	1,200,371	1,293,846	1,680,000	1,638,000
300/400/500 Purchased Service	14,444	25,000	55,000	55,000
600 Supplies	56,435	76,626	100,000	80,000
700 Property				
800 Other				
2100 SUBTOTAL	4,040,554	4,254,786	4,820,000	4,835,000
2200 Instructional Staff Support				
100 Salaries	1,189,509	1,699,538	1,742,000	1,717,000
200 Benefits	441,579	526,635	680,000	656,000
300/400/500 Purchased Service	202,278	167,059	355,000	275,000
600 Supplies	599,710	447,143	225,000	450,000
700 Property				
800 Other	40,842	39,875	50,000	50,000
2200 SUBTOTAL	2,473,918	2,880,250	3,052,000	3,148,000
2300 General Administration				
100 Salaries	692,501	698,540	719,000	709,000
200 Benefits	574,577	487,091	540,000	542,000
300/400/500 Purchased Service	372,635	396,050	475,000	400,000
600 Supplies	107,684	72,817	155,000	110,000
700 Property	92,247	22,514	25,000	25,000
800 Other	50,078	49,690	50,000	50,000
2300 SUBTOTAL	1,889,722	1,726,702	1,964,000	1,836,000
2400 School Administration				
100 Salaries	6,246,077	6,576,029	6,790,000	6,790,000
200 Benefits	2,584,519	2,779,096	3,620,000	3,477,000
300/400/500 Purchased Service	289,477	288,802	331,000	330,000
600 Supplies	213,328	227,204	255,000	239,000
700 Property	0	0	0	0
800 Other	9,041	9,189	10,000	10,000
2400 SUBTOTAL	9,342,442	9,880,320	11,006,000	10,846,000
2500 Central Services				
100 Salaries	2,233,723	2,457,292	2,526,000	2,526,000
200 Benefits	752,722	939,772	1,230,000	1,230,000
300/400/500 Purchased Service	1,962,235	1,532,745	1,579,000	1,563,000
600 Supplies	1,199,048	1,205,242	1,225,000	1,197,000
700 Property	468,513	45,843	50,000	25,000
800 Other	32,343	7,149	10,000	10,000
2500 SUBTOTAL	6,648,584	6,188,043	6,620,000	6,551,000
2600 Operations and Maintenance of Plant				
100 Salaries	3,854,737	4,192,665	4,310,000	4,310,000
200 Benefits	1,393,842	1,628,646	2,100,000	2,119,000
300/400/500 Purchased Service	4,591,564	5,739,455	3,999,000	3,700,000
600 Supplies	4,741,922	5,347,670	4,195,000	4,067,000
700 Property	410,292	735,069	550,000	550,000
800 Other	68,586	57,798	60,000	60,000
2600 SUBTOTAL	15,060,943	17,701,303	15,214,000	14,806,000
2700 Student Transportation				
100 Salaries	2,616,704	2,758,980	2,767,000	2,767,000
200 Benefits	943,739	1,070,871	1,350,000	1,357,000
300/400/500 Purchased Service	390,303	596,890	846,890	846,890
600 Supplies	1,093,597	458,888	1,100,000	608,000
700 Property	980,678	1,522,614	975,000	1,460,000
800 Other	2,692	1,138	20,000	20,000
2700 SUBTOTAL	6,027,713	6,409,381	7,058,890	7,058,890
TOTAL SUPPORT SERVICES	45,483,876	49,040,784	49,734,890	49,080,890

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
000 UNDISTRIBUTED EXPENDITURES (continued)				
4300 Architecture & Eng				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property		1,725,430		
800 Other				
4500 SUBTOTAL	0	1,725,430	0	0
4500 Building Acquisition & Construction				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property	132,858	35,850		
800 Other				
4500 SUBTOTAL	132,858	35,850	0	0
4600 Site Improvement				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	48,808	315,892		
600 Supplies				
700 Property				
800 Other				
4600 SUBTOTAL	48,808	315,892	0	0
4700 Building Improvements				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	362,282	3,090,754		
600 Supplies				
700 Property				
800 Other				
4700 Subtotal	362,282	3,090,754	0	0
4000 TOTAL FACILITIES ACQUISITION				
AND CONSTRUCTION	543,948	5,167,926	0	0
5100 Debt Service				
Principal				
Interest				
5100 TOTAL DEBT SERVICE	0	0	0	0
6200 Other Fund Transfers				
910 Interfund Transfers	15,525,000	19,032,060	23,720,220	22,613,220
				0
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	61,552,824	73,240,770	73,455,110	71,694,110
TOTAL ALL EXPENDITURES	108,084,955	120,422,321	126,601,110	124,211,110
6300 Contingency	0	0	2,050,000	2,050,000
ENDING FUND BALANCE				
Reserved Ending Balance(Inv. & Enc.)				
Unresolved Budget Shortfall				
Unreserved Ending Balance	22,337,973	20,398,657	12,666,607	14,591,271
TOTAL ENDING FUND BALANCE	22,337,973	20,398,657	12,666,607	14,591,271
TOTAL APPLICATIONS	130,422,928	140,820,978	141,317,717	140,852,381

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1500 Earnings on Investments				
TOTAL LOCAL SOURCES	0	0	0	0
3000 REVENUE FROM STATE SOURCES				
State Education Funding				
3110 Distributive School Fund				
3115 Special Education - DSA Funding				
3200 Restricted Funding/Grants -in-Aid Rev				
3210 Special Transportation				
3220 Adult High School Diploma				
3230 Class Size Reduction				
3254 PCFP English Learner	1,956,810	2,168,977	2,270,633	2,270,633
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	1,956,810	2,168,977	2,270,633	2,270,633
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
47200 Federal Medicaid Outgoing Paym				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds	500,000	1,212,000	1,210,000	1,052,000
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	500,000	1,212,000	1,210,000	1,052,000
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	200,702	19,361	(0)	(0)
TOTAL OPENING BALANCE	200,702	19,361	(0)	(0)
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	2,657,512	3,400,338	3,480,633	3,322,633

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
400 OTHER INSTRUCTIONAL PROGRAMS				
1000 Instruction				
100 Salaries	1,162,980	1,438,144	1,485,000	1,386,000
200 Benefits	550,632	724,671	845,000	786,000
300/400/500 Purchased Service	198,365	350,642	222,000	222,000
600 Supplies	540	31,338	24,633	24,633
700 Property				
800 Other				
2100 Student Support Services				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2200 Instructional Support Services				
100 Salaries	480,226	539,553	552,000	552,000
200 Benefits	245,408	274,764	340,000	340,000
300/400/500 Purchased Service		37,979	10,000	10,000
600 Supplies		3,248	2,000	2,000
700 Property				
800 Other				
400 TOTAL OTHER INSTRUCTIONAL PROGRAMS	2,638,150	3,400,339	3,480,633	3,322,633
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	0	0	0	0
TOTAL ALL EXPENDITURES	2,638,150	3,400,339	3,480,633	3,322,633
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	19,361	(0)	(0)	(0)
TOTAL ENDING FUND BALANCE	19,361	(0)	(0)	(0)
TOTAL APPLICATIONS	2,657,512	3,400,338	3,480,633	3,322,633

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1500 Earnings on Investments				
TOTAL LOCAL SOURCES	0	0	0	0
3000 REVENUE FROM STATE SOURCES				
State Education Funding				
3110 Distributive School Fund				
3115 Special Education - DSA Funding				
3200 Restricted Funding/Grants -in-Aid Rev				
3210 Special Transportation				
3220 Adult High School Diploma				
3230 Class Size Reduction				
3256 PCFP Gifted and Talented	27,950	47,446	67,780	67,780
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	27,950	47,446	67,780	67,780
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
47200 Federal Medicaid Outgoing Paym				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds	500,000	323,302	450,220	446,220
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	500,000	323,302	450,220	446,220
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	68,830	170,272	0	0
TOTAL OPENING BALANCE	68,830	170,272	0	0
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	596,780	541,020	518,000	514,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
400 OTHER INSTRUCTIONAL PROGRAMS				
1000 Instruction				
100 Salaries	261,814	278,988	289,000	289,000
200 Benefits	123,518	138,566	154,000	154,000
300/400/500 Purchased Service		25,748	45,000	41,000
600 Supplies	41,176	97,718	30,000	30,000
700 Property				
800 Other				
2100 Student Support Services				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2200 Instructional Support Services				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
400 TOTAL OTHER INSTRUCTIONAL PROGRAMS	426,508	541,020	518,000	514,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	0	0	0	0
TOTAL ALL EXPENDITURES	426,508	541,020	518,000	514,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	170,272	0	0	0
TOTAL ENDING FUND BALANCE	170,272	0	0	0
TOTAL APPLICATIONS	596,780	541,020	518,000	514,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1500 Earnings on Investments				
TOTAL LOCAL SOURCES	0	0	0	0
3000 REVENUE FROM STATE SOURCES				
State Education Funding				
3110 Distributive School Fund				
3115 Special Education - DSA Funding				
3200 Restricted Funding/Grants -in-Aid Rev				
3210 Special Transportation				
3220 Adult High School Diploma				
3230 Class Size Reduction				
3255 PCFP At-Risk	1,650,624	1,093,903	1,281,702	1,281,702
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	1,650,624	1,093,903	1,281,702	1,281,702
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
47200 Federal Medicaid Outgoing Paym				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds	450,000	787,079	1,211,000	960,000
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	450,000	787,079	1,211,000	960,000
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	235,313	720,173	155,298	331,298
TOTAL OPENING BALANCE	235,313	720,173	155,298	331,298
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	2,335,937	2,601,155	2,648,000	2,573,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
PROGRAM FUNCTION OBJECT				
400 OTHER INSTRUCTIONAL PROGRAMS				
1000 Instruction				
100 Salaries	809,898	997,591	1,112,000	1,101,000
200 Benefits	379,739	489,870	657,000	659,000
300/400/500 Purchased Service	5,250	65,074	70,000	75,000
600 Supplies	213,441	208,677	200,000	210,000
700 Property				
800 Other				
2100 Student Support Services				
100 Salaries	58,034	74,023	78,000	78,000
200 Benefits	20,875	38,026	42,000	41,000
300/400/500 Purchased Service	0	28,012	25,000	25,000
600 Supplies	0	1,583	10,000	10,000
700 Property				
800 Other				
2200 Instructional Support Services				
100 Salaries	90,611	210,736	271,000	228,000
200 Benefits	37,916	91,855	145,000	108,000
300/400/500 Purchased Service		25,031	18,000	18,000
600 Supplies		39,380	20,000	20,000
700 Property				
800 Other				
400 TOTAL OTHER INSTRUCTIONAL PROGRAMS	1,615,764	2,269,857	2,648,000	2,573,000
TOTAL SUPPORT SERVICES	1,615,764	2,269,857	2,648,000	2,573,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	1,615,764	2,269,857	2,648,000	2,573,000
TOTAL ALL EXPENDITURES	1,615,764	2,269,857	2,648,000	2,573,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	720,173	331,298	0	(0)
TOTAL ENDING FUND BALANCE	720,173	331,298	0	(0)
TOTAL APPLICATIONS	2,335,937	2,601,155	2,648,000	2,573,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3110 PCFP Adjusted Base Per-Pupil Funding				
3113 Auxiliary - Transportation				
3115 Local Special Education				
3200 Restricted Funding/Grants -in-Aid Rev	2,237,669	3,990,544	3,114,107	3,114,107
3210 Special Transportation				
3220 Adult High School Diploma				
3250 Restricted State Funding				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	2,237,669	3,990,544	3,114,107	3,114,107
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
47200 Federal Medicaid Outgoing Paym				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds				
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	0	0	0	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance				
TOTAL OPENING BALANCE	0	0	0	0
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	2,237,669	3,990,544	3,114,107	3,114,107

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
100 REGULAR PROGRAMS				
1000 Instruction				
100 Salaries	1,133,722	2,021,821	1,577,772	1,577,772
200 Benefits	357,524	637,589	497,557	497,557
300/400/500 Purchased Service				
600 Supplies				
700 Property				
100 TOTAL REGULAR PROGRAMS	1,491,245	2,659,411	2,075,329	2,075,329
000 UNDISTRIBUTED EXPENDITURES				
2100 Student Support				
100 Salaries	171,527	305,893	238,710	238,710
200 Benefits	45,326	80,831	63,078	63,078
300/400/500 Purchased Service				
600 Supplies				
700 Property				
2100 SUBTOTAL	216,853	386,724	301,789	301,789
2200 Instructional Staff Support				
100 Salaries	65,330	116,505	90,918	90,918
200 Benefits	14,989	26,730	20,859	20,859
300/400/500 Purchased Service				
600 Supplies				
700 Property				
2200 SUBTOTAL	80,318	143,236	111,777	111,777
2300 General Administration				
100 Salaries	6,553	11,687	9,120	9,120
200 Benefits	1,266	2,258	1,762	1,762
300/400/500 Purchased Service				
600 Supplies				
700 Property				
2300 SUBTOTAL	7,819	13,945	10,882	10,882

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
000 UNDISTRIBUTED EXPENDITURES (continued)				
2400 School Administration				
100 Salaries	71,156	126,896	99,026	99,026
200 Benefits	15,251	27,197	21,224	21,224
300/400/500 Purchased Service				
600 Supplies				
700 Property				
2400 SUBTOTAL	86,407	154,093	120,250	120,250
2500 Central Services				
100 Salaries	37,223	66,382	51,803	51,803
200 Benefits	8,119	14,480	11,299	11,299
300/400/500 Purchased Service				
600 Supplies				
700 Property				
2500 SUBTOTAL	45,343	80,862	63,102	63,102
2600 Operations and Maintenance of Plant				
100 Salaries	127,200	226,841	177,020	177,020
200 Benefits	26,262	46,835	36,549	36,549
300/400/500 Purchased Service				
600 Supplies				
700 Property				
2600 SUBTOTAL	153,462	273,676	213,569	213,569
2700 Student Transportation				
100 Salaries	98,577	175,797	137,187	137,187
200 Benefits	20,617	36,767	28,692	28,692
300/400/500 Purchased Service				
600 Supplies				
700 Property				
2700 SUBTOTAL	119,194	212,564	165,879	165,879
3100 Food Service Operations				
100 Salaries	31,536	56,239	43,888	43,888
200 Benefits	5,492	9,794	7,643	7,643
300/400/500 Purchased Service				
600 Supplies				
700 Property				
3100 SUBTOTAL	37,028	66,034	51,531	51,531
6200 Other Fund Transfers				
910 Interfund Transfers				
000 TOTAL UNDISTRIBUTED EXPENDITURES	746,423	1,331,133	1,038,778	1,038,778
TOTAL ALL EXPENDITURES	2,237,669	3,990,544	3,114,107	3,114,107
ENDING FUND BALANCE	0	0	0	0
Reserved Ending Balance		0	(0)	(0)
Unreserved Ending Balance	0	0	(0)	(0)
TOTAL ENDING FUND BALANCE	2,237,669	3,990,544	3,114,107	(0)
TOTAL APPLICATIONS	2,237,669	3,990,544	3,114,107	(0)

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1190 Other Taxes				
1191 Franchise Taxes				
1192 Governmental Services Tax				
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes				
1300 Tuition	177	67		
1400 Transportation Fees				
1500 Earnings on Investments				
1600 Food Service Revenue				
1611 Daily Sales - School Lunch				
1612 Daily Sales - School Breakfast				
1613 Daily Sales - Special Milk				
1614 Daily Sales - After School Program				
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals				
1920 Donations				
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	177	67	0	0
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3115 Special Education - DSA Funding				
3200 Restricted Funding/Grants -in-Aid Rev				
3210 Special Transportation				
3220 Adult High School Diploma	410,080	474,000	474,000	474,000
3230 Class Size Reduction				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	410,080	474,000	474,000	474,000
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
4800 Revenue in Lieu of Taxes				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0		
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	6,055	6,232	6,299	6,299
TOTAL OPENING BALANCE	6,055	6,232	6,299	6,299
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	416,312	480,299	480,299	480,299

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
600 ADULT EDUCATION PROGRAMS				
1000 Instruction				
100 Salaries	182,282	228,127	242,000	242,000
200 Benefits	89,583	85,438	110,000	110,000
300/400/500 Purchased Service	30,622	37,880	25,000	25,000
600 Supplies	50,568	55,403	50,000	50,000
700 Property	50,533	50,045	25,000	25,000
800 Other				
1000 Subtotal	403,587	456,894	452,000	452,000
2400 School Administration				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	0			
600 Supplies				
700 Property				
800 Other				
2400 Subtotal	0	0	0	0
2500 Central Services				
100 Salaries		12,283	10,000	10,000
200 Benefits		4,574	2,000	2,000
300/400/500 Purchased Service	4,554	250	10,000	10,000
600 Supplies	1,938			
700 Property				
800 Other				
2500 Subtotal	6,493	17,106	22,000	22,000
TOTAL SUPPORT SERVICES	410,080	474,000	474,000	474,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	410,080	474,000	474,000	474,000
TOTAL ALL EXPENDITURES	410,080	474,000	474,000	474,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	6,232	6,299	6,299	6,299
TOTAL ENDING FUND BALANCE	6,232	6,299	6,299	6,299
TOTAL APPLICATIONS	416,312	480,299	480,299	480,299

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3110 PCFP Adjusted Base Per-Pupil Funding				
3113 Auxiliary - Transportation				
3115 Local Special Education				
3200 Restricted Funding/Grants -in-Aid Rev	1,587,640	2,090,000	2,090,000	2,090,000
3210 Special Transportation				
3220 Adult High School Diploma				
3250 Restricted State Funding				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	1,587,640	2,090,000	2,090,000	2,090,000
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
47200 Federal Medicaid Outgoing Paym				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds				
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	0	0	0	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance				
TOTAL OPENING BALANCE	0	0	0	0
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	1,587,640	2,090,000	2,090,000	2,090,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
100 REGULAR PROGRAMS				
1000 Instruction				
100 Salaries	234,696	56,242	56,242	56,242
200 Benefits	107,299	28,128	28,128	28,128
300/400/500 Purchased Service	36,503			
600 Supplies	435,012	183,306	183,306	183,306
700 Property	11,806	15,218	15,218	15,218
800 Other		4,730	4,730	4,730
100 TOTAL REGULAR PROGRAMS	825,316	287,624	287,624	287,624
200 SPECIAL PROGRAMS				
1000 Instruction				
100 Salaries		800,000	800,000	800,000
200 Benefits		320,000	320,000	320,000
300/400/500 Purchased Service		119,000	119,000	119,000
600 Supplies		50,000	50,000	50,000
700 Property				
270 TOTAL SPECIAL PROGRAMS	0	1,289,000	1,289,000	1,289,000
300 VOCATIONAL & TECHNICAL PROGRAMS				
1000 Instruction				
100 Salaries	40,392	125,000	125,000	125,000
200 Benefits	110,649	60,000	60,000	60,000
300/400/500 Purchased Service	-	5,985	5,985	5,985
600 Supplies	-	161,286	161,286	161,286
700 Property	-	138,877	138,877	138,877
800 Other	279	1,176	1,176	1,176
300 TOTAL VOCATIONAL & TECHNICAL PROGRAMS	151,320	492,324	492,324	492,324
000 UNDISTRIBUTED EXPENDITURES				
2100 Student Support				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2100 SUBTOTAL	0	0	0	0
2200 Instructional Staff Support				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	67,960			
600 Supplies				
700 Property				
800 Other				
2200 SUBTOTAL	67,960	0	0	0

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
2300 General Administration				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service		1,232		
600 Supplies				
700 Property				
800 Other	24,040			
2300 SUBTOTAL	24,040	1,232	0	0
2500 Central Services				
100 Salaries	30,389			
200 Benefits	16,070			
300/400/500 Purchased Service				
600 Supplies	811			
700 Property				
800 Other				
2500 SUBTOTAL	47,270	0	0	0
2600 Operations and Maintenance				
100 Salaries				
200 Benefits		19,820	21,052	21,052
300/400/500 Purchased Service				
600 Supplies	471,734			
700 Property				
800 Other				
2600 SUBTOTAL	471,734	19,820	21,052	21,052
2900 Other Support				
800 Other				
2900 SUBTOTAL	0			
000 TOTAL UNDISTRIBUTED EXPENDITURES	611,004	21,052	21,052	21,052
TOTAL ALL EXPENDITURES	1,587,640	2,090,000	2,090,000	2,090,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance	0	0	0	0
Unreserved Ending Balance	0	0	0	0
TOTAL ENDING FUND BALANCE	0	0	0	0
TOTAL APPLICATIONS	1,587,640	2,090,000	2,090,000	2,090,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1110 Property Taxes				
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes - Boat Tax				
1300 Tuition				
1400 Transportation Fees				
1900 Other Revenues				
1910 Rentals				
1920 Donations				
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	0	0	0	0
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3115 Special Education - PCFP Funding				
3200 Restricted Funding/Grants -in-Aid Rev				
3210 Special Transportation				
3270 State Special Education Funding	4,895,480	4,998,000	4,835,124	4,998,000
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	4,895,480	4,998,000	4,835,124	4,998,000
4000 FEDERAL SOURCES				
4800 Revenue in Lieu of Taxes				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0		
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds	12,375,000	15,109,679	19,099,000	18,905,000
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	12,375,000	15,109,679	19,099,000	18,905,000
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	770,199	415,969	876	0
TOTAL OPENING BALANCE	770,199	415,969	876	0
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	18,040,679	20,523,648	23,935,000	23,903,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
200 SPECIAL PROGRAMS				
1000 Instruction				
100 Salaries	7,814,114	8,090,765	9,143,000	9,143,000
200 Benefits	3,820,264	3,986,622	5,344,000	5,344,000
300/400/500 Purchased Service	7,162	8,211	25,000	25,000
600 Supplies	31,920	87,878	90,000	90,000
700 Property				
800 Other				
1000 SUBTOTAL	11,673,460	12,173,476	14,602,000	14,602,000
2100 Student Support Services				
100 Salaries	2,840,193	2,588,642	3,990,000	4,275,000
200 Benefits	1,092,342	1,204,375	2,250,000	2,278,000
300/400/500 Purchased Service	1,025,879	3,091,641	1,727,000	1,282,000
600 Supplies	1,871	139,579	5,000	5,000
700 Property				
800 Other				
2100 SUBTOTAL	4,960,285	7,024,237	7,972,000	7,840,000
2200 Instruction Staff Support				
100 Salaries	13,018	18,148	21,000	21,000
200 Benefits	1,265	1,565	3,000	3,000
300/400/500 Purchased Service	0	148	4,000	4,000
600 Supplies	0	217		
700 Property				
800 Other				
2200 SUBTOTAL	14,283	20,078	28,000	28,000
2300 General Administration				
100 Salaries	204,089	217,069	219,000	219,000
200 Benefits	77,931	106,364	106,000	106,000
300/400/500 Purchased Service	4,454	27,050	25,000	30,000
600 Supplies	7,639	13,397	15,000	15,000
700 Property				
800 Other		86,694		95,000
2300 SUBTOTAL	294,113	450,574	365,000	465,000
2700 Student Transportation				
100 Salaries	489,932	584,122	602,000	602,000
200 Benefits	192,637	271,161	348,000	348,000
300/400/500 Purchased Service			15,000	15,000
600 Supplies			3,000	3,000
700 Property				
800 Other				
2700 SUBTOTAL	682,569	855,283	968,000	968,000
4000 TOTAL FACILITIES ACQUISITION				
AND CONSTRUCTION	0	0	0	0
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
200 TOTAL SPECIAL PROGRAMS	17,624,710	20,523,648	23,935,000	23,903,000
TOTAL ALL EXPENDITURES	17,624,710	20,523,648	23,935,000	23,903,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	415,969	0	0	0
TOTAL ENDING FUND BALANCE	415,969	0	0	0
TOTAL APPLICATIONS	18,040,679	20,523,648	23,935,000	23,903,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1110 Property Taxes				
1111 Net Proceeds of Mines				
1112 Net Proceeds Of Mines -Prior Year				
1120 School Support Taxes				
1150 Residential Construction Tax				
1190 Other Taxes				
1191 Franchise Taxes				
1192 Governmental Services Tax				
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes - Boat Tax				
1300 Tuition				
1400 Transportation Fees				
1500 Earnings on Investments				
1600 Food Service Revenue				
1611 Daily Sales - School Lunch				
1612 Daily Sales - School Breakfast				
1613 Daily Sales - Special Milk				
1614 Daily Sales - After School Program				
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals				
1920 Donations	29,900	15,000	15,000	15,000
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	29,900	15,000	15,000	15,000
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds				
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	0	0	0	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	31,806	57,700	52,700	52,700
TOTAL OPENING BALANCE	31,806	57,700	52,700	52,700
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	61,706	72,700	67,700	67,700

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
100 REGULAR PROGRAMS				
1000 Instruction				
100 Salaries				
200 Benefits	4,006	10,000	25,000	25,000
300/400/500 Purchased Service				
600 Supplies				0
700 Property				
800 Other				
100 TOTAL REGULAR PROGRAMS	4,006	10,000	25,000	25,000
000 UNDISTRIBUTED EXPENDITURES				
2100 Student Support				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies		10,000	16,000	16,000
700 Property				
800 Other				
000 TOTAL UNDISTRIBUTED EXPENDITURES	0	10,000	16,000	16,000
TOTAL ALL EXPENDITURES	4,006	20,000	41,000	41,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	57,700	52,700	26,700	26,700
TOTAL ENDING FUND BALANCE	57,700	52,700	26,700	26,700
TOTAL APPLICATIONS	61,706	72,700	67,700	67,700

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1400 Transportation Fees				
1500 Earnings on Investments				
1600 Food Service Revenue				
1611 Daily Sales - School Lunch				
1612 Daily Sales - School Breakfast				
1613 Daily Sales - Special Milk				
1614 Daily Sales - After School Program				
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals				
1920 Donations				
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	0	0	0	0
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3115 Special Education - DSA Funding				
3200 Restricted Funding/Grants -in-Aid Rev				
3210 Special Transportation				
3220 Adult High School Diploma				
3230 Class Size Reduction				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	0	0	0	0
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency	8,690,768	9,260,224	6,908,000	6,908,000
4700 Federal Other Flow Through				
4710 Forrest Revenue				
4800 Revenue in Lieu of Taxes				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	8,690,768	9,260,224	6,908,000	6,908,000
5000 OTHER SOURCES OF FUNDS				
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	0	0	0	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance		0	0	0
TOTAL OPENING BALANCE	0	0	0	0
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	8,690,768	9,260,224	6,908,000	6,908,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
100 REGULAR PROGRAMS				
1000 Instruction				
100 Salaries	255,791	1,075,000	650,000	650,000
200 Benefits	62,496	164,977	100,000	100,000
300/400/500 Purchased Service	1,039,522	113,706	113,000	113,000
600 Supplies	1,190,076	600,000	250,000	250,000
700 Property	0	21,550	21,000	21,000
800 Other	5,768			
1000 SUBTOTAL	2,553,653	1,975,233.00	1,134,000.00	1,134,000.00
2700 Student Transportation				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2700 SUBTOTAL	0	-	-	-
100 TOTAL REGULAR EXPENDITURES	2,553,653	1,975,233.00	1,134,000.00	1,134,000.00
200 SPECIAL PROGRAMS				
1000 Instruction				
100 Salaries	965,937	1,073,200	873,000	873,000
200 Benefits	365,099	344,847	274,000	274,000
300/400/500 Purchased Service	1,075,916	453,598	250,000	250,000
600 Supplies	237,781	125,000	125,000	125,000
700 Property	13,380			
800 Other				
1000 SUBTOTAL	2,658,113	1,996,645.00	1,522,000.00	1,522,000.00
2700 Student Transportation				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2700 SUBTOTAL	0	-	-	-
200 TOTAL SPECIAL PROGRAMS	2,658,113	1,996,645.00	1,522,000.00	1,522,000.00
300 VOCATIONAL & TECHNICAL PROGRAMS				
1000 Instruction				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service		5,668	5,000	5,000
600 Supplies	8,619	72,842	72,000	72,000
700 Property	5,898	65,862	65,000	65,000
800 Other				
300 TOTAL VOCATIONAL & TECHNICAL PROGRAM	14,517	144,372.00	142,000.00	142,000.00

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
400 OTHER INSTRUCTIONAL PROGRAMS				
1000 Instruction				
100 Salaries	856,961	697,226	597,000	597,000
200 Benefits		23,682	24,000	24,000
300/400/500 Purchased Service	31,305			
600 Supplies		117,255	110,000	110,000
700 Property				
800 Other				
440 TOTAL SUMMER SCHOOL	888,266	838,163.00	731,000.00	731,000.00
000 UNDISTRIBUTED EXPENDITURES				
2100 Student Support				
100 Salaries	431,710	365,663	360,000	360,000
200 Benefits	37,906	36,164	36,000	36,000
300/400/500 Purchased Service	587,487	751,593	250,000	250,000
600 Supplies	46,391	800,000	500,000	500,000
700 Property				
800 Other		334	1,000	1,000
2100 SUBTOTAL	1,103,494	1,953,754	1,147,000	1,147,000
2200 Instructional Staff Support				
100 Salaries	483,751	480,937	380,000	380,000
200 Benefits	56,307	76,589	96,000	96,000
300/400/500 Purchased Service	171,322	231,127	31,000	31,000
600 Supplies	22,061	126,705	126,000	126,000
700 Property				
800 Other				
2200 SUBTOTAL	733,441	915,358	633,000	633,000
2300 General Administration				
100 Salaries		80,073	80,000	80,000
200 Benefits		2,150	2,000	2,000
300/400/500 Purchased Service	395	65,282	270,000	270,000
600 Supplies	242,395			
700 Property				
800 Other				
2300 SUBTOTAL	242,790	147,505	352,000	352,000
2400 School Administration				
100 Salaries	50,000	234,171	230,000	230,000
200 Benefits	1,293	11,397	10,000	10,000
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2400 SUBTOTAL	51,293	245,568	240,000	240,000
2500 Central Services				
100 Salaries	269,077	253,179	220,000	220,000
200 Benefits	100,392	59,158	50,000	50,000
300/400/500 Purchased Service	586	175	0	0
600 Supplies	1,102	97,678	100,000	100,000
700 Property				
800 Other				
2500 SUBTOTAL	371,157	410,190	370,000	370,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
2600 Operations and Maintenance of Plant				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies		543,428	546,000	546,000
700 Property		14,904	14,000	14,000
800 Other				
2600 SUBTOTAL	0	558,332	560,000	560,000
2700 Student Transportation				
100 Salaries	64,723			
200 Benefits	4,665			
300/400/500 Purchased Service	2,533	2,000	2,000	2,000
600 Supplies				
700 Property				
800 Other				
2700 SUBTOTAL	71,921	2,000	2,000	2,000
3300 Community Service Operations				
100 Salaries	254			
200 Benefits	10			
300/400/500 Purchased Service				
600 Supplies	1,859	73,104	75,000	75,000
700 Property				
800 Other				
3300 SUBTOTAL	2,123	73,104	75,000	75,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	2,576,219	4,305,811	3,379,000	3,379,000
TOTAL ALL EXPENDITURES	8,690,768	9,260,224	6,908,000	6,908,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	0	0	0	0
TOTAL ENDING FUND BALANCE	0	0	0	0
TOTAL APPLICATIONS	8,690,768	9,260,224	6,908,000	6,908,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1190 Other Taxes				
1191 Franchise Taxes				
1192 Governmental Services Tax				
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes				
1300 Tuition				
1500 Earnings on Investments				
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals				
1920 Donations				
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	0	0	0	0
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3115 Special Education - DSA Funding				
3200 Restricted Funding/Grants -in-Aid Rev				
3210 Special Transportation				
3220 Adult High School Diploma				
3230 Class Size Reduction				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	0	0	0	0
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through	349,457	275,000	275,000	275,000
4710 Forrest Revenue				
4800 Revenue in Lieu of Taxes				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	349,457	275,000	275,000	275,000
5000 OTHER SOURCES OF FUNDS				
5200 Transfers from Other Funds	100,000	100,000		
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	100,000	100,000	0	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	130,849	220,974	321,911	321,911
TOTAL OPENING BALANCE	130,849	220,974	321,911	321,911
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	580,306	595,974	596,911	596,911

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
000 UNDISTRIBUTED EXPENDITURES				
2100 Student Support				
100 Salaries	222,246	127,897	129,000	151,000
200 Benefits	36,714	49,797	53,000	81,000
300/400/500 Purchased Service			226,911	170,000
600 Supplies			50,000	50,000
700 Property				
800 Other				
2100 Subtotal	258,960	177,694	458,911	452,000
2200 Instructional Staff Support				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2300 SUBTOTAL	0	0	0	0
2300 General Administration				
100 Salaries	45,633	48,492	54,000	58,000
200 Benefits	17,817	17,877	24,000	26,000
300/400/500 Purchased Service	34,922	25,000	35,000	35,911
600 Supplies	2,000	5,000	25,000	25,000
700 Property				
800 Other				
2600 SUBTOTAL	100,372	96,369	138,000	144,911
2700 Student Transportation				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2700 Subtotal	0	0	0	0
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
200 TOTAL SPECIAL PROGRAMS	359,332	274,063	596,911	596,911
TOTAL ALL EXPENDITURES	359,332	274,063	596,911	596,911
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	220,974	321,911	0	0
TOTAL ENDING FUND BALANCE	220,974	321,911	0	0
TOTAL APPLICATIONS	580,306	595,974	596,911	596,911

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1400 Transportation Fees				
1500 Earnings on Investments		5,000		
1600 Food Service Revenue	41,812	94,253	103,182	103,182
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals				
1920 Donations				
1950/60 Services Provided other Governments	31,864	15,844	15,000	15,000
1990 Miscellaneous				
TOTAL LOCAL SOURCES	73,676	115,097	118,182	118,182
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3115 Special Education - DSA Funding				
3200 Restricted Funding/Grants -in-Aid Rev	143,201	12,591	9,068	9,068
3210 Special Transportation				
3220 Adult High School Diploma				
3230 Class Size Reduction				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	143,201	12,591	9,068	9,068
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency	6,380,969	4,542,289	4,983,889	4,983,889
4700 Federal Other Flow Through				
4710 Forrest Revenue				
4800 Revenue in Lieu of Taxes				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	6,380,969	4,542,289	4,983,889	4,983,889
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds		500,000	250,000	0
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Medium Term Note Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	0	500,000	250,000	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	3,330,128	4,448,534	4,399,190	4,399,190
TOTAL OPENING BALANCE	3,330,128	4,448,534	4,399,190	4,399,190
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	9,927,974	9,618,511	9,760,329	9,510,329

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
000 UNDISTRIBUTED EXPENDITURES				
2400 School Administration				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2400 Subtotal	0	0	0	0
2500 Central Services				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2500 Subtotal	0	0	0	0
2600 Operations and Maintenance of Plant				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2600 Subtotal	0	0	0	0
TOTAL SUPPORT SERVICES	0	0	0	0
NONINSTRUCTIONAL SERVICES				
3100 Food Service Operations				
100 Salaries	630,703	585,349	625,000	625,000
200 Benefits	226,389	218,567	255,000	255,000
300/400/500 Purchased Service	1,009,844	1,320,000	1,355,000	1,355,000
600 Supplies	3,610,551	3,015,406	3,217,000	3,217,000
700 Property	0	75,000	90,000	90,000
800 Other	1,953	5,000	7,000	7,000
3100 SUBTOTAL	5,479,440	5,219,322	5,549,000	5,549,000
4700 Subtotal	0	0	0	0
3100 TOTAL FOOD SERVICE OPERATIONS				
	5,479,440	5,219,322	5,549,000	5,549,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	5,479,440	5,219,322	5,549,000	5,549,000
TOTAL ALL EXPENDITURES	5,479,440	5,219,322	5,549,000	5,549,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	4,448,534	4,399,190	4,211,329	3,961,329
TOTAL ENDING FUND BALANCE	4,448,534	4,399,190	4,211,329	3,961,329
TOTAL APPLICATIONS	9,927,974	9,618,511	9,760,329	9,510,329

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1110 Property Taxes				
1111 Net Proceeds of Mines				
1112 Net Proceeds Of Mines -Prior Year				
1120 WC-1 Sales Tax Revenue				
1150 Residential Construction Tax	742,768	560,000	560,000	560,000
1190 Other Taxes				
1191 Franchise Taxes				
1192 Governmental Services Tax				
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes				
1300 Tuition				
1400 Transportation Fees				
1500 Investement Earnings				
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals				
1920 Donations				
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	742,768	560,000	560,000	560,000
3000 REVENUE FROM STATE SOURCES				
3210 Special Transportation				
3220 Adult High School Diploma				
3230 Class Size Reduction				
3240 Full Day Kindergarten				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	0	0	0	0
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
47200 Federal Medicaid Outgoing Paym				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	1,773,730	1,512,505	1,016,067	517,207
TOTAL OPENING BALANCE	1,773,730	1,512,505	1,016,067	517,207
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	2,516,498	2,072,505	1,576,067	1,077,207

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
000 UNDISTRIBUTED EXPENDITURES				
2600 Plant Maintenance and Operations				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service		5,490		
600 Supplies				
700 Property				
800 Other				
TOTAL SUPPORT SERVICES	0	5,490	0	0
4500 Building Acquisition & Construction				
100 Salaries				
300/400/500 Purchased Service		-		
600 Supplies				
700 Property	71,507			
800 Other				
4500 SUBTOTAL	71,507	0	0	0
PROGRAM FUNCTION OBJECT				
4600 Site Improvement				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	422,773	511,156	800,000	200,000
600 Supplies				
700 Property				
800 Other				
4600 SUBTOTAL	422,773	511,156	800,000	200,000
4700 Building Improvements				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service		1,038,652	500,000	300,000
600 Supplies	162,245			
700 Property	347,468			
800 Other				
4700 Subtotal	509,713	1,038,652	500,000	300,000
4000 TOTAL FACILITIES ACQUISITION				
AND CONSTRUCTION	1,003,993	1,549,808	1,300,000	500,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	0	0	0	0
TOTAL ALL EXPENDITURES	1,003,993	1,555,298	1,300,000	500,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	1,512,505	517,207	276,067	577,207
TOTAL ENDING FUND BALANCE	1,512,505	517,207	276,067	577,207
TOTAL APPLICATIONS	2,516,498	2,072,505	1,576,067	1,077,207

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1110 Property Taxes				
1111 Net Proceeds of Mines				
1112 Net Proceeds Of Mines -Prior Year				
1120 WC-1 Sales Tax Revenue				
1150 Residential Construction Tax				
1190 Other Taxes				
1191 Franchise Taxes				
1192 Governmental Services Tax				
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes				
1300 Tuition				
1400 Transportation Fees				
1500 Investment Earnings				
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals	9,200	8,800	8,800	8,800
1920 Donations				
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	9,200	8,800	8,800	8,800
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3115 Special Education - DSA Funding				
3200 Restricted Funding/Grants -in-Aid Rev				
3240 Full Day Kindergarten				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	0	0	0	0
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
47200 Federal Medicaid Outgoing Paym				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	114,996	102,127	90,927	90,927
TOTAL OPENING BALANCE	114,996	102,127	90,927	90,927
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	124,196	110,927	99,727	99,727

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
2500 Central Services				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2600 Operations and Maintenance of Plant				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies	22,069	20,000	25,000	25,000
700 Property				
800 Other				
2700 Student Transportation				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
3300 Community Service Operations				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
400 TOTAL OTHER INSTRUCTIONAL PROGRAMS	22,069	20,000	25,000	25,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	0	0	0	0
TOTAL ALL EXPENDITURES	22,069	20,000	25,000	25,000
6300 Contingency			25,000	25,000
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	102,127	90,927	49,727	49,727
TOTAL ENDING FUND BALANCE	102,127	90,927	49,727	49,727
TOTAL APPLICATIONS	124,196	110,927	99,727	99,727

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1110 Property Taxes				
1111 Net Proceeds of Mines				
1190 Other Taxes				
1191 Franchise Taxes				
1192 Governmental Services Tax				
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes				
1300 Tuition				
1400 Transportation Fees				
1500 Investment Earnings	947,763	838,000	100,000	100,000
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals				
1920 Donations				
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	947,763	838,000	100,000	100,000
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
47200 Federal Medicaid Outgoing Paym				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds		13,870,000		
5110 Bond Principal		1,125,801		
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds				
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	0	14,995,801	0	
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	28,719,924	10,679,875	15,038,141	8,606,286
TOTAL OPENING BALANCE	28,719,924	10,679,875	15,038,141	8,606,286
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	29,667,687	26,513,676	15,138,141	8,706,286

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
100 REGULAR PROGRAMS				
1000 Instruction				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	2,200,000			
600 Supplies				
700 Property				
800 Other				
100 TOTAL REGULAR PROGRAMS	2,200,000	0	0	0
000 UNDISTRIBUTED EXPENDITURES				
2300 General Administration				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	27,170	206,870	30,000	
600 Supplies				
700 Property				
800 Other				
2600 Operations and Maintenance of Plant				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property	247,127	347,581		
800 Other				
2700 Student Transportation				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies	751,268			
700 Property		1,924,125	1,260,000	1,101,107
800 Other				
TOTAL SUPPORT SERVICES	1,025,565	2,478,576	1,290,000	1,101,107
4100 Land Acquisition				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
4100 SUBTOTAL	0	0	0	0

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
4300 Architecture/Engineering				
300/400/500 Purchased Service	190,129	89,904	25,000	0
600 Supplies				
700 Property				
800 Other				
4300 SUBTOTAL	190,129	89,904	25,000	0
4400 EDUCATIONAL SPECIFICATIONS DEVELOPMENT				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
4400 SUBTOTAL	0	0	0	0
4500 Building Acquisition & Construction				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	10,595,599	3,780,467		
600 Supplies				
700 Property				
800 Other				
4500 SUBTOTAL	10,595,599	3,780,467	0	0
4600 Site Improvement				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	8,184	17,785	200,000	
600 Supplies				
700 Property				
800 Other				
4600 SUBTOTAL	8,184	17,785	200,000	0
4700 Building Improvements				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	2,673,334	9,062,082	4,812,000	3,472,402
600 Supplies				
700 Property	1,236,127			
800 Other	33,309			
4700 Subtotal	3,942,770	9,062,082	4,812,000	3,472,402
4000 TOTAL FACILITIES ACQUISITION				
AND CONSTRUCTION	15,762,247	15,428,814	6,327,000	4,573,509
6200 Other Fund Transfers				
910 Interfund Transfers				
5000 Debt Service				
TOTAL ALL EXPENDITURES	18,987,812	17,907,390	7,617,000	5,674,616
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	10,679,875	8,606,286	7,521,141	3,031,670
TOTAL ENDING FUND BALANCE	10,679,875	8,606,286	7,521,141	3,031,670
TOTAL APPLICATIONS	29,667,687	26,513,676	15,138,141	8,706,286

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1110 Property Taxes				
1111 Net Proceeds of Mines				
1112 Net Proceeds Of Mines -Prior Year				
1190 Other Taxes				
1191 Franchise Taxes				
1192 Governmental Services Tax	1,030,218	1,024,787	1,067,948	1,067,948
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes				
1400 Transportation Fees				
1500 Investment Earnings	2,112,087	1,268,000	125,000	182,000
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals				
1920 Donations				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	3,142,305	2,292,787	1,192,948	1,249,948
3000 REVENUE FROM STATE SOURCES				
3200 Restricted Funding/Grants -in-Aid Rev				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	0	0	0	0
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds	1,600,000	1,000,000	1,500,000	1,250,000
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	1,600,000	1,000,000	1,500,000	1,250,000
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	3,399,403	5,611,078	4,896,628	4,896,628
TOTAL OPENING BALANCE	3,399,403	5,611,078	4,896,628	4,896,628
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	8,141,708	8,903,865	7,589,576	7,396,576

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	AMENDED FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
000 UNDISTRIBUTED				
2600 Operations and Maintenance of Plant				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	19,978	40,618		
600 Supplies				
700 Property				
800 Other				
4300 SUBTOTAL	19,978	40,618	0	0
4300 Architecture/Engineering				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
4300 SUBTOTAL	0	0	0	0
4500 Building Acquisition & Construction				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	71,507	71,507		
600 Supplies				
700 Property				
800 Other				
4500 SUBTOTAL	71,507	71,507	0	0
4600 Site Improvement				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	256,956	961,892	2,150,000	2,150,000
600 Supplies				
700 Property				
800 Other				
4600 SUBTOTAL	256,956	961,892	2,150,000	2,150,000
4700 Building Improvements				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	2,182,189	2,933,220	3,250,000	3,250,000
600 Supplies				
700 Property				
800 Other				
4700 Subtotal	2,182,189	2,933,220	3,250,000	3,250,000
000 TOTAL UNDISTRIBUTED	2,530,630	4,007,237	5,400,000	5,400,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	0	0	0	0
TOTAL ALL EXPENDITURES	2,530,630	4,007,237	5,400,000	5,400,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	5,611,078	4,896,628	2,189,576	1,996,576
TOTAL ENDING FUND BALANCE	5,611,078	4,896,628	2,189,576	1,996,576
TOTAL APPLICATIONS	8,141,708	8,903,865	7,589,576	7,396,576

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	December Augmented
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1110 Property Taxes				
1111 Net Proceeds of Mines				
1112 Net Proceeds Of Mines -Prior Year				
1120 School Support Taxes				
1150 Residential Construction Tax				
1190 Other Taxes				
1191 Franchise Taxes				
1192 Governmental Services Tax				
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes				
1300 Tuition				
1400 Transportation Fees				
1500 Earnings on Investments				
1600 Food Service Revenue				
1611 Daily Sales - School Lunch				
1612 Daily Sales - School Breakfast				
1613 Daily Sales - Special Milk				
1614 Daily Sales - After School Program				
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues	1,202,126	1,214,936	1,750,000	1,750,000
1910 Rentals				
1920 Donations				
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	1,202,126	1,214,936	1,750,000	1,750,000
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	1,067,095	1,079,221	1,084,157	1,084,157
TOTAL OPENING BALANCE	1,067,095	1,079,221	1,084,157	1,084,157
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	2,269,221	2,294,157	2,834,157	2,834,157

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
910 COCURRICULAR ACTIVITIES				
1000 Instruction				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	1,190,000	1,210,000	2,822,000	2,822,000
600 Supplies				
700 Property				
800 Other				
2100 Student Support Services				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2200 Student Support Services				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
910 TOTAL COCURRICULAR ACTIVITES	1,190,000	1,210,000	2,822,000	2,822,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	0	0	0	0
TOTAL ALL EXPENDITURES	1,190,000	1,210,000	2,822,000	2,822,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	1,079,221	1,084,157	12,157	12,157
TOTAL ENDING FUND BALANCE	1,079,221	1,084,157	12,157	12,157
TOTAL APPLICATIONS	2,269,221	2,294,157	2,834,157	2,834,157

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
AVAILABLE RESOURCES	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
COMBINED BONDS				
1110 Property Taxes	11,550,852	13,060,793	14,054,350	14,054,350
1110 Property Tax Fee				
1120 School Support Taxes				
1190 Other Resources:				
Net Incr (Decr) in Fair Value of Investments				
Proceeds from Refunding Bonds				
Premium on Bonds sold	0			
Proceeds from Bond Sales				
Gain or Loss on Investments				
Debt Premium				
1500 Earnings on Investments	547,815	673,000	250,000	383,000
Intetest Subsidy				
Transfers IN from other funds				
Subtotal	12,098,667	13,733,793	14,304,350	14,437,350
Opening Fund Balance	11,593,327	12,130,288	12,778,344	13,155,957
Subtotal-Combined Bonds	23,691,994	25,864,081	27,082,694	27,593,307
MEDIUM-TERM FINANCING				
1110 Property Taxes				
1190 Other Resources:				
Proceeds of Refunding Bonds				
Premium on Bonds sold				
1500 Earnings on Investments				
Transfers IN from Other Funds				
Opening Fund Balance	0	0	0	0
TOTAL AVAILABLE FINANCING	23,691,994	25,864,081	27,082,694	27,593,307
FUND EXPENDITURES				
COMBINED BONDS				
4700 Building Improvements				
9004 Principal	8,355,000	9,190,000	9,790,000	9,790,000
9003 Interest	3,178,424	3,506,149	3,104,027	3,104,027
Bond Defeasance				
Bond Defeasance Other Costs				
9006 Coupon Redemption				
9007 Other Costs	28,282	11,975	13,000	13,000
Bond Issuance Costs				
Payments for Refunding Bonds				
Incline Property Tax Refunds & Interest				
Dues & Fees				
Reno Development Settlement				
Misc Costs				
Transfers TO Other Funds				
Subtotal - Combined Bonds	11,561,706	12,708,124	12,907,027	12,907,027
MEDIUM-TERM FINANCING				
8004 Principal				
8003 Interest				
Reserves (Include unappropriated balance)				
Subtotal - MTF	0	0	0	0
Ending Fund Balance	12,130,288	13,155,957	14,175,667	14,686,280

ALL EXISTING OR PROPOSED
GENERAL OBLIGATION BONDS, REVENUE BONDS
MEDIUM-TERM FINANCING, CAPITAL LEASES AND
SPECIAL ASSESSMENT BONDS

* - Type
1 - General Obligation Bonds
2 - G. O. Revenue Supported Bonds
3 - G. O. Special Assessment Bonds
4 - Revenue Bonds
5 - Medium-Term Financing
6 - Medium-Term Financing - Lease Purchase
7 - Capital Leases
8 - Special Assessment Bonds
9 - Mortgages
10 - Other (Specify Type)
11 - Proposed (Specify Type)
12 - Consolidated on CAFR Note Disclosure
*** - Principal placed into a sinking fund and are part of fund balance

(1) NAME OF BOND OR LOAN **List and Subtotal By Fund**	(2) *	(3) TERM	(4) ORIGINAL AMOUNT OF ISSUE	(5) ISSUE DATE	(6) FINAL PAYMENT DATE	(7) INTEREST RATE	(8) BEGINNING OUTSTANDING BALANCE 7/1/2025	(9) REQUIREMENTS FOR FISCAL YEAR ENDING 06/30/23 INTEREST PAYABLE	(10) PRINCIPAL PAYABLE	(11) (9)+(10) TOTAL
FUND:										
2016A Improvement & Refunding	1	20	6,400,000	06/20/16	04/01/36	3.00%	4,795,000	133,050	345,000	478,050
2017 Refunding Bonds	1	13	17,900,000	08/08/17	06/01/30	5.00%	7,460,000	330,300	1,540,000	1,870,300
2019 Refunding Bonds	1	15	7,055,000	10/09/19	04/01/28	5.00%	2,980,000	149,000	1,280,000	1,429,000
2021A Refunding Bonds	1	15	14,925,000	05/13/20	06/01/35	2.29%	10,725,000	417,000	1,065,000	1,482,000
2022B Improvement Bonds	1	10	9,705,000	03/10/22	06/01/32	1.88%	8,010,000	400,500	1,395,000	1,795,500
2022A Improvement and Refunding	1	20	27,660,000	03/10/22	06/01/42	2.50%	26,470,000	919,888	400,000	1,319,888
2023 Various Rollover Bond	1	3	6,500,000	06/12/23	06/30/26	3.77%	2,245,000	83,290	2,245,000	2,328,290
Proposed Future 2025 Various Rollover Bond	1	7	14,000,000	07/15/24	12/15/32	4.25%	13,420,000	671,000	1,520,000	2,191,000
Total Bond Issue Debt Service Fund			**104,145,000**				**76,105,000**	**3,104,027**	**9,790,000**	**12,894,027**
Total Debt Service (ST)			**0**				**0**	**0**	**0**	**0**
TOTAL ALL DEBT SERVICE			**104,145,000**				**76,105,000**	**3,104,027**	**9,790,000**	**12,894,027**

PROPRIETARY FUND	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
OPERATING REVENUE				
Local Sources				
1900 Charges for Services	743,837	743,000	740,000	740,000
1500 Investment Activity		3,000	3,000	3,000
(A) Total Operating Revenue	743,837	746,000	743,000	743,000
OPERATING EXPENSE				
100 Salaries				
200 Benefits	630,294	635,000	640,000	640,000
300/400/500 Purchased Services	170,328	175,000	180,000	180,000
600 Supplies				
700 Property				
800 Other		10,000	20,000	20,000
(B) Total Operating Expense	800,622	820,000	840,000	840,000
Operating Income or (Loss)	(56,785)	(74,000)	(97,000)	(97,000)
NONOPERATING REVENUES				
1500 Interest Earned				
Subsidies				
1000 Revenue from Local Sources				
3000 Revenue from State Sources				
4000 Revenue from Federal Sources				
Medicare Part D				
Loss on Disposal of Asset				
(C) Total NONOPERATING Revenues				
NONOPERATING EXPENSES				
832 Interest Expense				
Other Expense				
(D) Total NONOPERATING Expenses				
Net Income before Operating Transfers	(56,785)	(74,000)	(97,000)	(97,000)
Operating Transfers (Schedule T)				
6200 From Other Funds				
910 To Other Funds				
(E) Net Operating Transfers	0	0		
(F) NET INCOME	(56,785)	(74,000)	(97,000)	(97,000)
Retained Earnings				
Beginning July 1	1,505,969	1,449,184	1,375,184	1,375,184
Ending June 30	1,449,184	1,375,184	1,278,184	1,278,184

PROPRIETARY FUND	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
A. CASH FLOWS FROM OPERATING				
ACTIVITIES:				
Charges for Services	712,208	745,000	745,000	745,000
Cash received from other funds				
Claims	(607,294)	(635,000)	(640,000)	(640,000)
Insurance Premiums	(91,706)	(175,000)	(180,000)	(180,000)
Administrative Expenses				
Fees and Assessments				
a. Net cash provided/(used) by operating activities	13,208	(65,000)	(75,000)	(75,000)
B. CASH FLOWS FROM NONCAPITAL				
FINANCING ACTIVITIES				
Operating Transfers-In (Out)	0	0	0	0
b. Net cash provided by noncapital				
financing activities	0	0	0	0
C. CASH FLOWS FROM CAPITAL AND				
RELATED FINANCING ACTIVITIES:				
Purchase of Equipment				
c. Net cash used for capital				
and related financing activities	0	0	0	0
D. CASH FLOWS FROM INVESTING				
ACTIVITIES:				
Interest Earned				
Local Revenue				
State Revenue				
Federal Revenue		0	0	0
d. Net cash provided from				
Investing Activities	0	0	0	0
NET INCREASE (DECREASE) in cash				
and cash equivalents (a+b+c+d)	13,208	(65,000)	(75,000)	(75,000)
CASH AND CASH EQUIVALENTS AT				
BEGINNING OF YEAR	2,565,678	2,578,886	2,513,886	2,513,886
CASH AND CASH EQUIVALENTS AT				
END OF YEAR	2,578,886	2,513,886	2,438,886	2,438,886

PROPRIETARY FUND	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
OPERATING REVENUE				
Local Sources				
1900 Charges for Services	184,337	185,000	155,000	155,000
(A) Total Operating Revenue	184,337	185,000	155,000	155,000
OPERATING EXPENSE				
100 Salaries				
200 Benefits	21,570	25,000	30,000	30,000
300/400/500 Purchased Services				
600 Supplies				
700 Property				
800 Other				
(B) Total Operating Expense	21,570	25,000	30,000	30,000
Operating Income or (Loss)	162,767	160,000	125,000	125,000
NONOPERATING REVENUES				
1500 Interest Earned				
Subsidies				
1000 Revenue from Local Sources				
3000 Revenue from State Sources				
4000 Revenue from Federal Sources				
Medicare Part D				
Loss on Disposal of Asset				
(C) Total NONOPERATING Revenues				
NONOPERATING EXPENSES				
832 Interest Expense				
Other Expense				
(D) Total NONOPERATING Expenses				
Net Income before Operating Transfers	162,767	160,000	125,000	125,000
Operating Transfers (Schedule T)				
6200 From Other Funds				
910 To Other Funds				
(E) Net Operating Transfers				
(F) NET INCOME	162,767	160,000	125,000	125,000
Retained Earnings				
Beginning July 1	1,502,916	1,665,683	1,825,683	1,825,683
Ending June 30	1,665,683	1,825,683	1,950,683	1,950,683

PROPRIETARY FUND	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
A. CASH FLOWS FROM OPERATING				
ACTIVITIES:				
Cash received for services	184,337	185,000	168,000	168,000
Cash paid for salaries and benefits	(21,570)			
Cash payments for employee benefits		(25,000)	(30,000)	(30,000)
Cash payments for claims and services				
a. Net cash provided/(used) by operating activities	162,767	160,000	138,000	138,000
B. CASH FLOWS FROM NONCAPITAL				
FINANCING ACTIVITIES				
Federal reimbursements				
Loss on Disposal of assets				
Operating Transfers-In (Out)				
b. Net cash provided by noncapital				
financing activities	0	0	0	0
C. CASH FLOWS FROM CAPITAL AND				
RELATED FINANCING ACTIVITIES:				
Purchase of Equipment				
c. Net cash used for capital				
and related financing activities	0	0	0	0
D. CASH FLOWS FROM INVESTING				
ACTIVITIES:				
Interest Earned				
Local Revenue				
State Revenue				
Federal Revenue				
d. Net cash provided from				
Investing Activities	0	0	0	0
NET INCREASE (DECREASE) in cash				
and cash equivalents (a+b+c+d)	162,767	160,000	138,000	138,000
CASH AND CASH EQUIVALENTS AT				
BEGINNING OF YEAR	1,496,172	1,658,939	1,818,939	1,818,939
CASH AND CASH EQUIVALENTS AT				
END OF YEAR	1,658,939	1,818,939	1,956,939	1,956,939

PROPRIETARY FUND	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
OPERATING REVENUE				
Local Sources				
1900 Charges for Services	-	47,320	897,000	897,000
(A) Total Operating Revenue	0	47,320	897,000	897,000
OPERATING EXPENSE				
100 Salaries			0	0
200 Benefits			0	0
300/400/500 Purchased Services	-		897,000	897,000
600 Supplies	-		0	0
700 Property			0	0
800 Other				
(B) Total Operating Expense	0	0	897,000	897,000
Operating Income or (Loss)	0	47,320	0	0
NONOPERATING REVENUES				
1500 Interest Earned	0			
Subsidies				
1000 Revenue from Local Sources				
3000 Revenue from State Sources				
4000 Revenue from Federal Sources				
Medicare Part D				
Loss on Disposal of Asset				
(C) Total NONOPERATING Revenues				
NONOPERATING EXPENSES				
832 Interest Expense				
Other Expense				
(D) Total NONOPERATING Expenses				
Net Income before Operating Transfers	0	47,320	0	0
Operating Transfers (Schedule T)				
6200 From Other Funds				
910 To Other Funds				
(E) Net Operating Transfers	0	0	0	0
(F) NET INCOME	0	47,320	0	0
Retained Earnings				
Beginning July 1	651,515	651,515	698,835	698,835
Ending June 30	651,515	698,835	698,835	698,835

PROPRIETARY FUND	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
A. CASH FLOWS FROM OPERATING				
ACTIVITIES:				
Cash rebate received for services	(52,178)	0	897,000	897,000
Cash paid for salaries and benefits			0	0
Cash payments for employee benefits			(800,000)	(800,000)
Cash payments for claims and services	0	0	(90,000)	(90,000)
a. Net cash provided/(used) by operating activities	(52,178)	0	7,000	7,000
B. CASH FLOWS FROM NONCAPITAL				
FINANCING ACTIVITIES				
Operating Transfers-In (Out)	0	0	0	0
b. Net cash provided by noncapital	0			
financing activities	0	0	0	0
C. CASH FLOWS FROM CAPITAL AND				
RELATED FINANCING ACTIVITIES:				
Purchase of Equipment				
c. Net cash used for capital				
and related financing activities	0	0	0	0
D. CASH FLOWS FROM INVESTING				
ACTIVITIES:				
Interest Earned	0			
Local Revenue				
State Revenue				
Federal Revenue		0	0	0
d. Net cash provided from				
Investing Activities	0	0	0	0
NET INCREASE (DECREASE) in cash				
and cash equivalents (a+b+c+d)	(52,178)	0	7,000	7,000
CASH AND CASH EQUIVALENTS AT				
BEGINNING OF YEAR	703,631	651,453	651,453	651,453
CASH AND CASH EQUIVALENTS AT				
END OF YEAR	651,453	651,453	658,453	658,453

REPORT FOR ALL FUNDS		TO/FROM DISTRICTS IN NEVADA		TO/FROM DISTRICTS OUTSIDE NEVADA	
		(1)Tuition	(2) Transportation	(3) Tuition	(4) Transportation
	CODE(S)	1312,1322,1332	1412,1423	1313,1323,1333	1413,1423
REVENUES				$0	

EXPENDITURES

	OBJECT CODE	561	511	562	512
100 - Regular Programs					
200 - Special Programs					
300 - Vocational Programs					
400 - Other PK-12 Programs					
500 - Nonpublic Programs					
600 - Adult Programs					
TOTALS					

(1) FUND TYPE	TRANSFERS FROM (2) FROM FUND	(3) PAGE	(4) AMOUNT		TRANSFERS TO (5) TO FUND	(6) PAGE	(7) AMOUNT
GENERAL FUND							
	General Fund	10	$22,613,220		English Learner	11	1,052,000
					Gifted & Talented	12	$446,220
					At-Risk	13	$960,000
					Special Education	27	18,905,000
					Federal School Lunch	37	0
					Capital Projects	46	1,250,000
SUBTOTAL			$22,613,220				$22,613,220
Other Funds							
SUBTOTAL			$0				$0
TOTAL TRANSFERS			$22,613,220				$22,613,220

LOBBYING EXPENSE ESTIMATE

Pursuant to NRS 354.600 (3), **each** (emphasis added) local government budget must obtain a separate statement of anticipated expenses relating to activities designed to influence the passage or defeat of legislation in an upcoming legislative session.

Nevada Legislature: 84th Session; February 6, 2027 to June 5, 2027

1. Activity: No Lobbying Expense Planned

2. Funding Source: Not Applicable

3. Transportation	$
4. Lodging and meals	$
5. Salaries and Wages	$
6. Compensation to lobbyists	$
7. Entertainment	$
8. Supplies, equipment & facilities; other personnel and services spent in Carson City	$
Total	$ -

Entity: Lyon County School District Budget Fiscal Year 2025-26

Schedule of Existing Contracts

Budget Year 2025-26

Local Government:	Lyon County School District
Contact:	Kyle Rodriguez
E-Mail Address:	Krodriguez@lyoncsd.org
Daytime Telephone:	(775) 463-6800 x10136
Total Number of Existing Contracts:	10

Line	VENDOR	Effective Date of Contract	Termination Date of Contract	Proposed Expenditure FY 2024-25	Proposed Expenditure FY 2025-26	DESCRIPTION
1	Rife Silva & Co., LLC	7/1/2024	6/30/2025	$78,600	$80,565	Annual Financial Audit (year-ending 06/30/2025)
2	JNA Consulting	7/1/2024	6/30/2025	$2,500	$2,500	Financial Consulting - Secondary Market Disclosure
3	Infinite Campus	7/1/2024	6/30/2025	$90,000	$90,000	Student Information System
4	Tyler Technologies	7/1/2024	6/30/2025	$135,132	$135,132	ERP System
5	Macleod Watts Inc.	7/1/2024	6/30/2025	$7,500	$7,500	Actuarial Services
6	Maupin, Cox & Legoy	7/1/2024	6/30/2025	$70,000	$70,000	Legal Services
7	Skyfiber	7/1/2024	6/30/2025	$702,000	$705,000	Internet Services
8	Frontline	7/1/2024	6/30/2025	$32,051	$32,371	Personal and absence tracking software
9	Evaluwise	7/1/2024	6/30/2025	$15,322	$15,322	Certified Evaluation Software
10	Bickmore Actuarial	7/1/2024	6/30/2025	$4,000	$4,000	Actuarial Services
11						
12						
	Total Proposed Expenditures			**$1,137,104**	**$1,142,390**	

*Contracts that end on or before 06/30/25 have automatic renewals or renewal options in FY2025-26.

Schedule of Privatization Contracts

Budget Year 2025-26

Local Government: Lyon County School District

Contact: Kyle Rodriguez

E-Mail Address: Krodriguez@lyoncsd.org

Daytime Telephone: (775) 463-6800 x10136

Total Number of Existing Contracts: 2

Line	VENDOR	Effective Date of Contract	Termination Date of Contract	Duration (Months/ Years)	Proposed Expenditure FY 2024-25	Proposed Expenditure FY 2025-26	Position or Class or Grade	Number of FTEs employed by Position Class or Grade	Equivalent hourly wage of FTEs by Position Class or Grade	Reason or need for contract
1	Chartwells	7/1/2020	7/1/2025	5	$5,295,000	$5,325,000	Nutrition			Reduce operating cost and outsource food service to a profesion food service management company.
2	Oasis Online	1/1/2022	12/31/2025	4	$103,950	$103,950	Information Technology			District networking services.
3										
4										
5										
6										
7										
8										
9										
	Total Proposed Expenditures				**$ 5,398,950**	**$ 5,428,950**		**-**		

*Contracts that end on or before 06/30/25 have automatic renewals or renewal options in FY2025-26.

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: Kyle Rodriguez, Chief Financial Officer

Re: FY 2026 Final Budget

Recommendation:
The Board of Trustees signs and approves the final budget for the fiscal year ending June 30, 2026

Background Information:
NRS 354.598 The final budget must be certified by a majority of all members of the governing body, and a copy of it, together with an affidavit of proof of publication of the notice of the public hearing, must be filed with the Department of Taxation by June 8, 2024.

- 6. In any year in which the Legislature by law increases or decreases the revenues of a local government, and that increase or decrease was not included or anticipated in the local government's final budget as adopted pursuant to NRS 354.598, the governing body of any such local government may, within 30 days of adjournment of the legislative session, file an amended budget with the Department of Taxation.

Budget Considerations:

- Presenting a balanced budget for FY26
- On 5/9/2025, the legislature voted to increase the Lyon CSD adjusted base per-pupil funding, increased by $11,488 to $11,491.
    - Lyon CSD was budgeted to receive a $3 decrease in adjusted base funding in the Governor's recommended budget.
- FY26 Budgeted enrollment is 8,904.
    - Five student increase from FY25 Q4 average daily enrollment.
- PCFP Weighted Funding revenue changes year over year.
    - English Learner: $101,656
    - Gifted & Talented: $20,334
    - At-Risk: $187,799
- Special Education Funding increased by $2,390,346 in FY26

Discussed at Previous Meeting:
N/A

Attachment(s):
FY26 Final Budget

25 EAST GOLDFIELD AVENUE
YERINGTON, NEVADA 89447

SUPERINTENDENT
Tim Logan

(775) 463-6800
FAX (775) 463-6808

DEPUTY SUPERINTENDENT
Dawn Huckaby

Nevada Department of Taxation
1550 College Parkway, Suite 115
Carson City, NV 89706-7921

Lyon County School District herewith submits the FINAL budget for the fiscal year ending 06/30/26

This budget contains 4 funds requiring State Education Fund revenues totalling $123,262,839

This budget contains 18 governmental fund types with estimated expenditures of $ 178,012,183 ,
3 proprietary funds with estimated expenses of $ $1,767,000

Copies of this budget have been filed for public record and inspection in the offices enumerated in NRS 354.596 (Local Government Budget and Finance Act).

CERTIFICATION

I Kyle Rodriguez
(Printed Name)
Chief Financial Officer
(Title)
certify that all applicable funds and financial operations of this Local Government are listed herein

Signed

Dated: 5/19/2025

APPROVED BY THE GOVERNING BOARD

SCHEDULED PUBLIC HEARING:

Date and Time 5/27/2025 6:00PM

Publication Date 5/7/2025 & 5/14/2025

Place: East Valley Elementary School, Fernley

Lyon County School District Final Budget
2025-2026

TABLE OF CONTENTS

Schedule/Form		
1	Transmittal Letter	1
B-1	Enrollment Information and Basic Support	3
AA	Revenue Summary	4
AA-1	Expenditure Summary	5
BB	General Fund--Budgeted Resources	6
BB-2	General Fund--Expenditures by Program, Function, and Object	7-10
BB	English Learners Fund--Budgeted Resources	11
BB-2	English Learners Fund--Expenditures by Program, Function, and Object	12
BB	Gifted & Talented Education Fund--Budgeted Resources	13
BB-2	Gifted & Talented Education Fund--Expenditures by Program,Function, and Object	14
BB	At-Risk Fund--Budgeted Resources	15
BB-2	At-Risk Fund--Expenditures by Program, Function, and Object	16
BB	SB231--Budgted Resources	17
BB-2	SB231--Expenditures by Program, Function, and Object	18-19
BB	Adult Education Fund--Budgted Resources	20
BB-2	Adult Education Fund--Expenditures by Program, Function, and Object	21
BB	State Grantss Fund--Budgeted Resources	22
BB-2	State Grants Fund--Expenditures by Program, Function, and Object	23-24
BB	Special Education Fund--Budgeted Resources	25
BB-2	Special Education Fund--Expenditures by Program, Function, and Object	26
BB	Private Donations & Grants Fund--Budgeted Resources	27
BB-2	Private Donation & Grants--Expenditures by Program, Function, and Object	28
BB	Federal Grants Fund--Budgeted Resources	29
BB-2	Federal Grants Fund--Expenditures by Program, Function, and Object	30-32
BB	Medicaid Fund--Budgeted Resources	33
BB-2	Medicaid Fund--Expenditures by Program, Function, and Object	34
BB	Federal School Lunch Fund--Budgeted Resources	35
BB-2	Federal School Lunch Fund--Expenditures by Program, Function, and Object	36
BB	Residential Construction Tax Fund--Budgeted Resources	37
BB-2	Residential Construction Tax Fund--Expenditures by Program, Function, and Object	38
BB	Building & Sites Fund--Budgeted Resources	39
BB-2	Building & Sites Fund--Expenditures by Program, Function, and Object	40
BB	Bond Projects Fund--Budgeted Resources	41
BB-2	Bond Projects Fund--Expenditures by Program, Function, and Object	42-43
BB	Capital Projects Funds--Budgeted Resources	44
BB-2	Capital Projects Funds--Expenditures by Program, Function, and Object	45
BB	Student Activities Fund--Budgeted Resources	46
BB-2	Student Activities Fund--Expenditures by Program, Function, and Object	47
CC	Debt Service Fund	48
C-1	Indebtedness	49
J-1, J-2	Internal Service Funds	50-55
I-1	Interdistrict Payments--All Funds	56
T	Transfer Reconciliation (Operating & Residual Equity)	57
Form 30	Lobbying Expense Estimate	58
Form 31	Schedule of Existing Contracts	59
Form 32	Schedule of Privatization Contracts.	60

SUMMARY OF PROPERTY TAX BASE

(A) Assessed Valuation (excluding Net Proceeds of Mines) 3,386,636,394

(B1) Net Proceeds of Mines (AV)

(C) TOTAL ASSESSED VALUE 3,386,636,394

(B2) Tax from Net Proceeds unavailable for Appropriation 2025-2026 $

(D) **TOTAL EMPLOYEE INFORMATION**

	ACTUAL YEAR Ending 6/30/2024	ACTUAL YEAR Ending 6/30/2025	ESTIMATED YEAR Ending 6/30/2026
FTE Total employees	1,119.1	1,123.6	1,125.5
FTE Classroom teachers	545.0	546.0	546.0
Total Enrollment			

(E) **ENROLLMENT**

	ACTUAL YEAR Ending 6/30/2024	ESTIMATED ADE* Ending 6/30/2025	ESTIMATED ADE* Ending 6/30/2025
Subtotlal	9,011.00	8,899.00	8,904.00
Deduct students transported into Nevada from out-of-state			
Add students transported to another state			
Total WEIGHTED enrollment	9,011.00	8,954.00	8,904.00

(F) **STATE EDUCATION FUNDING**

Adjusted Base per Pupil Funding		
Adjusted Base per Pupil Amount for Ending 6/30/2025	$11,491.00	
Estimated Weighted Average Daily Enrollment	8,904	
Total Adjusted Base per Pupil Funding	**$ 102,315,864**	
Weighted Funding		
At-Risk Weighted Funding	$ 1,281,702	
English Learners Weighted Funding	2,270,633	
Gifted & Talented Weighted Funding	$ 67,780	
Total Weighted Funding	**$ 3,620,115**	
Local Special Education Funding	**$ 11,959,030**	
Auxiliary Funding		
Auxiliary - Transportation	$ 5,367,830	
Auxiliary - Special Transportation	$ -	
Auxiliary - Food Services	$ -	
Total Auxiliary Funding	**$ 5,367,830**	
Total Funding from State Education Fund		**$ 123,262,839**

School District **Lyon County School District**

* ADE = Average Daily Enrollment

Schedule B- 1

(1) FUND	(2) OPENING FUND BALANCE	(3) NONPROPERTY TAX RESOURCES	(4) STATE EDUCATION FUNDING	(5) PROPERTY TAX RESOURCES	(6) TAX RATE	(7) TRANSFERS IN	(8) TOTAL FUND RESOURCES
GENERAL FUND							
1000 Local		650,000					650,000
3000 State							0
State Education Funding			119,642,724				119,642,724
4000 Federal		161,000					161,000
Opening Balance	20,398,657						20,398,657
Other							0
Total Opening Balance	20,398,657						20,398,657
5000 Other Sources						0	0
General Subtotal	**20,398,657**	**811,000**	**119,642,724**	**0**	**0.75%**	**0**	**140,852,381**
DEBT SERVICE	**13,155,957**	**383,000**		**14,054,350**	**0.58670%**	**0**	**27,593,307**
SUBTOTAL	**33,554,614**	**1,194,000**	**119,642,724**	**14,054,350**	**1.3367%**	**0**	**168,445,688**
OTHER FUNDS: (List)							
English Learners Weighted Funding		0	2,270,633			1,052,000	3,322,633
Gifted & Talented Weighted Funding	0	0	67,780			446,220	514,000
At-Risk Weighted Funding	331,298	0	1,281,702			960,000	2,573,000
SB231	0	3,114,107	0			0	3,114,107
Adult Education	6,299	474,000				0	480,299
State Grants	0	2,090,000				0	2,090,000
Special Education	0	4,998,000				18,905,000	23,903,000
Private Donations & Grants	52,700	15,000				0	67,700
Federal Grants	0	6,908,000				0	6,908,000
Medicaid	321,911	275,000				0	596,911
Federal School Lunch	4,399,190	5,111,139				0	9,510,329
Residential Construction Tax	517,207	560,000				0	1,077,207
Building & Sites	90,927	8,800				0	99,727
Bond Projects	8,606,286	100,000				0	8,706,286
Capital Projects	4,896,628	1,249,948				1,250,000	7,396,576
Student Activity Funds	1,084,157	1,750,000				0	2,834,157
Proprietary							0
Workers Comp Insurance	1,375,184	743,000				0	2,118,184
Unemployement Insurance	1,825,683	155,000				0	1,980,683
Group Insurance	698,835	897,000				0	1,595,835
SUBTOTAL OTHER FUNDS	24,206,305	28,448,994	3,620,115	0	0	22,613,220	78,888,634
TOTAL ALL FUNDS	**57,760,919**	**29,642,994**	**123,262,839**	**14,054,350**		**22,613,220**	**247,334,322**
Less: Interfund Transfers						(22,613,220)	(22,613,220)
NET ALL FUNDS	**57,760,919**	**29,642,994**	**123,262,839**	**14,054,350**		**0**	**224,721,102**

(1) PROGRAM OR FUNCTION	(2) SALARIES AND WAGES	(3) EMPLOYEE BENEFITS	(4) SERVICES, SUPPLIES AND OTHER	(5) TRANSFERS OUT	(6) CONTINGENCY	(7) ENDING FUND BALANCE	(8) TOTAL FUND REQUIRE-MENTS
General Fund							
100 Regular	28,774,000	16,419,000	2,401,000				47,594,000
200 Special							0
300 Vocational & Technicial	1,310,000	722,000	200,000				2,232,000
400 Other PK - 12	135,000	37,000	28,000				200,000
600 Adult Education	0	0	0				0
900 Co-Curricular & Extra Curricular	1,210,000	134,000	1,147,000				2,491,000
000 Undistributed Expenditures	21,881,000	11,019,000	16,180,890				49,080,890
5100 Debt Service							0
6200 Fund Transfers				22,613,220			22,613,220
6300 Contingency					2,050,000		2,050,000
Ending Balance						14,591,271	14,591,271
Other							0
Total Ending Fund Balance						14,591,271	14,591,271
General Subtotal	**53,310,000**	**28,331,000**	**19,956,890**	**22,613,220**	**2,050,000**	**14,591,271**	**140,852,381**
DEBT SERVICE			**12,907,027**	**0**		**14,686,280**	**27,593,307**
SUBTOTAL APPROP. FUNDS	**53,310,000**	**28,331,000**	**32,863,917**	**22,613,220**	**2,050,000**	**29,277,551**	**168,445,688**
OTHER FUNDS: (List)							
English Learners Weighted Funding	1,938,000	1,126,000	258,633	0		(0)	3,322,633
Gifted & Talented Weighted Funding	289,000	154,000	71,000	0		0	514,000
At-Risk Weighted Funding	1,407,000	808,000	358,000	0		(0)	2,573,000
SB231	2,425,444	688,663				(0)	3,114,107
Adult Education	252,000	112,000	110,000	0		6,299	480,299
State Grants	981,242	408,128	700,630	0		0	2,090,000
Special Education	14,260,000	8,079,000	1,564,000	0		0	23,903,000
Private Donations & Grants	0	0	41,000	0		26,700	67,700
Federal Grants	3,390,000	592,000	2,926,000	0		0	6,908,000
Medicaid	209,000	107,000	280,911	0		0	596,911
Federal School Lunch	625,000	255,000	4,669,000	0		3,961,329	9,510,329
Residential Construction Tax	0	0	500,000	0		577,207	1,077,207
Building & Sites	0	0	25,000	0	25,000	49,727	99,727
Bond Projects	0	0	5,674,616	0		3,031,670	8,706,286
Capital Projects	0	0	5,400,000			1,996,576	7,396,576
Student Activity Funds	0	0	2,822,000	0		12,157	2,834,157
Proprietary							
Workers Comp Insurance	0	0	840,000	0		1,278,184	2,118,184
Unemployement Insurance	0	0	30,000	0		1,950,683	1,980,683
Group Insurance	0	0	897,000	0		698,835	1,595,835
SUBTOTAL OTHER FUNDS	25,776,686	12,329,791	27,167,790	0	25,000	13,589,367	78,888,634
TOTAL ALL FUNDS	**79,086,686**	**40,660,791**	**60,031,707**	**22,613,220**	**2,075,000**	**42,866,918**	**247,334,322**
Less: Interfund Transfers			0		0		(22,613,220)
NET ALL FUNDS	**79,086,686**	**40,660,791**	**60,031,707**	**22,613,220**	**2,075,000**	**42,866,918**	**224,721,102**

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1300 Tuition				
1500 Earnings on Investments	63,017	796,239	550,000	550,000
1600 Food Service Revenue				
1611 Daily Sales - School Lunch				
1612 Daily Sales - School Breakfast				
1613 Daily Sales - Special Milk				
1614 Daily Sales - After School Program				
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues	354,254	270,931	100,000	100,000
1910 Rentals		33,876		
1920 Donations				
TOTAL LOCAL SOURCES	417,271	1,101,046	650,000	650,000
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3110 PCFP Adjusted Base Per-Pupil Funding	98,022,737	102,305,303	102,876,658	102,315,864
3113 PCFP Auxiliary - Transportation	5,007,439	5,008,400	5,367,830	5,367,830
3115 PCFP Local Special Education	9,566,849	9,568,684	11,959,030	11,959,030
3200 Restricted Funding/Grants -in-Aid Rev				
3210 Special Transportation				
3220 Adult High School Diploma				
3230 Class Size Reduction				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	112,597,025	116,882,387	120,203,518	119,642,724
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue	109,840	11,356	100,000	11,000
4703 E-Rate	244,772	488,216	150,000	150,000
4800 Revenue in Lieu of Taxes				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	354,613	499,572	250,000	161,000
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds				
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Medium Term Note Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	0	0	0	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	17,054,019	22,337,973	20,214,199	20,398,657
TOTAL OPENING BALANCE	17,054,019	22,337,973	20,214,199	20,398,657
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	130,422,928	140,820,978	141,317,717	140,852,381

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
100 REGULAR PROGRAMS				
1000 Instruction				
100 Salaries	27,857,339	28,083,994	28,797,000	28,774,000
200 Benefits	12,467,978	12,663,964	16,570,000	16,419,000
300/400/500 Purchased Service	395,709	296,732	525,000	575,000
600 Supplies	1,964,391	1,469,029	2,075,000	1,776,000
700 Property	0	0	50,000	0
800 Other	5,377	48,016	50,000	50,000
100 TOTAL REGULAR PROGRAMS	42,690,794	42,561,735	48,067,000	47,594,000
300 VOCATIONAL & TECHNICAL PROGRAMS				
1000 Instruction				
100 Salaries	1,136,964	1,253,640	1,310,000	1,310,000
200 Benefits	517,912	592,113	780,000	722,000
300/400/500 Purchased Service	113,719	60,885	95,000	95,000
600 Supplies	77,699	66,507	100,000	100,000
700 Property				
800 Other	3,285	1,340	5,000	5,000
2200 Instructional Staff Support				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
300 TOTAL VOCATIONAL & TECHNICAL PROGRAMS	1,849,579	1,974,485	2,290,000	2,232,000
440 SUMMER SCHOOL				
1000 Instruction				
100 Salaries				135,000
200 Benefits				37,000
300/400/500 Purchased Service				13,000
600 Supplies				15,000
700 Property				
800 Other				
440 TOTAL SUMMER SCHOOL	0	0	0	200,000
600 ADULT EDUCATION				
1000 Instruction				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
600 TOTAL ADULT EDUCATION	0	0	0	0

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
910 COCURRICULAR PROGRAMS				
1000 Instruction				
100 Salaries	274,284	285,936	335,000	335,000
200 Benefits	9,285	44,220	54,000	54,000
300/400/500 Purchased Service	3,000	3,730	5,000	5,000
600 Supplies	967	509,776	250,000	75,000
700 Property				
800 Other	960	1,680	5,000	5,000
2700 Student Transportation				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2900 Other Direct Support				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
910 TOTAL COCURRICULAR PROGRAMS	288,496	845,342	649,000	474,000
920 ATHLETICS				
1000 Instruction				
100 Salaries	723,904	742,708	910,000	875,000
200 Benefits	67,243	78,365	110,000	80,000
300/400/500 Purchased Service	255,182	258,304	265,000	265,000
600 Supplies	431,576	472,700	800,000	650,000
700 Property	203,019	221,470		115,000
800 Other	22,338	26,442	55,000	32,000
2200 Instructional Staff Support				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2700 Student Transportation				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
920 TOTAL ATHLETICS	1,703,262	1,799,989	2,140,000	2,017,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
000 UNDISTRIBUTED EXPENDITURES				
2100 Student Support				
100 Salaries	2,769,304	2,859,314	2,985,000	3,062,000
200 Benefits	1,200,371	1,293,846	1,680,000	1,638,000
300/400/500 Purchased Service	14,444	25,000	55,000	55,000
600 Supplies	56,435	76,626	100,000	80,000
700 Property				
800 Other				
2100 SUBTOTAL	4,040,554	4,254,786	4,820,000	4,835,000
2200 Instructional Staff Support				
100 Salaries	1,189,509	1,699,538	1,742,000	1,717,000
200 Benefits	441,579	526,635	680,000	656,000
300/400/500 Purchased Service	202,278	167,059	355,000	275,000
600 Supplies	599,710	447,143	225,000	450,000
700 Property				
800 Other	40,842	39,875	50,000	50,000
2200 SUBTOTAL	2,473,918	2,880,250	3,052,000	3,148,000
2300 General Administration				
100 Salaries	692,501	698,540	719,000	709,000
200 Benefits	574,577	487,091	540,000	542,000
300/400/500 Purchased Service	372,635	396,050	475,000	400,000
600 Supplies	107,684	72,817	155,000	110,000
700 Property	92,247	22,514	25,000	25,000
800 Other	50,078	49,690	50,000	50,000
2300 SUBTOTAL	1,889,722	1,726,702	1,964,000	1,836,000
2400 School Administration				
100 Salaries	6,246,077	6,576,029	6,790,000	6,790,000
200 Benefits	2,584,519	2,779,096	3,620,000	3,477,000
300/400/500 Purchased Service	289,477	288,802	331,000	330,000
600 Supplies	213,328	227,204	255,000	239,000
700 Property	0	0	0	0
800 Other	9,041	9,189	10,000	10,000
2400 SUBTOTAL	9,342,442	9,880,320	11,006,000	10,846,000
2500 Central Services				
100 Salaries	2,233,723	2,457,292	2,526,000	2,526,000
200 Benefits	752,722	939,772	1,230,000	1,230,000
300/400/500 Purchased Service	1,962,235	1,532,745	1,579,000	1,563,000
600 Supplies	1,199,048	1,205,242	1,225,000	1,197,000
700 Property	468,513	45,843	50,000	25,000
800 Other	32,343	7,149	10,000	10,000
2500 SUBTOTAL	6,648,584	6,188,043	6,620,000	6,551,000
2600 Operations and Maintenance of Plant				
100 Salaries	3,854,737	4,192,665	4,310,000	4,310,000
200 Benefits	1,393,842	1,628,646	2,100,000	2,119,000
300/400/500 Purchased Service	4,591,564	5,739,455	3,999,000	3,700,000
600 Supplies	4,741,922	5,347,670	4,195,000	4,067,000
700 Property	410,292	735,069	550,000	550,000
800 Other	68,586	57,798	60,000	60,000
2600 SUBTOTAL	15,060,943	17,701,303	15,214,000	14,806,000
2700 Student Transportation				
100 Salaries	2,616,704	2,758,980	2,767,000	2,767,000
200 Benefits	943,739	1,070,871	1,350,000	1,357,000
300/400/500 Purchased Service	390,303	596,890	846,890	846,890
600 Supplies	1,093,597	458,888	1,100,000	608,000
700 Property	980,678	1,522,614	975,000	1,460,000
800 Other	2,692	1,138	20,000	20,000
2700 SUBTOTAL	6,027,713	6,409,381	7,058,890	7,058,890
TOTAL SUPPORT SERVICES	45,483,876	49,040,784	49,734,890	49,080,890

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
000 UNDISTRIBUTED EXPENDITURES (continued)				
4300 Architecture & Eng				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property		1,725,430		
800 Other				
4500 SUBTOTAL	0	1,725,430	0	0
4500 Building Acquisition & Construction				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property	132,858	35,850		
800 Other				
4500 SUBTOTAL	132,858	35,850	0	0
4600 Site Improvement				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	48,808	315,892		
600 Supplies				
700 Property				
800 Other				
4600 SUBTOTAL	48,808	315,892	0	0
4700 Building Improvements				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	362,282	3,090,754		
600 Supplies				
700 Property				
800 Other				
4700 Subtotal	362,282	3,090,754	0	0
4000 TOTAL FACILITIES ACQUISITION				
AND CONSTRUCTION	543,948	5,167,926	0	0
5100 Debt Service				
Principal				
Interest				
5100 TOTAL DEBT SERVICE	0	0	0	0
6200 Other Fund Transfers				
910 Interfund Transfers	15,525,000	19,032,060	23,720,220	22,613,220
				0
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	61,552,824	73,240,770	73,455,110	71,694,110
TOTAL ALL EXPENDITURES	108,084,955	120,422,321	126,601,110	124,211,110
6300 Contingency	0	0	2,050,000	2,050,000
ENDING FUND BALANCE				
Reserved Ending Balance(Inv. & Enc.)				
Unresolved Budget Shortfall				
Unreserved Ending Balance	22,337,973	20,398,657	12,666,607	14,591,271
TOTAL ENDING FUND BALANCE	22,337,973	20,398,657	12,666,607	14,591,271
TOTAL APPLICATIONS	130,422,928	140,820,978	141,317,717	140,852,381

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1500 Earnings on Investments				
TOTAL LOCAL SOURCES	0	0	0	0
3000 REVENUE FROM STATE SOURCES				
State Education Funding				
3110 Distributive School Fund				
3115 Special Education - DSA Funding				
3200 Restricted Funding/Grants -in-Aid Rev				
3210 Special Transportation				
3220 Adult High School Diploma				
3230 Class Size Reduction				
3254 PCFP English Learner	1,956,810	2,168,977	2,270,633	2,270,633
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	1,956,810	2,168,977	2,270,633	2,270,633
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
47200 Federal Medicaid Outgoing Paym				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds	500,000	1,212,000	1,210,000	1,052,000
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	500,000	1,212,000	1,210,000	1,052,000
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	200,702	19,361	(0)	(0)
TOTAL OPENING BALANCE	200,702	19,361	(0)	(0)
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	2,657,512	3,400,338	3,480,633	3,322,633

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
400 OTHER INSTRUCTIONAL PROGRAMS				
1000 Instruction				
100 Salaries	1,162,980	1,438,144	1,485,000	1,386,000
200 Benefits	550,632	724,671	845,000	786,000
300/400/500 Purchased Service	198,365	350,642	222,000	222,000
600 Supplies	540	31,338	24,633	24,633
700 Property				
800 Other				
2100 Student Support Services				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2200 Instructional Support Services				
100 Salaries	480,226	539,553	552,000	552,000
200 Benefits	245,408	274,764	340,000	340,000
300/400/500 Purchased Service		37,979	10,000	10,000
600 Supplies		3,248	2,000	2,000
700 Property				
800 Other				
400 TOTAL OTHER INSTRUCTIONAL PROGRAMS	2,638,150	3,400,339	3,480,633	3,322,633
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	0	0	0	0
TOTAL ALL EXPENDITURES	2,638,150	3,400,339	3,480,633	3,322,633
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	19,361	(0)	(0)	(0)
TOTAL ENDING FUND BALANCE	19,361	(0)	(0)	(0)
TOTAL APPLICATIONS	2,657,512	3,400,338	3,480,633	3,322,633

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1500 Earnings on Investments				
TOTAL LOCAL SOURCES	0	0	0	0
3000 REVENUE FROM STATE SOURCES				
State Education Funding				
3110 Distributive School Fund				
3115 Special Education - DSA Funding				
3200 Restricted Funding/Grants -in-Aid Rev				
3210 Special Transportation				
3220 Adult High School Diploma				
3230 Class Size Reduction				
3256 PCFP Gifted and Talented	27,950	47,446	67,780	67,780
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	27,950	47,446	67,780	67,780
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
47200 Federal Medicaid Outgoing Paym				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds	500,000	323,302	450,220	446,220
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	500,000	323,302	450,220	446,220
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	68,830	170,272	0	0
TOTAL OPENING BALANCE	68,830	170,272	0	0
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	596,780	541,020	518,000	514,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
400 OTHER INSTRUCTIONAL PROGRAMS				
1000 Instruction				
100 Salaries	261,814	278,988	289,000	289,000
200 Benefits	123,518	138,566	154,000	154,000
300/400/500 Purchased Service		25,748	45,000	41,000
600 Supplies	41,176	97,718	30,000	30,000
700 Property				
800 Other				
2100 Student Support Services				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2200 Instructional Support Services				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
400 TOTAL OTHER INSTRUCTIONAL PROGRAMS	426,508	541,020	518,000	514,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	0	0	0	0
TOTAL ALL EXPENDITURES	426,508	541,020	518,000	514,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	170,272	0	0	0
TOTAL ENDING FUND BALANCE	170,272	0	0	0
TOTAL APPLICATIONS	596,780	541,020	518,000	514,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1500 Earnings on Investments				
TOTAL LOCAL SOURCES	0	0	0	0
3000 REVENUE FROM STATE SOURCES				
State Education Funding				
3110 Distributive School Fund				
3115 Special Education - DSA Funding				
3200 Restricted Funding/Grants -in-Aid Rev				
3210 Special Transportation				
3220 Adult High School Diploma				
3230 Class Size Reduction				
3255 PCFP At-Risk	1,650,624	1,093,903	1,281,702	1,281,702
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	1,650,624	1,093,903	1,281,702	1,281,702
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
47200 Federal Medicaid Outgoing Paym				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds	450,000	787,079	1,211,000	960,000
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	450,000	787,079	1,211,000	960,000
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	235,313	720,173	155,298	331,298
TOTAL OPENING BALANCE	235,313	720,173	155,298	331,298
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	2,335,937	2,601,155	2,648,000	2,573,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
PROGRAM FUNCTION OBJECT				
400 OTHER INSTRUCTIONAL PROGRAMS				
1000 Instruction				
100 Salaries	809,898	997,591	1,112,000	1,101,000
200 Benefits	379,739	489,870	657,000	659,000
300/400/500 Purchased Service	5,250	65,074	70,000	75,000
600 Supplies	213,441	208,677	200,000	210,000
700 Property				
800 Other				
2100 Student Support Services				
100 Salaries	58,034	74,023	78,000	78,000
200 Benefits	20,875	38,026	42,000	41,000
300/400/500 Purchased Service	0	28,012	25,000	25,000
600 Supplies	0	1,583	10,000	10,000
700 Property				
800 Other				
2200 Instructional Support Services				
100 Salaries	90,611	210,736	271,000	228,000
200 Benefits	37,916	91,855	145,000	108,000
300/400/500 Purchased Service		25,031	18,000	18,000
600 Supplies		39,380	20,000	20,000
700 Property				
800 Other				
400 TOTAL OTHER INSTRUCTIONAL PROGRAMS	1,615,764	2,269,857	2,648,000	2,573,000
TOTAL SUPPORT SERVICES	1,615,764	2,269,857	2,648,000	2,573,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	1,615,764	2,269,857	2,648,000	2,573,000
TOTAL ALL EXPENDITURES	1,615,764	2,269,857	2,648,000	2,573,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	720,173	331,298	0	(0)
TOTAL ENDING FUND BALANCE	720,173	331,298	0	(0)
TOTAL APPLICATIONS	2,335,937	2,601,155	2,648,000	2,573,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3110 PCFP Adjusted Base Per-Pupil Funding				
3113 Auxiliary - Transportation				
3115 Local Special Education				
3200 Restricted Funding/Grants -in-Aid Rev	2,237,669	3,990,544	3,114,107	3,114,107
3210 Special Transportation				
3220 Adult High School Diploma				
3250 Restricted State Funding				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	2,237,669	3,990,544	3,114,107	3,114,107
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
47200 Federal Medicaid Outgoing Paym				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds				
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	0	0	0	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance				
TOTAL OPENING BALANCE	0	0	0	0
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	2,237,669	3,990,544	3,114,107	3,114,107

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
100 REGULAR PROGRAMS				
1000 Instruction				
100 Salaries	1,133,722	2,021,821	1,577,772	1,577,772
200 Benefits	357,524	637,589	497,557	497,557
300/400/500 Purchased Service				
600 Supplies				
700 Property				
100 TOTAL REGULAR PROGRAMS	1,491,245	2,659,411	2,075,329	2,075,329
000 UNDISTRIBUTED EXPENDITURES				
2100 Student Support				
100 Salaries	171,527	305,893	238,710	238,710
200 Benefits	45,326	80,831	63,078	63,078
300/400/500 Purchased Service				
600 Supplies				
700 Property				
2100 SUBTOTAL	216,853	386,724	301,789	301,789
2200 Instructional Staff Support				
100 Salaries	65,330	116,505	90,918	90,918
200 Benefits	14,989	26,730	20,859	20,859
300/400/500 Purchased Service				
600 Supplies				
700 Property				
2200 SUBTOTAL	80,318	143,236	111,777	111,777
2300 General Administration				
100 Salaries	6,553	11,687	9,120	9,120
200 Benefits	1,266	2,258	1,762	1,762
300/400/500 Purchased Service				
600 Supplies				
700 Property				
2300 SUBTOTAL	7,819	13,945	10,882	10,882

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
000 UNDISTRIBUTED EXPENDITURES (continued)				
2400 School Administration				
100 Salaries	71,156	126,896	99,026	99,026
200 Benefits	15,251	27,197	21,224	21,224
300/400/500 Purchased Service				
600 Supplies				
700 Property				
2400 SUBTOTAL	86,407	154,093	120,250	120,250
2500 Central Services				
100 Salaries	37,223	66,382	51,803	51,803
200 Benefits	8,119	14,480	11,299	11,299
300/400/500 Purchased Service				
600 Supplies				
700 Property				
2500 SUBTOTAL	45,343	80,862	63,102	63,102
2600 Operations and Maintenance of Plant				
100 Salaries	127,200	226,841	177,020	177,020
200 Benefits	26,262	46,835	36,549	36,549
300/400/500 Purchased Service				
600 Supplies				
700 Property				
2600 SUBTOTAL	153,462	273,676	213,569	213,569
2700 Student Transportation				
100 Salaries	98,577	175,797	137,187	137,187
200 Benefits	20,617	36,767	28,692	28,692
300/400/500 Purchased Service				
600 Supplies				
700 Property				
2700 SUBTOTAL	119,194	212,564	165,879	165,879
3100 Food Service Operations				
100 Salaries	31,536	56,239	43,888	43,888
200 Benefits	5,492	9,794	7,643	7,643
300/400/500 Purchased Service				
600 Supplies				
700 Property				
3100 SUBTOTAL	37,028	66,034	51,531	51,531
6200 Other Fund Transfers				
910 Interfund Transfers				
000 TOTAL UNDISTRIBUTED EXPENDITURES	746,423	1,331,133	1,038,778	1,038,778
TOTAL ALL EXPENDITURES	2,237,669	3,990,544	3,114,107	3,114,107
ENDING FUND BALANCE	0	0	0	0
Reserved Ending Balance		0	(0)	(0)
Unreserved Ending Balance	0	0	(0)	(0)
TOTAL ENDING FUND BALANCE	2,237,669	3,990,544	3,114,107	(0)
TOTAL APPLICATIONS	2,237,669	3,990,544	3,114,107	(0)

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1190 Other Taxes				
1191 Franchise Taxes				
1192 Governmental Services Tax				
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes				
1300 Tuition	177	67		
1400 Transportation Fees				
1500 Earnings on Investments				
1600 Food Service Revenue				
1611 Daily Sales - School Lunch				
1612 Daily Sales - School Breakfast				
1613 Daily Sales - Special Milk				
1614 Daily Sales - After School Program				
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals				
1920 Donations				
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	177	67	0	0
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3115 Special Education - DSA Funding				
3200 Restricted Funding/Grants -in-Aid Rev				
3210 Special Transportation				
3220 Adult High School Diploma	410,080	474,000	474,000	474,000
3230 Class Size Reduction				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	410,080	474,000	474,000	474,000
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
4800 Revenue in Lieu of Taxes				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0		
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	6,055	6,232	6,299	6,299
TOTAL OPENING BALANCE	6,055	6,232	6,299	6,299
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	416,312	480,299	480,299	480,299

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
600 ADULT EDUCATION PROGRAMS				
1000 Instruction				
100 Salaries	182,282	228,127	242,000	242,000
200 Benefits	89,583	85,438	110,000	110,000
300/400/500 Purchased Service	30,622	37,880	25,000	25,000
600 Supplies	50,568	55,403	50,000	50,000
700 Property	50,533	50,045	25,000	25,000
800 Other				
1000 Subtotal	403,587	456,894	452,000	452,000
2400 School Administration				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	0			
600 Supplies				
700 Property				
800 Other				
2400 Subtotal	0	0	0	0
2500 Central Services				
100 Salaries		12,283	10,000	10,000
200 Benefits		4,574	2,000	2,000
300/400/500 Purchased Service	4,554	250	10,000	10,000
600 Supplies	1,938			
700 Property				
800 Other				
2500 Subtotal	6,493	17,106	22,000	22,000
TOTAL SUPPORT SERVICES	410,080	474,000	474,000	474,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	410,080	474,000	474,000	474,000
TOTAL ALL EXPENDITURES	410,080	474,000	474,000	474,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	6,232	6,299	6,299	6,299
TOTAL ENDING FUND BALANCE	6,232	6,299	6,299	6,299
TOTAL APPLICATIONS	416,312	480,299	480,299	480,299

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3110 PCFP Adjusted Base Per-Pupil Funding				
3113 Auxiliary - Transportation				
3115 Local Special Education				
3200 Restricted Funding/Grants -in-Aid Rev	1,587,640	2,090,000	2,090,000	2,090,000
3210 Special Transportation				
3220 Adult High School Diploma				
3250 Restricted State Funding				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	1,587,640	2,090,000	2,090,000	2,090,000
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
47200 Federal Medicaid Outgoing Paym				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds				
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	0	0	0	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance				
TOTAL OPENING BALANCE	0	0	0	0
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	1,587,640	2,090,000	2,090,000	2,090,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
100 REGULAR PROGRAMS				
1000 Instruction				
100 Salaries	234,696	56,242	56,242	56,242
200 Benefits	107,299	28,128	28,128	28,128
300/400/500 Purchased Service	36,503			
600 Supplies	435,012	183,306	183,306	183,306
700 Property	11,806	15,218	15,218	15,218
800 Other		4,730	4,730	4,730
100 TOTAL REGULAR PROGRAMS	825,316	287,624	287,624	287,624
200 SPECIAL PROGRAMS				
1000 Instruction				
100 Salaries		800,000	800,000	800,000
200 Benefits		320,000	320,000	320,000
300/400/500 Purchased Service		119,000	119,000	119,000
600 Supplies		50,000	50,000	50,000
700 Property				
270 TOTAL SPECIAL PROGRAMS	0	1,289,000	1,289,000	1,289,000
300 VOCATIONAL & TECHNICAL PROGRAMS				
1000 Instruction				
100 Salaries	40,392	125,000	125,000	125,000
200 Benefits	110,649	60,000	60,000	60,000
300/400/500 Purchased Service	-	5,985	5,985	5,985
600 Supplies	-	161,286	161,286	161,286
700 Property	-	138,877	138,877	138,877
800 Other	279	1,176	1,176	1,176
300 TOTAL VOCATIONAL & TECHNICAL PROGRAMS	151,320	492,324	492,324	492,324
000 UNDISTRIBUTED EXPENDITURES				
2100 Student Support				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2100 SUBTOTAL	0	0	0	0
2200 Instructional Staff Support				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	67,960			
600 Supplies				
700 Property				
800 Other				
2200 SUBTOTAL	67,960	0	0	0

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
2300 General Administration				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service		1,232		
600 Supplies				
700 Property				
800 Other	24,040			
2300 SUBTOTAL	24,040	1,232	0	0
2500 Central Services				
100 Salaries	30,389			
200 Benefits	16,070			
300/400/500 Purchased Service				
600 Supplies	811			
700 Property				
800 Other				
2500 SUBTOTAL	47,270	0	0	0
2600 Operations and Maintenance				
100 Salaries				
200 Benefits		19,820	21,052	21,052
300/400/500 Purchased Service				
600 Supplies	471,734			
700 Property				
800 Other				
2600 SUBTOTAL	471,734	19,820	21,052	21,052
2900 Other Support				
800 Other				
2900 SUBTOTAL	0			
000 TOTAL UNDISTRIBUTED EXPENDITURES	611,004	21,052	21,052	21,052
TOTAL ALL EXPENDITURES	1,587,640	2,090,000	2,090,000	2,090,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance	0	0	0	0
Unreserved Ending Balance	0	0	0	0
TOTAL ENDING FUND BALANCE	0	0	0	0
TOTAL APPLICATIONS	1,587,640	2,090,000	2,090,000	2,090,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1110 Property Taxes				
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes - Boat Tax				
1300 Tuition				
1400 Transportation Fees				
1900 Other Revenues				
1910 Rentals				
1920 Donations				
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	0	0	0	0
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3115 Special Education - PCFP Funding				
3200 Restricted Funding/Grants -in-Aid Rev				
3210 Special Transportation				
3270 State Special Education Funding	4,895,480	4,998,000	4,835,124	4,998,000
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	4,895,480	4,998,000	4,835,124	4,998,000
4000 FEDERAL SOURCES				
4800 Revenue in Lieu of Taxes				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0		
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds	12,375,000	15,109,679	19,099,000	18,905,000
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	12,375,000	15,109,679	19,099,000	18,905,000
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	770,199	415,969	876	0
TOTAL OPENING BALANCE	770,199	415,969	876	0
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	18,040,679	20,523,648	23,935,000	23,903,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
200 SPECIAL PROGRAMS				
1000 Instruction				
100 Salaries	7,814,114	8,090,765	9,143,000	9,143,000
200 Benefits	3,820,264	3,986,622	5,344,000	5,344,000
300/400/500 Purchased Service	7,162	8,211	25,000	25,000
600 Supplies	31,920	87,878	90,000	90,000
700 Property				
800 Other				
1000 SUBTOTAL	11,673,460	12,173,476	14,602,000	14,602,000
2100 Student Support Services				
100 Salaries	2,840,193	2,588,642	3,990,000	4,275,000
200 Benefits	1,092,342	1,204,375	2,250,000	2,278,000
300/400/500 Purchased Service	1,025,879	3,091,641	1,727,000	1,282,000
600 Supplies	1,871	139,579	5,000	5,000
700 Property				
800 Other				
2100 SUBTOTAL	4,960,285	7,024,237	7,972,000	7,840,000
2200 Instruction Staff Support				
100 Salaries	13,018	18,148	21,000	21,000
200 Benefits	1,265	1,565	3,000	3,000
300/400/500 Purchased Service	0	148	4,000	4,000
600 Supplies	0	217		
700 Property				
800 Other				
2200 SUBTOTAL	14,283	20,078	28,000	28,000
2300 General Administration				
100 Salaries	204,089	217,069	219,000	219,000
200 Benefits	77,931	106,364	106,000	106,000
300/400/500 Purchased Service	4,454	27,050	25,000	30,000
600 Supplies	7,639	13,397	15,000	15,000
700 Property				
800 Other		86,694		95,000
2300 SUBTOTAL	294,113	450,574	365,000	465,000
2700 Student Transportation				
100 Salaries	489,932	584,122	602,000	602,000
200 Benefits	192,637	271,161	348,000	348,000
300/400/500 Purchased Service			15,000	15,000
600 Supplies			3,000	3,000
700 Property				
800 Other				
2700 SUBTOTAL	682,569	855,283	968,000	968,000
4000 TOTAL FACILITIES ACQUISITION				
AND CONSTRUCTION	0	0	0	0
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
200 TOTAL SPECIAL PROGRAMS	17,624,710	20,523,648	23,935,000	23,903,000
TOTAL ALL EXPENDITURES	17,624,710	20,523,648	23,935,000	23,903,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	415,969	0	0	0
TOTAL ENDING FUND BALANCE	415,969	0	0	0
TOTAL APPLICATIONS	18,040,679	20,523,648	23,935,000	23,903,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1110 Property Taxes				
1111 Net Proceeds of Mines				
1112 Net Proceeds Of Mines -Prior Year				
1120 School Support Taxes				
1150 Residential Construction Tax				
1190 Other Taxes				
1191 Franchise Taxes				
1192 Governmental Services Tax				
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes - Boat Tax				
1300 Tuition				
1400 Transportation Fees				
1500 Earnings on Investments				
1600 Food Service Revenue				
1611 Daily Sales - School Lunch				
1612 Daily Sales - School Breakfast				
1613 Daily Sales - Special Milk				
1614 Daily Sales - After School Program				
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals				
1920 Donations	29,900	15,000	15,000	15,000
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	29,900	15,000	15,000	15,000
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds				
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	0	0	0	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	31,806	57,700	52,700	52,700
TOTAL OPENING BALANCE	31,806	57,700	52,700	52,700
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	61,706	72,700	67,700	67,700

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
100 REGULAR PROGRAMS				
1000 Instruction				
100 Salaries				
200 Benefits	4,006	10,000	25,000	25,000
300/400/500 Purchased Service				
600 Supplies				0
700 Property				
800 Other				
100 TOTAL REGULAR PROGRAMS	4,006	10,000	25,000	25,000
000 UNDISTRIBUTED EXPENDITURES				
2100 Student Support				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies		10,000	16,000	16,000
700 Property				
800 Other				
000 TOTAL UNDISTRIBUTED EXPENDITURES	0	10,000	16,000	16,000
TOTAL ALL EXPENDITURES	4,006	20,000	41,000	41,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	57,700	52,700	26,700	26,700
TOTAL ENDING FUND BALANCE	57,700	52,700	26,700	26,700
TOTAL APPLICATIONS	61,706	72,700	67,700	67,700

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1400 Transportation Fees				
1500 Earnings on Investments				
1600 Food Service Revenue				
1611 Daily Sales - School Lunch				
1612 Daily Sales - School Breakfast				
1613 Daily Sales - Special Milk				
1614 Daily Sales - After School Program				
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals				
1920 Donations				
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	0	0	0	0
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3115 Special Education - DSA Funding				
3200 Restricted Funding/Grants -in-Aid Rev				
3210 Special Transportation				
3220 Adult High School Diploma				
3230 Class Size Reduction				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	0	0	0	0
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency	8,690,768	9,260,224	6,908,000	6,908,000
4700 Federal Other Flow Through				
4710 Forrest Revenue				
4800 Revenue in Lieu of Taxes				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	8,690,768	9,260,224	6,908,000	6,908,000
5000 OTHER SOURCES OF FUNDS				
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	0	0	0	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance		0	0	0
TOTAL OPENING BALANCE	0	0	0	0
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	8,690,768	9,260,224	6,908,000	6,908,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
100 REGULAR PROGRAMS				
1000 Instruction				
100 Salaries	255,791	1,075,000	650,000	650,000
200 Benefits	62,496	164,977	100,000	100,000
300/400/500 Purchased Service	1,039,522	113,706	113,000	113,000
600 Supplies	1,190,076	600,000	250,000	250,000
700 Property	0	21,550	21,000	21,000
800 Other	5,768			
1000 SUBTOTAL	2,553,653	1,975,233.00	1,134,000.00	1,134,000.00
2700 Student Transportation				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2700 SUBTOTAL	0	-	-	-
100 TOTAL REGULAR EXPENDITURES	2,553,653	1,975,233.00	1,134,000.00	1,134,000.00
200 SPECIAL PROGRAMS				
1000 Instruction				
100 Salaries	965,937	1,073,200	873,000	873,000
200 Benefits	365,099	344,847	274,000	274,000
300/400/500 Purchased Service	1,075,916	453,598	250,000	250,000
600 Supplies	237,781	125,000	125,000	125,000
700 Property	13,380			
800 Other				
1000 SUBTOTAL	2,658,113	1,996,645.00	1,522,000.00	1,522,000.00
2700 Student Transportation				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2700 SUBTOTAL	0	-	-	-
200 TOTAL SPECIAL PROGRAMS	2,658,113	1,996,645.00	1,522,000.00	1,522,000.00
300 VOCATIONAL & TECHNICAL PROGRAMS				
1000 Instruction				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service		5,668	5,000	5,000
600 Supplies	8,619	72,842	72,000	72,000
700 Property	5,898	65,862	65,000	65,000
800 Other				
300 TOTAL VOCATIONAL & TECHNICAL PROGRAM	14,517	144,372.00	142,000.00	142,000.00

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
400 OTHER INSTRUCTIONAL PROGRAMS				
1000 Instruction				
100 Salaries	856,961	697,226	597,000	597,000
200 Benefits		23,682	24,000	24,000
300/400/500 Purchased Service	31,305			
600 Supplies		117,255	110,000	110,000
700 Property				
800 Other				
440 TOTAL SUMMER SCHOOL	888,266	838,163.00	731,000.00	731,000.00
000 UNDISTRIBUTED EXPENDITURES				
2100 Student Support				
100 Salaries	431,710	365,663	360,000	360,000
200 Benefits	37,906	36,164	36,000	36,000
300/400/500 Purchased Service	587,487	751,593	250,000	250,000
600 Supplies	46,391	800,000	500,000	500,000
700 Property				
800 Other		334	1,000	1,000
2100 SUBTOTAL	1,103,494	1,953,754	1,147,000	1,147,000
2200 Instructional Staff Support				
100 Salaries	483,751	480,937	380,000	380,000
200 Benefits	56,307	76,589	96,000	96,000
300/400/500 Purchased Service	171,322	231,127	31,000	31,000
600 Supplies	22,061	126,705	126,000	126,000
700 Property				
800 Other				
2200 SUBTOTAL	733,441	915,358	633,000	633,000
2300 General Administration				
100 Salaries		80,073	80,000	80,000
200 Benefits		2,150	2,000	2,000
300/400/500 Purchased Service	395	65,282	270,000	270,000
600 Supplies	242,395			
700 Property				
800 Other				
2300 SUBTOTAL	242,790	147,505	352,000	352,000
2400 School Administration				
100 Salaries	50,000	234,171	230,000	230,000
200 Benefits	1,293	11,397	10,000	10,000
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2400 SUBTOTAL	51,293	245,568	240,000	240,000
2500 Central Services				
100 Salaries	269,077	253,179	220,000	220,000
200 Benefits	100,392	59,158	50,000	50,000
300/400/500 Purchased Service	586	175	0	0
600 Supplies	1,102	97,678	100,000	100,000
700 Property				
800 Other				
2500 SUBTOTAL	371,157	410,190	370,000	370,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
2600 Operations and Maintenance of Plant				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies		543,428	546,000	546,000
700 Property		14,904	14,000	14,000
800 Other				
2600 SUBTOTAL	0	558,332	560,000	560,000
2700 Student Transportation				
100 Salaries	64,723			
200 Benefits	4,665			
300/400/500 Purchased Service	2,533	2,000	2,000	2,000
600 Supplies				
700 Property				
800 Other				
2700 SUBTOTAL	71,921	2,000	2,000	2,000
3300 Community Service Operations				
100 Salaries	254			
200 Benefits	10			
300/400/500 Purchased Service				
600 Supplies	1,859	73,104	75,000	75,000
700 Property				
800 Other				
3300 SUBTOTAL	2,123	73,104	75,000	75,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	2,576,219	4,305,811	3,379,000	3,379,000
TOTAL ALL EXPENDITURES	8,690,768	9,260,224	6,908,000	6,908,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	0	0	0	0
TOTAL ENDING FUND BALANCE	0	0	0	0
TOTAL APPLICATIONS	8,690,768	9,260,224	6,908,000	6,908,000

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1190 Other Taxes				
1191 Franchise Taxes				
1192 Governmental Services Tax				
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes				
1300 Tuition				
1500 Earnings on Investments				
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals				
1920 Donations				
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	0	0	0	0
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3115 Special Education - DSA Funding				
3200 Restricted Funding/Grants -in-Aid Rev				
3210 Special Transportation				
3220 Adult High School Diploma				
3230 Class Size Reduction				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	0	0	0	0
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through	349,457	275,000	275,000	275,000
4710 Forrest Revenue				
4800 Revenue in Lieu of Taxes				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	349,457	275,000	275,000	275,000
5000 OTHER SOURCES OF FUNDS				
5200 Transfers from Other Funds	100,000	100,000		
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	100,000	100,000	0	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	130,849	220,974	321,911	321,911
TOTAL OPENING BALANCE	130,849	220,974	321,911	321,911
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	580,306	595,974	596,911	596,911

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
000 UNDISTRIBUTED EXPENDITURES				
2100 Student Support				
100 Salaries	222,246	127,897	129,000	151,000
200 Benefits	36,714	49,797	53,000	81,000
300/400/500 Purchased Service			226,911	170,000
600 Supplies			50,000	50,000
700 Property				
800 Other				
2100 Subtotal	258,960	177,694	458,911	452,000
2200 Instructional Staff Support				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2300 SUBTOTAL	0	0	0	0
2300 General Administration				
100 Salaries	45,633	48,492	54,000	58,000
200 Benefits	17,817	17,877	24,000	26,000
300/400/500 Purchased Service	34,922	25,000	35,000	35,911
600 Supplies	2,000	5,000	25,000	25,000
700 Property				
800 Other				
2600 SUBTOTAL	100,372	96,369	138,000	144,911
2700 Student Transportation				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2700 Subtotal	0	0	0	0
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
200 TOTAL SPECIAL PROGRAMS	359,332	274,063	596,911	596,911
TOTAL ALL EXPENDITURES	359,332	274,063	596,911	596,911
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	220,974	321,911	0	0
TOTAL ENDING FUND BALANCE	220,974	321,911	0	0
TOTAL APPLICATIONS	580,306	595,974	596,911	596,911

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1400 Transportation Fees				
1500 Earnings on Investments		5,000		
1600 Food Service Revenue	41,812	94,253	103,182	103,182
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals				
1920 Donations				
1950/60 Services Provided other Governments	31,864	15,844	15,000	15,000
1990 Miscellaneous				
TOTAL LOCAL SOURCES	73,676	115,097	118,182	118,182
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3115 Special Education - DSA Funding				
3200 Restricted Funding/Grants -in-Aid Rev	143,201	12,591	9,068	9,068
3210 Special Transportation				
3220 Adult High School Diploma				
3230 Class Size Reduction				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	143,201	12,591	9,068	9,068
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency	6,380,969	4,542,289	4,983,889	4,983,889
4700 Federal Other Flow Through				
4710 Forrest Revenue				
4800 Revenue in Lieu of Taxes				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	6,380,969	4,542,289	4,983,889	4,983,889
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds		500,000	250,000	0
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Medium Term Note Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	0	500,000	250,000	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	3,330,128	4,448,534	4,399,190	4,399,190
TOTAL OPENING BALANCE	3,330,128	4,448,534	4,399,190	4,399,190
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	9,927,974	9,618,511	9,760,329	9,510,329

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
000 UNDISTRIBUTED EXPENDITURES				
2400 School Administration				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2400 Subtotal	0	0	0	0
2500 Central Services				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2500 Subtotal	0	0	0	0
2600 Operations and Maintenance of Plant				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2600 Subtotal	0	0	0	0
TOTAL SUPPORT SERVICES	0	0	0	0
NONINSTRUCTIONAL SERVICES				
3100 Food Service Operations				
100 Salaries	630,703	585,349	625,000	625,000
200 Benefits	226,389	218,567	255,000	255,000
300/400/500 Purchased Service	1,009,844	1,320,000	1,355,000	1,355,000
600 Supplies	3,610,551	3,015,406	3,217,000	3,217,000
700 Property	0	75,000	90,000	90,000
800 Other	1,953	5,000	7,000	7,000
3100 SUBTOTAL	5,479,440	5,219,322	5,549,000	5,549,000
4700 Subtotal	0	0	0	0
3100 TOTAL FOOD SERVICE OPERATIONS				
	5,479,440	5,219,322	5,549,000	5,549,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	5,479,440	5,219,322	5,549,000	5,549,000
TOTAL ALL EXPENDITURES	5,479,440	5,219,322	5,549,000	5,549,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	4,448,534	4,399,190	4,211,329	3,961,329
TOTAL ENDING FUND BALANCE	4,448,534	4,399,190	4,211,329	3,961,329
TOTAL APPLICATIONS	9,927,974	9,618,511	9,760,329	9,510,329

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1110 Property Taxes				
1111 Net Proceeds of Mines				
1112 Net Proceeds Of Mines -Prior Year				
1120 WC-1 Sales Tax Revenue				
1150 Residential Construction Tax	742,768	560,000	560,000	560,000
1190 Other Taxes				
1191 Franchise Taxes				
1192 Governmental Services Tax				
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes				
1300 Tuition				
1400 Transportation Fees				
1500 Investement Earnings				
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals				
1920 Donations				
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	742,768	560,000	560,000	560,000
3000 REVENUE FROM STATE SOURCES				
3210 Special Transportation				
3220 Adult High School Diploma				
3230 Class Size Reduction				
3240 Full Day Kindergarten				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	0	0	0	0
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
47200 Federal Medicaid Outgoing Paym				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	1,773,730	1,512,505	1,016,067	517,207
TOTAL OPENING BALANCE	1,773,730	1,512,505	1,016,067	517,207
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	2,516,498	2,072,505	1,576,067	1,077,207

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
000 UNDISTRIBUTED EXPENDITURES				
2600 Plant Maintenance and Operations				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service		5,490		
600 Supplies				
700 Property				
800 Other				
TOTAL SUPPORT SERVICES	0	5,490	0	0
4500 Building Acquisition & Construction				
100 Salaries				
300/400/500 Purchased Service		-		
600 Supplies				
700 Property	71,507			
800 Other				
4500 SUBTOTAL	71,507	0	0	0
PROGRAM FUNCTION OBJECT				
4600 Site Improvement				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	422,773	511,156	800,000	200,000
600 Supplies				
700 Property				
800 Other				
4600 SUBTOTAL	422,773	511,156	800,000	200,000
4700 Building Improvements				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service		1,038,652	500,000	300,000
600 Supplies	162,245			
700 Property	347,468			
800 Other				
4700 Subtotal	509,713	1,038,652	500,000	300,000
4000 TOTAL FACILITIES ACQUISITION				
AND CONSTRUCTION	1,003,993	1,549,808	1,300,000	500,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	0	0	0	0
TOTAL ALL EXPENDITURES	1,003,993	1,555,298	1,300,000	500,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	1,512,505	517,207	276,067	577,207
TOTAL ENDING FUND BALANCE	1,512,505	517,207	276,067	577,207
TOTAL APPLICATIONS	2,516,498	2,072,505	1,576,067	1,077,207

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1110 Property Taxes				
1111 Net Proceeds of Mines				
1112 Net Proceeds Of Mines -Prior Year				
1120 WC-1 Sales Tax Revenue				
1150 Residential Construction Tax				
1190 Other Taxes				
1191 Franchise Taxes				
1192 Governmental Services Tax				
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes				
1300 Tuition				
1400 Transportation Fees				
1500 Investment Earnings				
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals	9,200	8,800	8,800	8,800
1920 Donations				
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	9,200	8,800	8,800	8,800
3000 REVENUE FROM STATE SOURCES				
3110 Distributive School Fund				
3115 Special Education - DSA Funding				
3200 Restricted Funding/Grants -in-Aid Rev				
3240 Full Day Kindergarten				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	0	0	0	0
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
47200 Federal Medicaid Outgoing Paym				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	114,996	102,127	90,927	90,927
TOTAL OPENING BALANCE	114,996	102,127	90,927	90,927
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	124,196	110,927	99,727	99,727

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
2500 Central Services				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2600 Operations and Maintenance of Plant				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies	22,069	20,000	25,000	25,000
700 Property				
800 Other				
2700 Student Transportation				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
3300 Community Service Operations				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
400 TOTAL OTHER INSTRUCTIONAL PROGRAMS	22,069	20,000	25,000	25,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	0	0	0	0
TOTAL ALL EXPENDITURES	22,069	20,000	25,000	25,000
6300 Contingency			25,000	25,000
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	102,127	90,927	49,727	49,727
TOTAL ENDING FUND BALANCE	102,127	90,927	49,727	49,727
TOTAL APPLICATIONS	124,196	110,927	99,727	99,727

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1110 Property Taxes				
1111 Net Proceeds of Mines				
1190 Other Taxes				
1191 Franchise Taxes				
1192 Governmental Services Tax				
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes				
1300 Tuition				
1400 Transportation Fees				
1500 Investment Earnings	947,763	838,000	100,000	100,000
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals				
1920 Donations				
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	947,763	838,000	100,000	100,000
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
'4103 Energy Education / E-Rate				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4710 Forrest Revenue				
47200 Federal Medicaid Outgoing Paym				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds		13,870,000		
5110 Bond Principal		1,125,801		
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds				
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	0	14,995,801	0	
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	28,719,924	10,679,875	15,038,141	8,606,286
TOTAL OPENING BALANCE	28,719,924	10,679,875	15,038,141	8,606,286
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	29,667,687	26,513,676	15,138,141	8,706,286

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
100 REGULAR PROGRAMS				
1000 Instruction				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	2,200,000			
600 Supplies				
700 Property				
800 Other				
100 TOTAL REGULAR PROGRAMS	2,200,000	0	0	0
000 UNDISTRIBUTED EXPENDITURES				
2300 General Administration				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	27,170	206,870	30,000	
600 Supplies				
700 Property				
800 Other				
2600 Operations and Maintenance of Plant				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property	247,127	347,581		
800 Other				
2700 Student Transportation				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies	751,268			
700 Property		1,924,125	1,260,000	1,101,107
800 Other				
TOTAL SUPPORT SERVICES	1,025,565	2,478,576	1,290,000	1,101,107
4100 Land Acquisition				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
4100 SUBTOTAL	0	0	0	0

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
4300 Architecture/Engineering				
300/400/500 Purchased Service	190,129	89,904	25,000	0
600 Supplies				
700 Property				
800 Other				
4300 SUBTOTAL	190,129	89,904	25,000	0
4400 EDUCATIONAL SPECIFICATIONS DEVELOPMENT				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
4400 SUBTOTAL	0	0	0	0
4500 Building Acquisition & Construction				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	10,595,599	3,780,467		
600 Supplies				
700 Property				
800 Other				
4500 SUBTOTAL	10,595,599	3,780,467	0	0
4600 Site Improvement				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	8,184	17,785	200,000	
600 Supplies				
700 Property				
800 Other				
4600 SUBTOTAL	8,184	17,785	200,000	0
4700 Building Improvements				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	2,673,334	9,062,082	4,812,000	3,472,402
600 Supplies				
700 Property	1,236,127			
800 Other	33,309			
4700 Subtotal	3,942,770	9,062,082	4,812,000	3,472,402
4000 TOTAL FACILITIES ACQUISITION				
AND CONSTRUCTION	15,762,247	15,428,814	6,327,000	4,573,509
6200 Other Fund Transfers				
910 Interfund Transfers				
5000 Debt Service				
TOTAL ALL EXPENDITURES	18,987,812	17,907,390	7,617,000	5,674,616
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	10,679,875	8,606,286	7,521,141	3,031,670
TOTAL ENDING FUND BALANCE	10,679,875	8,606,286	7,521,141	3,031,670
TOTAL APPLICATIONS	29,667,687	26,513,676	15,138,141	8,706,286

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1110 Property Taxes				
1111 Net Proceeds of Mines				
1112 Net Proceeds Of Mines -Prior Year				
1190 Other Taxes				
1191 Franchise Taxes				
1192 Governmental Services Tax	1,030,218	1,024,787	1,067,948	1,067,948
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes				
1400 Transportation Fees				
1500 Investment Earnings	2,112,087	1,268,000	125,000	182,000
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues				
1910 Rentals				
1920 Donations				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	3,142,305	2,292,787	1,192,948	1,249,948
3000 REVENUE FROM STATE SOURCES				
3200 Restricted Funding/Grants -in-Aid Rev				
3800 In Lieu of Taxes				
3900 For/on behalf of School District				
TOTAL STATE SOURCES	0	0	0	0
4000 FEDERAL SOURCES				
4100 Unrestricted - Direct Fed Gov't				
4200 Unrestricted - State Agency				
4300 Restricted - Direct				
4500 Restricted - State Agency				
4700 Federal Other Flow Through				
4900 Revenue for-on behalf of School District				
TOTAL FEDERAL SOURCES	0	0	0	0
5000 OTHER SOURCES OF FUNDS				
5100 Isurance of Bonds				
5110 Bond Principal				
5120 Premium/Discount of Bond Sale				
5200 Transfers from Other Funds	1,600,000	1,000,000	1,500,000	1,250,000
5300 Gain/Loss on Disposal of Assets				
5400 Loan Proceeds (>12 months)				
5500 Capital Lease Proceeds				
5600 Other Long-Term Debt Proceeds				
TOTAL OTHER SOURCES	1,600,000	1,000,000	1,500,000	1,250,000
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	3,399,403	5,611,078	4,896,628	4,896,628
TOTAL OPENING BALANCE	3,399,403	5,611,078	4,896,628	4,896,628
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	8,141,708	8,903,865	7,589,576	7,396,576

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	AMENDED FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
000 UNDISTRIBUTED				
2600 Operations and Maintenance of Plant				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	19,978	40,618		
600 Supplies				
700 Property				
800 Other				
4300 SUBTOTAL	19,978	40,618	0	0
4300 Architecture/Engineering				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
4300 SUBTOTAL	0	0	0	0
4500 Building Acquisition & Construction				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	71,507	71,507		
600 Supplies				
700 Property				
800 Other				
4500 SUBTOTAL	71,507	71,507	0	0
4600 Site Improvement				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	256,956	961,892	2,150,000	2,150,000
600 Supplies				
700 Property				
800 Other				
4600 SUBTOTAL	256,956	961,892	2,150,000	2,150,000
4700 Building Improvements				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	2,182,189	2,933,220	3,250,000	3,250,000
600 Supplies				
700 Property				
800 Other				
4700 Subtotal	2,182,189	2,933,220	3,250,000	3,250,000
000 TOTAL UNDISTRIBUTED	2,530,630	4,007,237	5,400,000	5,400,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	0	0	0	0
TOTAL ALL EXPENDITURES	2,530,630	4,007,237	5,400,000	5,400,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	5,611,078	4,896,628	2,189,576	1,996,576
TOTAL ENDING FUND BALANCE	5,611,078	4,896,628	2,189,576	1,996,576
TOTAL APPLICATIONS	8,141,708	8,903,865	7,589,576	7,396,576

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	December Augmented
REVENUE	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
1000 LOCAL SOURCES				
1100 Tax Revenue				
1110 Property Taxes				
1111 Net Proceeds of Mines				
1112 Net Proceeds Of Mines -Prior Year				
1120 School Support Taxes				
1150 Residential Construction Tax				
1190 Other Taxes				
1191 Franchise Taxes				
1192 Governmental Services Tax				
1200 Local Gov Units - Not School Districts				
1210 Rev in Lieu of Taxes				
1300 Tuition				
1400 Transportation Fees				
1500 Earnings on Investments				
1600 Food Service Revenue				
1611 Daily Sales - School Lunch				
1612 Daily Sales - School Breakfast				
1613 Daily Sales - Special Milk				
1614 Daily Sales - After School Program				
1700 District Activities Revenue				
1800 Community Service Activities				
1900 Other Revenues	1,202,126	1,214,936	1,750,000	1,750,000
1910 Rentals				
1920 Donations				
1950/60 Services Provided other Governments				
1990 Miscellaneous				
TOTAL LOCAL SOURCES	1,202,126	1,214,936	1,750,000	1,750,000
8000 OPENING FUND BALANCE				
Reserved Opening Balance (NPM)				
Unreserved Opening Balance	1,067,095	1,079,221	1,084,157	1,084,157
TOTAL OPENING BALANCE	1,067,095	1,079,221	1,084,157	1,084,157
Prior Period Adjustments				
Residual Equity transfers				
TOTAL ALL RESOURCES	2,269,221	2,294,157	2,834,157	2,834,157

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
PROGRAM FUNCTION OBJECT	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
910 COCURRICULAR ACTIVITIES				
1000 Instruction				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service	1,190,000	1,210,000	2,822,000	2,822,000
600 Supplies				
700 Property				
800 Other				
2100 Student Support Services				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
2200 Student Support Services				
100 Salaries				
200 Benefits				
300/400/500 Purchased Service				
600 Supplies				
700 Property				
800 Other				
910 TOTAL COCURRICULAR ACTIVITES	1,190,000	1,210,000	2,822,000	2,822,000
6200 Other Fund Transfers				
910 Interfund Transfers				
5300 Conversion Factor Reduction				
000 TOTAL UNDISTRIBUTED EXPENDITURES	0	0	0	0
TOTAL ALL EXPENDITURES	1,190,000	1,210,000	2,822,000	2,822,000
6300 Contingency				
ENDING FUND BALANCE				
Reserved Ending Balance				
Unreserved Ending Balance	1,079,221	1,084,157	12,157	12,157
TOTAL ENDING FUND BALANCE	1,079,221	1,084,157	12,157	12,157
TOTAL APPLICATIONS	2,269,221	2,294,157	2,834,157	2,834,157

	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
AVAILABLE RESOURCES	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
COMBINED BONDS				
1110 Property Taxes	11,550,852	13,060,793	14,054,350	14,054,350
1110 Property Tax Fee				
1120 School Support Taxes				
1190 Other Resources:				
Net Incr (Decr) in Fair Value of Investments				
Proceeds from Refunding Bonds				
Premium on Bonds sold	0			
Proceeds from Bond Sales				
Gain or Loss on Investments				
Debt Premium				
1500 Earnings on Investments	547,815	673,000	250,000	383,000
Intetest Subsidy				
Transfers IN from other funds				
Subtotal	12,098,667	13,733,793	14,304,350	14,437,350
Opening Fund Balance	11,593,327	12,130,288	12,778,344	13,155,957
Subtotal-Combined Bonds	23,691,994	25,864,081	27,082,694	27,593,307
MEDIUM-TERM FINANCING				
1110 Property Taxes				
1190 Other Resources:				
Proceeds of Refunding Bonds				
Premium on Bonds sold				
1500 Earnings on Investments				
Transfers IN from Other Funds				
Opening Fund Balance	0	0	0	0
TOTAL AVAILABLE FINANCING	23,691,994	25,864,081	27,082,694	27,593,307
FUND EXPENDITURES				
COMBINED BONDS				
4700 Building Improvements				
9004 Principal	8,355,000	9,190,000	9,790,000	9,790,000
9003 Interest	3,178,424	3,506,149	3,104,027	3,104,027
Bond Defeasance				
Bond Defeasance Other Costs				
9006 Coupon Redemption				
9007 Other Costs	28,282	11,975	13,000	13,000
Bond Issuance Costs				
Payments for Refunding Bonds				
Incline Property Tax Refunds & Interest				
Dues & Fees				
Reno Development Settlement				
Misc Costs				
Transfers TO Other Funds				
Subtotal - Combined Bonds	11,561,706	12,708,124	12,907,027	12,907,027
MEDIUM-TERM FINANCING				
8004 Principal				
8003 Interest				
Reserves (Include unappropriated balance)				
Subtotal - MTF	0	0	0	0
Ending Fund Balance	12,130,288	13,155,957	14,175,667	14,686,280

ALL EXISTING OR PROPOSED
GENERAL OBLIGATION BONDS, REVENUE BONDS
MEDIUM-TERM FINANCING, CAPITAL LEASES AND
SPECIAL ASSESSMENT BONDS

* - Type
1 - General Obligation Bonds
2 - G. O. Revenue Supported Bonds
3 - G. O. Special Assessment Bonds
4 - Revenue Bonds
5 - Medium-Term Financing
6 - Medium-Term Financing - Lease Purchase
7 - Capital Leases
8 - Special Assessment Bonds
9 - Mortgages
10 - Other (Specify Type)
11 - Proposed (Specify Type)
12 - Consolidated on CAFR Note Disclosure
*** - Principal placed into a sinking fund and are part of fund balance

(1) NAME OF BOND OR LOAN **List and Subtotal By Fund**	(2) *	(3) TERM	(4) ORIGINAL AMOUNT OF ISSUE	(5) ISSUE DATE	(6) FINAL PAYMENT DATE	(7) INTEREST RATE	(8) BEGINNING OUTSTANDING BALANCE 7/1/2025	(9) REQUIREMENTS FOR FISCAL YEAR ENDING 06/30/23 INTEREST PAYABLE	(10) PRINCIPAL PAYABLE	(11) (9)+(10) TOTAL
FUND:										
2016A Improvement & Refunding	1	20	6,400,000	06/20/16	04/01/36	3.00%	4,795,000	133,050	345,000	478,050
2017 Refunding Bonds	1	13	17,900,000	08/08/17	06/01/30	5.00%	7,460,000	330,300	1,540,000	1,870,300
2019 Refunding Bonds	1	15	7,055,000	10/09/19	04/01/28	5.00%	2,980,000	149,000	1,280,000	1,429,000
2021A Refunding Bonds	1	15	14,925,000	05/13/20	06/01/35	2.29%	10,725,000	417,000	1,065,000	1,482,000
2022B Improvement Bonds	1	10	9,705,000	03/10/22	06/01/32	1.88%	8,010,000	400,500	1,395,000	1,795,500
2022A Improvement and Refunding	1	20	27,660,000	03/10/22	06/01/42	2.50%	26,470,000	919,888	400,000	1,319,888
2023 Various Rollover Bond	1	3	6,500,000	06/12/23	06/30/26	3.77%	2,245,000	83,290	2,245,000	2,328,290
Proposed Future 2025 Various Rollover Bond	1	7	14,000,000	07/15/24	12/15/32	4.25%	13,420,000	671,000	1,520,000	2,191,000
Total Bond Issue Debt Service Fund			**104,145,000**				**76,105,000**	**3,104,027**	**9,790,000**	**12,894,027**
Total Debt Service (ST)			**0**				**0**	**0**	**0**	**0**
TOTAL ALL DEBT SERVICE			**104,145,000**				**76,105,000**	**3,104,027**	**9,790,000**	**12,894,027**

PROPRIETARY FUND	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
OPERATING REVENUE				
Local Sources				
1900 Charges for Services	743,837	743,000	740,000	740,000
1500 Investment Activity		3,000	3,000	3,000
(A) Total Operating Revenue	743,837	746,000	743,000	743,000
OPERATING EXPENSE				
100 Salaries				
200 Benefits	630,294	635,000	640,000	640,000
300/400/500 Purchased Services	170,328	175,000	180,000	180,000
600 Supplies				
700 Property				
800 Other		10,000	20,000	20,000
(B) Total Operating Expense	800,622	820,000	840,000	840,000
Operating Income or (Loss)	(56,785)	(74,000)	(97,000)	(97,000)
NONOPERATING REVENUES				
1500 Interest Earned				
Subsidies				
1000 Revenue from Local Sources				
3000 Revenue from State Sources				
4000 Revenue from Federal Sources				
Medicare Part D				
Loss on Disposal of Asset				
(C) Total NONOPERATING Revenues				
NONOPERATING EXPENSES				
832 Interest Expense				
Other Expense				
(D) Total NONOPERATING Expenses				
Net Income before Operating Transfers	(56,785)	(74,000)	(97,000)	(97,000)
Operating Transfers (Schedule T)				
6200 From Other Funds				
910 To Other Funds				
(E) Net Operating Transfers	0	0		
(F) NET INCOME	(56,785)	(74,000)	(97,000)	(97,000)
Retained Earnings				
Beginning July 1	1,505,969	1,449,184	1,375,184	1,375,184
Ending June 30	1,449,184	1,375,184	1,278,184	1,278,184

PROPRIETARY FUND	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
A. CASH FLOWS FROM OPERATING				
ACTIVITIES:				
Charges for Services	712,208	745,000	745,000	745,000
Cash received from other funds				
Claims	(607,294)	(635,000)	(640,000)	(640,000)
Insurance Premiums	(91,706)	(175,000)	(180,000)	(180,000)
Administrative Expenses				
Fees and Assessments				
a. Net cash provided/(used) by operating activities	13,208	(65,000)	(75,000)	(75,000)
B. CASH FLOWS FROM NONCAPITAL				
FINANCING ACTIVITIES				
Operating Transfers-In (Out)	0	0	0	0
b. Net cash provided by noncapital				
financing activities	0	0	0	0
C. CASH FLOWS FROM CAPITAL AND				
RELATED FINANCING ACTIVITIES:				
Purchase of Equipment				
c. Net cash used for capital				
and related financing activities	0	0	0	0
D. CASH FLOWS FROM INVESTING				
ACTIVITIES:				
Interest Earned				
Local Revenue				
State Revenue				
Federal Revenue		0	0	0
d. Net cash provided from				
Investing Activities	0	0	0	0
NET INCREASE (DECREASE) in cash				
and cash equivalents (a+b+c+d)	13,208	(65,000)	(75,000)	(75,000)
CASH AND CASH EQUIVALENTS AT				
BEGINNING OF YEAR	2,565,678	2,578,886	2,513,886	2,513,886
CASH AND CASH EQUIVALENTS AT				
END OF YEAR	2,578,886	2,513,886	2,438,886	2,438,886

PROPRIETARY FUND	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
OPERATING REVENUE				
Local Sources				
1900 Charges for Services	184,337	185,000	155,000	155,000
(A) Total Operating Revenue	184,337	185,000	155,000	155,000
OPERATING EXPENSE				
100 Salaries				
200 Benefits	21,570	25,000	30,000	30,000
300/400/500 Purchased Services				
600 Supplies				
700 Property				
800 Other				
(B) Total Operating Expense	21,570	25,000	30,000	30,000
Operating Income or (Loss)	162,767	160,000	125,000	125,000
NONOPERATING REVENUES				
1500 Interest Earned				
Subsidies				
1000 Revenue from Local Sources				
3000 Revenue from State Sources				
4000 Revenue from Federal Sources				
Medicare Part D				
Loss on Disposal of Asset				
(C) Total NONOPERATING Revenues				
NONOPERATING EXPENSES				
832 Interest Expense				
Other Expense				
(D) Total NONOPERATING Expenses				
Net Income before Operating Transfers	162,767	160,000	125,000	125,000
Operating Transfers (Schedule T)				
6200 From Other Funds				
910 To Other Funds				
(E) Net Operating Transfers				
(F) NET INCOME	162,767	160,000	125,000	125,000
Retained Earnings				
Beginning July 1	1,502,916	1,665,683	1,825,683	1,825,683
Ending June 30	1,665,683	1,825,683	1,950,683	1,950,683

PROPRIETARY FUND	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
A. CASH FLOWS FROM OPERATING				
ACTIVITIES:				
Cash received for services	184,337	185,000	168,000	168,000
Cash paid for salaries and benefits	(21,570)			
Cash payments for employee benefits		(25,000)	(30,000)	(30,000)
Cash payments for claims and services				
a. Net cash provided/(used) by operating activities	162,767	160,000	138,000	138,000
B. CASH FLOWS FROM NONCAPITAL				
FINANCING ACTIVITIES				
Federal reimbursements				
Loss on Disposal of assets				
Operating Transfers-In (Out)				
b. Net cash provided by noncapital				
financing activities	0	0	0	0
C. CASH FLOWS FROM CAPITAL AND				
RELATED FINANCING ACTIVITIES:				
Purchase of Equipment				
c. Net cash used for capital				
and related financing activities	0	0	0	0
D. CASH FLOWS FROM INVESTING				
ACTIVITIES:				
Interest Earned				
Local Revenue				
State Revenue				
Federal Revenue				
d. Net cash provided from				
Investing Activities	0	0	0	0
NET INCREASE (DECREASE) in cash				
and cash equivalents (a+b+c+d)	162,767	160,000	138,000	138,000
CASH AND CASH EQUIVALENTS AT				
BEGINNING OF YEAR	1,496,172	1,658,939	1,818,939	1,818,939
CASH AND CASH EQUIVALENTS AT				
END OF YEAR	1,658,939	1,818,939	1,956,939	1,956,939

PROPRIETARY FUND	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
OPERATING REVENUE				
Local Sources				
1900 Charges for Services	-	47,320	897,000	897,000
(A) Total Operating Revenue	0	47,320	897,000	897,000
OPERATING EXPENSE				
100 Salaries			0	0
200 Benefits			0	0
300/400/500 Purchased Services	-		897,000	897,000
600 Supplies	-		0	0
700 Property			0	0
800 Other				
(B) Total Operating Expense	0	0	897,000	897,000
Operating Income or (Loss)	0	47,320	0	0
NONOPERATING REVENUES				
1500 Interest Earned	0			
Subsidies				
1000 Revenue from Local Sources				
3000 Revenue from State Sources				
4000 Revenue from Federal Sources				
Medicare Part D				
Loss on Disposal of Asset				
(C) Total NONOPERATING Revenues				
NONOPERATING EXPENSES				
832 Interest Expense				
Other Expense				
(D) Total NONOPERATING Expenses				
Net Income before Operating Transfers	0	47,320	0	0
Operating Transfers (Schedule T)				
6200 From Other Funds				
910 To Other Funds				
(E) Net Operating Transfers	0	0	0	0
(F) NET INCOME	0	47,320	0	0
Retained Earnings				
Beginning July 1	651,515	651,515	698,835	698,835
Ending June 30	651,515	698,835	698,835	698,835

PROPRIETARY FUND	(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	FISCAL YEAR 2025-26	
	YEAR ENDING	CURRENT YEAR	TENTATIVE	FINAL
	6/30/2024	ENDING 6/30/25	APPROVED	APPROVED
A. CASH FLOWS FROM OPERATING				
ACTIVITIES:				
Cash rebate received for services	(52,178)	0	897,000	897,000
Cash paid for salaries and benefits			0	0
Cash payments for employee benefits			(800,000)	(800,000)
Cash payments for claims and services	0	0	(90,000)	(90,000)
a. Net cash provided/(used) by operating activities	(52,178)	0	7,000	7,000
B. CASH FLOWS FROM NONCAPITAL				
FINANCING ACTIVITIES				
Operating Transfers-In (Out)	0	0	0	0
b. Net cash provided by noncapital	0			
financing activities	0	0	0	0
C. CASH FLOWS FROM CAPITAL AND				
RELATED FINANCING ACTIVITIES:				
Purchase of Equipment				
c. Net cash used for capital				
and related financing activities	0	0	0	0
D. CASH FLOWS FROM INVESTING				
ACTIVITIES:				
Interest Earned	0			
Local Revenue				
State Revenue				
Federal Revenue		0	0	0
d. Net cash provided from				
Investing Activities	0	0	0	0
NET INCREASE (DECREASE) in cash				
and cash equivalents (a+b+c+d)	(52,178)	0	7,000	7,000
CASH AND CASH EQUIVALENTS AT				
BEGINNING OF YEAR	703,631	651,453	651,453	651,453
CASH AND CASH EQUIVALENTS AT				
END OF YEAR	651,453	651,453	658,453	658,453

REPORT FOR ALL FUNDS		TO/FROM DISTRICTS IN NEVADA		TO/FROM DISTRICTS OUTSIDE NEVADA	
		(1)Tuition	(2) Transportation	(3) Tuition	(4) Transportation
	CODE(S)	1312,1322,1332	1412,1423	1313,1323,1333	1413,1423
REVENUES				$0	

EXPENDITURES

	OBJECT CODE	561	511	562	512
100 - Regular Programs					
200 - Special Programs					
300 - Vocational Programs					
400 - Other PK-12 Programs					
500 - Nonpublic Programs					
600 - Adult Programs					
TOTALS					

(1) FUND TYPE	TRANSFERS FROM (2) FROM FUND	(3) PAGE	(4) AMOUNT		TRANSFERS TO (5) TO FUND	(6) PAGE	(7) AMOUNT
GENERAL FUND							
	General Fund	10	$22,613,220		English Learner	11	1,052,000
					Gifted & Talented	12	$446,220
					At-Risk	13	$960,000
					Special Education	27	18,905,000
					Federal School Lunch	37	0
					Capital Projects	46	1,250,000
SUBTOTAL			$22,613,220				$22,613,220
Other Funds							
SUBTOTAL			$0				$0
TOTAL TRANSFERS			$22,613,220				$22,613,220

LOBBYING EXPENSE ESTIMATE

Pursuant to NRS 354.600 (3), **each** (emphasis added) local government budget must obtain a separate statement of anticipated expenses relating to activities designed to influence the passage or defeat of legislation in an upcoming legislative session.

Nevada Legislature: 84th Session; February 6, 2027 to June 5, 2027

1. Activity: No Lobbying Expense Planned

2. Funding Source: Not Applicable

3. Transportation	$
4. Lodging and meals	$
5. Salaries and Wages	$
6. Compensation to lobbyists	$
7. Entertainment	$
8. Supplies, equipment & facilities; other personnel and services spent in Carson City	$
Total	$ -

Entity: Lyon County School District Budget Fiscal Year 2025-26

Schedule of Existing Contracts

Budget Year 2025-26

	Local Government:	Lyon County School District				
	Contact:	Kyle Rodriguez				
	E-Mail Address:	Krodriguez@lyoncsd.org				
	Daytime Telephone:	(775) 463-6800 x10136			**Total Number of Existing Contracts:**	10

Line	VENDOR	Effective Date of Contract	Termination Date of Contract	Proposed Expenditure FY 2024-25	Proposed Expenditure FY 2025-26	DESCRIPTION
1	Rife Silva & Co., LLC	7/1/2024	6/30/2025	$78,600	$80,565	Annual Financial Audit (year-ending 06/30/2025)
2	JNA Consulting	7/1/2024	6/30/2025	$2,500	$2,500	Financial Consulting - Secondary Market Disclosure
3	Infinite Campus	7/1/2024	6/30/2025	$90,000	$90,000	Student Information System
4	Tyler Technologies	7/1/2024	6/30/2025	$135,132	$135,132	ERP System
5	Macleod Watts Inc.	7/1/2024	6/30/2025	$7,500	$7,500	Actuarial Services
6	Maupin, Cox & Legoy	7/1/2024	6/30/2025	$70,000	$70,000	Legal Services
7	Skyfiber	7/1/2024	6/30/2025	$702,000	$705,000	Internet Services
8	Frontline	7/1/2024	6/30/2025	$32,051	$32,371	Personal and absence tracking software
9	Evaluwise	7/1/2024	6/30/2025	$15,322	$15,322	Certified Evaluation Software
10	Bickmore Actuarial	7/1/2024	6/30/2025	$4,000	$4,000	Actuarial Services
11						
12						
	Total Proposed Expenditures			**$1,137,104**	**$1,142,390**	

*Contracts that end on or before 06/30/25 have automatic renewals or renewal options in FY2025-26.

Schedule of Privatization Contracts

Budget Year 2025-26

Local Government: Lyon County School District

Contact: Kyle Rodriguez

E-Mail Address: Krodriguez@lyoncsd.org

Daytime Telephone: (775) 463-6800 x10136

Total Number of Existing Contracts: 2

Line	VENDOR	Effective Date of Contract	Termination Date of Contract	Duration (Months/ Years)	Proposed Expenditure FY 2024-25	Proposed Expenditure FY 2025-26	Position or Class or Grade	Number of FTEs employed by Position Class or Grade	Equivalent hourly wage of FTEs by Position Class or Grade	Reason or need for contract
1	Chartwells	7/1/2020	7/1/2025	5	$5,295,000	$5,325,000	Nutrition			Reduce operating cost and outsource food service to a profesion food service management company.
2	Oasis Online	1/1/2022	12/31/2025	4	$103,950	$103,950	Information Technology			District networking services.
3										
4										
5										
6										
7										
8										
9										
	Total Proposed Expenditures				**$ 5,398,950**	**$ 5,428,950**		**-**		

*Contracts that end on or before 06/30/25 have automatic renewals or renewal options in FY2025-26.

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: Harman Bains, Executive Director of Operations

Re: FY26 Five-Year Capital Improvement Plan (CIP)

Recommendation:
That the Board of Trustees approves the Five-Year Capital Improvement Plan (CIP) as a result of the FY26 Budget Augmentation.

Background Information:
NRS 354.5945 requires each local government to annually prepare a capital improvement plan for the fiscal year ending June 30 of that year and the ensuing 5 fiscal years. In addition, the number of expenditures contained in the plan for fiscal year 2026 must not exceed the total amount of expenditures for capital outlay in the district's final fiscal year 2026 budget. Furthermore, the plan needs to identify the proposed capital projects and the anticipated costs associated with each project.

The Five-Year Capital Improvement Plan includes the following funds:

Building and Sites Fund (Fund 330) – proceeds are used for various capital projects. Revenues for this fund are accumulated through district owned rental properties, investments, and general fund appropriations.

Capital Projects Fund (Fund 340) – proceeds are used for various capital projects including, parking lot renovation and maintenance, roof replacement, athletic fields and tracks, etc. Revenues are received from the investments, general fund appropriations, and Motor Vehicle Privilege Tax associated with Lyon County residents' vehicles.

Residential Construction Fund (310) – proceeds are used for various capital projects per NRS 278. Revenues are received as a portion ($1,600.00) of building permits issued in Lyon County. The proceeds are specifically designated to be used in the area for which the permit is issued. For example, proceeds from Fernley permits must be used for Fernley area schools.

Bonds Projects Fund (360) – used for projects specified in bond resolutions. Proceeds are obtained through the district's issuance of general obligation bonds.

LCSD's five-year capital improvement plan impacts students and staff by enhancing the quality of the learning and working environment. Modernized facilities, upgraded technology, and improved infrastructure creates a safer, more efficient, and more engaging spaces for education. An effective plan can lead to increased access to resources, reduced distractions from outdated or inadequate facilities, and an environment that supports academic achievement and personal growth. Additionally, long-term planning ensures that the district is proactively addressing growth, maintenance, and evolving educational needs, fostering a sense of stability and investment in the community.

Budget Considerations:
N/A

Discussed at Previous Meeting:
N/A

Attachment(s):
Five Year Capital Improvement Plan

LYON COUNTY SCHOOL DISTRICT
FIVE YEAR CAPITAL IMPROVEMENT PLAN
(NRS 354.5945)

May 20, 2025
Updated
Estimated
Budgeted

Minimum level of expenditure for items classified as capital asset - $5,000
Minimum level of expenditure for items classified as capital projects - $15,000

		FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
Fund: 330	**Building & Sites Fund**						
	Beginning Balance	114,996	104,596	89,196	18,796	28,396	37,996
	Contingent Funds		(25,000)				
	Yerington HS Gym Resurfacing/Sanding						
	Smith Valley HS Gym Resurfacing/Sanding						
	Yerington ES Playground	(20,000)		(40,000)			
	Yerington IS Playground			(40,000)			
Fund Revenue							
	Smith Valley Property Fees (estimated)	9,600	9,600	9,600	9,600	9,600	9,600
	Investments						
Fund Balance		**104,596**	**89,196**	**18,796**	**28,396**	**37,996**	**47,596**

		FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
Fund: 340	**Captial Projects Fund**						
	Beginning Balance	2,922,813	2,803,543	1,764,231	(27,473)	(27,473)	(341,038)
	Professional Services			(25,000)	(25,000)	(25,000)	(25,000)
	Building HVAC / Boilers / Controls	-			(750,000)	(750,000)	(750,000)
	Classroom and Hallway Flooring / Carpet	(146,687)	(192,320)	(200,000)	(250,000)	(250,000)	(250,000)
	Parking Lot Reseal/Striping	(82,650)	(153,090)	(100,000)	(100,000)	(100,000)	(100,000)
	DES Building Controls	(144,995)					
	FES Building Controls	(18,950)					
	FIS Building Controls	(179,950)					
	RES Building Controls	(162,760)					
	SMS Building Controls	(299,740)					
	SVS Building Controls	(280,910)					
	YHS Building Controls	(209,820)					
	FIS Chiller	(72,650)					
	FES Chillers 2x	(141,540)					
	SSHS Chillers 2x	(208,000)					
	YHS Baseball/Softball Upgrades	(238,151)	(170,016)				
	SSHS Baseball/Softball Upgrades	(183,984)	(82,721)				
	DHS Boilers Replacement	(575,790)	(452,915)				
	SSMS Boilers Replacement	(812,167)	(664,024)				
	CES Boilers Replacement	(852,830)	(659,205)				
	DHS Baseball Scoreboard Installation		(50,435)				
	DHS Softball Scoreboard Installation		(50,435)				
	DHS Football Scoreboard Installation		(54,481)				
	YHS Baseball Scoreboard Installation		(63,445)				
	YHS Softball Scoreboard Installation		(63,445)				
	YHS Baseball Batter Eye		(28,860)				
	Silver Springs Yard Bard Units		(39,709)				
	SSHS Packaged Chiller		(208,000)				
	SS Dining Hall Chiller		(73,550)				
	DIS Boiler Upgrade		(552,919)	(444,258)			
	SES Boiler Upgrade			(349,531)			
	SMS Watercooling Replacement			(403,593)			
	FHS Math Bld HVAC			(250,000)			
	DHS Navao Bld HVAC			(250,000)			
	FES RTU Replacments		(498,067)	(498,067)			
	Dayton Adult Ed			(72,180)			
	CES MPR Chiller						
	FIS 5th Grade Chiller						
	RES Main Chiller						
	Athletic Fields / Tracks (Annual Allocation)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)
	Athletic Fields / Tracks (Reserved Allocation)	750,000	1,000,000	1,250,000	1,500,000	1,750,000	2,000,000
Fund Revenue							
	Motor Vehicle Tax	1,030,218	1,040,520	1,050,925	1,061,435	1,072,049	1,082,769
	Investments/Transfers	3,712,087	2,227,805				
Fund Balance		**2,803,543**	**1,764,231**	**(27,473)**	**(341,038)**	**(330,424)**	**(633,268)**

298

		FY2024	FY2025	FY2026	FY2027	FY2029	FY2028
Fund: 310	**Residential Construction Fund**						
	Beginning Balance	1,705,912	1,444,989	568,263	(19,062)	(19,062)	(19,062)
	Dayton						
	DIS/DES/SES/RES MPR Flooring	(197,858)					
	DHS Stage Lighting	(53,742)					
	DHS Falcon Restrooms	(71,508)					
	Playground Equiptment/Repairs	(113,294)					
	DHS Baseball/Softball Upgrades	(216,898)					
	DHS Main Gym Floor Replacement		(387,303)				
	DHS Aux Gym Resurface		(50,059)				
	DHS Football Scoreboard		(3,000)				
	DHS Baseball/Softball Scoreboard	(13,000)					
	Dayton Area Playground Equiptment/Repairs		(116,499)	(150,000)			
	Fernley						
	FIS Indoor Bleachers	(142,891)					
	FIS Gym Resurfacing/Sanding	(43,577)					
	FHS Gym Resurfacing/Sanding		(35,255)				
	FHS Baseball/Softball Upgrades	(47,148)					
	FHS Main Gym Floor Replacement		(355,705)				
	FHS Bleachers		(137,751)				
	FIS/FES/CES MPR Flooring	(52,805)					
	FHS Football/Track Concession						
	FHS Baseball/Softball Parking Lot						
	Fernely Area Playground Equiptment/Repairs	(37,923)	(227,386)	(300,000)			
	Smith Valley						
	Smith Rubber Aux Gym Floor						
	Playground Equiptment/Repairs	-	(69,687)				
	Silver Springs						
	Playground Equiptment/Repairs	-					
	SSES/SSME Speakers						
	SSES/SSMS Playground Equiptment		(85,855)	(50,000)			
	Yerington Area						
	YHS Stadium Bleachers Project						
	YIS/YES/YHS Playground Equiptment/Repairs	-		(75,000)			
	YIS Main Floor Resurface		(51,710)				
	YHS Basketball Scorebaord/Shot Clock		(23,920)	(12,325)			
	YES MPR Flooring	(13,047)	(15,596)				
Fund Revenue	**Attendance Area**	**Actual FY 2024 Revenue**	**FY 2025 Estimated Revenue**				**Current Balance**
	Dayton Area	253,440	295,000				184,364
	Fernley Area	372,240	300,000				423,872
	Silver Springs Area	66,448	42,000				72,688
	Smith Valley Area	28,496	16,000				(3,502)
	Yerington Area	22,144	30,000				1,590
Fund Balance		**1,444,989**	**568,263**	**(19,062)**	**(19,062)**	**(19,062)**	**679,012**

299

		FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
Fund: 360	**Bonds Projects Fund**						
	Beginning Balance	28,674,665	11,660,181	11,094,993	4,656,729	290,622	(459,378)
	Professional Services (Bond Fee)		(206,333)				
	Silver Springs Transportation Yard Construction	(56,942)	(3,039,472)				
	Silver Springs Transportation Yard Modular		(17,785)				
	Silver Springs Transportation Yard Professional Services		(77,749)				
	FHS/DHS/DES Rooftop HVAC Replacement	(579,888)					
	CES/SES Swamp Cooler Professional Services	(129,197)					
	CES/SES Swamp Cooler Replacements	(1,880,774)	(1,412,763)				
	FHS Gym Construction Costs	(10,839,188)	(740,943)				
	CES Roof Replacement		(67,000)				
	SSES Dining Facility Roof Replacement	(41,738)	(4,638)				
	SMS Roof Professional Services						
	SES Roof Replacement		(361,135)				
	SSES Bld A Roof Replacement		(205,850)				
	SMS Audio Enhancement	(265,713)					
	SSHS Audio Enhancement	(188,859)					
	DES Audio Enhancement	(218,982)					
	SSES Audio Enhancement	(143,637)	(83,262)				
	FES Audio Enhancement	(255,569)	(10,950)				
	YES Audio Enhancement	(163,365)	(73,535)				
	Other Audio Enhancment Hardware		(13,136)				
	FHS, DHS, and YHS Perimeter Fencing			(749,732)			
	FHS, DHS, and YHS Site Concrete			(744,368)			
	FHS, DHS, and YHS Modified Single Point						
	DIS Swamp to HVAC Replacement		(3,842,284)	(1,197,581)			
	SSMS Swamp to HVAC Replacement		(2,774,288)	(1,268,818)			
	SMS Cooling Tower			(302,695)			
	SES Boiler Replacement			(262,148)			
	FES Rooftop Units Replacement		(498,067)	(498,067)			
	DHS Audio Enhancement		(256,646)	(151,667)			
	EVES Audio Enhancement		(174,348)	(74,889)			
	FHS Audio Enhancement		(334,368)	(188,550)			
	YIS Audio Enhancement				(250,000)		
	DIS Audio Enhancement				(250,000)		
	SSMS Audio Enhancement				(250,000)		
	YHS Audio Enhancement					(250,000)	
	Audio Enhancement Site TBD					(250,000)	
	Audio Enhancement Site TBD					(250,000)	
	SSES B and C Bld Boilers				(650,000)		
	SSES B Bld HVAC						
	YES 500 Bld HVAC				(550,000)		
	YIS 600 Bld HVAC				(550,000)		
	RES roof (comp)			(400,000)			
	YES bld 400 roof (comp)			(150,000)			
	SSES Bld B and C roof (comp)			(449,750)			
	YES Bld 500 Roof Replacement				(315,000)		
	DHS roof (foam)				(450,000)		
	District Wide Stadium Renovations						
	District Wide Curriculum	(2,200,000)					
	District Wide Transportation Vechicles	(998,395)	(2,155,241)		(1,101,107)		
	District Wide Safety and Security						
Fund Revenue							
	Series A 2022 (360.022)						
	Series B 2022 (360.023)						
	Series 2023 (360.011)						
	Series 2024 (360.012)		14,995,801				
	Investments (YTD)	947,763	788,802				

300

Fund Balance		**11,660,181**	**11,094,993**	**4,656,729**	**290,622**	**(459,378)**	**(459,378)**

301

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: Harman Bains, Executive Director of Operations

Re: Facilities Master Plan Process update

Recommendation:
The Board of Trustees accept an update from Orcutt | Winslow on the 10-year Facilities Master Plan.

Background Information:
Since March 2024, Orcutt | Winslow has been collaborating with all stakeholders of the Lyon County School District (LCSD), in partnership with Ameresco and Zonda, to develop a comprehensive 10-year Facilities Master Plan for the district.

At April 2024 board meeting, several Trustees expressed concerns regarding the demographics data presented to create the enrollment projections in the report shared. Orcutt | Winslow team have offered to help address those concerns by providing the data that was collected and analyzed as part of the update and projection process. The planning process is now approaching its final stages, and the team would like to present a detailed update to the Board of Trustees to gather any final feedback and guidance.

Budget Considerations:
N/A

Discussed at Previous Meeting:
April 22, 2025

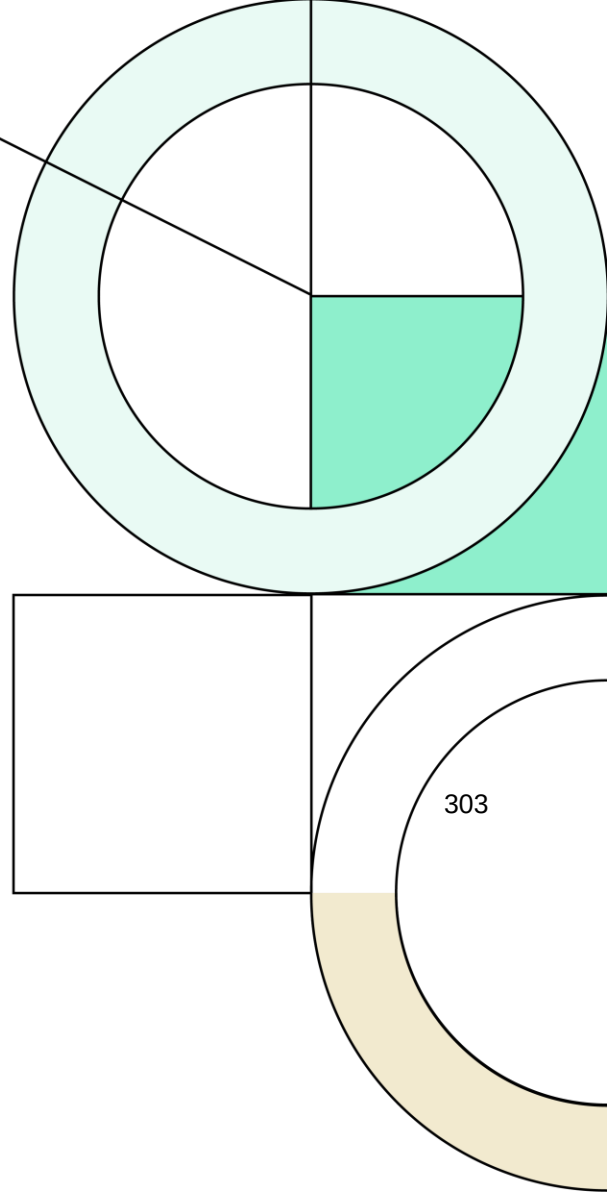
Attachment(s):
Orcutt | Winslow – Demographic Study
Enrollment Graphic

Zonda Education

Lyon County School District

Demographic Study

Spring 2025



Zonda™
Education

Zonda's demographic division, formerly Templeton Demographics, was established in 2006 and has been assisting public schools with demographic services for over 18 years. From day one, our mission has been to continually improve and provide accurate and timely data combined with outstanding consulting services. The fusion of demographics with unparalleled housing data from Zonda has made us a leader in the market. The data provides an in-depth look at how the impact of housing and development influences decisions made now and in the future across the nation. The 12 dedicated employees in our division work diligently to provide the best possible data and enrollment projections to help you make informed decisions for your school system.

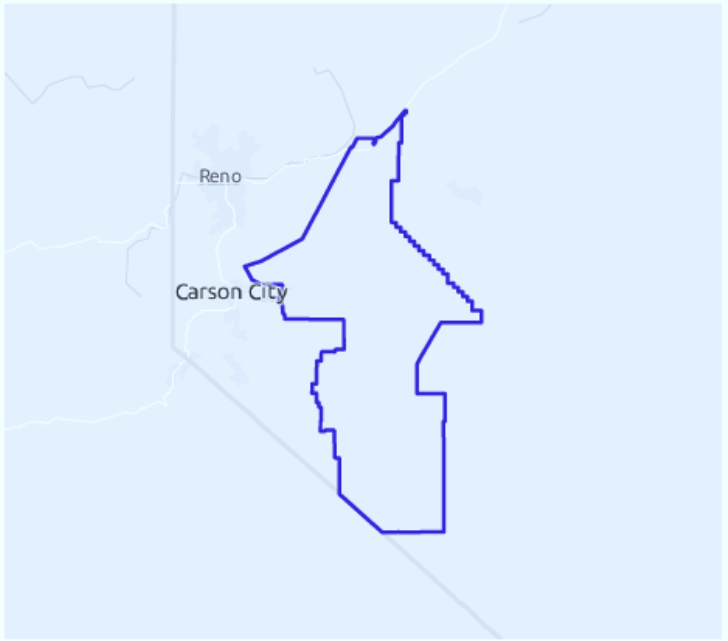
We are the #1 demographer in the state of Texas and now work with clients in Arkansas, Colorado, Georgia, Missouri, Oklahoma, North Carolina and South Carolina.



Population Trends and Key Indicators

LYON COUNTY SCHOOL DISTRICT

Area: 2,026.02 square miles



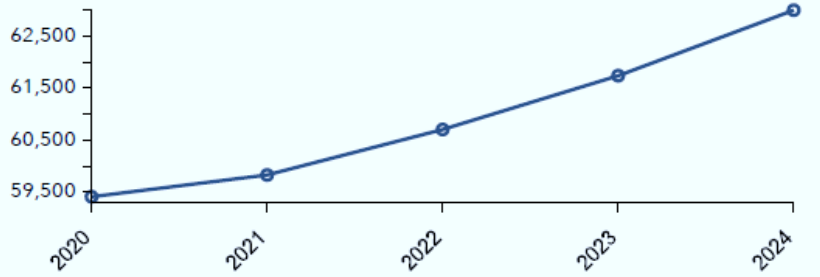
62,997	24,397	2.57	43.1	$76,296	$367,596	87	86	61
Population	Households	Avg Size Household	Median Age	Median Household Income	Median Home Value	Wealth Index	Housing Affordability	Diversity Index

MORTGAGE INDICATORS

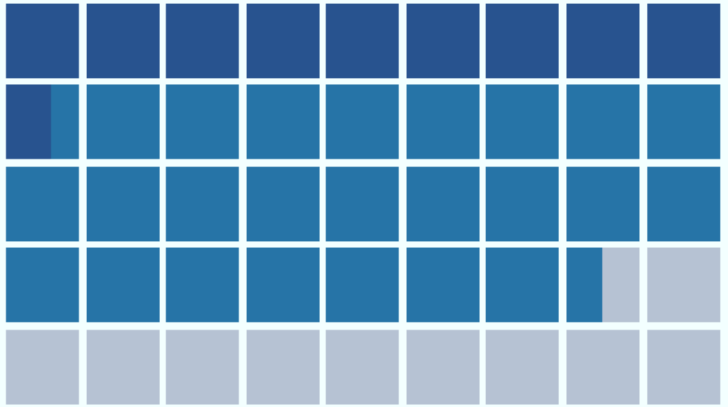
$11,829
Avg Spent on Mortgage & Basics

30.2%
Percent of Income for Mortgage

Historical Trends: Population



POPULATION BY AGE



Under 18 (21.4%) Ages 18 to 64 (55.3%)
Aged 65+ (23.4%)

POPULATION BY GENERATION

5.4%
Greatest Gen: Born 1945/Earlier

25.2%
Baby Boomer: Born 1946 to 1964

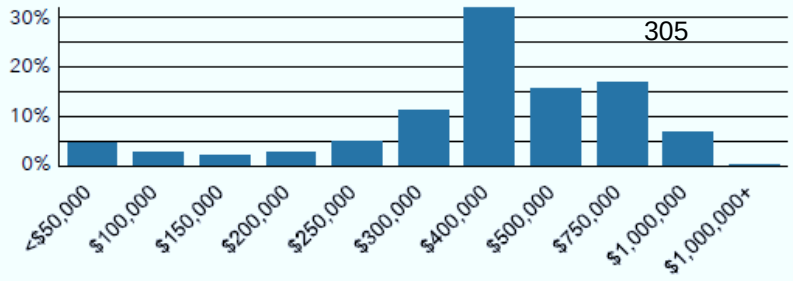
18.4%
Generation X: Born 1965 to 1980

21.5%
Millennial: Born 1981 to 1998

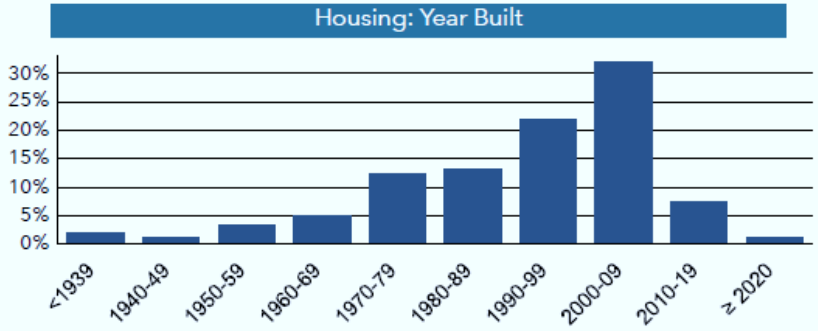
20.7%
Generation Z: Born 1999 to 2016

8.9%
Alpha: Born 2017 to Present

Home Value



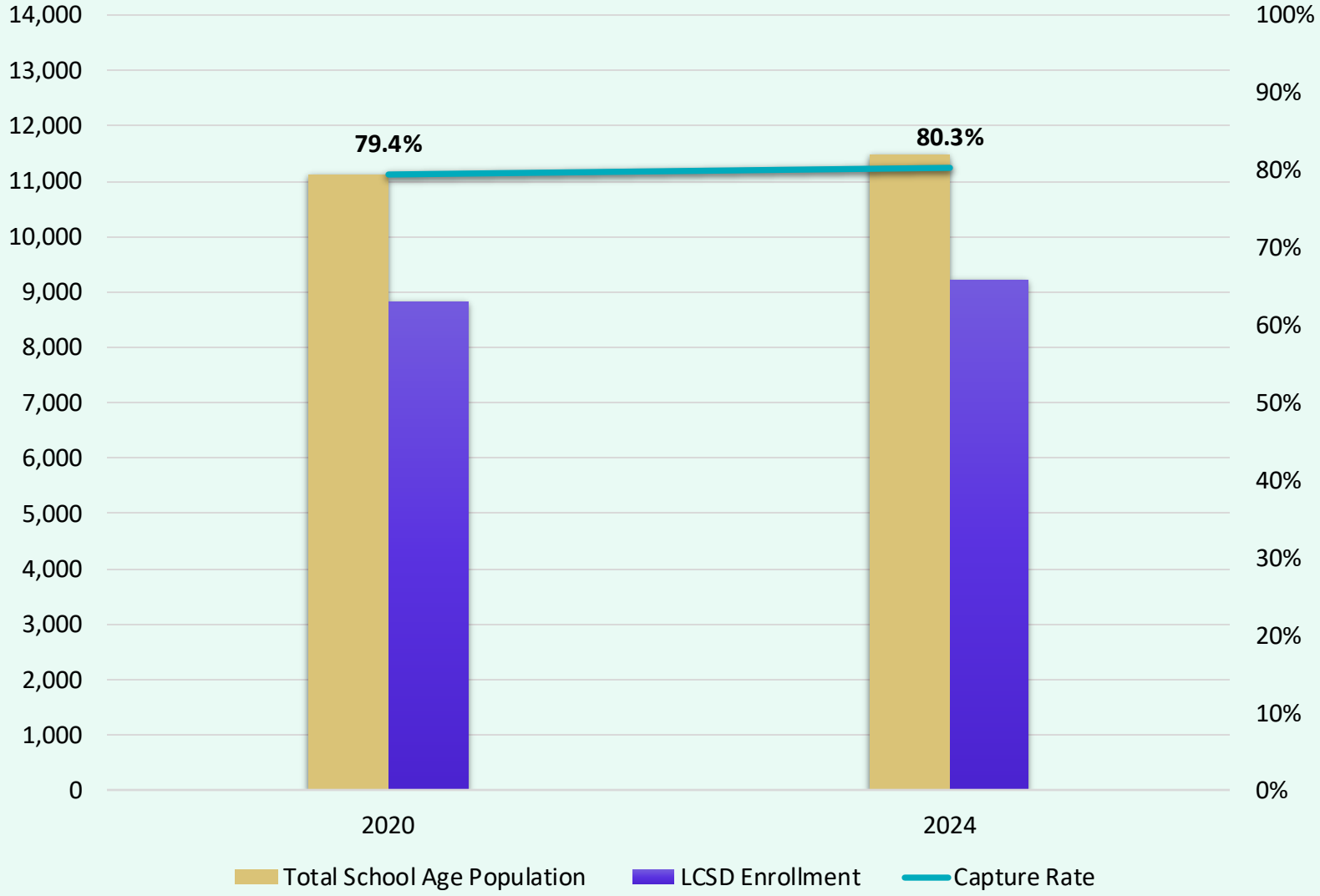
Housing: Year Built



Source: This infographic contains data provided by Esri (2024, 2029), Esri-U.S. BLS (2024), ACS (2018-2022). © 2025 Esri

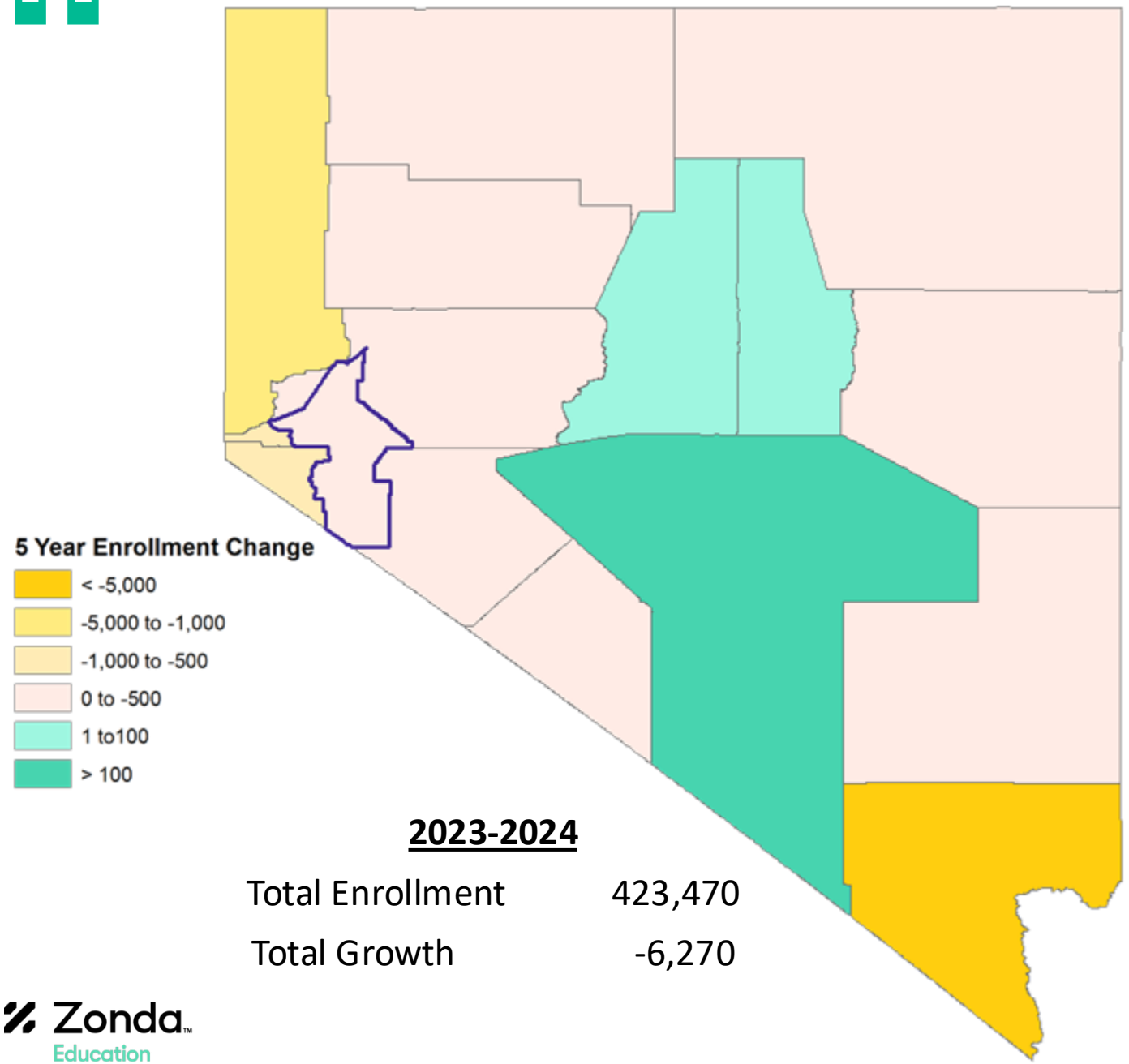
Zonda Education

Lyon County Student Capture Rate



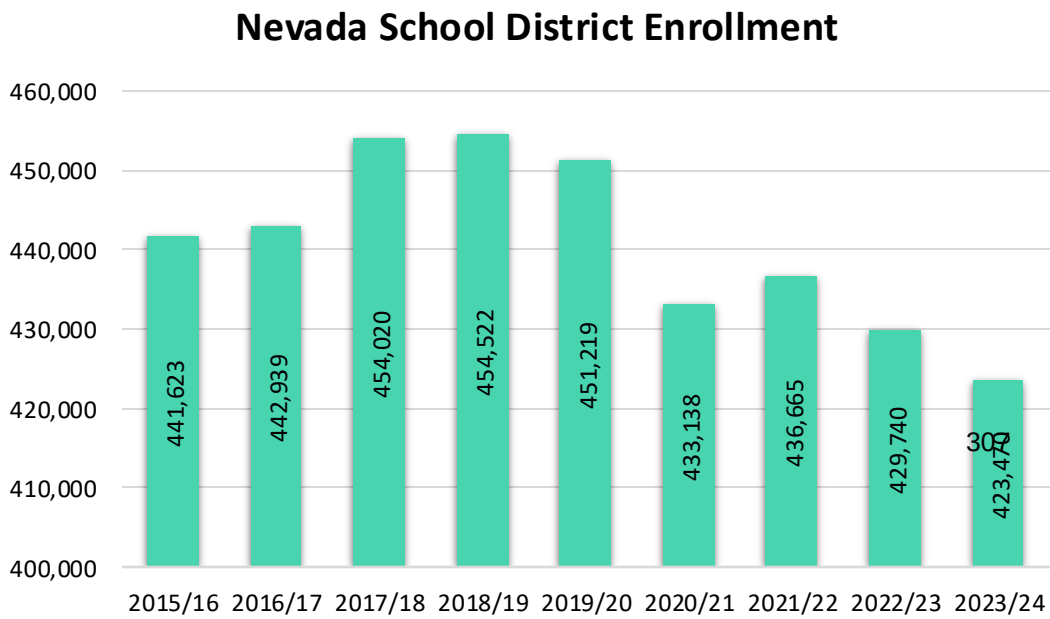
306

State Enrollment Trends



2023-2024

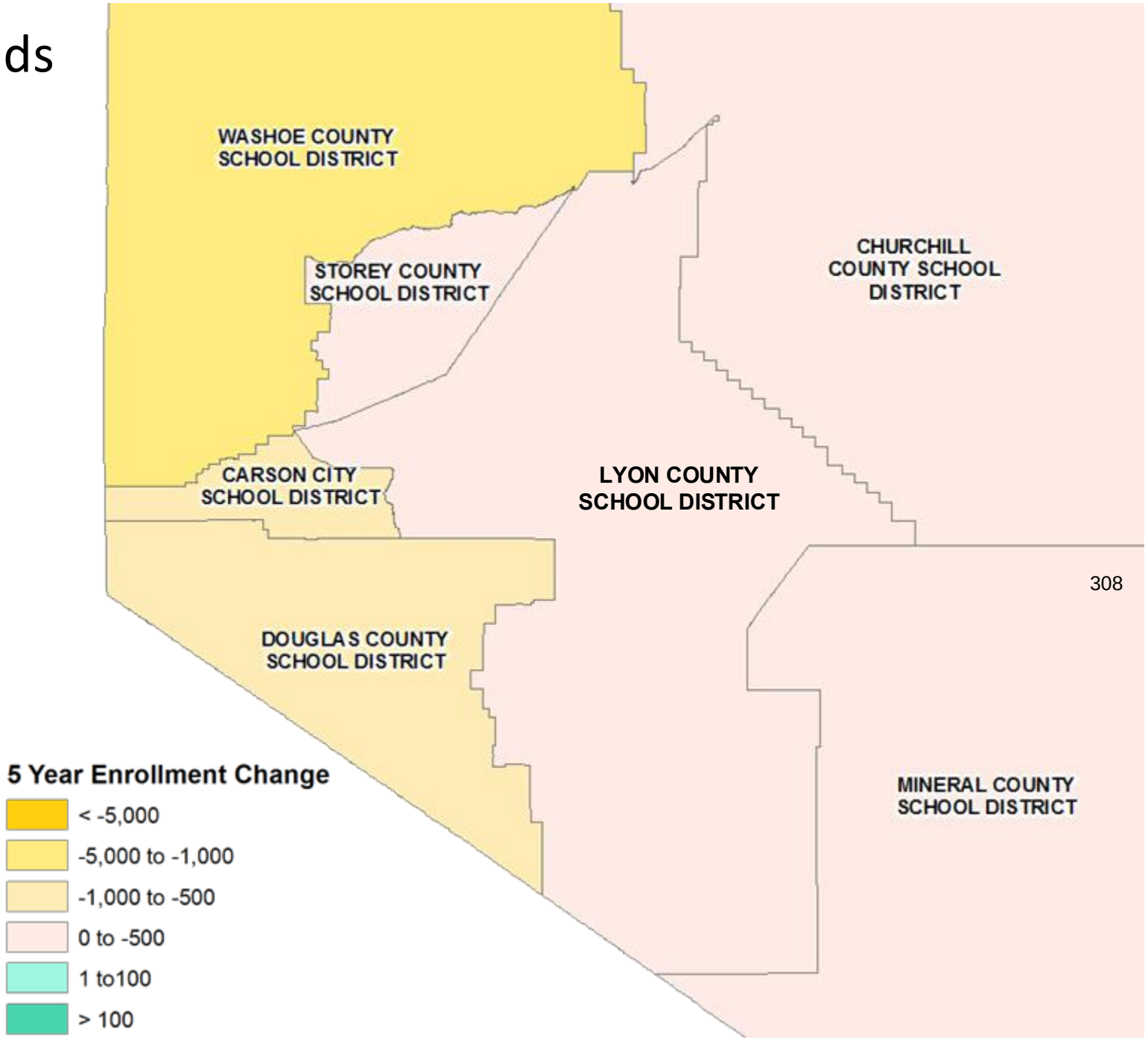
Total Enrollment	423,470
Total Growth	-6,270



Zonda Education

Regional Enrollment Trends

- Lyon County School District enrollment declined by 20 students between 2018/19 and 2023/24 (-0.22%).
- LCSD has the 2nd smallest enrollment decline over the last 5 years in the Reno/Carson City region



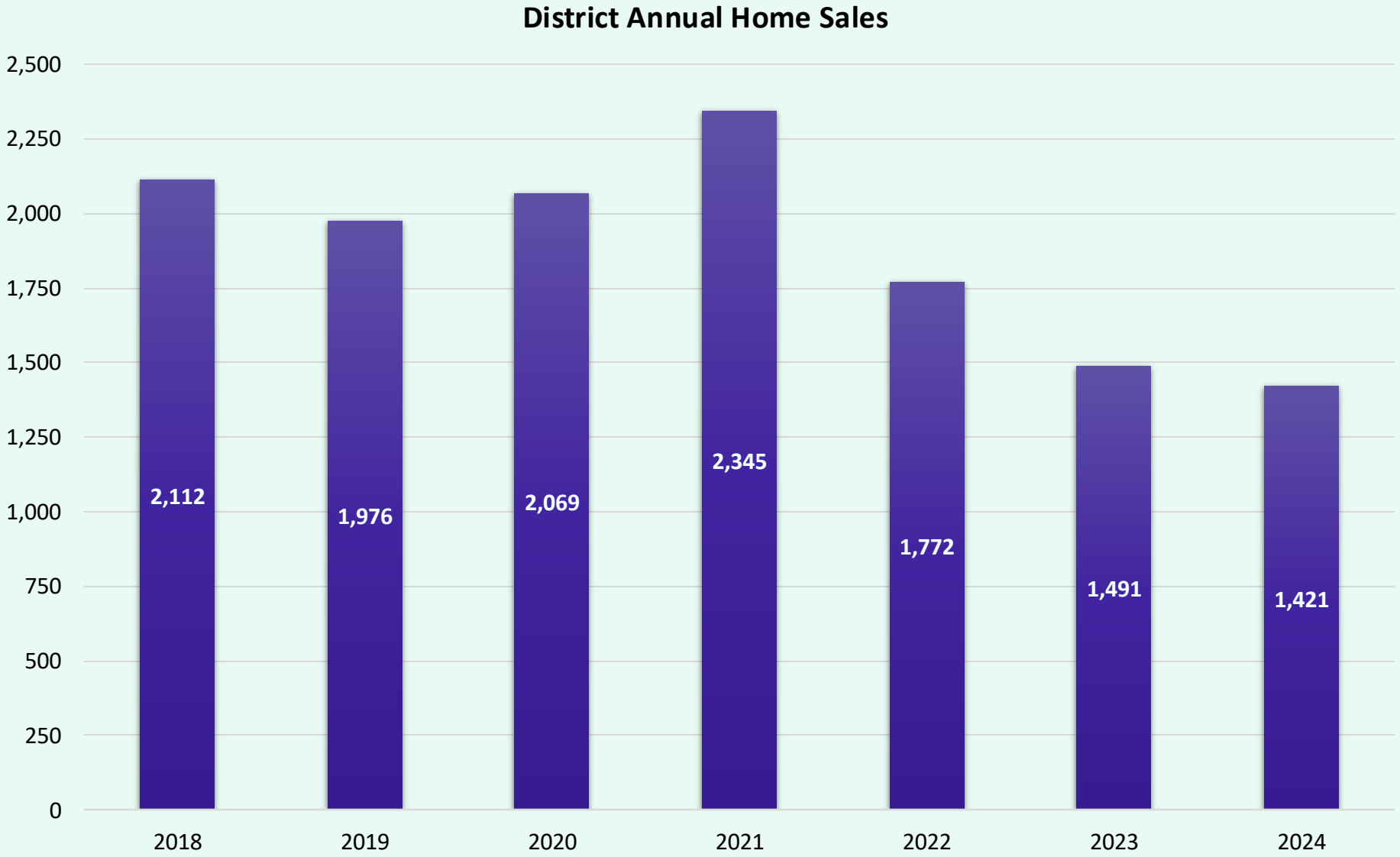
Zonda Education

Local Economic Conditions

Tahoe Reno Industrial Center

- The Tahoe Reno Industrial Center continues to be a major employer in the region
- At 107,000 acres, it is the largest industrial park in the world, and home to many of the world's foremost tech companies, including Blockchains, Google, Jet.com, Switch, and other renowned businesses such as Tesla, FedEx Supply Chain, Panasonic, Petsmart, Wal-Mart, Tire Rack and many more.
- The TRIC has emerged as a popular destination for companies to build data centers
- Powerhouse has begun construction on a new data center within the TRIC, the 49-acre campus will house a total of 900,000 sq. ft data center that will have a capacity of 65 megawatts. Construction on the first building is expected to be complete by the 3rd Quarter of 2025, and all buildings are expected to be completed by 2028. 309
- Turkey-based TLS Logistics has recently opened U.S. operations with the construction of a 305,000 sq. ft. warehouse in the TRIC. The facility will streamline operations, and improve efficiency in delivery times and logistics services to US customers.
- Within the TRIC, data center specialist Tract has announced the acquisition of 2,200 acres for 3 separate technology parks
  - The Peru Shelf Technology Park will span 686 acres and will support up to 810 megawatts of utility capacity at build out. Initial power delivery is expected late 2026 or early 2027
  - South Valley Technology Park is also planned to span 1,500 acres and support up to 1,200 MW of capacity
  - An additional 510 acres directly adjacent to the Peru Shelf park is in the planning stages

Lyon County Historical Home Sales

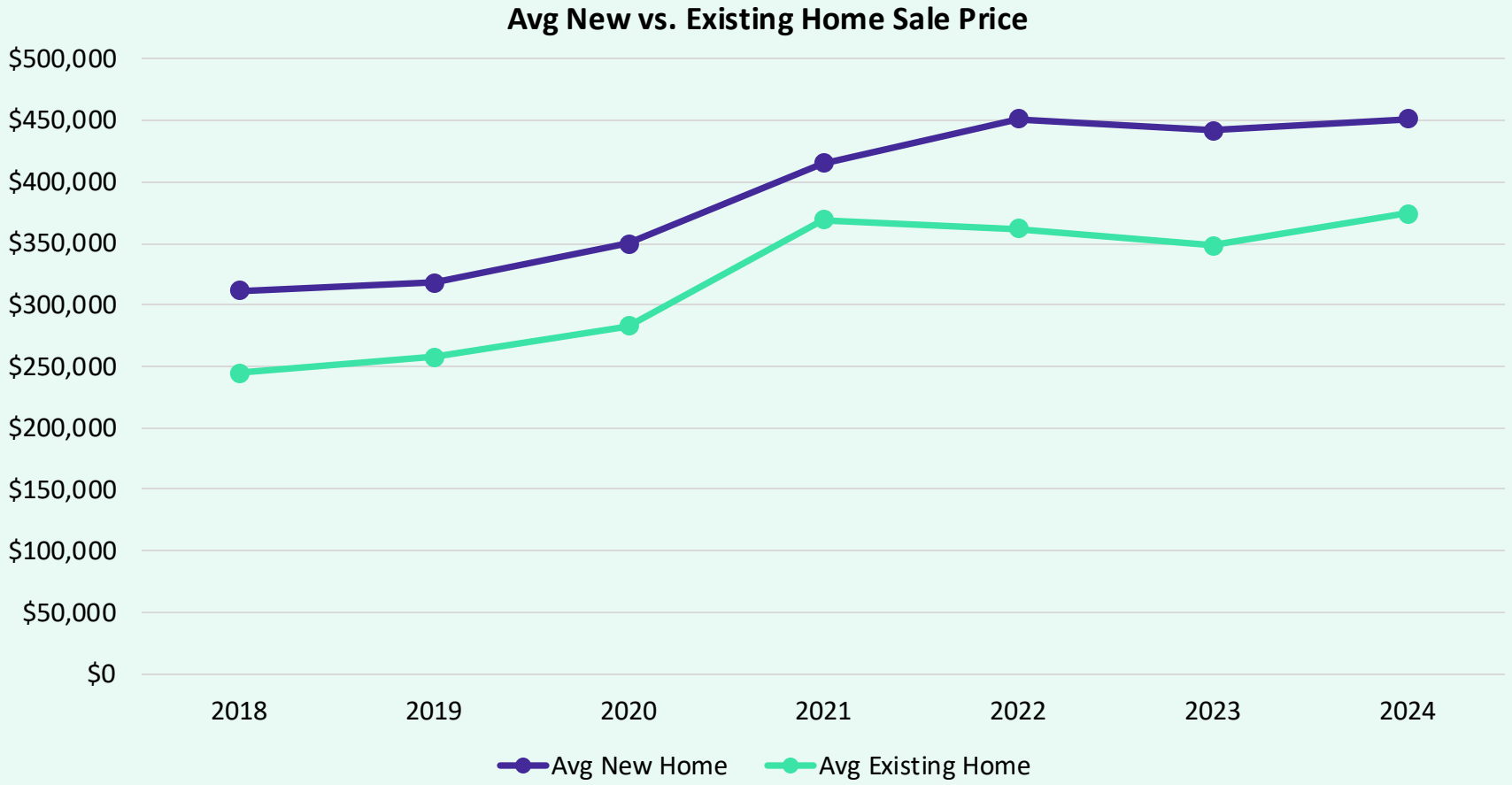


310

- Total home sales within LCSD have decreased 28% in the last 5 years

Zonda Education

Lyon County School District Home Price Analysis



	Avg New Home	Avg Existing Home
2018	$311,295	$244,611
2019	$318,327	$257,478
2020	$349,394	$282,489
2021	$414,878	$369,002
2022	$450,886	$361,619
2023	$442,045	$348,081
2024	$451,229	$374,151

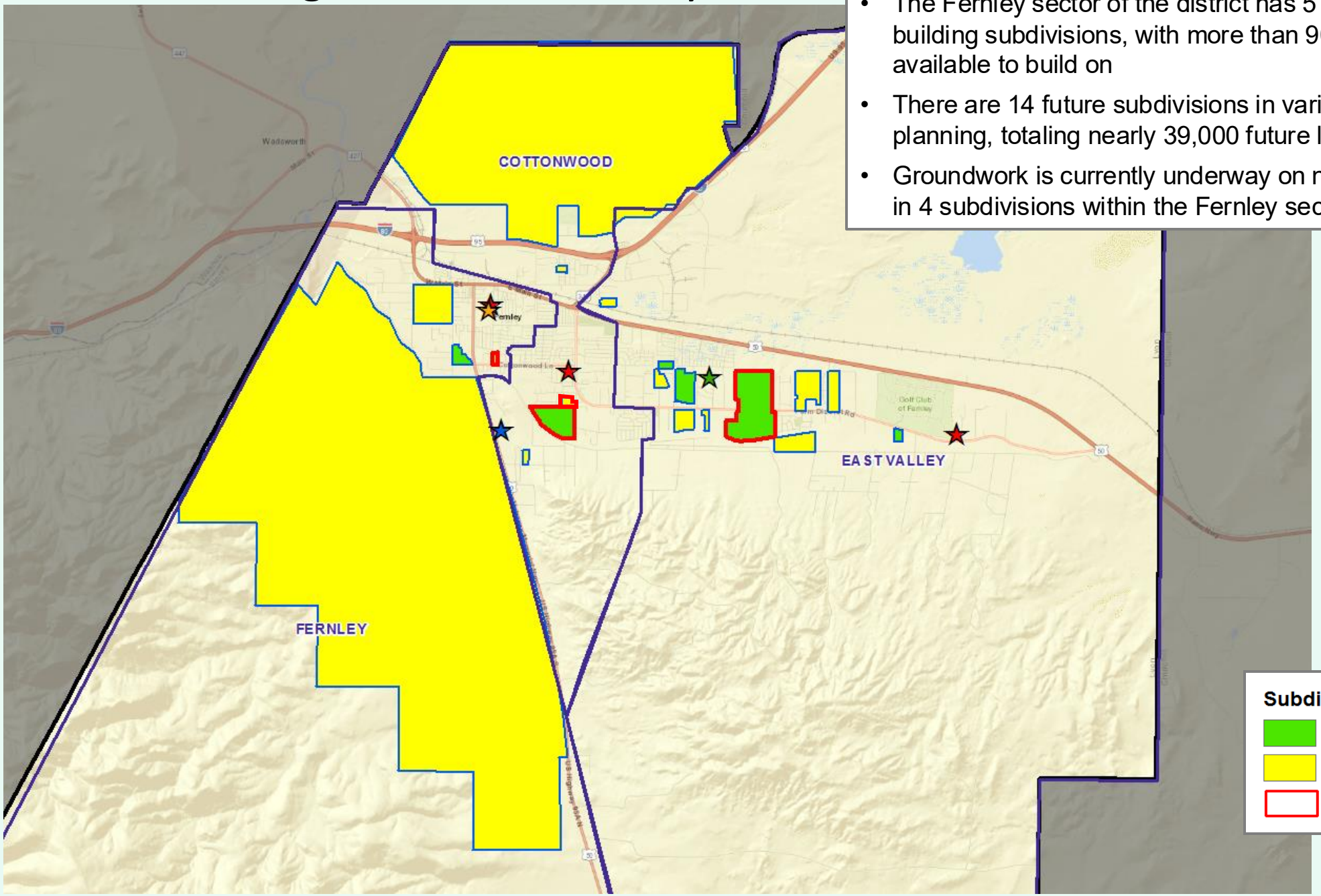
311

- The average new home sale price in Lyon County School District has risen 45% between 2018 and 2024, an increase of nearly $140,000
- The average existing home sale price in LCSD has risen 53% in the last 6 years, an increase of over $129,000

Zonda Education

District Housing Overview- Fernley

- The Fernley sector of the district has 5 actively building subdivisions, with more than 90 lots currently available to build on
- There are 14 future subdivisions in various stages of planning, totaling nearly 39,000 future lots
- Groundwork is currently underway on nearly 250 lots in 4 subdivisions within the Fernley sector of LCSD

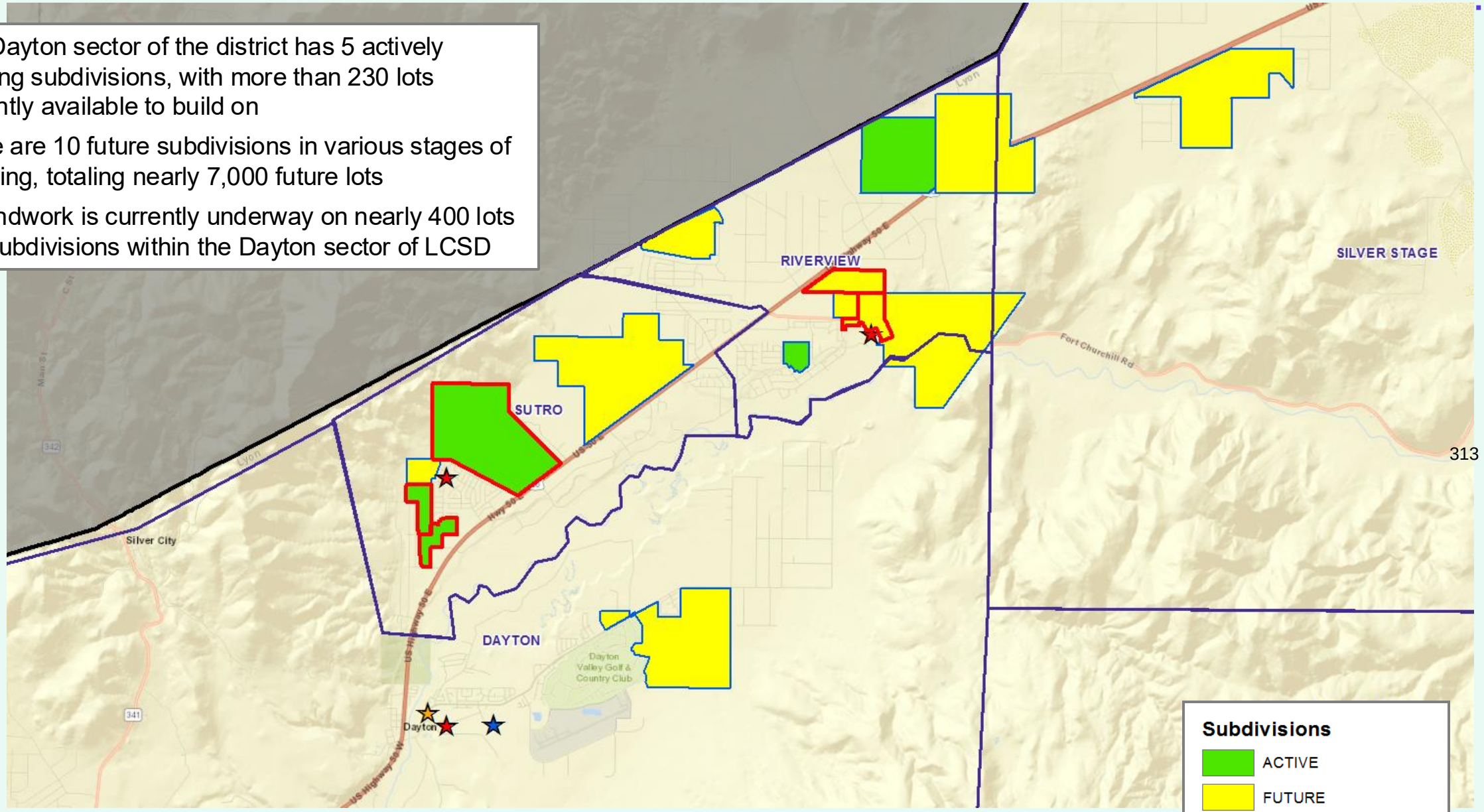


312

Zonda Education

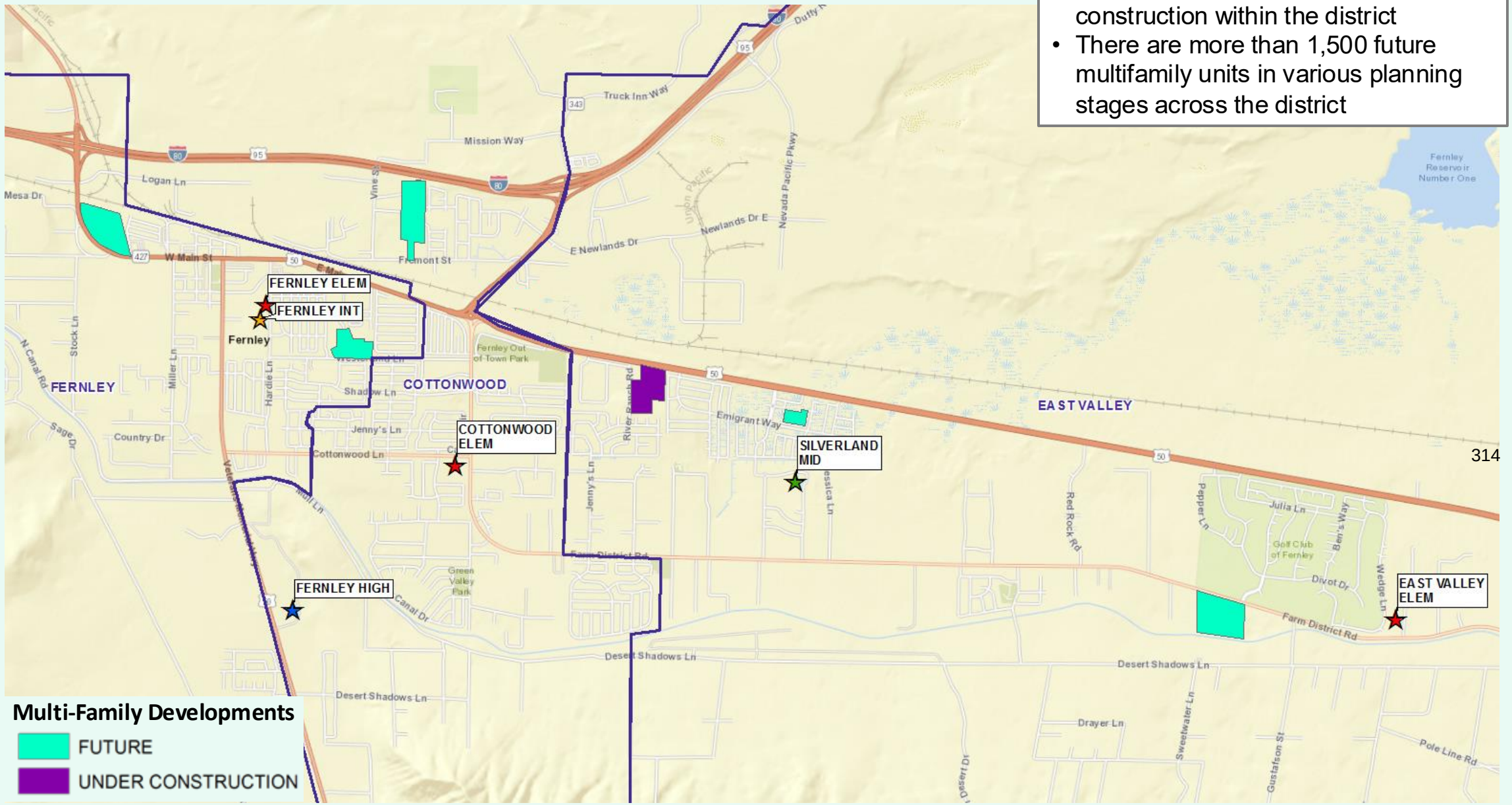
District Housing Overview- Dayton

- The Dayton sector of the district has 5 actively building subdivisions, with more than 230 lots currently available to build on
- There are 10 future subdivisions in various stages of planning, totaling nearly 7,000 future lots
- Groundwork is currently underway on nearly 400 lots in 5 subdivisions within the Dayton sector of LCSD



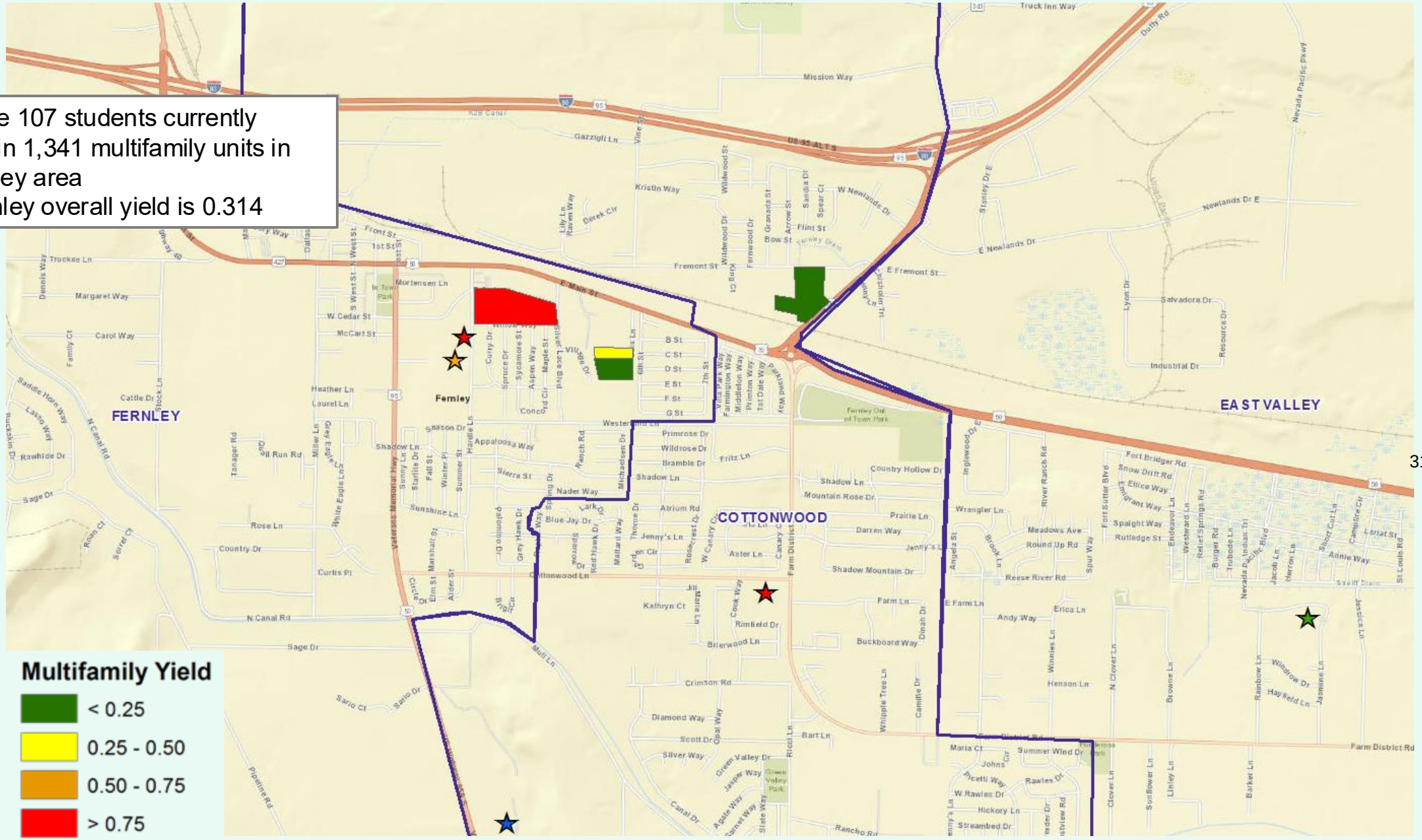
District Multifamily Overview

- There are 320 multifamily units under construction within the district
- There are more than 1,500 future multifamily units in various planning stages across the district



Multifamily Yield Analysis- Fernley

- There are 107 students currently residing in 1,341 multifamily units in the Fernley area
- The Fernley overall yield is 0.314

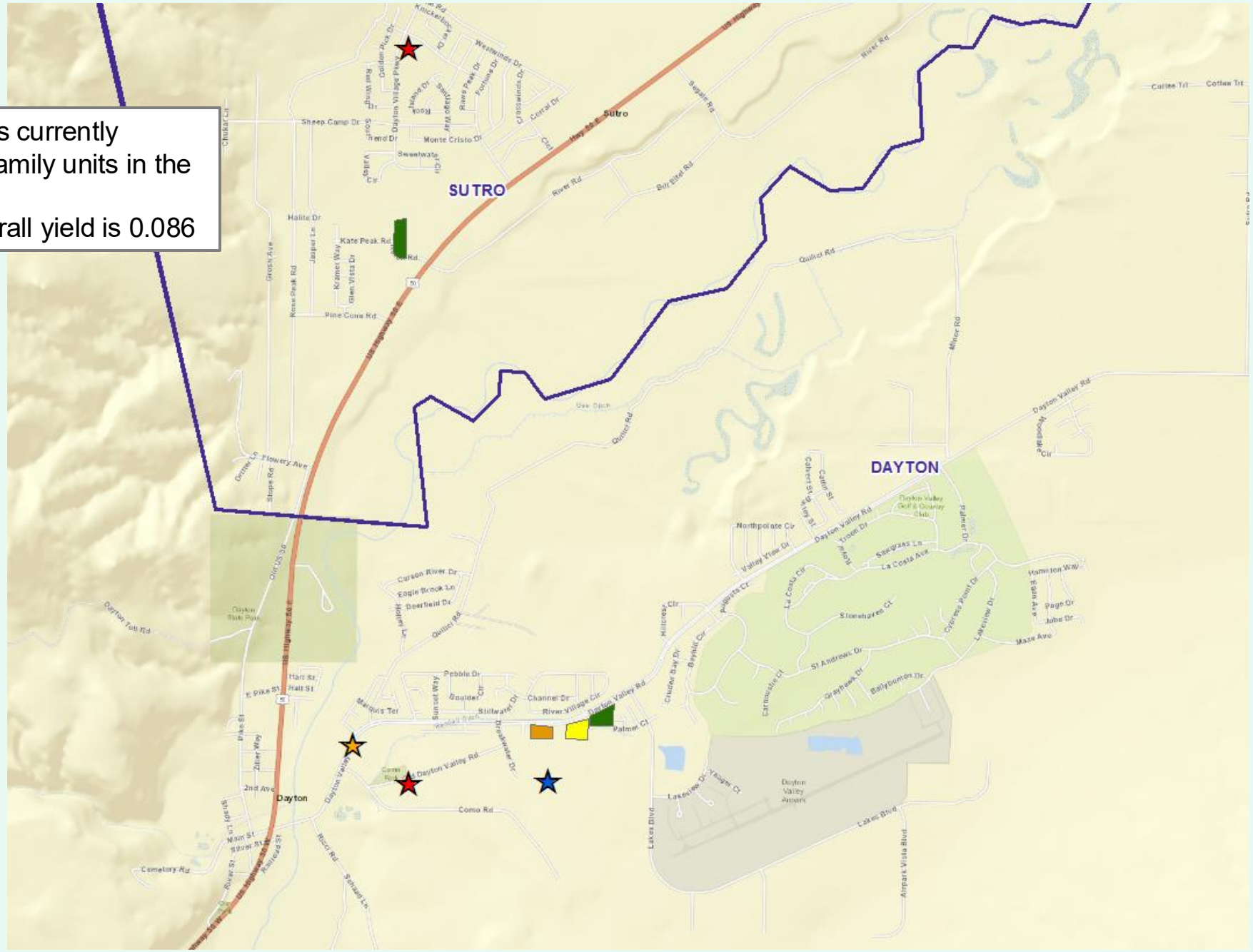


315

Zonda Education

Multifamily Yield Analysis- Dayton

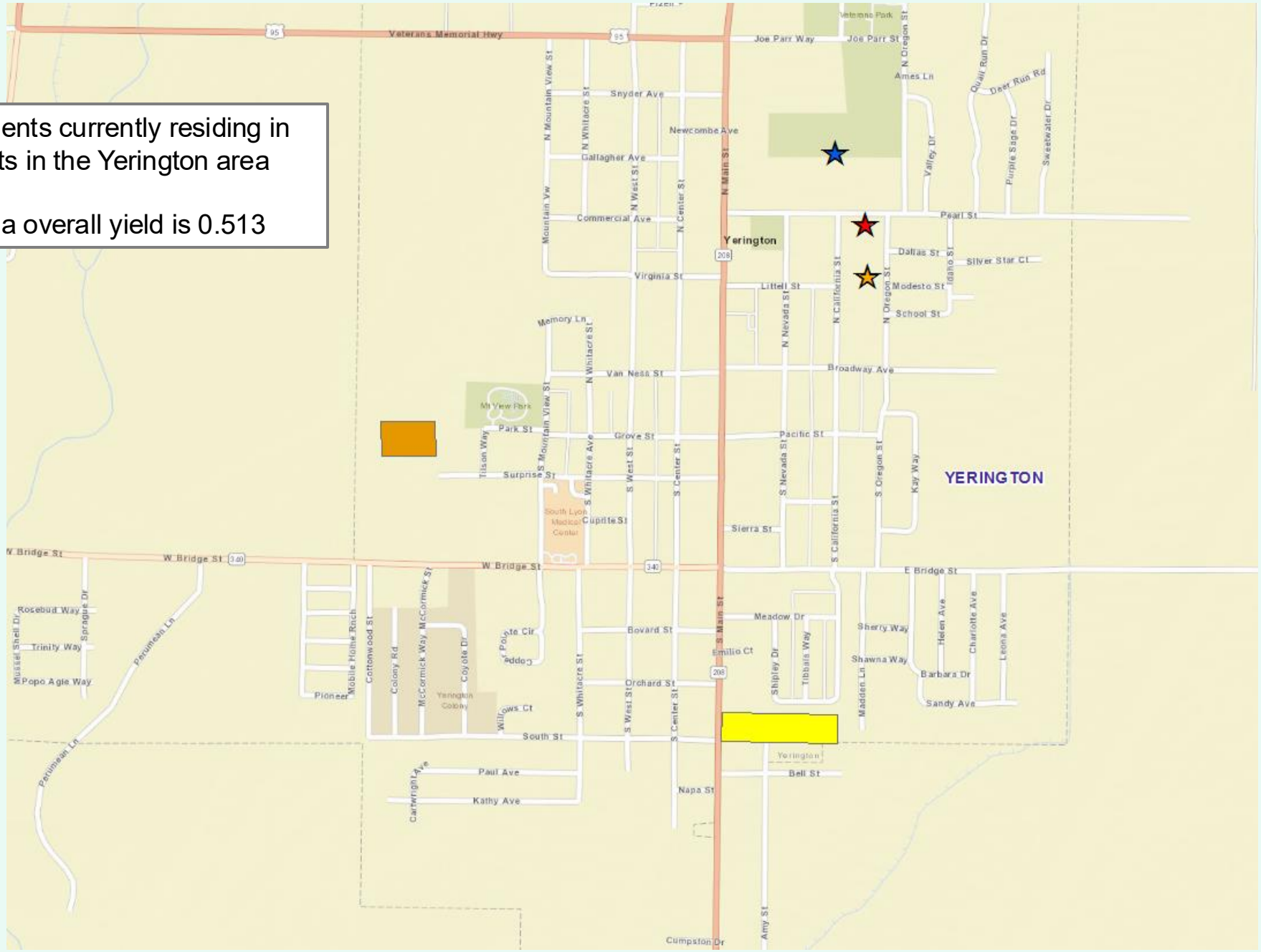
- There are 38 students currently residing in 440 multifamily units in the Dayton area
- The Dayton area overall yield is 0.086



316

Multifamily Yield Analysis- Yerington

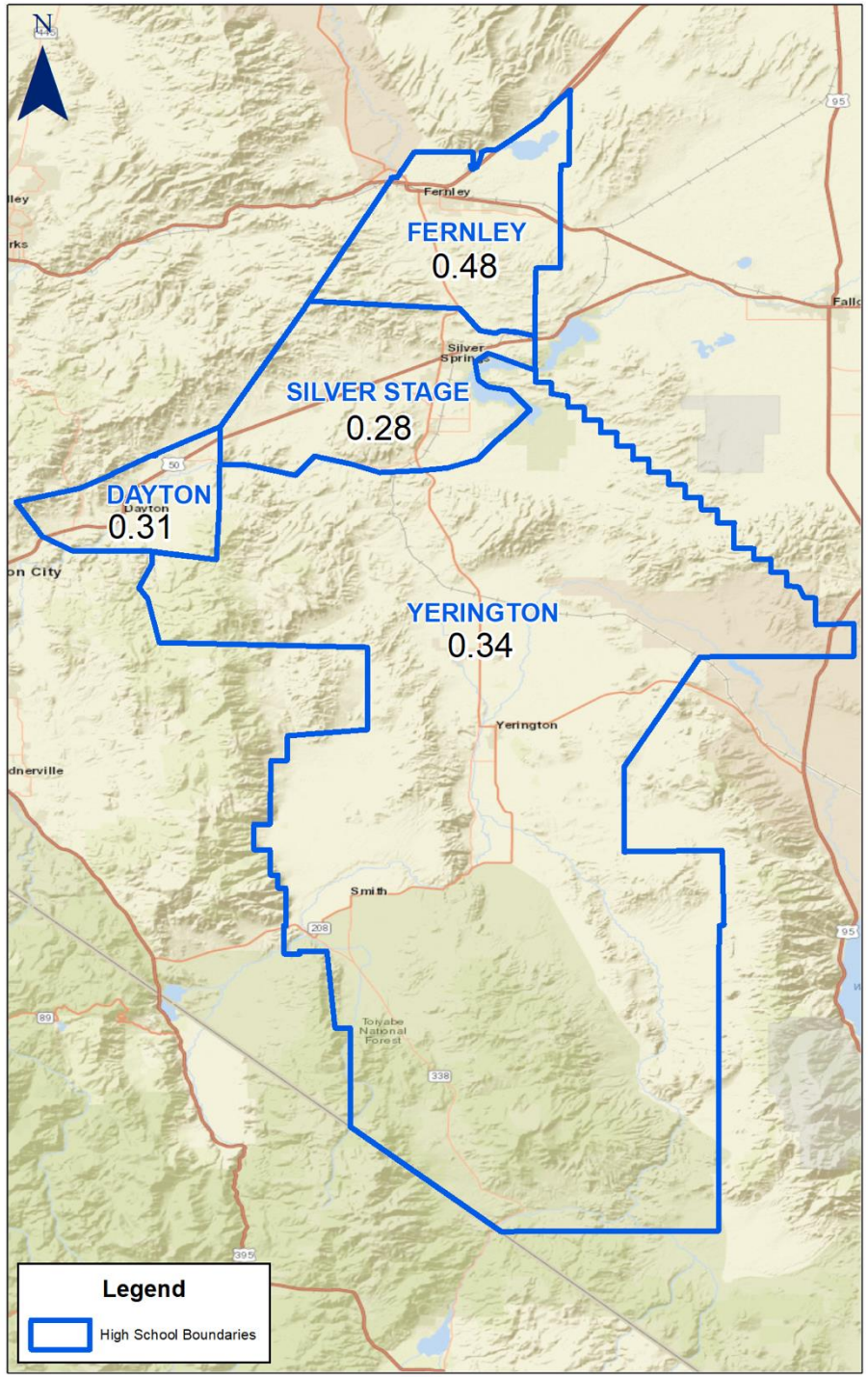
- There are 39 students currently residing in 76 multifamily units in the Yerington area
- The Yerington area overall yield is 0.513



317

Zonda Education

Student Yield Analysis

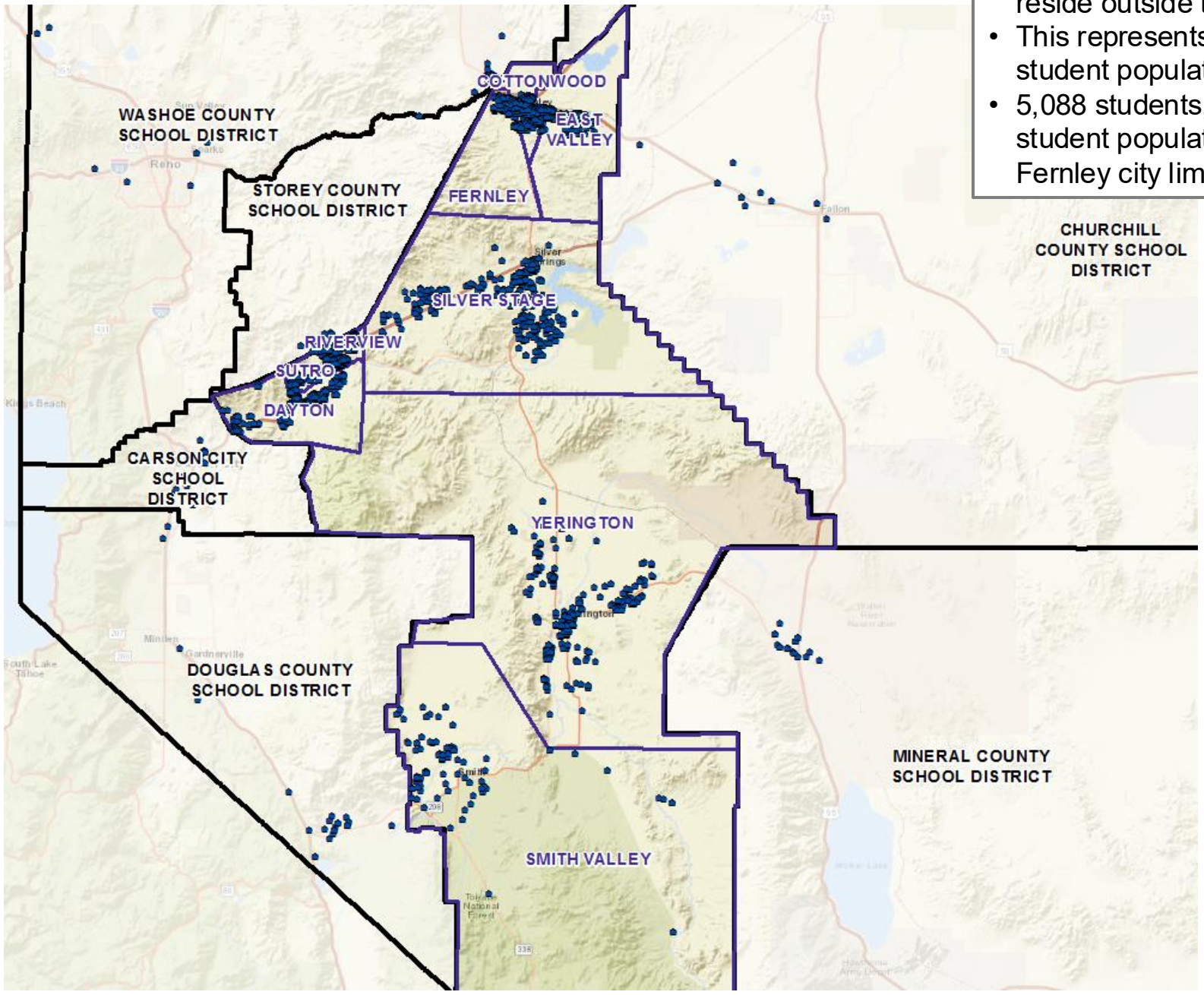


** Yield analysis includes Manufactured home and single family parcels*

Zonda Education

Student Density

- There are 175 students that currently reside outside the district
- This represents roughly 1.9% of the total student population
- 5,088 students, or 56% of the total student population resides within the Fernley city limits



319

Annual Enrollment Changes

Year (Oct.)	PK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total	Total Growth	% Growth
2020/21	66	610	611	670	606	680	678	682	742	767	720	678	674	618	8,802		
2021/22	85	620	670	648	681	612	698	681	717	748	776	704	655	608	8,903	101	1.1%
2022/23	89	604	642	689	669	704	633	716	710	734	751	771	697	622	9,031	128	1.4%
2023/24	101	563	627	691	697	680	711	655	712	709	735	750	762	642	9,035	4	0.0%
2024/25	253	555	570	645	668	708	691	719	681	729	694	711	743	699	9,066	31	0.3%

***Yellow box** = largest grade per year*
***Green box** = second largest grade per year*

3-year avg	1.562	0.964	1.029	1.044	1.004	1.022	1.020	1.024	1.026	1.015	0.995	0.987	0.990	0.929	1.014	1.020	0.975	1.004
cohorts	PK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Elem	MS	HS	Tot
2021/22	1.288	1.016	1.098	1.061	1.016	1.010	1.026	1.004	1.051	1.008	1.012	0.978	0.966	0.902	1.038	1.030	0.964	1.012
2022/23	1.047	0.974	1.035	1.028	1.032	1.034	1.034	1.026	1.043	1.024	1.004	0.994	0.990	0.950	1.023	1.033	0.984	1.013
2023/24	1.135	0.932	1.038	1.076	1.012	1.016	1.010	1.035	0.994	0.999	1.001	0.999	0.988	0.921	1.014	0.997	0.977	1.002
2024/25	2.505	0.986	1.012	1.029	0.967	1.016	1.016	1.011	1.040	1.024	0.979	0.967	0.991	0.917	1.004	1.032	0.964	0.997

320

Ten Year Forecast by Grade Level

Year (Oct.)	PK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total	Total Growth	% Growth
2020/21	66	610	611	670	606	680	678	682	742	767	720	678	674	618	8,802		
2021/22	85	620	670	648	681	612	698	681	717	748	776	704	655	608	8,903	101	1.1%
2022/23	89	604	642	689	669	704	633	716	710	734	751	771	697	622	9,031	128	1.4%
2023/24	101	563	627	691	697	680	711	655	712	709	735	750	762	642	9,035	4	0.0%
2024/25	253	555	570	645	668	708	691	719	681	729	694	711	743	699	9,066	31	0.3%
2025/26	269	610	588	606	658	692	729	711	736	696	730	657	696	715	9,092	26	0.3%
2026/27	282	631	647	611	618	682	707	748	729	749	725	700	646	670	9,145	52	0.6%
2027/28	294	650	670	677	625	641	700	723	770	738	774	689	687	621	9,260	115	1.3%
2028/29	303	677	694	699	689	645	664	722	748	783	758	735	676	660	9,452	193	2.1%
2029/30	316	704	727	727	725	718	670	686	743	759	775	729	721	650	9,650	198	2.1%
2030/31	329	730	753	764	749	752	737	686	707	754	728	741	714	694	9,837	187	1.9%
2031/32	342	763	783	789	790	780	775	754	706	719	733	695	727	687	10,044	207	2.1%
2032/33	355	794	819	819	817	819	796	790	777	720	742	701	681	699	10,328	284	2.8%
2033/34	361	813	843	852	845	847	838	812	814	790	753	710	687	655	10,621	292	2.8%
2034/35	371	839	864	876	875	874	868	857	837	827	810	721	696	661	10,977	356	3.4%

***Yellow box** = largest grade per year*
***Green box** = second largest grade per year*

Ten Year Forecast by Campus Level - Elementary

	Maximum	Functional		ENROLLMENT PROJECTIONS									
Campus	Capacity	Capacity	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
COTTONWOOD ELEMENTARY	711	604	572	581	601	607	638	667	677	705	737	775	822
EAST VALLEY ELEMENTARY	669	569	513	520	535	561	607	648	687	725	764	796	818
FERNLEY ELEMENTARY	606	515	447	461	468	480	476	497	519	541	574	608	644
DAYTON ELEMENTARY	541	460	450	462	454	448	437	440	432	450	452	448	450
RIVERVIEW ELEMENTARY	511	434	456	460	468	473	499	539	600	658	721	774	825
SUTRO ELEMENTARY	506	430	438	460	475	497	526	560	603	644	663	671	679
SILVER STAGE ELEMENTARY	680	578	389	387	390	402	411	427	434	437	440	436	431
YERINGTON ELEMENTARY	588	500	452	432	413	404	415	432	443	452	458	460	463
ELEMENTARY TOTALS *	4,812	4,090	**3,717**	**3,763**	**3,805**	**3,873**	**4,010**	**4,210**	**4,396**	**4,612**	**4,808**	**4,968**	**5,132**
Elementary Percent Change			2.54%	1.23%	1.12%	1.80%	3.53%	5.01%	4.40%	4.92%	4.26%	3.33%	3.29%
Elementary Absolute Change			92	46	42	68	137	201	185	216	196	160	164

322

Below Functional Capacity
Above Functional Capacity
Above Maximum Capacity

Ten Year Forecast by Campus Level - Secondary

Campus	Maximum Capacity	Functional Capacity	2024/25	ENROLLMENT PROJECTIONS 2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
FERNLEY INTERMEDIATE SCHOOL	680	578	657	630	639	642	647	653	677	711	737	767	805
SILVERLAND MIDDLE SCHOOL	759	645	659	690	680	654	663	668	672	673	695	731	759
DAYTON INTERMEDIATE SCHOOL	712	605	338	337	378	417	421	408	401	398	430	476	501
SILVER STAGE MIDDLE SCHOOL	464	394	317	321	328	323	319	304	303	302	315	329	335
YERINGTON INTERMEDIATE SCHOOL	625	531	397	401	415	416	390	357	328	318	323	343	353
INTERMEDIATE/MIDDLE SCHOOL TOTALS	3,240	2,754	**2,368**	**2,379**	**2,440**	**2,451**	**2,440**	**2,388**	**2,382**	**2,401**	**2,501**	**2,646**	**2,754**
Middle School Percent Change			-1.42%	0.45%	2.58%	0.44%	-0.46%	-2.10%	-0.29%	0.81%	4.17%	5.80%	4.06%
Middle School Absolute Change			-34	11	61	11	-11	-51	-7	19	100	145	108
FERNLEY HIGH SCHOOL	1,346	1,144	1,137	1,122	1,107	1,128	1,140	1,142	1,139	1,124	1,135	1,141	1,169
DAYTON HIGH SCHOOL	932	792	672	637	610	603	634	674	713	737	735	719	746
SILVER STAGE HIGH SCHOOL	515	438	319	316	290	292	297	294	286	272	271	272	286
YERINGTON HIGH SCHOOL	703	598	366	375	395	410	424	429	402	369	340	334	343
EAGLE RIDGE HIGH SCHOOL	NA	NA	1	1	1	1	1	1	1	1	1	1	1
HIGH SCHOOL TOTALS	3,496	**2,972**	**2,495**	**2,451**	**2,403**	**2,434**	**2,496**	**2,540**	**2,541**	**2,503**	**2,482**	**2,467**	**2,545**
High School Percent Change			-1.19%	-1.76%	-1.96%	1.29%	2.55%	1.76%	0.04%	-1.50%	-0.84%	-0.60%	3.16%
High School Absolute Change			-30	-44	-48	31	62	44	1	-38	-21	-15	78
SMITH VALLEY SCHOOLS	533	453	162	176	173	178	183	187	195	204	213	215	222
OTHER SCHOOL TOTALS	533	453	**162**	**176**	**173**	**178**	**183**	**187**	**195**	**204**	**213**	**215**	**222**
Other School Percent Change			-14.29%	8.64%	-1.70%	2.89%	2.81%	2.19%	4.28%	4.62%	4.41%	0.94%	3.26%
Other School Absolute Change			-27	14	-3	5	5	4	8	9	9	2	7
DISTRICT TOTALS	**12,081**	**10,269**	**8,742**	**8,768**	**8,821**	**8,936**	**9,128**	**9,326**	**9,513**	**9,720**	**10,004**	**10,297**	**10,653**
District Percent Change			2.22%	0.30%	0.60%	1.30%	2.16%	2.16%	2.01%	2.17%	2.93%	2.92%	3.46%
District Absolute Change			190	26	52	115	193	198	187	207	284	292	356

Below Functional Capacity
Above Functional Capacity
Above Maximum Capacity

* Does not Include online students as listed below in INTERMEDIATE/MIDDLE SCHOOL TOTALS and HIGH SCHOOL TOTALS.

Campus	2024/25
LYON ONLINE - SMS	13
LYON ONLINE - DIS	17
LYON ONLINE - FHS	166 323
LYON ONLINE - DHS	64
LYON ONLINE - SSHS	29
LYON ONLINE - YHS	35

Zonda Education

Ten Year Forecast by Grade- Fernley Feeder

Year (Oct.)	PK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total	Total Growth	% Growth
2020/21	23	277	285	347	285	319	298	322	348	324	348	305	289	260	4,030		
2021/22	39	269	296	304	352	285	324	299	325	329	330	348	284	268	4,052	22	0.5%
2022/23	41	279	288	303	308	351	302	338	311	332	345	332	349	273	4,152	100	2.5%
2023/24	49	266	276	304	305	299	347	322	322	321	334	340	325	311	4,121	-31	-0.7%
2024/25	92	271	273	295	293	308	303	354	331	341	316	331	338	318	4,164	43	1.0%
2025/26	94	288	286	284	304	305	314	316	359	343	341	299	324	324	4,182	18	0.4%
2026/27	102	299	302	295	293	314	311	328	322	371	342	327	293	311	4,210	27	0.7%
2027/28	105	307	315	315	303	304	320	322	335	332	368	325	320	281	4,251	42	1.0%
2028/29	107	319	326	329	325	315	315	333	330	346	331	350	318	307	4,350	99	2.3%
2029/30	113	334	341	342	343	339	326	327	340	341	344	316	343	305	4,454	103	2.4%
2030/31	117	346	353	357	354	356	344	333	335	351	339	328	309	329	4,550	96	2.2%
2031/32	123	364	371	370	372	370	361	349	340	345	349	323	321	297	4,656	106	2.3%
2032/33	131	386	395	389	387	387	370	367	357	351	344	333	316	308	4,821	165	3.5%
2033/34	138	406	412	412	406	405	391	376	375	369	350	328	326	303	4,996	176	3.6%
2034/35	145	426	435	429	426	423	408	397	385	387	367	334	321	313	5,196	199	4.0%

324

***Yellow box** = largest grade per year*
***Green box** = second largest grade per year*

Ten Year Forecast by Grade- Dayton Feeder

Year (Oct.)	PK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total	Total Growth	% Growth
2020/21	18	170	164	158	159	172	189	171	194	237	167	168	177	164	2,308		
2021/22	21	184	197	178	164	159	186	186	183	196	228	161	170	152	2,365	57	2.5%
2022/23	20	158	179	202	177	171	156	183	189	187	181	233	160	165	2,361	-4	-0.2%
2023/24	32	164	174	199	203	197	177	159	185	181	190	179	230	151	2,421	60	2.5%
2024/25	86	147	167	178	188	202	198	178	171	184	177	180	185	194	2,435	14	0.6%
2025/26	92	169	158	178	178	195	208	203	184	170	180	167	176	178	2,436	1	0.0%
2026/27	96	175	183	168	176	187	199	213	211	184	168	173	164	169	2,466	30	1.2%
2027/28	102	182	189	195	171	183	193	203	224	210	181	160	169	157	2,519	53	2.1%
2028/29	106	190	199	201	197	179	189	201	214	224	207	172	157	162	2,598	79	3.1%
2029/30	112	201	209	212	210	209	188	198	211	214	221	198	168	151	2,702	104	4.0%
2030/31	120	213	223	225	219	221	217	197	208	210	211	211	194	161	2,830	128	4.8%
2031/32	127	226	235	238	233	232	232	229	207	208	207	201	207	186	2,968	138	4.9%
2032/33	133	236	244	249	246	244	242	241	241	207	205	198	197	199	3,082	113	3.8%
2033/34	134	237	252	256	255	255	253	252	253	240	204	196	194	189	3,170	89	2.9%
2034/35	137	244	252	264	262	264	266	265	265	253	237	195	192	186	3,282	112	3.5%

325

***Yellow box** = largest grade per year*
***Green box** = second largest grade per year*

Ten Year Forecast by Grade- Silver Stage Feeder

Year (Oct.)	PK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total	Total Growth	% Growth
2020/21	13	62	54	78	58	84	69	83	83	80	83	86	81	73	987		
2021/22	14	57	73	62	78	68	85	70	89	99	87	75	89	73	1,019	32	3.2%
2022/23	11	64	62	81	67	79	73	85	78	93	99	83	68	80	1,023	4	0.4%
2023/24	15	52	73	67	77	71	85	72	81	86	89	104	83	66	1,021	-2	-0.2%
2024/25	47	58	57	69	74	84	74	81	73	89	78	89	100	81	1,054	33	3.2%
2025/26	50	63	64	60	72	78	87	73	82	79	87	74	87	97	1,053	-1	-0.1%
2026/27	51	64	70	66	62	77	81	85	72	90	79	83	73	84	1,037	-16	-1.5%
2027/28	54	67	71	74	70	66	80	79	85	79	92	75	83	71	1,046	9	0.8%
2028/29	54	68	73	72	74	70	69	78	79	93	85	87	74	80	1,056	11	1.0%
2029/30	56	70	75	75	74	77	73	67	78	86	84	81	86	72	1,054	-2	-0.2%
2030/31	56	70	76	78	77	77	80	71	67	85	72	80	80	83	1,052	-2	-0.2%
2031/32	55	69	76	78	80	79	80	78	71	73	77	68	79	77	1,040	-12	-1.1%
2032/33	55	69	75	78	80	83	82	78	78	77	84	73	67	76	1,056	16	1.5%
2033/34	54	67	75	77	80	83	86	80	78	85	84	80	72	65	1,066	10	1.0%
2034/35	53	66	73	77	79	83	86	84	80	85	86	80	79	70	1,081	15	1.4%

326

***Yellow box** = largest grade per year*
***Green box** = second largest grade per year*

Ten Year Forecast by Grade- Yerington Feeder

Year (Oct.)	PK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total	Total Growth	% Growth
2020/21	12	88	91	77	92	90	105	94	98	108	95	94	104	92	1,240		
2021/22	11	94	88	89	78	90	89	108	110	103	113	98	92	95	1,258	18	1.5%
2022/23	17	88	94	86	102	94	88	93	113	109	105	103	98	87	1,277	19	1.5%
2023/24	5	75	88	101	97	100	92	91	109	108	108	105	101	93	1,273	-4	-0.3%
2024/25	28	65	71	89	101	98	105	94	96	102	111	102	100	88	1,250	-23	-1.8%
2025/26	31	73	65	72	89	102	101	107	99	94	109	105	100	96	1,244	-6	-0.5%
2026/27	33	76	73	67	75	89	104	104	112	94	126	105	103	96	1,258	14	1.1%
2027/28	33	77	76	74	68	76	92	106	109	108	123	120	103	99	1,265	7	0.6%
2028/29	35	82	77	78	75	68	78	94	112	106	125	117	118	99	1,264	-1	0.0%
2029/30	35	81	82	79	80	75	70	80	99	107	111	125	115	113	1,252	-12	-0.9%
2030/31	35	82	81	84	81	80	77	72	84	95	95	108	122	112	1,209	-44	-3.5%
2031/32	36	84	82	83	86	81	82	79	75	81	87	93	106	118	1,174	-35	-2.9%
2032/33	36	83	84	84	85	86	83	84	83	72	97	85	91	102	1,156	-18	-1.5%
2033/34	36	84	83	86	86	85	89	85	89	80	103	95	83	88	1,172	16	1.4%
2034/35	36	84	84	85	88	86	88	91	90	85	104	101	93	80	1,194	23	1.9%

327

***Yellow box** = largest grade per year*
***Green box** = second largest grade per year*

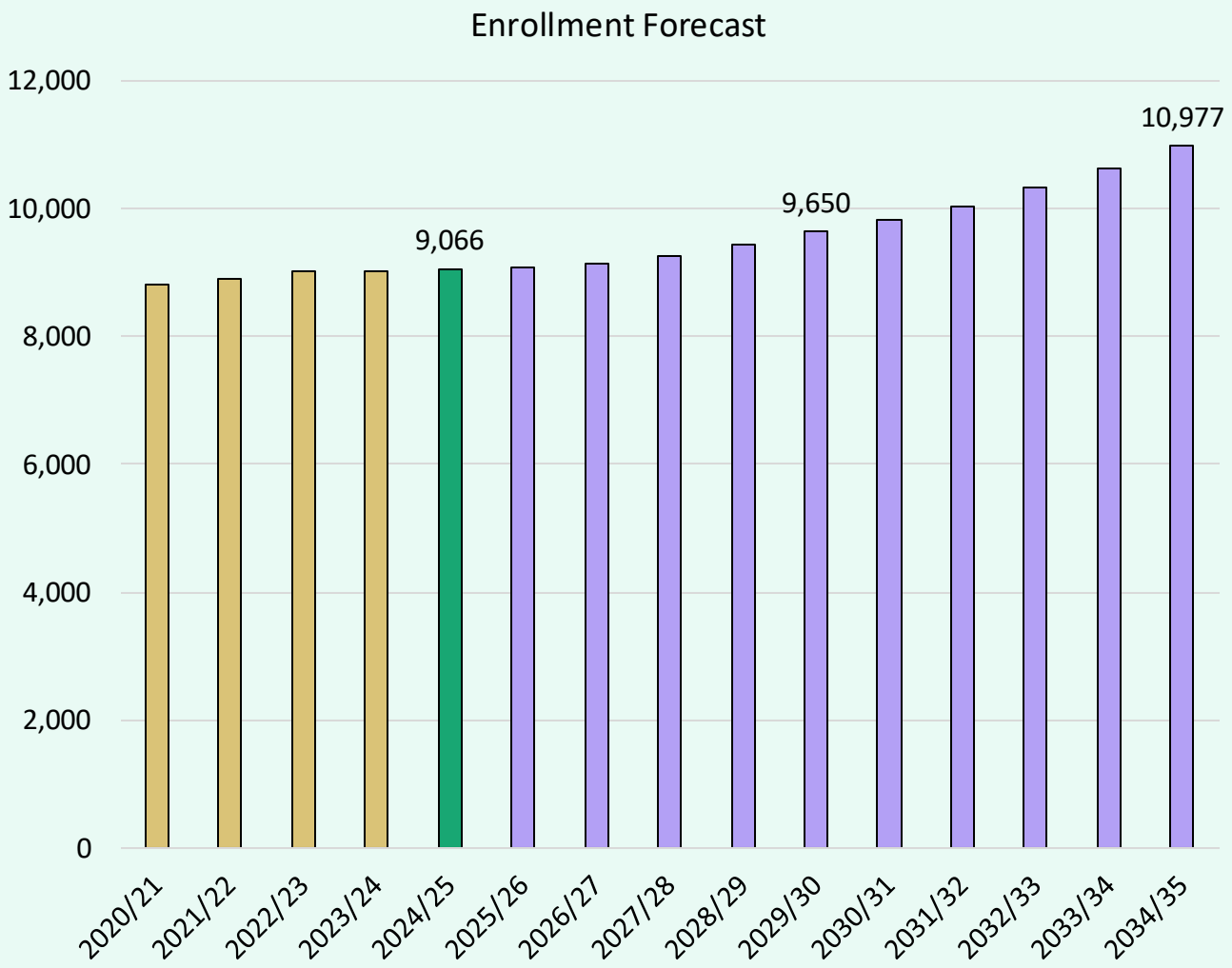
Ten Year Forecast by Grade- Smith Valley Feeder

Year (Oct.)	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total	Total Growth	% Growth
2020/21	13	17	10	12	15	17	12	19	17	24	21	22	27	226		
2021/22	16	16	15	9	10	14	18	10	21	18	21	19	16	203	-23	-10.2%
2022/23	15	19	17	15	9	14	17	19	12	19	17	21	15	209	6	3.0%
2023/24	6	16	20	15	13	10	11	15	12	12	20	20	19	189	-20	-9.6%
2024/25	14	2	14	12	16	11	12	10	13	12	9	20	17	162	-27	-14.3%
2025/26	17	15	12	15	12	18	12	12	10	13	12	9	19	176	14	8.6%
2026/27	17	19	15	12	15	12	18	11	10	10	12	13	9	173	-3	-1.7%
2027/28	17	19	19	13	12	15	13	17	10	10	9	12	12	178	5	2.9%
2028/29	18	19	19	18	13	13	16	13	15	10	9	9	11	183	5	2.8%
2029/30	18	20	19	18	18	13	14	15	11	15	9	9	8	187	4	2.2%
2030/31	19	20	20	18	18	18	14	13	13	11	14	9	8	195	8	4.3%
2031/32	20	19	20	19	18	19	19	13	12	13	10	14	8	204	9	4.6%
2032/33	20	21	19	19	19	18	20	18	12	12	12	10	13	213	9	4.4%
2033/34	19	21	21	18	19	19	19	19	16	12	11	12	9	215	2	0.9%
2034/35	19	20	21	20	18	20	20	18	17	16	11	11	11	222	7	3.3%

328

***Yellow box** = largest grade per year*
***Green box** = second largest grade per year*

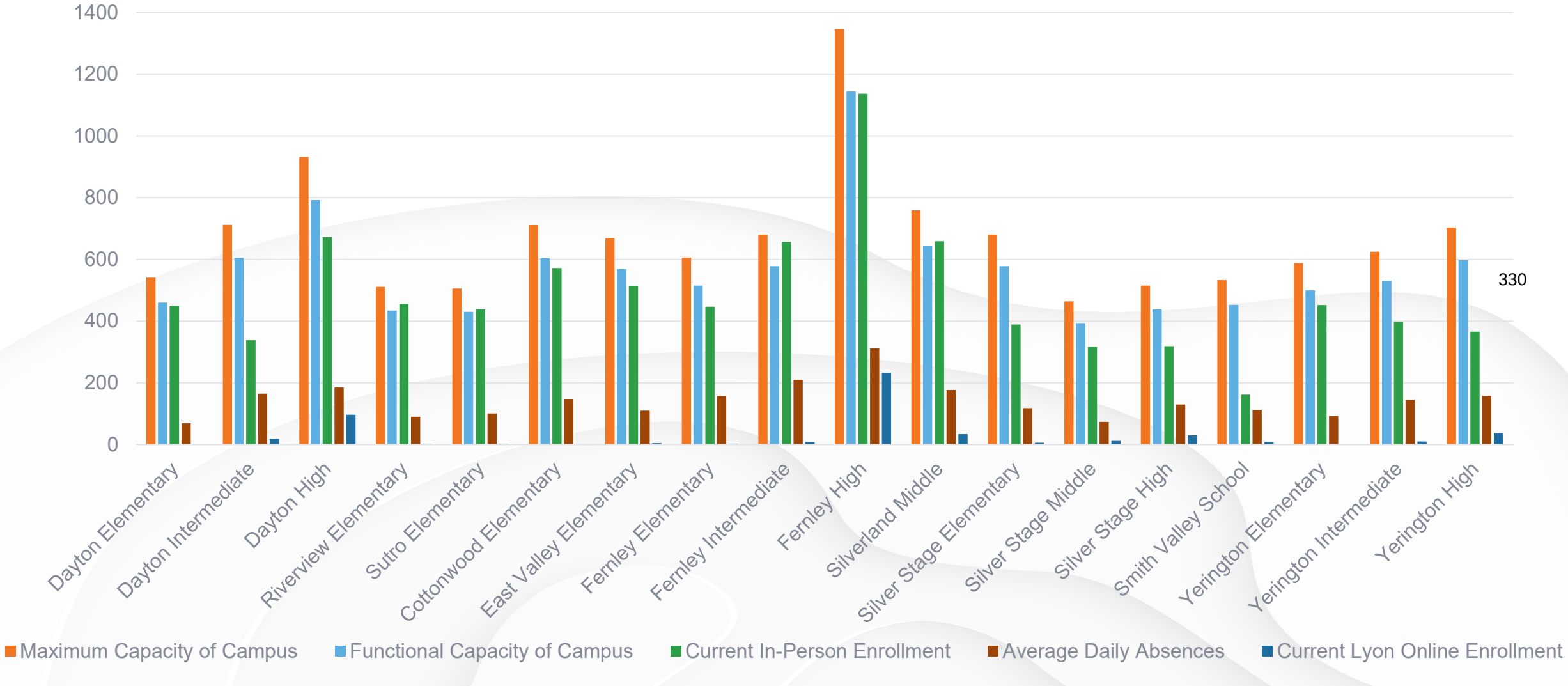
Key Takeaways



- Lyon County School District Enrollment has remained steady over the last 5 years, declining only 20 students since 2018/19
- There are more than 300 lots currently available to build on in various regions of the district
- There are nearly 10,500 future lots in various stages of planning across the district, with the potential for an additional 36,000 residential units within the Fernley North and Southwest planning areas
- Enrollment is expected to exceed 9,600 students by the 2029/30 school year and could reach almost 11,000 students by 2034/35

Lyon Online & Absences

Below is a graph that compares the capacity of each campus against the campus absentee rate and number of students enrolled in Lyon Online.



Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: Harman Bains, Executive Director of Operations

Re: Nutrition Services Chartwells 5-year Renewal

Recommendation:
That the Board of Trustees approve the 5-year contract with Chartwells as Lyon County School District (LCSD) food service management company (FSMC).

Background Information:
On February 3, 2025, LCSD released a new request for proposal (RFP) for food service management company (FSCM) services to manage LCSD Nutrition Services. A mandatory pre-proposal conference date was set for February 14, 2025, with a proposal due date of March 13, 2025. Initial review of all proposals was done by LCSD Executive Director of Operations and Chief Financial Officer with a final interview and recommendation to the board made by District Leadership and several Board Trustees.

LCSD has been partnered with Chartwells since the 2020 school year when it shifted from a self-operated program to a food service management company operated.

Chartwells will bring on an onsite Nutrition Director along with an Assistant Director. They will also be hiring, as Chartwell employees, all current and future vacated positions. All current LCSD food service employees will remain employees of LCSD. Current LCSD employees will have the choice of switching over to Chartwells if they choose but will not be obligated to do so by the district. Chartwells Nutrition Director and Assistant Director, on behalf of LCSD, will be directing and supervising all food service employees.

Bringing Chartwells on board as the Lyon County School District's (LCSD) food service management partner presents several opportunities to enhance the quality, efficiency, and appeal of our nutrition program. A few key benefits of this partnership being:

Purchasing Power
As the world's largest food service company, Chartwells possesses extensive purchasing power. This scale enables them to negotiate favorable pricing on high-quality food products. For LCSD, this translates into healthier, fresher, and more diverse food offerings for students without additional financial strain on district resources. The cost savings can be redirected toward improving other aspects of the nutrition program.

Expanded Access to Professional Expertise
Through Chartwells, LCSD gains access to a national talent pool, ensuring the placement of a highly qualified Nutrition Director with over five years of successful experience in K–12 food service operations. This

individual will be supported by a comprehensive team that includes an Assistant Director, District Manager, a registered dietitian, a regional chef, and a marketing manager. This professional support network ensures continuous improvement in nutritional standards, culinary innovation, and operational excellence.

Employee Recognition and Advancement
Chartwells invests annually in employee recognition programs and celebrations that honor team achievements. Importantly, all food service employees, whether employed by LCSD or Chartwells, will be eligible for recognition and scholarship opportunities, promoting morale and professional development.

Comprehensive Program Marketing and Engagement
Chartwells brings a marketing strategy to enhance the cafeteria environment. This includes updated signage, age-appropriate programming, and visually engaging materials tailored to the school community. Additionally, regular surveys will be conducted among students, staff, and community members to ensure that menus and marketing efforts align with their preferences and expectations.

Culinary Innovation and Equipment Investment
In the first year of the partnership, Chartwells will invest in new kitchen equipment to support the implementation of scratch and batch cooking methods. These culinary practices will elevate the taste, freshness, and nutritional value of meals served to LCSD students. Furthermore, Chartwells has earmarked funds for additional improvements in years two and three. These future investments will be collaboratively determined with LCSD leadership to ensure alignment with district goals.

Compliance, Safety, and Accountability
Chartwells ensures full compliance with all USDA, state, and local food service regulations. Their structured training and safety protocols help minimize risk and ensure consistent quality. In addition, Chartwells provides detailed performance reporting, financial transparency, and regular program evaluations to maintain accountability and foster continuous improvement.

Community and Student Engagement
Chartwells places strong emphasis on creating a positive dining experience that fosters lifelong healthy eating habits. Through student engagement initiatives, nutrition education, and community events, the program will be a dynamic part of the school culture. Menu development will be a collaborative process involving taste tests and feedback sessions with LCSD stakeholders. Importantly, any menu changes will require LCSD's formal approval, ensuring local control and responsiveness to student needs.

Budget Considerations
Page 12, Pricing Terms, D.; Page 38, Schedule of Terms for the FSMC Guarantee.

"Guarantee Susbidy. The FSMC guarantees that the bottom line of the operational financial report (exclusive of the cost of equipment repairs, maintenance, replacements, and smallware's) for the 2025-2026 school year will reflect a loss no greater than $250,000. If the actual bottom line (exclusive of the cost of equipment repairs, maintenance, replacements, and smallware's) reflects a loss greater than this amount, the FSMC will pay to the SFA the difference between the actual and the guaranteed amount, but in no event shall the reimbursement obligation exceed $250,000. The Guaranteed Subsidy and the FSMC's reimbursement obligation are based on the following conditions and assumptions. The Guaranteed Subsidy to the SFA shall be reduced to account for increased cost or loss of revenue by FSMC if the following conditions are not met during the school year

Discussed at Previous Meeting
April 2025

Attachment(s)
Lyon County School District – RFP# 290-02-2025

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

Lyon County School District (NV)
Exceptions to Request for Proposal No. 290-02-2025

Compass Group USA, Inc. by and through its Chartwells Division ("FSMC" or "Chartwells") provides exceptions to the Request for Proposal. Chartwells exceptions are state below along with the requested explanation.

Chartwells is amenable to further discussion and negotiation regarding these proposed exceptions in order to reach mutually agreeable terms and conditions.

1. **Page 14, Contract Term (E), Termination for Cause**. This Section is amended to add "or the FSMC with sixty (60) days written notification" at the end of the first sentence.

   [Chartwells' Explanation: Chartwells' exception to this provision is intended to establish mutually agreeable termination provisions.]

2. **Page 14, Contract Term, G. Contract Termination.** The last sentence of this Section is removed.

   [Chartwells' Explanation: Chartwells' exception to this provision is intended to establish mutually agreeable purchasing decisions.]

3. **Page 12, Pricing Terms, D.; Page 38, Schedule of Terms for the FSMC Guarantee**. These sections are removed and the following shall be inserted:

   "Guarantee Susbidy. The FSMC guarantees that the bottom line of the operational financial report (exclusive of the cost of equipment repairs, maintenance, replacements, and smallwares) for the 2025-2026 school year will reflect a loss no greater than $250,000. If the actual bottom line (exclusive of the cost of equipment repairs, maintenance, replacements, and smallwares) reflects a loss greater than this amount, the FSMC will pay to the SFA the difference between the actual and the guaranteed amount, but in no event shall the reimbursement obligation exceed $250,000. The Guaranteed Subsidy and the FSMC's reimbursement obligation are based on the following conditions and assumptions. The Guaranteed Subsidy to the SFA shall be reduced to account for increased cost or loss of revenue by FSMC if the following conditions are not met during the school year
   CONDITIONS:

   CONDITIONS:

   - The continuing accuracy of information provided by the SFA in the RFP, including value of USDA foods; cash and/or reimbursement levels from State and Federal sponsors; the number of students eligible for free and reduced price meals; and selling price of menu pattern meals and a la carte prices.
   - Student enrollment of at least 9,100 and annual serving days for such students of at least 180.
   - No changes in legislation or regulation (e.g., minimum wages, fringe and benefits, taxes, unionization, etc.) that would impact cost of FSMC to provide the services.
   - No strikes, work stoppages or school closings, and all make-up days due to inclement weather shall have at least equal sales revenue as a normal day of operation.
   - Service hours, service requirements, type and number of facilities selling food and/or beverages on SFA premises remain constant throughout the school year. SFA shall limit the expansion of competitive food sales.
   - Any capital commitments are utilized as proposed.
   - There will be no bad debts, including losses from uncollectible accounts.
   - All students will attend classes in-person on school grounds for the 2025-2026 school year. No virtual learning.
   - All operations for Student a la Carte sales, Adult Sales, and Catering/Special Income for the 2025-2026 school year shall remain unchanged from the 2024-2025 school year.
   - The Student Free/Reduced eligibility numbers as stated in the RFP shall remain unchanged for the 2025-2026 school year.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

[Chartwells' Explanation: This exception details Chartwells' guaranteed break even model and the applicable conditions. This eliminates any ambiguity regarding the conditions necessary to meet the guarantee. If one or more of the conditions is not met, the guarantee is not eliminated. Instead, as noted immediately before the conditions, the guarantee is adjusted appropriately.]

4. **Page 15, Pricing Terms, (G)**. The last sentence of this Section is deleted in its entirety and replaced with the following:

"For each renewal year, the FSMC's fees shall be adjusted on the first day of each renewal term at a rate equal to the greater of the increase in (1) Employment Cost Index, Private Industry, Compensation, Not Seasonally Adjusted – CIU2010000000000A; or (2) Consumer Price Index- Food Away From Home for the preceding year."

[Chartwells' Explanation: Chartwells provides this exception to more clearly set forth mutually agreeable annual payment increases.]

5. **Page 20, Proposed Personnel Requirements.** A new subsection "K" shall be inserted, which contains the following language:

"Neither Party shall during the Term of this Agreement or for one year thereafter solicit to hire, hire, or contract with either Party's employees who managed any Services or any other highly compensated employee, or any persons who were so employed, whether at the premises or another facility operated by the other ("Supervisory Employee") during the year prior to the expiration or termination of this Agreement, nor will the SFA permit supervisory employees of FSMC to be employed on the SFA's premises, for a period of one year subsequent to the termination or expiration of this Agreement (unless such employees were formerly employees of the SFA) whether as an individual or as owner, partner, majority stockholder, director, officer or employee of a food service provider ("One-year Non-solicitation"). In the event of any breach of such One-year Non-solicitation, the breaching Party shall pay and the injured Party shall accept an amount equal to twice the annual salary of the relevant Employee as liquidated damages."

[Chartwells' Explanation: Chartwells provides this exception to provide for mutually agreeable non-solicitation of each party's employees.]

6. **Page 22, Section USDA Foods, (U)**. This Section is deleted in its entirety and replaced with the following:

"Notwithstanding the foregoing, if, upon termination of the agreement, there remains USDA donated commodities that have not been used but have been credited to the SFA, then SFA shall cause the subsequent FSMC to pay to FSMC the credited value of such commodities. If this is not possible then FSMC reserves the right to remove the commodities for use at an alternate, approved client site."

[Chartwells' Explanation: Chartwells provides this exception to establish mutually agreeable rights and obligations to USDA foods.]

7. **Page 27, Risk and Liability, (B) & (C)**. These Sections are deleted in their entirety and replaced with the following:

"To the extent permitted by state law, each party shall indemnify, defend and hold the other harmless from any and all losses, damages or expenses, including reasonable attorneys' fees, arising out of or resulting from claims or actions for bodily injury, death, sickness, property damage or other injury or damage to the extent caused by the negligent act or omission of such party. Notification of an event giving rise to an indemnification claim ("Notice") must be received by the indemnifying party within thirty (30) days following receipt of such claim and shall include a brief factual summary of the damage and cause thereof. An indemnification claim is expressly subject to and conditioned upon compliance with the Notice provisions hereunder."

[Chartwells' Explanation: Chartwells provides this exception to establish mutually agreeable indemnification terms and conditions.]

8. **Page 29, Contract Termination, (D) Termination for Convenience**. This section is deleted in its entirety.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

[Chartwells' Explanation: Chartwells provides this exception to better align with its first exception.]

IN WITNESS WHEREOF, the parties hereto have caused this Addendum to be signed by their duly authorized officers.

Lyon County School District

By: _____
Name: Harman Bains
Title: Director
Date: _____

Compass Group USA, Inc., by and through its Chartwells Division

By: _____
Name: Amy Shaffer
Title: CEO, Chartwells K12
Date: 4/15/2025

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

Food Service Management Company (FSMC)
Request for Proposal
Fixed Fee Solicitation

School District/Public Entity Name:	**Lyon County School District**
Solicitation Number:	**RFP# 290-02-2025**
Solicitation Release Date:	**February 3, 2025**
Solicitation Due Date:	**March 13, 2025**
Solicitation Due Time:	**11:00am PCT**
Submittal Location:	**25 E. Goldfield Ave., Yerington, NV 89447**
Mandatory Pre-Proposal Conference Date:	**February 14, 2025**
Pre-Proposal Conference Time:	**09:00am PCT**
Pre-Proposal Conference Location:	**1100 Jasmine Ln, Fernley, NV 89408**
Question Deadline:	**February 24, 2025 (2:00pm PCT)**

All Questions must be submitted by email to both the following individuals no later than 2:00pm PCT on the deadline date.

Harman Bains
Executive Director of Operations
Hbains@lyoncsd.org

Kyle Rodriguez
Fiscal Services Officer
krodriguez@lyoncsd.org

Description of Procurement:
Lyon County School District is soliciting proposals from qualified Food Service Management Companies (FSMC) to provide its food service program with management, training and development of food services staff, quality control, operational and technical support and financial management of the program.

Competitive sealed proposals for the materials or services specified will be received by **Lyon County School District** at the above specified location until the time and date cited. Offers received by the correct time and date will be opened and the name of each Offeror will be publicly read.

Offers must be in the actual possession of **Lyon County School District** on or prior to the time and date, and at the submittal location indicated above. **Late offers will not be considered.**

Offers must be submitted in a sealed envelope or package with the Solicitation Number and the Offeror's name and address clearly indicated on the envelope or package. All offers must be completed in ink or typewritten. Additional instructions for preparing an offer are included in this Solicitation.

Persons with disabilities may request special accommodations such as interpreters, alternate formats, or assistance with physical accessibility. Requests for special accommodations must be made with 72 hours prior notice. Such requests are to be addressed to the Solicitation Contact Person or Procurement Officer.

OFFERORS ARE RESPONISBLE FOR READING THE ENTIRE SOLICITATION

Procurement Officer: Harman Bains (hbains@lyoncsd.org)

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

OFFER AND AWARD

Solicitation Number

The Undersigned hereby offers and agrees to furnish the services, food, and supplies in compliance with all the terms, conditions, specifications and amendments in the solicitation.

Compass Group USA, Inc., by and through its Chartwells Division
Company Name

2400 Yorkmont Road
Street Address

Charlotte, NC 28217
City State Zip Code

Amy Shaffer
Name of Person Authorized to Sign Offer

CEO, Chartwells K12
Title of Authorized Person

A K Shaffer 2/4/2025
Signature of Authorized Person Date of Offer

Telephone Number: 704-328-4000

Email Address: Amy.Shaffer@compass-usa.com

Offeror's Nevada (Sales) Use Tax License Number: 001-TX1002013496

Offeror's Federal Employer Identification Number: 56-1874931

339

Acknowledgement of Amendment(s):
(Offeror acknowledges receipt of amendment(s) to the Solicitation for Offers and related documents numbered and dated

Amendment Number/Date _____ _____ _____

Amendment Number/Date _____ _____ _____

ACCEPTANCE OF OFFER AND AWARD

Solicitation Number: _____

Your Offer, dated _____, is hereby accepted as described in the Notice of Award. You are now bound to perform based upon the solicitation and your Offer, as accepted by Lyon County School District .

_____ _____

Signature Date

LYON COUNTY SCHOOL DISTRICT

State Agency Approval Use
DO NOT OFFER AWARD UNTIL STATE AGENCY APPROVAL

Date Received: _____

Action Required: ☐ Yes ☐ No
Comments: _____

_____ _____

State Agency Reviewer Signature **Date Approved**

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

TABLE OF CONTENTS

Section	Title	Page
	Offer and Award Form	2
	Table of Contents	3
1	Definition of Terms	5
2	Scope of Work	7
3	Special Terms and Conditions	11
4	Uniform Terms and Conditions	25
5	Special Instructions to Offeror	31
6	Uniform Instructions to Offeror	34
7	FSMC Offer Requirements	38
Attachment 1	Offeror's Drug Free Workplace Policy	42
Attachment 2	Certification Regarding Debarment and Suspension	43
Attachment 3	Certification Regarding Lobbying and Disclosure of Lobbying Activities	45
Attachment 4	Certificate of Independent Price Determination	48
Attachment 5	Non-Collusion Affidavit	49
Attachment 6	IRS W-9 Form	50
Exhibit A	**Lyon County School District** Student Populations Served	51
Exhibit B	**Lyon County School District** Meal Prices/Income	52
Exhibit C	Meal Patterns – School Breakfast and School Lunch	53

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: https://www.usda.gov/sites/default/files/documents/ad-3027.pdf, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by

1. **mail:**
   U.S. Department of Agriculture
   Office of the Assistant Secretary for Civil Rights
   1400 Independence Avenue, SW
   Washington, D.C. 20250-9410; or
2. **fax:**
   (833) 256-1665 or (202) 690-7442; or
3. **email:**
   Program.Intake@usda.gov

This institution is an equal opportunity provider.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

SECTION 1: DEFINITIONS OF TERMS

Purpose: The purpose of this Request for Proposal is to enter into a contract with qualified FSMC to provide Food Service Management for **Lyon County School District.** As used in this Solicitation and any resulting Contract, the terms listed below are defined as follows:

A. "ASCS" means After School Care Snack

B. "Attachment" means any item the Solicitation requires an Offeror to submit as part of the Offer.

C. "Contract" means the combination of the Solicitation, including the Uniform and Special Instructions to Offerors, the Uniform and Special Terms and Conditions, and the Specifications and Statement or Scope of Work; the Offer and any Best and Final Offers; and any Solicitation Amendments (Addenda) or Contract Amendments; and any terms applied by law.

D. "Contract Amendment" means a written document signed by the Procurement Officer that is issued for the purpose of making changes in the Contract.

E. "Contractor" means any person who has a contract with **Lyon County School District**

F. "Cost-reimbursable contract" means a contract that provides for payment of incurred costs to the extent prescribed in the contract, with or without a fixed-fee

G. "CN" means Child Nutrition

H. "DF" means Donated Food

I. "Exhibit" means any item labeled as an Exhibit in the Solicitation or placed in the Exhibits section of the Solicitation.

J. "Fixed-Fee" means an agreed upon amount that is fixed at the inception of the Contract

K. "FNS" means Food Nutrition Services

L. "FSMC" means Food Service Management Company

M. "Gratuity" means a payment, loan, subscription, advance, deposit of money, services, or anything of more than nominal value present or promised, unless consideration of substantially equal or greater value is received

N. "NDA" means Nevada Department of Agriculture

O. "NSLP" means National School Lunch Program

P. "Offer" means bid, proposal or quotation.

Q. "Offeror" means a vendor who responds to a Solicitation.

R. "Procurement Officer" means the person duly authorized by the School District/Public Entity to enter into and administer Contracts, direct contract changes and make written determinations with respect to the Contract or their designee

S. "Responsible Offeror" means the Offeror who has the capability to perform the contract requirements and the integrity and reliability to assure complete and good faith performance and who submits the lowest Proposal

T. "Responsive Offeror" means the Offeror who submits a Proposal that conforms in all material respects to this Request For Proposals, Instruction to Offerors and the Plans and Specifications which are incorporated herein by this reference

U. "SBP" means School Breakfast Program

V. "SFA" means School Food Authority and refers to **Lyon County School District** that executes the contract

W. "Solicitation" means an Invitation for Bid (IFB), a Request for Proposal (RFP), or a Request for Quotation (RFQ)

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

X. “Solicitation Amendment (or Addendum)” means a written document that is authorized by the Procurement Officer and issued for the purpose of making changes to the Solicitation.

Y. “SMP” means Special Milk Program

Z. “SFSP” means Summer Food Service Program (Seamless/Simplified)

AA. “Sponsor” means the same as “School Food Authority”, but also includes non-profit ownership’s participating in the educational system of the State, public or non-profit residential childcare institution (RCCI) which operates principally for the care of children

BB. “Subcontract” means any Contract, express or implied, between the Contractor and another party or between a Subcontractor and another party delegating or assigning, in whole or in part, the making or furnishings of any material or any service required for the performance of the Contract.

CC. “USDA” means United States Department of Agriculture

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

SECTION 2: SCOPE OF WORK

BACKGROUND

LYON COUNTY SCHOOL DISTRICT hereby referred to as a school food authority (SFA) seeks to contract with a Food Service Management Company (FSMC) to operate the following food services: National School Lunch Program (NSLP), School Breakfast Program (SBP), Seamless Summer Option (SSO), Summer Food Service Program (SFSP),Special Milk Program(SMP), After School Care Snack Program (ASCS), Fresh Fruits and Vegetable Program (FFVP), vending machines, concession stands, catering, vending to other schools (delete all that are not applicable). This Request for Proposal (RFP) is intended to provide a basis for selection for a FSMC. The selected FSMC will be responsible for the management of the food services staff, quality, control, training and development of staff, extensive, operational and technical support as well as financial management of the program. In submitting a proposal, the FSMC agrees that it will perform the work described in their RFP offer and Agreement in full compliance with all applicable laws, rules, and regulations adopted or promulgated by any federal, state and/or county regulatory body or governmental agency. By reading and accepting this pre-qualification outline, the interested FSMC acknowledges that the SFA has no obligation to contract, unless, in its sole opinion, it is in its best interest to do so. The SFA may request of the FSMC additional food service programs per the terms of the RFP.

The SFA employs 1 employees equating to 15.58 FTE and the FSMC employees 56 of persons and provides food service to approximately 9100 children at 18 sites. The food service prepares approximately 660,000 breakfast and 840,000 lunch meals annually.

A. The SFA will adhere to the following Code of Federal Regulations (CFR) in the oversight of the food service program:

(1) Adhere to the procurement standards specified in §210.21 when contracting with the food service management company; [7 CFR §210.16(a)(1)]

(2) Ensure that the food service operation is in conformance with the school food authority's agreement under the Program; [7 CFR §210.16 (a)(2)]

(3) Monitor the food service operation through periodic on-site visits; [7 CFR §210.16 (a)(3)]

(4) Retain control of the quality, extent, and general nature of its food service, and the prices to be charged the children for meals; [7 CFR §210.16 (a)(4)]

(5) Retain signature authority on the State agency-school food authority agreement, free and reduced-price policy statement and claims; [7 CFR §210.16 (a)(5)]

(6) Ensure that all federally donated foods received by the school food authority and made available to the food service management company accrue only to the benefit of the school food authority's nonprofit school food service and are fully utilized therein; [7 CFR §210.16 (a)(6)]

(7) Maintain applicable health certification and assure that all State and local regulations are being met by a food service management company preparing or serving meals at a school food authority facility; [7 CFR §210.16 (a)(7)]

(8) Establish an advisory board composed of parents, teachers, and students to assist in menu planning; [7 CFR §210.16 (a)(8)]

(9) Obtain written approval of invitations for bids and requests for proposals before their issuance by the State agency. The school food authority must incorporate all State agency required changes to its solicitation documents before issuing those documents [7 CFR §210.16 (a)(9)]

(10) Ensure that the State agency has reviewed and approved the contract terms and that the school food authority has incorporated all State agency required changes into the contract or amendment before any contract or amendment to an existing food service management company contract is executed. Any changes made by the school food authority or a food service management company to a State agency pre-approved prototype contract or State agency approved contract term must be approved in writing by the State agency before the contract is executed. When requested, the school food

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

authority must submit all procurement documents, including responses submitted by potential contractors, to the State agency, by the due date established by the State agency. [7 CFR §210.16 (a)(10)]

(11) Shall administer the application process for all free and reduced-price meals and shall establish and notify parents and guardians of program criteria for eligible students. The SFA shall be responsible for verifying applications for Free and Reduced-Price Meals as required by USDA regulations. The SFA will ensure that no child is discriminated against on the basis of race, color, national origin, age sex or disability. Both the SFA and the FSMC shall be responsible for protecting the anonymity of students receiving free or reduced-price meals. [7 CFR§245.6]

(12) Every school year, the SFA with more than one school shall perform no less than one on-site review of the lunch counting and claiming system employed by each school under its jurisdiction. The on-site review shall take place prior to February 1 of each school year. Further, if the review discloses problems with a school's meal counting or claiming procedures, SFA shall: ensure that the school implements corrective action; and, within 45 days of the review, conduct a follow-up on-site review to determine that the corrective action resolved the problem. Each on-site review shall ensure that the school's claim is based on the counting system authorized by the State agency under 7CFR§210.7(c) of this part and that the counting system, as implemented, yields the actual number of reimbursable free, reduced price and paid lunches, respectively, served for each day of operation. [7 CFR§210.8(a)(1)]

METHOD OF APPROACH AND IMPLEMENTATION PLAN

The SFA participates in the NSLP, SBP, ASCS, SFSP**,** and surplus USDA Foods are available for use in the selected program(s), and it is the intent of the SFA that such items will be included in menus to the greatest extent possible.

1. Food Purchase Specifications.

A. Whether the SFA conducts its own procurement, or if the FSMC procures products on behalf of SFA, the FSMC may not require any additional liability coverage, regardless of dollar value, beyond that which SFA would require under procurements not involving FSMC.

B. The FSMC bills the SFA for all items when purchased. The FSMC will act as the purchasing agent and will be responsible for purchasing all food items and supplies, required for the Child Nutrition Program (CNP). Food quality must meet or exceed the requirements specified in the Child Nutrition Program Food Buying Guide (https://foodbuyingguide.fns.usda.gov/). The FSMC will purchase quality products at the lowest possible cost utilizing existing contracts in place by the FSMC at the corporate level. All purchases generated by the FSMC upon District approval, must adhere to the federal CNP procurement regulations in 2 CFR 200 and 7 CFR 210.21 and will adhere to Section 104(d) of the William F. Goodling Child Nutrition Reauthorization Act of 1998 (Public Law 105-336) added a new provision, Section 12(n) of the NSLA (42 USC 1760(n)), requiring SFAs to purchase domestically grown and processed foods, to the maximum extent practicable. Purchases made in accordance with the Buy American provision must still follow the applicable procurement rules calling for free and open competition. The FSMC shall purchase all food and non-food at the lowest price possible consistent with maintaining quality standards and service. The FSMC shall be responsible for purchasing standards and specifications to bring about the best quality and price for the SFA's food service program. Specifications shall cover items such a grade, purchase units, style, condition, weight, ingredients, formulations, and delivery time. 210.16(c)(3)

C. Per USDA guidance, the procurement plan must outline the specific procedures per 2CFR Part 200 for program operators 2CFR 318 (a). Specifically, the plan must follow the types of procurement available: micro purchase, small purchase, and formal procurement methods. The plan must prohibit the acquisition of unnecessary or duplicative items per 2CFR 218(d). The plan must also ensure all solicitations incorporate a clear and accurate description for the material, product, or service to be procured. It must not be duly restrictive as to limit competition; it must also take steps to assure that small minority and women's business are used when possible.

D. Per 2CFR Part 200.3189(c)(1) the non-Federal entity must maintain written standard of conduct covering conflicts of interest and to govern the actions of its employees engaged in the selection, award, and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. The code of conduct must also provide for disciplinary action for violations by officers, employees, or agents (2CFR 200.318 (c)1.

C. The FSMC must submit a comprehensive plan on how the FSMC will provide input to purchase food for the menus that will keep costs low and quality high. In the plan, the FSMC must describe the methodology it will use to document the

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

market value of the USDA Foods or commodities used on the invoice. The FSMC must state the estimated food costs on Attachment 7.6. The FSMC shall provide a sample invoice in the offer that will meet all the information listed in the Special Terms and Conditions that pertain to USDA requirements.

Beef	USDA inspected	Fresh fruits	US Fancy
Poultry	USDA inspected	Canned fruits	US Fancy
Variety meats	High quality	Canned vegetables	US Fancy
Dairy products	Grade A	Frozen fruits	High quality
Eggs	Fresh Grade A	All other items	High quality
Fish	Government Inspected		

D. Free and reduced-price lunches are provided to pupils who qualify, as determined by the USDA guidelines. Occasionally, special food services are requested for functions other than the regular lunch periods. Interested FSMCs should include in the offer a provision for accommodating such special requests. LYON COUNTY SCHOOL DISTRICT does have a catering department and the successful FSMC is expected to manage this program as well.

E. Successive menus must offer the same level of quality, variety and nutritional value as the first 21-day proposed menu. The FSMC shall ensure compliance with the SFA's Agreement with the Nevada Department of Agriculture (NDA).

2. Menu Plan.

A. Include a copy of a 21-day or 42-day (if applicable) cycle menu developed in accordance with the meal pattern requirements specified in 7CFR§210.16(b)(1). This menu will be used as a basis for projecting costs. The FSMC must adhere to the FSMC developed menu for the first 21-days of meal service. The menu shall meet the requirements stated in Public Law 111-296, the Healthy, Hunger-Free Kids Act of 2010 (HHFKA). Changes thereafter may be made with the approval of the SFA. 7CFR§210.16(b)(1) Complete Attachments 7.7 & 7.8.

B. The FSMC shall provide a reimbursable lunch and breakfast meal pattern which meets the nutrition standards stated in section 201 of the Healthy, Hunger-Free Kids Act of 2010 (Pub. L. 111-296, HHFKA) amended Section 4(b) of the NSLA, 42 USC 1753(b). Refer to Exhibit C titled "Meal Patterns – School Breakfast and School Lunch" for meal pattern requirements. In addition, provide a reimbursable supper, lunch and snack following meal patterns for programs: SFSP, 7 CFR 225.16 and CACFP, 7 CFR 226.20 when applicable.

C. FSMC may not change or vary the menus after the first menu cycle for the NSLP, SBP, ASCS, SFSP or the a la carte items without written approval of SFA. SFA shall approve the menus no later than two weeks prior to service. (Reference 7CFR§210.16) Any changes or variances requested by FSMC for substitutions to SFA menu of lower quality food items shall be justified and documented in writing. FSMC must maintain documentation for substitutions and justification of lower quality food items for the records retention period that is applicable to food production records and shall make such documentation available to SFA, NDA and USDA for review upon request. (7CFR§210.16(b)(1))
The FSMC has the option to select the NSLP meal pattern for all Child Nutrition Programs (NSLP, SFSP, and CACFP). The FSMC must select which meal pattern requirements it will choose outside of NSLP when applicable.
The options for program meal patterns to follow: SFSP, 7 CFR 225.16 and CACFP 7 CFR 226.20.

D. The FSMC will use strategies to keep costs low and quality high to prepare and serve a variety of high quality, wholesome, and nutritious foods and beverages for students, faculty, staff, employees, and others as chosen by the SFA. 7CFR§210.10(a)

E. As applicable, any additional items served by the FSMC shall comply with 7CFR§210.11, Competitive food service and standards, and any other nutrition standards for all foods sold in school implemented as a requirement under the Healthy, Hunger-Free Kids Act of 2010. Additionally, the SFA and FSMC shall agree to detailed a-la-carte specifications for each a-la-carte item included in the 21-day cycle menu; at a minimum, such specifications shall include:

(1) A recipe for each menu item that includes the total yield, portion size, ingredients and all USDA required nutrient information;
(2) The identity of all branded items that may be used in the meal/a- la-carte, vending, school stores, etc.; and
(3) Whenever possible, the grade, style and condition of each food item and other information that indicates the acceptable level of quality for each food item.

F. The FSMC shall implement an accurate point of service count using the counting system submitted to NDA by the SFA as indicated in the policy statement. The counting system must eliminate the potential for the overt identification of free and reduced-price eligible students under USDA Regulation. 7CFR§245.8.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

G. The FSMC shall identify, near or at the beginning of the serving line and prior to the Point of Service, all the food items that constitute a reimbursable meal at both breakfast and lunch. This is intended to assist students in selecting the meal components that comprise the reimbursable meal and in the appropriate quantities. 7CFR210.10(a)(2).

H. The FSMC will promote the nutritional education aspects of the SFA food service wellness program and cooperate in the efforts of the SFA to coordinate these aspects with classroom instruction. The FSMC must provide detailed information about the FSMC's philosophy regarding promotion (increasing awareness and participation) of the school food service program.

I. The FSMC must have extensive experience as food service operators and consultants of food service programs in general, and in public/charter schools as stated on Attachment 7.1. The FSMC shall have specific strategies for increasing both student and adult participation, while at the same time providing high quality, nutritional food. The FSMC shall have experience with this in other school districts.

J. The FSMC must select a cooking method to produce healthy food which meets the standards of the Child Nutrition Program.

K. The FSMC shall ensure compliance with a food safety management system that complies with the Hazard Analysis and Critical Control Point (HACCP) principles or meets the USDA guidance for developing a process approach to HACCP. Public Law 108-265. The FSMC will submit a HACCP plan in the offer.

3. Accounting Systems and Records.

A. The SFA will designate by name and title, the employee who will be responsible to supervise and audit all financially related operations of the FSMC pertinent to the SFA. All deposits will be provided to the SFA, by the FSMC, in bags, with completed deposit tickets organized by school, to be deposited into the SFA account.

B. The FSMC shall have a detailed internal accounting process as described on of the offer. This should include, at a minimum:

(1) Detailed inventory control for storage areas, including USDA Foods;
(2) Accounting controls;
(3) Method of recording, checking and reporting sales;
(4) Internal control of cash handling;
(5) Internal audit system;
(6) All regular accounting forms used, with explanation of each;
(7) Account periods;
(8) Detailed description of showing credits and rebates on invoices and the method used to reach those amounts; and
(9) Data collection for purposes of evaluating the effectiveness of new and current programs.

C. The FSMC shall have a policy on how the meals will be served and how proper, accurate pupil participation records will be maintained.

4. Cost Controls and Fees.

A. Each FSMC shall have a plan for controlling costs which includes:

(1) Previous record on meeting budgets and estimating costs;
(2) Management and accounting tools that the FSMC will implement to monitor cost controls, revenue, meal counts, and productivity;
(3) Outline the number of weeks the FSMC Management will work, the number of Management vacation days and number of Management leave days that will be charged the SFA;
(4) Amount of any bonus the FSMC will provide to the management staff, which will be charged to the SFA; and
(5) Identify what the management staff performance guarantee will be.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

SECTION 3: SPECIAL TERMS AND CONDITIONS

INSURANCE REQUIREMENTS

Contractor and subcontractors shall procure and maintain, until all of their obligations have been discharged, including any warranty periods under this Contract are satisfied, insurance against claims for injury to persons or damage to property, which may arise from, or in connection with, the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

The insurance requirements herein are minimum requirements for this Contract and in no way limit the indemnity covenants contained in this Contract. SFA in no way warrants that the minimum limits contained herein are sufficient to protect the Contractor from liabilities that might arise out of the performance of the work under this contract by the Contractor, its agents, representatives, employees or subcontractors, and Contractor is free to purchase additional insurance.

A. Minimum Scope and Limits of Insurance: Contractor shall provide coverage with limits of liability not less than those stated below.

(1) Commercial General Liability – Occurrence Form

Policy shall include bodily injury, property damage, personal injury and broad form contractual liability.

- General Aggregate $5,000,000
- Products – Completed Operations Aggregate $1,000,000
- Personal and Advertising Injury $1,000,000
- Blanket Contractual Liability – Written and Oral $1,000,000
- Fire Legal Liability $ 50,000
- Each Occurrence $1,000,000

(a) The policy shall be endorsed to include the following additional insured language: ***"Lyon County School District its departments, boards of trustees, officers, officials, agents, employees, and volunteers shall be named as additional insured with respect to liability arising out of the activities performed by or on behalf of the Contractor."***

(b) Policy shall contain a waiver of subrogation against the SFA, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

(c) Policy shall be with an insurance carrier(s) licensed to do business in the State of Nevada and must be approved by Lyon County School District and must include the following:

- Premises-Operations
- Independent Contractor's Protection
- Products and Completed Operations
- Broad Form Property Damage
- Personal Injury (with Employee Exclusion deleted)
- Blanket Contractual Liability
- Property Damage Liability

(2) Business Automobile Liability

Bodily Injury and Property Damage for any owned, hired, and/or non-owned vehicles used in the performance of this Contract.

- Combined Single Limit (CSL) $1,000,000

(a) The policy shall be endorsed to include the following additional insured language: ***"Lyon County School District its departments, boards of trustees, officers, officials, agents, employees, and volunteers shall be named as additional insured with respect to liability arising out of the activities performed by or on behalf of the Contractor."***

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

(b) Policy shall contain a waiver of subrogation against the SFA, as departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

(c) Policy shall be with an insurance carrier(s) licensed to do business in the State of Nevada and having a current A.M. Best rating of A-: VII or better and approved by Lyon County School District.

(3) Worker's Compensation and Employers' Liability

Employers' Liability	**Statutory**
• Each Accident	$500,000
• Disease – Each Employee	$500,000
• Disease – Policy Limit	$1,000,000

(a) Policy shall contain a waiver of subrogation against the SFA, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

(b) For fixed fee contracts all insurance costs must not be billed separately. Insurance costs must be included in fixed fee.

(c) Worker's Compensation shall be included in the fixed fee, and not billed separately.

(4) Professional Liability Insurance
During the life of the contract, FSMC shall maintain Professional Liability (Errors and Omissions) Insurance with minimum limits of at least one million dollars ($1,000,000) per occurrence. This insurance required may be provided under primary policies or by a combination of primary and excess policies.

B. Additional Insurance Requirements: The policies shall include, or be endorsed to include, the following provisions:
(1) Lyon County School District its departments, boards of trustees, officers, officials, agents, employees, and volunteers wherever additional insured status is required such additional insured shall be covered to the full limits of liability purchased by the Contractor, even if those limits of liability are in excess of those required by this Contract.
(2) The Contractor's insurance coverage shall be primary insurance with respect to all other available sources.
(3) Coverage provided by the Contractor shall not be limited to the liability assumed under the indemnification provisions of this Contract.

C. Notice of Cancellation: Each insurance policy required by the insurance provisions of this Contract shall provide the required coverage and shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days prior written notice has been given to the SFA. Such notice shall be sent directly to the SFA office and shall be sent by certified mail, return receipt requested.

D. Acceptability of Insurers: Insurance is to be placed with duly licensed or approved non-admitted insurers in the State of Nevada with an "A.M. Best" rating of not less than A-VII. The SFA in no way warrants that the above-required minimum insurer rating is sufficient to protect the Contractor from potential insurer insolvency.

E. Verification of Coverage: Contractor shall furnish the SFA with certificates of insurance (ACORD form or equivalent approved by the SFA) as required by this Contract. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.
(1) All certificates and endorsements are to be received and approved by the SFA before work commences. Each insurance policy required by this Contract must be in effect at or prior to commencement of work under this Contract and remain in effect for the duration of the project. Failure to maintain the insurance policies as required by this Contract, or to provide evidence of renewal, is a material breach of contract.
(2) All certificates required by this Contract shall be sent directly to the SFA office. The SFA project/contract number and project description shall be noted on the certificate of insurance. The SFA reserves the right to require complete, certified copies of all insurance policies required by this Contract at any time.

F. Subcontractors: Contractors' certificate(s) shall include all subcontractors as insured under its policies or Contractor shall furnish to the SFA separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to the minimum requirements identified above.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

G. In the event the Contractor or sub-contractor(s) is/are a public entity, then the Insurance Requirements shall not apply. Such public entity shall provide a Certificate of Self-Insurance. If the contractor or sub-contractor(s) is/are an SFA agency, board, commission, or university, none of the above shall apply.

H. No insurance will not be billed separately. Insurance must be included in the administration fee.

CONTRACT TERM

A. The term of this Contract shall commence on the date the SFA signs the Offer and Award Form, signifying the SFA's acceptance of the Offeror's proposal, but no earlier than **July 1, 2025.** The contract will remain in effect for a term of twelve (12) months, unless terminated, canceled, or extended as otherwise provided herein, After the initial term, the contract may be renewed for up to four (4) additional one (1) year terms. If all renewals are executed, this agreement but will run no later than **June 30, 2030**. [7CFR§210.16(d)]

B. The contract must be one year with the option to have three additional one-year extensions.

C. The total duration of this Contract, including the exercise of any options under this provision, shall not exceed four (4) years.

D. Either party may cancel for cause with 90-day notification.

E. Termination for Cause: The contract may be terminated for cause and for convenience by the SFA. [2 CFR §200 (B)]

F. Non-Performance Sanction: If contractors violate or breach contract terms, the SFA can place administrative, contractual, or legal remedies, sanctions and penalties as may be appropriate. 7CFR§210.16(b)(2) and 2 CFR 200 (A).

G. Contract Termination: Upon the service ending by either contract expiration or termination, it shall be incumbent upon the FSMC to cooperate fully with the replacement FSMC. If the SFA is returning to a self-operated food service, the FSMC shall ensure a smooth and timely transition. The FSMC will purchase back unused supplies from SFA at the termination of the Contract in order to prevent overbuying.

PRICING TERMS

A. Prices shall be firm for the term of the contract. Prices as stated must be complete for the services offered and shall include all associated costs. DO NOT include sales tax on any item in the offer.

B. Pricing for SFSP may be requested by the SFA as an option, which may be exercised during each school year. Prices as stated must be complete for the services offered and shall include all associated costs. Offerors are to utilize the demographics provided to determine pricing, taking bonding requirements into consideration, as identified in this section, paragraph 45.

C. The SFA will retain control for the establishment of all prices, including price adjustments, for meals served under the nonprofit school food service account, e.g., pricing for reimbursable meals, ala carte service including vending machines and adult meals.

D. The SFA and the FSMC shall work together to ensure a financially sound operation. The FSMC will provide a guarantee and must describe in detail the guarantee conditions, forecasting of cost, and settlement of losses and/or surpluses in this offer. Options include:

(1) Guaranteed No Loss: FSMC guarantees the SFA no loss for the operation of the food service program; or

(2) Guaranteed Minimum Return: FSMC guarantees the SFA a return no less than a certain dollar amount for the operation of the food service program.

(a) Guaranteed conditions not clearly defined shall be the sole responsibility of the FSMC. If the contract is renewed, the guarantee conditions shall apply to subsequent years. The FSMC cannot recover any deficits in subsequent years if contract is renewed. In the event the guarantee conditions stated are not met, the FSMC and SFA must mutually agree upon the new guarantee minimum amount for the Contract.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

E. Financial terms of the Contract are based upon existing guarantee conditions stated on in offer. If there is a material change in the conditions, including, without limitations, changes to the guarantee conditions, the contract:

(1) May be terminated at the end of the current term; or

(2) Continue under the same terms as written.

SFA and FSMC must mutually agree upon which option above is exercised.

F. The Procurement Officer may review a fully documented request for a price increase only after the Contract has been in effect for one year. Any requested increase(s) shall be based on a cost increase to the Contractor that was clearly unpredictable at the time of the Offer and is directly correlated to the price of the services contractually covered. A price increase adjustment shall only be considered at the time of a Contract Extension and shall be a factor in the extension review process. SFA reserves the right to tie any requested increase to a mutually agreed upon Consumer Price Index (CPI).

G. All written requests for price adjustments made by the Contractor shall be initiated at least ninety (90) calendar days in advance of any desired price increase. The ninety (90) calendar days advance notice is required to allow the Procurement Officer sufficient time to make a fair and equitable determination to any such request. The Procurement Officer shall determine whether the requested price increase or an alternate option is in the best interest of the SFA.

H. In the event that the FSMC provides management services for the Fresh Fruit and Vegetable Program (FFVP) at any of SFA's Food Service Locations, SFA and FSMC agree to operate the FFVP in accordance with the requirements of Section 19 of the National School Lunch Act, all applicable regulations and policies, and the FFVP Handbook for Schools. SFA and FSMC further agree that not more than 10% of the total funds awarded to the school and/or schools for operation of the FFVP may be used for administrative expenses.

PAYMENTS AND INVOICES

A. No payment for meals shall be made for meals that are spoiled or unwholesome at the time of service, do not meet specifications developed by the SFA, or do not otherwise meet the requirements of this Agreement. No deduction in payment shall be made by the SFA unless the SFA notifies the FSMC in writing within 48 hours of the meal service for which the deduction is to be made, specifying the number of meals for which a deduction is to be made and describing the reasons for the deduction. 7CFR§210.16(c)(3)

B. The FSMC purchases must be in compliance with standards and specifications in the RFP and in cost-reimbursable contracts and the prices charged to the SFA must be reasonable and necessary. Any silence, absence or omission from the contract specifications concerning any point must be regarded as meaning that only the best commercial practices are to prevail and only material (food, supplies, etc.) and workmanship of a quality that would normally be specified by the SFA are to be used.

C. In fixed fee contracts, the FSMC shall fully discloses all discounts, rebates, allowances and incentives received by the FSMC from its suppliers. If the FSMC receives a discount, rebate, allowance, or incentive from any supplier, the FSMC must disclose and return to the SFA the full amount of the discount, rebate, or applicable credit that is received based on the purchases made on behalf of the SFA. The FSMC must identify the amount of each discount, rebate and other applicable credit on bills and invoices presented to the school food authority for payment and individually identify the amount as a discount, rebate, or in the case of other applicable credits, the nature of the credit. 7CFR§210.21(f)(1)(iv). USDA Foods must be used to the maximum extent practical.

D. The FSMC must document the value of all USDA Foods used in the school year (including both entitlement and bonus food) and including the value of USDA Foods contained in processed end products. USDA Foods used shall be recorded on the monthly bill/invoice as a separate line item and shall be clearly identified and labeled. The value must include the Federal value, processing fees and shipping and handling fees. This amount will be itemized, totaled, and deducted from the monthly invoice.

E. The following are the minimum allowable definitions for a pattern meal eligible for reimbursement.

(1) 1 Reimbursable Lunch = 1 Pattern Meal
2 Reimbursable Supper = 1 Pattern Meal
2 Reimbursable Breakfasts = 1 Pattern Meal
3 Reimbursable Snacks = 1 Pattern Meal

(2) For non-reimbursable meals the number of meal equivalents shall be determined by dividing the total of all sales, except reimbursable meal sales (including cash for adult meals, a la carte meals and special functions or catering), by the approved free lunch reimbursement rate plus the per meal value of commodities for the current school year.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

F. The following functions are the FSMC's responsibility, and will be included in the fixed fee per meal:

1. Corporate supervision
2. Quarterly financial reporting, forecasting and analysis in person
    a. Meals per labor hour, Guarantee Tracker, Menu participation analysis, and advisory committee recommendations etc.
3. Annual preparation of Federal Food Service Fund Budget due May 1st
4. Field auditing
5. Marketing Assistance
6. Purchasing administration

G. The FSMC shall submit a separate billing for food, supplies and labor for special functions conducted outside of the non-profit SFA service account to prevent double billing.

H. The billing claim information will be sent to the SFA promptly at the end of each month. 7CFR§210.16(c)(1) The SFA shall pay all amounts when due, but if the SFA does not pay when due, no interest can be paid to the FSMC from the Child Nutrition Program.

I. The FSMC shall provide the SFA with monthly, quarterly and year-end statements**.** The monthly meetings are to be held in person with FSMC Director and SFA Fiscal Services Officer. Quarterly and year-end meetings are to be held in person with FSMC and SFA leadership to discuss the financial health of the program as well as equipment rotation, menu, and operational enhancements.

J. The SFA is the responsible authority without recourse to USDA or NDA for the settlement and satisfaction of all contractual and administrative issues arising in any way from this Contract. Such authority includes, but is not limited to, source evaluation, protests, disputes, claims or other matters of a contractual nature. [7CFR§225.6 (g)(2)(ix)]

K. Every payment obligation of the SFA under this Contract will be contingent upon the availability of funds appropriated or allocated for the payment of such obligation. If funds are not allocated and available for the continuance of this contract, this contract may be terminated by the SFA at the end of the period for which funds are available. No liability shall accrue to the SFA in the event this provision is exercised, and the SFA shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.

CLAIM LIABLITY

A. The FSMC accepts liability caused by the FSMC's negligence or for claims assessed as a result of Federal/State reviews/audits, corresponding with the FSMC's period of liability.

B. SFA shall be responsible for ensuring the resolution of Program reviews and audit findings. FSMC shall fully cooperate with SFA in resolving review and audit issues, and FSMC shall indemnify SFA for any fiscal action, claims, losses or damages, fault, fraud, required repayment or restoration of funds, including reasonable attorney's fees incurred in defending or resolving such issues, that results from FSMC's intentional or negligent acts.

C. The FSMC accepts liability for any negligence on its part that results in any loss of, improper use of, or damage to USDA Foods. In the event the SFA is assessed a fine or penalty, as the result of an unsatisfactory or failed food service audit, the FSMC will be responsible for paying one hundred percent (100%) of the fine or penalty as a result of negligence on behalf of the FSMC. If this situation should occur, the FSMC agrees to reduce their management fee charged to the SFA, accordingly, so that their respective percentage of the fine or penalty will be satisfied and paid in full within a reasonable amount of time which will be determined at the discretion of the SFA.

D. The SFA and the FSMC must provide all documents as necessary for the independent auditor to conduct SFA's single audit.

FEDERAL PROVISIONS

A. Buy American Provision. The FSMC will purchase, to the maximum extent practicable, domestic commodities or products in accordance with 7CFR§210.21(d). The SFA and the FSMC shall purchase, to the maximum extent practicable, domestic agricultural commodities or products substantially processed in the United States. "Substantially" means the final processed product contains over 51% domestically grown agricultural commodities. This provision applies to all food purchases paid from the nonprofit school food services account.

1. The Sponsor participates in the NSLP and SBP and is required to use the nonprofit food service funds, to the maximum extent practical, to buy domestic commodities or products for Program meals. A "domestic

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

commodity or product" is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agricultural commodities that are produced in the U.S. as provided in 7 CFR Part 210.21(d).

2. Exceptions to the Buy American provision should be used as a last resort; however, an alternative or exception may be approved upon request.
3. To be considered for the alternative or exception, Vendor must submit request in writing to Sponsor and be approved. Approval will be retained with purchase records. The request must include the:
    a. Alternative substitute (s) that are domestic and meet the required specifications:
        i. Price of the domestic food alternative substitute (s); and
        ii. Availability of the domestic alternative substitute (s) in relation to the quantity ordered.
    b. Reason for exception: limited/lack of availability or price (include price):
    c. Price of the domestic food product; and
    d. Price of the non-domestic product that meets the required specification of the domestic product.
4. Documentation will be maintained by the FSMC to demonstrate the use of exceptions. The NDA Buy American Exception Form can be utilized for documentation.
5. Documentation will be maintained by the FSMC to demonstrate compliance with the limitation on the percent of total commercial food costs from non-domestic foods per 7 CFR 210.21(d)(5) and & CFR 220.16(d)(5). The USDA's Exceptions Tracking Standards Form can be utilized to document cap.

B. Local Wellness Policy- WIC Reauthorization Act of 2004 and Healthy, Hunger-Free Kids Act of 2010. The FSMC will ensure compliance with Federal legislation requiring every SFA participating in the NSLP, SBP or SMP to develop, implement, and assess a local wellness program. Public Law 108-265, Section 204 (2004) and Public Law 111-296, Section 204 (2010). The sponsor must complete the annual assessment by school site per the State of Nevada Wellness Policy requirements.

C. Equal Employment Opportunity. The FSMC shall comply with Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations (41 CFR chapters 60). 2 CFR 200 (C).

D. Affordable Care Act. Offeror understands and agrees that it shall be solely responsible for compliance with the patient Protection and Affordable care Act, Public Law 111-148 and the Health Care and Education Reconciliation Act, Public Law 111-152 (collectively the Affordable care Act "ACA"). Offeror shall bear sole responsibility for providing health care benefits for its employees who provide services to the School District/Public Entity as required by state or federal law.

E. Contract Work Hours and Safety Standard Act. The FSMC shall comply with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327–330) as supplemented by Department of Labor regulations (29 CFR Part 5). 2 CFR 200 (E).

F. USDA Rights. The FSMC acknowledges that the USDA has copyrights, Patent Rights in Data and Reporting of Discoveries and Intervention. 2 CFR 200 (F).

G. Trade Secrets.

1. During the term of this Contract, the FSMC may grant to the SFA a nonexclusive right to access certain proprietary materials of FSMC, including menus, recipes, signage, food service surveys and studies, management guidelines and procedures, operating manuals, software (both owned by and licensed by FSMC) and similar compilations regularly used in FSMC business operations ("Trade Secrets"). The SFA shall not disclose any of the FSMC's Trade Secrets or other confidential information, directly or indirectly, during or after the term of this Contract. The SFA shall not photocopy or otherwise duplicate any such material without the prior written consent of the FSMC. All trade secrets and other confidential information shall remain the exclusive property of the FSMC and shall be returned to the FSMC immediately upon termination of this Contract. The SFA shall not use any confusingly similar names, marks, systems, insignia, symbols, procedures and methods. Without limiting the foregoing and except for software provided by SFA.

- In the event of any breach of this provision, the FSMC shall be entitled to equitable relief, including an injunction or specific performance, in addition to all other remedies otherwise available. All of the SFA's obligations under this section are subject to SFA's obligations under the Freedom of Public Information Act and any other law that may require SFA to use, reproduce or disclose FSMC confidential information. This provision shall survive termination of this Contract.

2. During the term of this Contract, the FSMC may have access to SFA confidential information ("SFA Confidential Information"), including student identifiable confidential information that is protected from disclosure by federal law (42

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

U.S.C. §1758(b)(6)). The FSMC agrees to hold any SFA Confidential Information in confidence during the term of this Contract and thereafter. The FSMC further agrees that the FSMC has no independent rights to this information and will not make any SFA Confidential Information available in any form to any third party or use Confidential Information for any purpose other than the performance of the FSMC's obligations under this Contract. The FSMC will use reasonable security measures to protect SFA's Confidential Information from unauthorized access, use or disclosure and ensure that SFA's Confidential Information is not disclosed or distributed in violation of the terms of this Contract. Immediately upon the termination or expiration of this Contract, the FSMC shall return to the SFA any copies of the SFA's Confidential Information provided to the FSMC by the SFA, and the FSMC will destroy all other copies of the SFA's Confidential Information in all forms, partial and complete, in all types of media and computer memory, and whether or not modified or merged into other materials.

H. Clean Air Act, Clean Water Act, and Environmental Protection Agency Regulation. The FSMC will comply with all applicable standards, orders or requirements issued under Section 306 of the Clean Air Act, Section 508 of the Clean Water Act, Executive Order 11738 and Environmental Protection Agency regulations which prohibit the use, under nonexempt federal contracts, grants or loans to facilities included on the EPA List of Violating Facilities. The SFA will report all violations to NDA and to the USEPA Assistant Administrator for Enforcement 2 CFR 200 (G).

I. Energy Policy and Conservation Act. The FSMC shall meet the mandatory standards and policies relating to energy efficiency which are contained in the State Energy Conservation Plan issued in compliance with the Energy Policy and Conservation Act. (Pub. L. 94–163, 89 Stat. 871. 2 CFR 200 (H).

J. Debarment, Suspension, Ineligibility and Voluntary Exclusion. The FSMC shall sign the Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion from participating in Federal contracts/grants/awards. (Complete Attachment 2) [7CFR§3017.100] The FSMC shall comply with regulations implementing Office of Management and Budget Guidance in Non-procurement Debarment and Suspension codified at 2 CFR Part 180 and 2 CFR Part 417. These regulations restrict transactions with certain parties that are debarred, suspended or otherwise excluded from, or ineligible for, participation in Federal assistance programs or activities. ***A new certification is required for each renewal period.***

K. Certification Regarding Lobbying. Pursuant to 31 USC 1352, the FSMC must submit a certification regarding lobbying which conforms in substance with the language provided in 7CFR§3018. No appropriated funds may be expended by the recipient of a Federal contract, grant, loan, or cooperative Agreement to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered Federal actions. (Complete Attachment 3) [7CFR§3018.100] ***A new certification is required for each renewal period.***

L. Disclosure of Lobbying Activities. Pursuant to 31 USC 1352, the FSMC must disclose lobbying activities in connection with school nutrition programs. If there are material changes after the initial filing, updated reports must be submitted on a quarterly basis. (Complete Attachment 3) [7CFR§3018.100] ***A new certification is required for each renewal period.***

M. Civil Rights Compliance. FSMC shall ensure compliance that in the operation of the Program, no child shall be denied benefits or be otherwise discriminated against because of race, color, national origin, age, sex, or disability. State agencies and school food authorities shall comply with the requirements of: Title VI of the Civil Rights Act of 1964; title IX of the Education Amendments of 1972; section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; Department of Agriculture regulations on nondiscrimination. [7CFR§210.23(b)]

N. Civil Rights Assurance: The program applicant hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.); all provisions required by the implementing regulations of the Department of Agriculture; Department of Justice Enforcement Guidelines, 28 CFR Part SO.3 and 42; and FNS directives and guidelines, to the effect that, no person shall, on the grounds of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied benefits of, or otherwise be subject to discrimination under any program or activity for which the program applicant receives Federal financial assistance from FNS; and hereby gives assurance that it will immediately take measures necessary to effectuate this agreement.

By accepting this assurance, the Program applicant agrees to compile data, maintain records, and submit reports as required, to permit effective enforcement of nondiscrimination laws and permit authorized USDA personnel during hours of program operation to review such records, books, and accounts as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, FNS, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Program applicant, its successors, transferees, and assignees as

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

long as it receives assistance or retains possession of any assistance from USDA. The person or persons whose signatures appear below are authorized to sign this assurance on the behalf of the Program applicant.

O. Compliance with Program Regulations. The FSMC shall be in conformance with the applicable portions of the SFA's agreement under the program. (7CFR§210.16(a)(2)) The FSMC will conduct program operations in accordance with 7CFR Parts 210, 215, 220, 225, and 250.

P. Certification of Independent Price Determination. FSMC admits that all prices in this Offer have been arrived at independently, without consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Offeror or with any competitor certification regarding non-collusion. (Complete Attachment 4) ***A new certification is required for each renewal period.***

Q. NSLP and SBP Nutrition Standards. The FSMC shall provide meals that meet the Public Law 111-296, the Healthy, Hunger-Free Kids Act of 2010 (HHFKA). The FSMC must follow the single Food-Based Menu Planning (FBMP) meal patterns as described in 7CFR§210.10 for NSLP and 7CFR§220.8 for SBP. The meal shall include the following components; fruits, vegetables, grains, meat/meat alternates, and fluid milk. The FSMC shall meet grade level caloric, sodium, saturated fat, and trans-fat requirements. Meals patterns for SFSP and CACFP may be applicable if selected and described under SFSP, 7 CFR 225.16 and CACFP, 7 CFR 226.20.

LOCATION OF RECORDS

A. All FSMC records pertaining to the SFA should be maintained at the SFA property. The SFA must adhere to the recordkeeping requirements found at 7CFR§210.15.

B. The books and records of the FSMC pertaining to operations under this Agreement shall be available to the SFA at any reasonable time. These records are subject to inspection or audit by representatives of the SFA, State Agency, the US Department of Agriculture, and the US General Accounting Office at any reasonable time and place. The FSMC shall maintain such records, for a period of not less than seven (7) years after the final day of the contract, or longer if required for audit resolution or other legal requirement. 7CFR§210.16(c)(1) and 2 CFR 200.

C. The FSMC shall not remove federally required records from SFA premises upon the expiration or termination of this Contract.

PROHIBITIONS

A. Provisions that permit all income and expenses to accrue to the FSMC and "cost-plus-a-percentage-of-cost" and "cost-plus-a-percentage-of-income" provisions are prohibited. 7CFR§210.16(c)

B. Duplicate Fees: Fee structures that permit a FSMC to bill management fees and charge the same cost as those included in the fixed fee are prohibited.

C. Clauses that limit the selection of vendors to only FSMC approved vendors are prohibited.

D. An acceleration clause that has a provision (multi-year) that requires full payment (e.g. program equipment purchases) if the contract is renegotiated, is prohibited.

E. Interest payments to the contractor, however represented, including interest payments for equipment purchases, are prohibited.

F. A "guaranteed return" provision, unless the "return" remains in the nonprofit food service account, is prohibited. The "return" cannot be contingent upon multi-year contract duration.

G. Provisions that allow an FSMC to be responsible for any functions that must be retained by the SFA are prohibited.

H. Automatic renewal of the contract provisions is prohibited.

I. Provisions, which permit the FSMC to subcontract USDA Foods for further processing, are prohibited.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

PROPOSED PERSONNEL REQUIREMENTS

A. Proposed non SFA employees (1 FSMC Nutrition Director, 1 FSMC Asst. Director, 1 Administrative Secretary, 56 non-management food service employees) shall become employees of the FSMC. There will be 21 food service employees who shall remain employees of the SFA. As these 21 SFA employees depart from the district, the FSMC will proceed to hire as FSMC employees. Refer to Exhibit A for more food service employees' information. The initial FSMC staffing proposal must maintain the current staffing levels for budgetary consistency.

B. The FSMC will provide sufficient, and qualified management, as well as, professional employees to manage the food service operations. All FSMC employees and SFA employees will meet the Professional Standards for State and Local School Nutrition Programs personnel as required by the Healthy Hunger Free Kids Act of 2010 (80FR 11077) 7CFR 201 & 235.

C. The FSMC shall have the sole responsibility to compensate its employees, including all applicable taxes, insurance and workers' compensation.

D. The Food Service Director assigned to the SFA, if awarded the contract, must have a bachelor's degree in any academic field and at minimum five (5) years of experience managing food services operations at other school districts of comparable size to the SFA. [7CFR§210.30(b)(iii)] The SFA reserves the right to approve the selection of the FSMC's personnel and to refuse any applicants recommended by the FSMC to which the SFA objects.

E. Staffing changes may be initiated by the FSMC only with the prior consent of the SFA, which consent shall not unreasonably be withheld. In effecting staffing changes, the FSMC and the SFA shall work cooperatively in order to achieve the financial requirements and management goals set forth herein. The FSMC may not implement any staffing change, which would limit or abridge any right or privilege of any SFA employee pursuant to any applicable collective bargaining agreement. "Staffing Change" shall include any hiring, termination, realignment of positions, change in the number of positions, substantial change in conditions of employment, and other similar staffing change, affecting SFA employees.

F. If provided for in the Offer, SFA and FSMC may transition SFA's food service employees to FSMC's payroll. If transition occurs, FSMC shall give first consideration to current employees of SFA or incumbent contractor when hiring employees to provide services pursuant to this Contract, but FSMC shall not be obligated to hire such employees. SFA shall not pay cost of transferring SFA employees to FSMC payroll. Under a cost-reimbursable contract, after transition occurs, FSMC may charge the cost of transitioned employees to SFA as Direct Costs.

G. The FSMC managers will direct and supervise all food service employees, including employees of the SFA. The FSMC shall maintain safety programs for employees as required. Also, the use of student workers or students enrolled in the SFA is prohibited without prior approval.

H. The FSMC shall obtain SFA approval before awarding any wage increases during the life of the contract.

I. The SFA may require in writing the removal of an employee of the FSMC, who violates health requirements or conducts himself/herself in a manner that is detrimental to the physical, mental or moral wellbeing of students, staff and faculty. The FSMC will have a policy for the removal or suspension of an employee, and procedures to immediately restructure its staff without disruption in service. The FSMC will abide by the Drug Free, Alcohol Free rules and regulations of the SFA and all local policies. (Provide the information on Attachment 1)

J. The FSMC shall organize and cooperate with the SFA's Food Service Advisory Board, consisting of students, parents, and SFA staff in developing menus and other food service programs. The FSMC staff shall schedule, keep, and maintain records of the advisory meetings, including sign-in sheets and agenda for the term of this contract and all renewals.

PROPOSED PERSONNEL SCHEDULE AND TRAINING

A. The FSMC shall have a daily staffing schedule of food service employees. The staffing schedule will include a daily listing of employees by school and position description, the daily hours scheduled to work for each employee and the corresponding employee wage rate. Each school-staffing schedule will illustrate the total daily hours and daily cost. The FSMC will have a plan with regards to employment of the existing food service staff. The FSMC will ensure the level of service meets the needs of each school in the SFA.

B. The FSMC will have a detailed training program for employees, directors, and managers. The training program will include how the FSMC will train its employees to abide by the all policies, rules and regulations with respect to its use of SFA

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

premises. The training program will meet the requirements of the Professional Standard for all School Nutrition Program employees as part of the Healthy Hunger Free Kids Act of 2010. [7CFR 210 & 235 (effective 7/1/15)]

C. FSMC will provide SFA with a detailed work calendar for the upcoming fiscal year to align with Federal Food Service proposed budget in May.

USDA FOODS

A. Schools and sponsors that participate in the NSLP and SBP are eligible to receive USDA Foods. USDA gives the SFA an entitlement dollar amount each school year based on the number of meals served in Nevada the previous school year. Any USDA Foods received by the SFA and made available to the FSMC shall be used only for the benefit of the SFA's food service operation. No USDA Foods will be used for special functions outside of the NSLP, SBP, and SFSP such as catering. All USDA Foods received by the SFA and made available to the FSMC accrue only to the benefit of the SFA school food service and are fully utilized therein. The FSMC shall create a method where they will pass the value of the USDA Foods used to the SFA as a credit. This credit must be stated monthly on SFA's invoice. 7CFR§210.16(a)(6) The total credit must include the Federal value, processing fees, and shipping and handling fees.

B. The SFA shall retain title to all USDA Foods and the FSMC will conduct all activities relating to USDA Foods for which it is responsible in accordance with 7CFR Parts 250, 210, 220, 225 and 226, as applicable.

C. The SFA shall assure that the maximum amount of USDA Foods is received and utilized by FSMC. 7CFR§210.9(b)(15) The SFA shall coordinate with the FSMC in the selection of USDA Foods; however, the final determination as to the acceptance of USDA Foods will be made by the SFA in accordance with the requirements in 7CFR§250.58 (a). Such coordination in ordering will ensure that only those USDA Foods that can be effectively utilized in the food service are ordered, and that such foods are ordered as early in the school year as possible, in order to ensure their use before the end of the year.

D. The SFA shall ensure that the FSMC has documented the value of all USDA Foods used in the SFA's meal service in the school year. [7CFR§250.51(a)]

E. SFA shall maintain responsibility for procuring processing agreements, private storage facilities, or any other aspect of financial management relating to USDA Foods. [7CFR§250.15]

F. FSMC shall accept and use all donated ground beef and ground pork products, and all processed end products, in SFA's food service program. Upon termination of this Contract, or if this Contract is not extended or renewed, FSMC must return all unused donated ground beef, pork and processed end products to SFA. 7CFR§250.52(c) FSMC further agrees to accept and use all other USDA Foods in SFA's food service. FSMC may use (substitute) commercially purchased foods of the same generic identity, of U.S. origin, and of equal or better quality than the USDA Foods, in SFA's food service program. [7CFR§250.51(d)]

G. FSMC is prohibited from entering into any processing contracts utilizing USDA Foods on behalf of the SFA. FSMC agrees that any procurement of end products by FSMC on behalf of SFA will be in compliance with the requirements in subpart C of 7 CFR Part 250 and with the provisions of SFA's processing agreements. FSMC shall credit the SFA for the value of USDA Foods contained in the end products at the processing agreement value. All refunds received from processors must be credited to SFA's Nonprofit School Food Service Account. [7CFR§250.51(a)]

H. FSMC shall accept liability for any negligence on its part that results in any loss of, improper use of, or damage to USDA Foods. FSMC shall credit SFA for the value of all USDA Foods received for the use in SFA's meal service in the school year, including both entitlement and bonus foods, and including the value of USDA Foods contained in processed end products. The manner in which FSMC shall account for the value of USDA Foods is listed in 7CFR§250.51.

I. Cost-reimbursable: FSMC must itemize, in a separate line item in the regular monthly billing to SFA, the savings resulting from use of USDA Foods based on the market value of all USDA donated commodities received for use in SFA's food service. Market value shall be the value set by the NDA, which is the USDA Foods file cost as of a date specified by the NDA, unless otherwise noted. FSMC must include a template on how they will report the value of the USDA Foods each month. The SFA will allow crediting to be performed by disclosure; i.e., the FSMC credits the SFA for the value of USDA Foods by disclosing, in its billing for food costs submitted to the SFA, the savings resulting from the receipt of USDA Foods for the billing period. The SFA must also ensure that the method, and timing, of crediting does not cause its cash resources to exceed the limits established in 7CFR§210.9(b)(2) and §250.51(b).

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

J. The SFA must ensure that, in crediting it for the value of USDA Foods used in the meal service, the FSMC uses the donated food values determined by NDA, in accordance with 7CFR§250.58(e) and §250.51(c).

K. In the first year of the contract, the FSMC must integrate the SFA's USDA Foods inventory carried over from the previous year, if the SFA was self-operating in that year.

L. The FSMC is prohibited from cashing out USDA Foods and providing a credit to SFA for USDA Foods. (7CFR§250.13) The FSMC will comply with 7CFR part 250 concerning storage and inventory management of USDA Foods. The FSMC will maintain accurate and complete records with respect to the receipt, use/disposition, storage, and inventory of USDA Foods.

M. The FSMC shall meet the general requirements of storage and requirement management of USDA Foods in 7CFR§250.14(b). The FSMC must ensure that its system of inventory management will not result in SFA being charged for USDA Foods. Failure by the FSMC to maintain the required records under this Contract shall be considered prima facie evidence of improper distribution or loss of USDA Foods.

N. The FSMC shall allow SFA and/or any state or federal representative or auditor, including the Auditor General and USDA, or their duly authorized representatives, to perform onsite reviews of FSMC's food service operation, including the review of records, to ensure compliance with requirements for the management and use of USDA Foods. 7CFR§250.53(a)(10)

O. The FSMC shall maintain records to document its compliance with requirements relating to USDA Foods in accordance with 7CFR§250.54 at least annually. 7CFR§250.53(a)(11)

P. If the FSMC is responsible for receiving shipments on behalf of the SFA and retaining records of receipt of USDA Foods and end products (in accordance with 7CFR§250.54(b)), the SFA must verify receipt of donated food shipments through its electronic records, or by contacting NDA and should not rely solely on the FSMC records.

Q. The FSMC acknowledges that renewal of this Contract is contingent upon the fulfillment of all contract provisions herein relating to USDA Foods. 7CFR§250.53(a)(12)

R. The FSMC shall have a strategy to meet the CFR's for USDA Foods and invoicing on how the FSMC will report the value of the USDA Foods monthly.

S. The SFA requires the FSMC to attempt to use 100% of the USDA Foods in the SFA menus.

T. Upon termination of this Contract, the FSMC must, at SFA's discretion, return other unused USDA Foods to SFA. The value of other unused USDA Foods shall be based on the market value of all USDA donated commodities received for use in SFA's food service. Market value shall be the value set by the NDA, which is the USDA Foods file cost as of a date specified by the NDA, unless otherwise noted. 7CFR§250.51(a)

U. In the final year of the contract, if a FSMC is not able to use all the SFA's USDA Foods before the termination of the contract, the SFA will not return credit to the FSMC for the value of unused USDA Foods. In addition, the FSMC must not remove or retain unused USDA Foods at contract termination.

V. The SFA must ensure that the FSMC is following the requirements of this section through its monitoring of the food service operation, as required in 7CFR parts 210, 225, or 226. The SFA will conduct a reconciliation at least annually (and upon termination of the contract) to ensure that the FSMC has credited it for the value of all donated foods received for use in the recipient agency's food service in the school or fiscal year, including, in accordance with the requirements in 7CFR§250.51(a), the value of donated foods contained in processed end products. The FSMC shall provide all documentation and assistance required by the SFA to complete the reconciliation.

HEALTH CERTIFICATION

A. The SFA will maintain applicable health certification and assure that all State and local regulations are being met by the FSMC preparing or serving meals at the SFA.

B. The FSMC shall comply with all SFA local and sanitation requirements applicable to the preparation of food. 7CFR§210.16(a)(7). FSMC shall obtain and post all licenses and permits as required by federal, state, and/or local law.

C. The FSMC will be responsible for maintaining the premises, equipment and facilities in a condition satisfactory to the SFA. The FSMC shall adhere to the standards of cleanliness and sanitary practices as required by the designated Health Department

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

authority, the SFA standards, and USDA standards to insure continual sanitation in all functions and matters related to the food service program.

D. The FSMC shall maintain, in the storage preparation and service of food, proper sanitation and health standards in conformance with all applicable State and local laws and regulations and comply with the food safety inspection requirement. 7CFR§210.9(b)(14) The FSMC must have two (2) Food Safety Inspections completed during the contract period. The FSMC must provide to the SFA the Food Safety Inspection reports by June 30, 2020. (Public Law 108-265).

E. The FSMC shall have State or local health certification for any facility outside the school in which it proposes to prepare meals and the FSMC shall maintain this health certification for the duration of the contract. 7CFR§210.16(c)(2).

HOUSEKEEPING

A. At the beginning and termination of the contract, the SFA and FSMC shall jointly take inventory of all food and supplies. However, the inventory of food and operational supplies will remain on the SFA's property. The SFA will furnish the necessary small wares, including trays, dishes, glassware, flatware, serving utensils, and the like, necessary for the FSMC to provide services. FSMC shall be responsible for accounting for any difference between the beginning inventory and the ending inventory and shall compensate SFA for any shortfall in inventory not arising from:

(1) Normal wear and tear; or
(2) Theft, fire or other casualty loss beyond the control of FSMC and not arising from the negligence of FSMC or its agents.
(3) The value of the inventories, except for USDA Foods inventories, shall be determined by invoice cost.

B. The SFA will provide, without cost to the FSMC, suitable office facilities, including furniture and equipment, for use by the FSMC. The SFA will be responsible for the required cleaning and maintenance of dining areas and snack bar seating areas beyond the front edge of the serving lines, as well as periodic cleaning of all ceilings, ceiling fixtures, air ducts, and hood vent systems (as per local ordinance). The SFA will also provide and maintain adequate fire extinguishing equipment for food service areas, provide necessary pest control, and shall be responsible for the removal of refuse from refuse collection centers. The SFA shall, at its sole costs and expense, provide all utilities, including without limitation, proper lighting, electricity, gas, water (hot and cold), and telephone service, necessary for the FSMC to provide services. FSMC shall maintain the inventory of silverware, chinaware, kitchen utensils and other operating items necessary for the food service operation and at the inventory level as specified by SFA.

C. The SFA will replace expendable equipment and replace, repair and maintain nonexpendable equipment except when damages result from the use of less than reasonable care by the employees of FSMC.

D. The SFA shall ensure that food storage, preparation and service are in accordance with the sanitation and health standards established under State and local law and regulations. 7CFR§210.13(a)

E. The SFA/FSMC agrees to provide, install, maintain and operate an information technology system (which may include, but not be limited to, hardware, owned and licensed software and systems support) necessary for the operation of SFA's food service program ("the IT System"). SFA shall provide at its expense a suitable environment, including items such as: heat, air conditioning, phone and utility service as may be reasonably required for the installation, implementation, operation and maintenance of "the IT system."

F. The FSMC shall notify the SFA of any equipment belonging to the FSMC on the SFA premises within ten (10) days of its placement on SFA premises. The FSMC shall comply with all the SFA building rules and regulations. The FSMC shall not use the SFA's facilities to produce food, meals or services for third parties without the approval of SFA. If such usage is mutually acceptable, there shall be a signed agreement that stipulates the fees to be paid by the FSMC to the SFA for such facility usage. Such usage may not result in a cost to the Non-profit Food Service Account. The SFA, on the termination or expiration of this Contract, shall conduct a physical inventory of all equipment, food and supplies owned by SFA. Upon termination of this Contract, FSMC shall surrender to SFA all of SFA's equipment and furnishings used in SFA's Food Service Program in good repair and condition, reasonable wear and tear excepted.

G. During the course of this Contract, title to all SFA food and supplies shall remain with the SFA.

ADMINISTRATIVE REVIEW AND PROCUREMENT REVIEW

A. **Administrative Review.** The FSMC shall meet all Administrative Review (AR) and Procurement Review (PR) requirements. The Administrative Review (AR) is a comprehensive evaluation of school meals programs by the Nevada Department of Agriculture (NDA) of SFAs participating in the NSLP and SBP and includes both Critical and General

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

Areas of Review to assess compliance with regulations and policies applicable to these programs. The FSMC shall provide accurate Administrative Review (AR) information to the SFA and the NDA and ensure that the meal pattern is executed per the regulations.

B. **Procurement Review (PR).** The procurement of goods and services is a significant responsibility of a school food authority (SFA). Obtaining the most economical purchase should be considered in all purchases when using Federal funds. Federal, state and local laws and regulations specify the procurement methods, terms and conditions SFAs must follow to competitively procure goods and services, award contracts, and oversee contractor performance. (2 CFR 200.318(b)). NDA is required to ensure that SFAs comply with the applicable provisions through audits, procurement reviews, technical assistance, training guidance materials and by other means. (7 CFR 210.19(a)(3))

FINANCING OF EQUIPMENT

A. The FSMC may finance equipment for the SFA's Food Service Program in an amount not to exceed $5,000. The SFA will follow its usual procurement procedures for any transaction that is financed by the FSMC. The FSMC cannot be the vendor for any procurement that it finances for the SFA. The SFA shall repay any financing provided by the FSMC at the rate specified when the equipment was purchased, which sum shall be charged to the SFA as a Direct Cost to the food service program. This information must be documented on in offer. Ownership of the equipment shall at all times remain with the SFA.

B. If the Contract expires or is terminated prior to the complete repayment of the investment, the SFA shall, on the expiration date, or within five (5) days after receipt by either party of any notice of termination under this Contract, either:
(1) Reimburse the FSMC the unpaid portion of the investment;
(2) Deliver the equipment or other items funded by the investment to the FSMC; or
(3) Lease purchase the equipment or other items funded by the investment from the FSMC and continue to pay FSMC a monthly payment in the amount specified when the equipment was purchased until the balance of the investment is repaid.

C. In this event, SFA's obligation under the Lease Purchase Agreement with FSMC shall be subject to the SFA's ratification of the rental agreement for each ensuing fiscal year.

E-VERIFY REQUIREMENT

A. The FSMC warrants compliance with all Federal immigration laws and regulations relating to employees and warrants its compliance.

B. A breach of a warranty regarding compliance with immigration laws and regulations shall be deemed a material breach of the contract and the FSMC may be subject to penalties up to and including termination of the Contract.

C. Failure to comply with a SFA audit process to randomly verify the employment records of FSMC and subcontractors shall be deemed a material breach of the contract and the FSMC may be subject to penalties up to and including termination of the contract.

D. The SFA retains the legal right to inspect the papers of any employee who works on the contract to ensure that the FSMC or subcontractor is in compliance.

SAFETY

A. Offeror, at its own expense and at all times, shall take all responsible precautions to protect persons and the School District/Public Entity property from damage, loss or injury resulting from the activities of Offeror, its employees, its subcontractors, and/or other persons present. Offeror will comply with all specific job safety requirements promulgated by any governmental authority, including without limitation, the requirements of the Occupational Safety Health Act of 1970.

B. All items supplied on this contract must comply with the current applicable occupational safety and health standards of the State of Nevada Industrial commission, the national Electric Code, and the National Fire Protection Association Standards.

C. The FSMC agrees to utilize only experienced, responsible and capable employees in the performance of the work. SFA may require that the FSMC remove from the job, by this Contract, employees who endanger person or property or whose continued employment under this Contract is, in the opinion of SFA, not justified due to unacceptable performance of duties, or is inconsistent with the interests of SFA.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

SUBCONTRACTS

A. The FSMC may, with the approval of the SFA and NDA, enter into written subcontract(s) for performance of certain functions under the Contract. Subcontractors must be approved in writing by the SFA and NDA prior to the effective date of any subcontract.

B. The FSMC shall not assign and/or delegate any of the duties and/or responsibilities to process DF under this Contract to any party, either by way of subcontract or any other arrangement, without the prior written consent of the SFA and the NDA. Prior to utilizing the services of any subcontractor under this Contract, the FSMC shall complete and submit to the SFA the NDA a Subcontractor Agreement (Refer to NPA) for each proposed subcontractor. Even if a subcontract is approved, the FSMC remains responsible as prime Contractor to ensure that DF is accounted for and processed according to the terms and conditions contained in this Contract and is obligated to inform the subcontractor of these requirements.

C. FSMC's certificate(s) shall include all subcontractors as insured's under its policies or FSMC shall furnish to the SFA separate certificates and endorsements for each subcontractor. All coverage's for subcontractors shall be subject to the minimum requirements identified above.

D. The FSMC shall fully cooperate with other SFA contractors, subcontractors and assigns and shall carefully plan and perform its own work to accommodate the work of other SFA contractors. The FSMC shall not intentionally commit or permit any act which will interfere with the performance of work by any other SFA contractors.

TAXES

A. If during the term of this Agreement any taxes are added or deleted, or there is a revision of an existing law or regulation such that the responsibility for any tax is shifted or altered, any of which results in increased or decreased costs to the FSMC, then the financial terms of this Agreement shall be adjusted to reflect the change in cost retroactive to the commencement of the change. The obligations described in this paragraph shall survive any termination of this Agreement, and will continue until the applicable statute of limitations, including legal extensions, has expired. The SFA and the FSMC shall agree to remain responsible for any liability or assessment, including related interest and penalties, resulting from a tax responsibility of that party, and reasonable collection expense, attorney's fees, and costs incurred in connection with the collection of any such amount from that party.

SECTION 4: UNIFORM TERMS AND CONDITIONS

CONTRACT INTERPRETATION

A. Nevada Law. The law of Nevada applies to this Contract including, where applicable, the Uniform Commercial Code as adopted by the SFA, Lyon County School District Board Policies and Administrative Regulations, and Nevada Revised Statutes (NRS).

B. Implied Contract Terms. Each Provision of law and any terms required by law to be in this Contract are a part of this Contract as if fully stated in it.

C. Contract Order of Precedence. In the event of a conflict in the provisions of the Contract, the following shall prevail in the order set forth below:

(1) Special Terms and Conditions;

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

(2) Uniform Terms and Conditions;
(3) Statement of Scope of Work;
(4) Specifications;
(5) Attachments;
(6) Exhibits;
(7) Special Instructions to Offeror; and
(8) Uniform Instructions to Offeror

D. Relationship of Parties. The Contractor under this Contract is an independent Contractor. Neither party to this Contract shall be deemed to be the employee agent of the other party to the Contract.

E. Severability. The provisions of this Contract are severable. Any term or condition deemed illegal or invalid shall not affect any other term or condition of the Contract.

F. No Parole Evidence. This Contract is intended by the parties as a final and complete expression of their agreement. No course of prior dealings between the parties and no usage of the trade shall supplement or explain any terms used in this document.

G. No Waiver. Either party's failure to insist on strict performance of any term or condition of the Contract shall not be deemed waiver of that term or condition even if the party accepting or acquiescing in the nonconforming performance knows of the nature of the performance and fails to object to it.

H. No action involving this RFP or a resulting contract may be brought except in the district and federal courts located in Lyon County, Nevada, USA.

CONTRACT ADMINISTRATION AND OPERATION

A. Records. The Contractor shall retain and shall contractually require each Subcontractor to retain all data and other records ("records") relating to the acquisition and performance of the Contract for a period of at least seven (7) years after the completion of the Contract. All records shall be subject to inspection and audit at reasonable times. Upon request, the Contractor shall produce a legible copy of any or all such records.

B. Non-Discrimination. The Contractor shall comply with all applicable Federal and State laws, rules and regulations, including the Americans with Disabilities Act.

C. Audit. At any time during the term of this Contract and seven (7) years thereafter, the Contractor's or any Subcontractor's books and records shall be subject to audit by the SFA and, where applicable, NDA, the Federal Government, to the extent that the books and records relate to the performance of the Contract or Subcontract.

D. Inspection and Testing. The Contractor agrees to permit access to its facilities, Subcontractor facilities and the Contractor's processes for producing the materials, at reasonable time for inspection of the materials and services covered under this Contract. The SFA shall also have the right to test, at its own cost, the materials to be supplied under this Contract. Neither inspection at the Contractor's facilities nor testing shall constitute final acceptance of the materials. If the SFA determines non-compliance of the materials, the Contractor shall be responsible for the payment of all costs incurred by the SFA for testing and inspection.

E. Notices. Notices to the Contractor required by this Contract shall be made by the SFA to the person indicated on the Offer and Award form submitted by the Contractor unless otherwise stated in the Contract. Notices to the SFA required by the Contract shall be made by the Contractor to the Solicitation Contact Person indicated on the Solicitation cover sheet, unless otherwise stated in the Contract. An authorized Procurement Officer and an authorized Contractor representative may change their respective person to whom notices shall be given by written notice. An Amendment to the Contract shall not be necessary.

F. Advertising and Promotion of Contract. The Contractor shall not advertise or publish information for commercial benefit concerning this Contract without the prior written approval of the Procurement Officer.

G. Property of the SFA. Any materials, including reports, computer programs and other deliverables, created under this Contract are the sole property of the SFA. The Contractor is not entitled to a patent or copyright on those materials and may not transfer the patent or copyright to anyone else. The Contractor shall not use or release these materials without the prior written consent of the SFA.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

COSTS AND PAYMENTS

A. Payments. Payments shall comply with the requirements for Net 30 days. Upon receipt and acceptance of goods or services, the Contractor shall submit a complete and accurate invoice for payment from the SFA within thirty (30) days.

B. Delivery. Unless stated otherwise in the Contract, all prices shall be F.O.B. destination and shall include delivery and unloading at the destinations.

C. Applicable Taxes.
(1) Payment of Taxes by the SFA. The SFA will pay only the rate and/or amount of taxes identified in the Offer and in any resulting Contract.
(2) State and Local Sales Taxes. The SFA is subject to all applicable state sales and use taxes. Sales taxes apply to the sale and are the responsibility of the seller to remit. Failure to collect taxes from the buyer does not relieve the seller from its obligation to remit taxes.
(3) Tax Indemnification. Contractor and all Subcontractors shall pay all federal, state, and local taxes applicable to its operation and any persons employed by the Contractor. Contractor shall and require all Subcontractors to hold the SFA harmless from any responsibility for taxes, damages and interest, if applicable, contributions required under federal, and/or state and local laws and regulations and any other costs including transaction privilege taxes, unemployment compensation insurance, Social Security and Worker's Compensation.
(4) IRS W-9. In order to receive payment under any resulting Contract, Contractor shall have a current I.R.S. W-9 Form on file with the SFA.

D. Availability of Funds for the Next Fiscal Year. Funds may not presently be available for performance under this Contract beyond the current fiscal year. No legal liability on the part of the SFA for any payment may arise under this Contract beyond the current fiscal year until funds are made available for performance of the Contract. The SFA will make reasonable efforts to secure such funds.

CONTRACT CHANGES

A. Amendments. This Contract is issued under the authority of the Lyon County School District Board of Trustees and has been signed by an authorized designee. The RFP and any resulting contract is managed and monitored by Executive Director of Operations. Changes to the contract may be modified only through a Contract Amendment within the scope of the Contract signed by SFA's authorized designee. Changes to the Contract, including the addition of work or materials, the revision of payment terms, or the substitution of work or materials, directed by an unauthorized employee or made unilaterally by the Contractor are violations of the Contract and of applicable law. Such changes, including unauthorized written Contract Amendments, shall be void and without effect, and the Contractor shall not be entitled to any claim to this Contract based on those changes.

B. Subcontracts. The Contractor shall not enter into any Subcontract under this Contract without the advance written approval of the Procurement Officer. The Subcontract shall incorporate by reference the terms and conditions of this Contract.

B. Assignment and Delegation. The Contractor shall not assign any right nor delegate any duty under this Contract without the prior written approval of the Procurement Officer. The Procurement Officer shall not unreasonably withhold approval.

RISK AND LIABLITY

A. Risk of Loss. The Contractor shall bear all loss of conforming material covered under this Contract until received by authorized personnel at the location designated in the purchase order or Contract. Mere receipt does not constitute final acceptance. The risk of loss for nonconforming materials shall remain with the Contractor regardless of receipt.

B. General Indemnification. To the extent permitted, the SFA shall be indemnified and held harmless by the Contractor for its vicarious liability as a result of entering into this Contract. Each party to this Contract is responsible for its own negligence.

C. Indemnification - Patent and Copyright. To the extent permitted, the Contractor shall indemnify and hold harmless the SFA against any liability, including costs and expenses, for infringement of any patent, trademark, or copyright arising out of

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

Contract performance or use by the SFA of materials furnished or work performed under this Contract. The SFA shall reasonably notify the Contractor of any claim for which it may be liable under this paragraph.

D. Force Majeure.

(1) Except for payment of sums due, neither party shall be liable to the other nor deemed in default under this Contract if and to the extent that such party's performance of this Contract is prevented by reason of force majeure. The term "force majeure" means an occurrence that is beyond the control of the party affected and occurs without its fault or negligence. Without limiting the foregoing, force majeure includes acts of God; acts of the public enemy; war; riots; strikes; mobilization; labor disputes; civil disorders; fire; flood; lockouts; injections-intervention-acts; or failures or refusals to act by government authority; and other similar occurrences beyond the control of the party declaring force majeure which such party is unable to prevent by exercising reasonable diligence.

(2) Force Majeure shall not include the following occurrences:

(a) Late delivery of equipment or materials caused by congestion at a manufacturer's plant or elsewhere, or an oversold condition of the market; or

(b) Late performance by a Subcontractor unless the delay arises out of a force majeure occurrence in accordance with this force majeure term and condition; or

(c) Inability of either the Contractor or any Subcontractor to acquire or maintain any required insurance, bonds, licenses, or permits.

(3) If either party is delayed at any time in the progress of the work by force majeure, the delayed party shall notify the other party in writing of such delay, as soon as is practicable and no later than the following working day, of the commencement thereof and shall specify the causes of such delay in such notice. Such notice shall be delivered or mailed certified-return receipt requested, and shall make a specific reference to this article, thereby invoking its provisions. The delayed party shall cause such delay to cease as soon as practicable and shall notify the other party in writing when it has done so. The time of completion shall be extended automatically for a period of time equal to the time that results or effects of such delay prevent the delayed party from performing in accordance with this Contract.

(4) Any delay or failure in performance by either party hereto shall not constitute default hereunder or give rise to any claim for damages or loss of anticipated profits if, and to the extent that such delay or failure is caused by force majeure.

E. Third Party Antitrust Violations. The Contractor assigns to the SFA any claim for overcharges resulting from antitrust violation the extent that those violations concern materials of services supplied by third parties to the Contractor toward fulfillment of this Contract.

WARRANTIES

A. Liens. The Contractor warrants that the materials supplied under this Contract are free of liens.

B. Quality. Unless otherwise modified elsewhere in these terms and conditions, the Contractor warrants that for one year after acceptance by the SFA of the materials or services, they shall be:

(1) Of a quality to pass without objection in the trade under the Contract description;

(2) Fit for the intended purposes for which the materials or services are used;

(3) Within the variations permitted by the Contract and are of even kind, quality, and quality within each unit and among all units;

(4) Adequately contained, packaged and marked as the Contract may require; and

(5) Conform to the written promises or affirmations of fact made by the Contractor.

C. Fitness. The Contractor warrants that any material or service supplied to the SFA shall fully conform to all requirements of the Solicitation and all representations of the Contractor, and shall be fit for all purposes and uses required by the Contract.

D. Inspection/Testing. The warranties set forth in subparagraphs A through C of this paragraph are not affected by inspection testing of or payment for the materials or services by the SFA.

E. Exclusions. Except as otherwise set forth in this Contract, there are no express or implied warranties or merchant ability fitness.

F. Compliance with Applicable Laws. The materials and services supplied under this Contract shall comply with all applicable federal, state and local laws, and the Contract shall maintain all applicable licenses and permits.

G. Survival of Rights and Obligations after Contract Expiration or Termination.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

(1) Contractor's Representations and Warranties. All representations and warranties made by the Contractor under this Contract shall survive the expiration of termination hereof. In addition, the parties hereto acknowledge that, the SFA is not subject to or barred by any limitations of actions.
(2) Purchase Orders. The Contractor shall, in accordance with all terms and conditions of the Contract, fully perform and shall be obligated to comply with all purchase orders received by the Contractor prior to the expiration or termination hereof, unless otherwise directed in writing by the Procurement Offices, including, without limitation, all purchase orders received prior to but not fully performed and satisfied at the expiration or termination of this Contract.

SFA CONTRACTUAL REMEDIES

A. Right to Assurance. If the SFA in good faith has reason to believe that the Contractor does not intend to, or is unable to perform or continue performing the Contract, the Procurement Officer may demand in writing that the Contractor give a written assurance of intent or ability to perform. Failure by the Contractor to provide written assurance within the number of days specified in the demand may, at the SFA option, be the basis for terminating the Contract under the Uniform General Terms and Conditions.

B. Stop Work Order.
(1) The SFA may, at any time, by written order to the Contractor, require the Contractor to stop all or any part, of the work called for by this Contract for a period of up to ninety (90) days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage.
(2) If a stop work order issued under this clause is canceled or the period of the order or any extension expires, the Contractor shall resume work. The Procurement Officer shall make an equitable adjustment in the delivery schedule or Contract price, or both, and the Contract shall be amended in writing accordingly.

C. Non-exclusive Remedies. The rights and the remedies of the SFA under this Contract are not exclusive.

D. Nonconforming Tender. Materials supplied under this Contract shall fully comply with the Contract. The delivery of materials or a portion of the materials in an installment that do not fully comply constitutes a breach of Contract. On delivery of nonconforming materials, the SFA may terminate the Contract for default under applicable termination clauses in the Contract, exercise any of its remedies under the Uniform Commercial Code, or pursue any other right or remedy available to it.

E. Right to Offset. The SFA shall be entitled to offset against any sums due the Contractor, any expenses or costs incurred by the SFA or damages assessed by the SFA concerning the Contractor's nonconforming performance or failure to perform the Contract, including expenses, costs and damages described in the Uniform General Terms and Conditions.

CONTRACT TERMINATION

A. Cancellation for Conflict of Interest. The SFA may cancel this Contract any time after Contract execution without penalty or further obligation if any person significantly involved in initiating, negotiating, securing, drafting, or creating the Contract on behalf of the SFA is, or becomes at any time while the Contract or an extension the Contract is in effect, an employee of or a consultant to any other party to this Contract with respect to the subject matter of the Contract. The cancellation shall be effective when the Contractor receives written notice of the cancellation unless the notice specifies a later time.

B. Gratuities. The SFA may, by written notice, terminate this Contract, in whole or in part, if the SFA determines that employment or gratuity was offered or made by the Contractor or a representative of the Contractor to any officer or employee of the SFA for the purpose of influencing the outcome of the procurement or securing the Contract, an Amendment to the Contract, or favorable treatment concerning the Contract, including the making of any determination or decision about Contract performance. The SFA, in addition to any other rights or remedies, shall be entitled to recover exemplary damages in the amount of three (3) times the value of the gratuity offered by the Contractor.

C. Suspension or Debarment. The SFA may, by written notice to the Contractor, immediately terminate this Contract if the SFA determines that the Contractor has been debarred, suspended or otherwise lawfully prohibited from participating in any public procurement activity, including but not limited to, being disapproved as a Subcontractor of any public procurement unit or other governmental body.

D. Termination for Convenience. The SFA reserves the right to terminate the Contract, in whole or in part at any time, with a 120-day notice when in the best interests of the SFA without penalty or recourse. The Contractor shall stop all work, as directed in the notice, notify all Subcontractors of the effective date of the termination and minimize all further costs to the SFA. In the event of termination under this paragraph, all documents, data and reports prepared by the Contractor under the Contract shall become the property of and be delivered to the SFA. The Contractor shall be entitled to receive just and equitable compensation

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

for work in progress, work completed, and materials accepted before the effective date of the termination. The cost principles and procedures provided shall apply.

E. Termination for Default.
(1) In addition to the rights reserved in the Uniform Terms and Conditions, the SFA reserves the right to terminate the Contract in whole or in part due to the failure of the Contractor to comply with any term or condition of the Contract, to acquire and maintain all required insurance policies, bonds, licenses and permits, or to make satisfactory progress in performing the Contract. The Procurement Officer shall provide written notice of the termination and the reasons for it to the Contractor. At the SFA's sole discretion, the SFA may offer a period of time for the Contractor to cure the breach. If such a period of time is offered, the contract will be terminated only if the Contractor fails to cure the breach in the time specified by the SFA.
(2) Upon termination under this paragraph, all documents, data and reports prepared by the Contractor under the Contract shall become the property of and be delivered to the SFA.
(3) The SFA may, upon termination of this Contract, procure, on terms and in the manner that it deems appropriate, materials and services to replace those under this Contract. The Contractor shall be liable to the SFA for any excess costs incurred by the SFA re-procuring the materials or services.

F. Continuation of Performance through Termination. The Contractor shall continue to perform, in accordance with the requirements of the Contract, up to the date of termination, as directed in the termination notice.

GIFT POLICY

A. The SFA will accept no gifts, gratuities or advertising products from vendors. The SFA has adopted a zero-tolerance policy concerning vendor gifts. The SFA may request product samples from vendors for official evaluation with disposal of those said samples at the discretion of the Procurement Officer.

INTEGRITY OF OFFER

A. By signing this Offer, the Offeror affirms that the Offeror has not given, nor intends to give any time hereafter any economic opportunity, future employment, gift, loan gratuity, special discount, trip favor, or service to any employee of the School District/Pubic Entity in connection with the submitted Offer. Failure to sign the Offer, or signing it with a false statement, shall void the submitted offer or any resulting contract.

OFFSHORE PERFORMANCE

A. Due to security and identity protection concerns, direct services under any subsequent contract shall be performed within the borders of the United States. Any services that are described in the specifications or scope of work that directly serve the school district(s) or charter school(s) or its clients and may involve access to secure or sensitive data or personal client data or development or modification of software for the school district/charter school shall be performed within the borders of the United States. Unless specifically stated otherwise in the specifications, this definition does not apply to indirect or "overhead" services, redundant back-up services or services that are incidental to the performance of the contract. This provision applies to work performed by subcontractors at all tiers.

CONTRACTOR'S EMPLOYMENT ELIGIBLITY

A. By entering the contract, contractor warrants compliance with the Federal Immigration and Nationality Act (FINA), and all other federal immigration laws and regulations.

B. The SFA may request verification of compliance from any contractor or subcontractor performing work under this contract. The SFA reserves the right to confirm compliance in accordance with applicable laws.

C. Should the SFA suspect or find that the contractor or any of its subcontractors are not in compliance, the SFA may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the contract for default, and suspension and/or debarment of the contractor. All costs necessary to verify compliance are the responsibility of the contractor.

TERRORISM COUNTRY DIVESTMENTS

A. The SFA is prohibited from purchasing from a company that is in violation of the Export Administration Act.

FINGERPRINT AND BACKGROUND CHECKS

A. Any contractor, subcontractor or vendor or any employee of a contractor, subcontractor or vendor who is contracted to provide services on a regular basis at Lyon County School District may be required to obtain a valid fingerprint clearance card and/or pass a background check conducted by the district.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

B. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the School District.

C. Contractor shall comply with the Governing Body fingerprinting and/or background check process.

CLARIFICATIONS

A. Clarification means communication with Offeror for the sole purpose of eliminating minor irregularities, informalities, or apparent clerical mistakes in the Offer. It is achieved by explanation or substantiation, either in a written response to an inquiry from the District/Public Entity or as initiated by Offeror. Clarification does not give Offeror an opportunity to revise or modify its Offer, except to the extent that correction of apparent clerical mistakes results in a revision.

CONFIDENTIAL/PROPRIETARY INFORMATION

A. If a firm believes specific information contained in their proposals are trade secret, propriety business information or otherwise confidential under the Nevada Revised Statutes (NRS), the firm should designate that specific information as confidential with the specific NRS citation, which is the basis for the confidential designation. The LYON COUNTY SCHOOL DISTRICT will not accept for consideration a proposal that is entirely or substantially marked confidential. A public records request for any documents that are part of this RFP will be processed by the LYON COUNTY SCHOOL DISTRICT Office of the General Counsel and in accordance with the Nevada public records laws. LYON COUNTY SCHOOL DISTRICT does not sign a confidential or non-disclosure agreements as part of the RFP process.

B. Pricing: The LYON COUNTY SCHOOL DISTRICT will not consider pricing to be confidential or proprietary.

C. Public record: All Offers submitted in response to this solicitation shall become the property of the School District/Public Entity. They will become a matter of public record available for review, unless properly marked as confidential as outlined in 18A. above, subsequent to award notification, under the supervision of the Purchasing Official by appointment.

SECTION 5: SPECIAL INSTRUCTIONS TO OFFEROR

AUTORIZED SIGNATURE

A. For any document that requires the Offeror's signature, the signature provided must be that of the Owner, Partner or Corporate Officer duly authorized to sign contractual Agreements. Additionally, if requested by SFA, disclosure of ownership information shall be submitted.

(1) Privately Owned: The Owner must sign the contract.
(2) Partnership: A Partner must sign the contract.
(3) Corporation: A Corporate Officer must sign the contract.

B. If a person other than these specified individuals signs the contract, a Power of Attorney indicating the employee's authority must accompany the contract.

PRE-PROPOSAL CONFERENCE

A Pre-Proposal Conference will be held in conjunction with this solicitation. Please refer to the cover page of this solicitation for details concerning this meeting. Attendance at this meeting is **MANDATORY.** A FSMC may only submit a proposal response if it attended the mandatory Pre-Proposal Conference unless otherwise exempted by the SFA.

Proposers are required to submit questions or clarifications by the question deadline via email only. Please refer to the cover page of this solicitation for details concerning the question deadline. Question must be submitted to the attention of Harman Bains, Executive Director of Operations and Kyle Rodriguez, Fiscal Services Officer via email, referencing the solicitation number. It is the responsibility of the Offeror to submit questions or clarifications by the deadline identified on the cover page of this solicitation. Unless the contact person for this solicitation issues a solicitation amendment, the requirements stated in this solicitation stand and are to be provided by any FSMC. All questions will be answered and posted on the SFA website.

Prospective companies will be permitted to inspect a representative sample of District facilities and equipment prior to submitting an offer in order to determine all requirements associated with the proposed contract. This will occur at the mandatory Pre-Proposal Conference which will include a tour of select elementary, middle, and high schools in Fernley NV.

OFFER OPENING

As this is a Request for Proposals, Offers shall be opened publicly at the time and place designated on the cover page of this document. The name of each Offeror shall be read publicly and recorded. Prices will not be read. Offers will not be subject to public inspection until after a letter of intent is published.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

AWARD OF CONTRACT

Award of a contract will be made to the a responsive and responsible Offeror whose offer is determined to be the most advantageous to the SFA based on the evaluation criteria set forth in the Solicitation.

INCLUSIVE OFFEROR

Per 2 CFR 200.231, Offeror(s) are encouraged to make every effort to utilize subcontractors that are small, women-owned and/or minority owned business enterprises. Offerors who are committing a portion of their work to such subcontractors shall do so by identifying the type of service and work to be performed by providing detail concerning your organization's utilization of small, women-owned and/or minority-owned business enterprises. Emphasis should be placed on specific areas that are subcontracted and percentage of contract utilization and how this effort will be administered and managed, including reporting requirements.

FEDERAL IMMIGRATION AND NATIONALITY ACT

By submission of the Offer, the Offeror warrants that both it and all proposed subcontractors are and shall remain in compliance with all federal, state and local immigration laws and regulations relating to the immigration status of their employees. The SFA may, at its sole discretion require evidence of compliance during the evaluation process. Should the SFA request evidence of compliance, the Offeror shall have five (5) days from receipt of the request to supply adequate information. Failure to comply with this instruction or failure to supply requested information within the time frame specified shall result in the Offer not being considered for contract award.

OFFER FORMAT AND CONTENT

A. FSMCs shall submit one (1) bound proposal clearly marked original, eleven (11) bound identical copies of the proposal, and one (1) identical electronic response in Microsoft Word, Microsoft Excel, or Adobe PDF, on a CD or flash drive in a sealed package or envelope. Subcategories of information in each of the volumes should be highlighted for ease of evaluating the information contained therein. All substantive exceptions and supporting rationale shall be identified as such and consolidated on the attachment. The SFA may accept or reject any such exceptions at its sole discretion.

B. To facilitate evaluation, the Offer must be specific, and complete to clearly and fully demonstrate the Offeror has a thorough understanding of the requirement, can provide detailed information and relate experience concerning previous performance of similar services. Statements that the Offeror understands, can or will comply with the Scope of Work, statements paraphrasing the Scope of Work or parts thereof, and phrases such as “standard procedures will be employed” or “well-known techniques will be used”, etc., will be considered unacceptable. Offerors should note that data previously submitted shall not be relied upon nor incorporated in the Offer by reference. Only data in the sealed proposal will be considered during the evaluation process.

C. Binding and Labeling. Each copy of the Offer shall be presented in a bound form with the cover indicating the Solicitation number, the Offeror’s name and address and copy number (i.e. Copy 2 of 4). To be considered, each Offeror must submit a complete response and all forms included in this RFP must be provided in each proposal. In the event that Offeror modifies, revises, or changes the RFP and/or Contract in any manner, the SFA may reject the offer as non-responsive.

D. Indexing. The sections of the original and each copy of the Offer shall be indexed to indicate the applicable parts and elements. Orderliness of the Offer, readability and similar factors should be considered in Offer preparation.

E. Format. The mandatory information to be placed in each copy of the Offer is listed below. Each copy shall furnish sections for information discussed in the Scope of Work. Lack of these submissions may cause the Offer to be declared unacceptable.

(1) Section One of the Offer shall be titled **Executive Summary.** This section shall include a signed copy of the Offer and Award Form.

(2) Section Two of the Offer shall be titled **Pricing.** This section shall include the information described in Section 7: FSMC Offer Requirements of the RFP. **All Pricing information must be submitted in a separate, sealed envelope and shall not be contained in the proposal itself.**

(3) Section Three of the Offer shall be titled **Method of Approach and Implementation Plan.** This section shall provide a narrative on the methodology to be used to accomplish Scope of Work responsibilities to the extent possible for evaluation purposes. The language of the narrative should be straightforward and limited to facts, solutions to problems and proposed plans of action.

(a) The FSMC must submit a comprehensive plan on how the FSMC will provide input to purchase food for the menus that will keep costs low and quality high. In the plan, the FSMC must describe the methodology it will use to document the market value of the USDA Foods or commodities *used* on the invoice. The FSMC shall provide a sample invoice in the proposal that will meet all the information listed in the Special Terms and Conditions that pertain to USDA requirements

(b) Provide a 21-day breakfast menu that will meet the USDA requirements.

(c) Provide a 21-day lunch menu for all applicable age grade groups that will meet the USDA requirements.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

(d) Provide detailed information about the FSMC's philosophy regarding promotion (increasing awareness and participation) of the school food service program.
(e) Provide a comprehensive plan on how the Offeror shall implement Hazard Analysis and Critical Control Point (HACCP) principles to meet the USDA guidance effective July 1, 2006. Public Law 108-265.
(f) Provide detailed information about the FSMC internal accounting program.
(g) Provide a detailed marketing plan for the Nutrition Services program.
(h) The FSMC must demonstrate in this section that it understands the depth and breadth of LYON COUNTY SCHOOL DISTRICT 's Nutrition Services program and that it can successfully manage the food service program and grow the program.
(i) Provide a detailed implementation plan for this project

(4) Section Four of the Offer shall be titled **Offeror's Experience, Expertise and Reliability.** This section shall provide information which reflects the Offeror's experience and reliability. This section shall specifically address or include:
(a) At least three (3) verifiable professional references must be provided regarding services provided by the Offeror similar to those required under this Solicitation.
(b) Provide a detailed description of all FSMC management positions being proposed along with résumés of all FSMC management staff.
(c) A proposed daily staffing schedule of food service employees. The staffing schedule will include a daily listing of position by school, the daily hours scheduled to work for each position and the corresponding wage rate for position. Each school-staffing schedule describe the total daily hours and daily cost.

(f) A description of the training plan that the FSMC will give to employees.
(g) A list of all food service operations. Please highlight those operations that are of similar size and scope to LYON COUNTY SCHOOL DISTRICT .
(h) A list of school districts where food services contracts have been terminated in the past five (5) years. This information should be provided on Attachment 7.16.

(4) Section Five of the Offer shall be titled **Required Documents**. This section shall include complete and signed copies of Attachment 1, Offeror's Drug Free Workplace; Attachment 2, Certification of Debarment/Suspension; Attachment 3, Certification Regarding Lobbying; Attachment 4, Independent Price Determination; Attachment 5, Non-Collusion Affidavit; and Attachment 6, IRS W-9).

EVALUATION AND SELECTION

A. Evaluation of Offers may be accomplished in four steps.

1. Step One. Initial review of Offer to determine basic responsiveness to the Solicitation, where offers will be reviewed to ensure they include all required information.

2. Step Two. Evaluation of offer to assess the Offeror's capability to deliver the required services in accordance with the terms and conditions set forth in the Solicitation and requirements of the Scope of Work. This step may include presentation from selected finalists (see D. Oral Presentations/Interview below).

3. Step Three. (Optional) Discussions with Offerors concerning their offers. This step includes requests for Final Proposal Revisions from finalists still considered susceptible of winning contract award(s).

4. Step Four. Contract award(s) made to the responsive and responsible Offeror(s) whose offer is determined to be the most advantageous to the SFA, based on the following criteria (in bold print below), which are listed in descending order of importance.

- **Overall Financial Results to LCSD:** Demonstrated capability to meet the needs of the SFA food operations using the most cost-effective method. Also, the Offeror must meet the pricing information as described in the Pricing Section. This includes administrative fees, management fees, labor costs, and the guaranteed return to the fund. **All Pricing information must be submitted in a separate, sealed envelope and shall not be contained in the proposal itself.**
- **Technical Approach and Grasp of the Project Including Implementation Plan:** Demonstrated capability to meet the needs of the SFA food operation service as described in the Method of Approach and Implementation Plan section of the Scope of Work. This shall include information on how Offeror plans on conducting business in the SFA. The FSMC must demonstrate it understands the depth and breadth of this project.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

- **Offeror's Experience, Expertise and Reliability In Conducting Similar Work:** Demonstrated experience in operating a food service operation in a SFA of similar size and scope as LCSD. This can be Nevada experience, or another food service program, and may include evaluation of references submitted.
- **Adequacy of Resources Included Staff Proposed:** Experience and background of staff being proposed and adequacy of the number and type of staff being proposed. Consideration will also be given to amount and type of corporate resources that are available when needed.
- **Participation and Marketing Plan:** Marketing plan for food service program which includes a detailed plan for increasing participation in the National School Lunch Program and Summer Food Service Program. The plan should be specific and achievable.

B. Evaluation of Optional Terms. The SFA will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate SFA to exercise the option(s).

C. Discussions. The SFA reserves the option to conduct discussions with those Offerors who submit Offers determined by the SFA to be reasonably susceptible of being selected for award.

D. Oral Presentation/Interview**.** If the SFA elects to select those identified as being in the competitive range from the written evaluation for an oral presentation/interview prior to final determination of contract award, the SFA will contact the top-scoring Offeror(s) to schedule a date, time and location. Notification shall be in writing and include the date, time, and location of the firm's scheduled presentation.
- Commitments made by the FSMC at the oral presentation/interview, if any, will be rendered in writing and considered binding.

FINAL PROPOSAL REVISIONS

A. In the event the Procurement Officer determines discussions are required, discussions on the areas, items, and factors specified in this Solicitation may be held an Offeror or Offerors determined to be in the competitive range.

B. The Offeror is permitted to make revisions during negotiations. Offerors should be aware that a complete understanding as to pricing, technical, and all other terms and conditions of the proposed contract must exist between the Offeror and SFA at the conclusion of negotiations (best and final offer).

C. Discussions will be concluded when a mutual understanding has been reached with each Offeror remaining in the competitive range. This mutual understanding will become the basis for the Offeror's Final Proposal Revision.

D. The Final Proposal Revision must be returned, signed and dated by the Offeror within the time and date specified to be eligible for award.

SECTION 6: UNIFORM INSTRUCTIONS TO OFFEROR

INQUIRIES

A. Duty to Examine: It is the responsibility of each Offeror to examine the entire Solicitation, seek clarification in writing, and check its Offer for accuracy before submitting. Lack of care in preparing an Offer shall not be grounds for withdrawing the Offer after the offer due date and time nor shall it give rise to any Contract claim.

B. Solicitation Contact Person: Any inquiry related to a Solicitation, including any requests for or inquiries regarding standards referenced in the Solicitation shall be directed solely to the Solicitation contact person and must be received by the deadline indicated on the cover page. The Offeror shall not contact or direct inquiries concerning this Solicitation to any other employee or Board Trustee. Communication regarding this solicitation with any other District employee or Trustee may result in rejection of proposal.

C. Submission of Inquiries: All inquiries must be submitted in writing via email by the deadline. Please refer to the cover page of this solicitation for the deadline and appropriate email address. Any inquiry related to this Solicitation shall refer to the appropriate Solicitation number, page, and paragraph.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

D. No Right to Rely on Verbal Responses: Any inquiry that results in changes to the Solicitation shall be answered solely through a written Solicitation Amendment or Addendum. An Offeror may not rely on verbal responses to its inquiries.

E. Solicitation Amendments/Addenda: The Solicitation shall only be modified by a Solicitation Amendment or Addendum. Unless otherwise stated in the Solicitation, each Solicitation Amendment shall be acknowledged by the person signing the Offer. Failure to acknowledge a material Solicitation Amendment or to follow the instructions for acknowledgement of the Solicitation Amendment may result in rejection of the Offer.

F. Pre-Proposal Conference: If a Pre-Proposal Conference has been scheduled under this Solicitation, the date, time, and location must appear on the Solicitation cover sheet or elsewhere in the Solicitation. An Offeror should raise any questions about the Solicitation, the procurement process, or the operation at that time. Offerors are strongly encouraged to submit any question raised during the Pre-Proposal Conference in writing to the email address on the cover page to ensure they are answered in an Addendum. An Offeror may not rely on any verbal responses to questions at the conference. Material issues raised at the conference that result in changes to the Solicitation shall be answered solely through a written Solicitation Amendment or Addendums.

G. Persons with Disabilities: Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the appropriate Solicitation contact person. Requests shall be made at least 72 hours in advance to allow time to arrange the accommodation.

OFFER PREPARATION

A. Forms: An Offer shall be submitted either on the forms provided in this Solicitation or their substantial equivalent. Any substitute document for the forms provided in this Solicitation will be legible and contain the same information requested on the form. A facsimile, telegraphic or mailgram offer shall be rejected.

B. Typed or Ink / Corrections: The Offer, and all other correspondence must be typed or in ink. Erasures, interlineations or other modifications in the Offer must be initialed in ink by the person signing the Offer. Modifications shall not be permitted after Offers have been opened except as otherwise provided under applicable law.

C. Evidence of Intent to be Bound: The Offer and Acceptance form within the Solicitation must be submitted with the Offer and must include a signature by a person authorized to sign the Offer. The signature shall signify the Offeror's intent to be bound by the Offer and the terms of the Solicitation and that the information provided is true, accurate, and complete. Failure to submit verifiable evidence of intent to be bound, such as an original signature, may result in rejection of the Offer.

D. Subcontracts: Offeror shall clearly list any proposed subcontractors and the subcontractor's proposed responsibilities in the Offer. Per 7CFR§3017.200 debarment verification shall be completed on subcontracts/subcontractors. This will be completed by the subcontractor prior to contract approval.

E. Cost of Offer Preparation: The School District/Public Entity will not reimburse any Offeror for the cost of responding to a Solicitation or for attending an oral presentation/interview.

F. Solicitation Amendments/Addenda: Unless otherwise stated in the Solicitation, each Solicitation Amendment or Addendum shall be signed with an original signature by the person signing the Offer and shall be submitted with the sealed Offer no later than the offer due date and time. Failure to return a signed copy of a material Solicitation Amendment or Addendum or to follow the instructions for acknowledgement of the Solicitation Amendment/Addendum may result in rejection of the Offer.

G. Federal Excise Tax: School Districts/Public Entities are exempt from Federal Excise Tax on manufactured goods. Exemption Certificates will be prepared upon request.

H. Provision of Tax Identification Numbers: Offerors are required to provide their Nevada Sales & Use Tax number, State of Nevada Vendor ID number and/or Federal Tax Identification number, if applicable, in the space provided on the Offer and Award Form and provide the tax rate and amount, if applicable, on the Price Sheet.

I. Identification of Taxes in Offer: School Districts/Public Entities are subject to all applicable state and local transaction privilege taxes. If Nevada resident Offerors do not indicate taxes on a separate item in the Offer, the SFA will conclude that the price(s) offered includes all applicable taxes. At all times, payment of taxes and the determination of applicable taxes and rates are the sole responsibility of the Offeror.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

J. Disclosure: If the Firm, business, or person submitting this Offer has been debarred, suspended, or otherwise lawfully precluded from participating in any public procurement activity, including being disapproved as a subcontractor with any federal, state, or local government, or if any such preclusion from participation from any public procurement activity is currently pending, the Offeror must fully explain the circumstances relating to the preclusion or proposed preclusion in the Offer. The Offeror shall include a letter with its Offer setting forth the name and address of the governmental unit, the effective date of this suspension or debarment, the duration of the suspension or debarment, and the relevant circumstances relating the suspension or debarment. If suspension or debarment is currently pending, a detailed description of all relevant circumstances including the details enumerated above must be provided.

K. Solicitation Order of Precedence: In the event of a conflict in the provisions of this Solicitation, and any subsequent contracts, the following shall prevail in the order set forth below:

(1) Special Terms and Conditions;
(2) Uniform Terms and Conditions;
(3) Statement of Scope of Work;
(4) Specifications;
(5) Attachments;
(6) Exhibits;
(7) Special Instructions to Offerors; and
(8) Uniform Instructions to Offerors

L. Delivery: Unless stated otherwise in the Solicitation, all prices shall be F.O.B. Destination and shall include all delivery and unloading at the destination(s).

SUBMISSION OF OFFER

A. Sealed Envelope or Package: Each Offer shall be submitted to the submittal location identified in this Solicitation, in a sealed envelope or package that identifies its contents as an Offer and the Solicitation number to which it responds. The appropriate Solicitation number shall be plainly marked on the outside of the envelope or package. A sealed proposal (offer) delivered to the address on the coverer page by the date and time specified on the cover page shall be the only acceptable means of submitting proposal.

B. Offer Amendment or Withdrawal: An Offer may not be amended or withdrawn after the offer due date and time except as otherwise provided under applicable law.

C. Public Record: Under applicable law, all Offers submitted and opened are public records and must be retained by the School District/Public Entity. Offers shall be open to public inspection after Contract award, except for such Offers deemed to be confidential by the School District/Public Entity. If a firm believes specific information contained in their proposals are trade secret, propriety business information or otherwise confidential under the Nevada Revised Statutes (NRS), the firm should designate that specific information as confidential with the specific NRS citation, which is the basis for the confidential designation. The LYON COUNTY SCHOOL DISTRICT will not accept for consideration a proposal that is entirely or substantially marked confidential. A public records request for any documents that are part of this RFP will be processed by the LYON COUNTY SCHOOL DISTRICT Office of the General Counsel and in accordance with the Nevada public records laws. LYON COUNTY SCHOOL DISTRICT does not sign a confidential or non-disclosure agreements as part of the RFP process.

D. Non-collusion, Employment, and Services: By signing the Offer and Award form or other official contract form, the Offeror certifies that:

(1) The prices have been arrived at independently, without consultation, communication or Agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Offeror or with any competitor; the prices which have been quoted have not been, nor will not be, disclosed directly or indirectly to any other Offeror or to any competitor; no attempt has been made or will be made to induce any person or firm to submit or not to submit, an Offer for the purpose of restricting competition. It did not engage in collusion or other anti-competitive practices in connection with the preparation or submission of its Proposal; and
(2) It does not discriminate against any employee, applicant for employment, or person to whom it provides services because of race, color, religion, sex, national origin, or disability, and that it complies with all applicable federal, state, and local laws and executive orders regarding employment; and
(3) By submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded from participation in this transaction by any Federal department or

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

agency, or otherwise lawfully prohibited from participating in any public procurement activity, including but not limited to, being disapproved as a subcontractor of any public procurement unit or other governmental body; and

(4) By submission of this proposal, that no Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a Cooperative Agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

ADDITIONAL OFFER INFORMATION

A. Unit Price Prevails: Where applicable, in the case of discrepancy between the unit price or rate and the extension of that unit price or rate, the unit price or rate shall govern.

B. Taxes: All applicable taxes in the Offer will be considered by the School District/Public Entity when determining the lowest bid or evaluating solicitations; except when a responsive Offeror which is otherwise reasonably susceptible for award is located outside of Nevada and is not subject to a sales or use tax of a political subdivision of this state. In that event, all applicable taxes which are obligations of Offerors in state and out of state, shall be disregarded in the contract Award. At all times, payment of taxes and the determination of applicable taxes and rates are the sole responsibility of the Contractor. Nevada Sales and use taxes shall not be considered when evaluating Offers.

C. Late Offers: A submitted Offer received after the exact offer due date and exact time **shall be rejected**. The time clock at the exact location for Offer submission listed on the cover page is the official time, without exception. LYON COUNTY SCHOOL DISTRICT is not responsible for proposer's method of delivery. If using a third-party carrier to deliver Offer, Offerors are strongly encouraged to ship proposals early in case of a delay by the carrier. Such a delay resulting in delivery of Offer after the exact day and time Offers are due will result in rejection of Offer.

D. Disqualification: The Offer of an Offeror who is currently debarred, suspended or otherwise lawfully prohibited from any public procurement activity shall be rejected.

E. Offer Acceptance Period: An Offeror submitting an Offer under this Solicitation shall hold its Offer open from the submission date until a decision is made by the LYON COUNTY SCHOOL DISTRICT Board of Trustees. Award of contract is estimated to be March 25, 2025 but may be earlier or later at LYON COUNTY SCHOOL DISTRICT 's discretion. LYON COUNTY SCHOOL DISTRICT will provide successful Offeror with the actual date of anticipated award prior to fully executing contracts. If a Best and Final Offer is requested pursuant to a Request for Proposals, an Offeror shall hold its Offer open until LYON COUNTY SCHOOL DISTRICT 's Board of Trustees makes a final determination on award.

F. Payment: Payments shall comply with the requirements of Net 30 days. Upon receipt and acceptance of goods or services, the Contractor shall submit a complete, detailed, and accurate invoice, including all rebates, credits, and discounts for payment within thirty (30) days.

G. Waiver and Rejection Rights: Notwithstanding any other provision of the solicitation, the SFA reserves the right to:

(1) Waive any minor informality;
(2) Reject any and all offers or portions thereof; or
(3) Cancel a solicitation.

AWARD

A. Number or Types of Awards: Where applicable, the SFA, reserves the right to make multiple awards or to award a Contract by individual line items, by a group of line items, or to make an aggregate award, whichever is deemed most advantageous to the SFA. If the Procurement Officer determines that an aggregate award to one Offeror is not in the School District/Public Entity's interest, "all or none" Offers shall be rejected.

B. Contract Commencement: An Offer does not constitute a Contract nor does it confer any rights on the Offeror to the award of a Contract. A Contract is not created until the Offer is accepted in writing by LYON COUNTY SCHOOL DISTRICT with an authorized signature on the Offer and Award Form. A letter or other notice of award or of the intent to award shall not constitute acceptance of the Offer.

C. Effective Date: The effective date of this Contract shall be July 1, 2025.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

D. Governing Board Approval: Final acceptance for the SFA will be contingent upon the approval by the LYON COUNTY SCHOOL DISTRICT Board of Trustees which is estimated to be March 25, 2025 but may be earlier or later at LYON COUNTY SCHOOL DISTRICT 's discretion.

PROTESTS

A. Any unsuccessful Proposer may protest a pending Recommendation for Award in strict accordance with NRS 332.
B. Appellant must submit a written letter of protest to the Director of Procurement and Contracts no later than six (6) calendar days after Recommendation for Award is posted. The letter must include the name, address, telephone number and email address of the protestor. Additionally, the letter must identify solicitation number, the form of relief requested, and it must be signed by the protestor or its representative
C. Pursuant to NRS 332, the notice of protest must include a written statement setting forth with specificity the reasons the person filing the notice of protest believes the applicable provisions of the law were violated.
D. Appellant will be required to post a bond with a good and solvent surety company authorized to do business in the state of Nevada or submit other security in a form approved by Lyon County School District , which will hold the bond or other security until a determination is made on the protest. Such bond must be submitted with the written protest to the Director of Procurement and Contracts by the deadline.
E. The bond or other security shall be in the amount of twenty-five percent (25%) of the total dollar value of appellant's bid, up to a maximum bond or other security amount of two hundred fifty thousand ($250,000).
F. Appellant will not seek any type of judicial intervention until LYON COUNTY SCHOOL DISTRICT of Trustees has rendered its final decision on the protest.
G. LYON COUNTY SCHOOL DISTRICT is not liable for any costs, expenses, attorney's fees, and loss of income or other damages sustained by appellant in proposal appeal process.
H. LYON COUNTY SCHOOL DISTRICT will stay any award action until after the Board of Trustees renders a final decision.
I. If a protest is granted or upheld, the full amount of the posted bond will be returned to the appellant.
If the protest is denied or not upheld, a claim may be made against the bond for expenses suffered by LYON COUNTY SCHOOL DISTRICT because of the unsuccessful protest.

SECTION 7: FSMC OFFER REQUIREMENTS

QUALIFICATION OF OFFEOR

A. Qualification data must be submitted by each FSMC along with the sealed offer, and include the information as follows:
    1. Any interested FSMC must be presently operating a comparable, successful school food service program or be able to effectively demonstrate sufficient experience and knowledge in operating a school food service program.

    2. Submit (A) Balance Sheets, (B) Income Statements and (C) Statement of Cash Flow (if available) for the last three (3) consecutive years of operation. If the requested documents (A and B, at minimum) are not provided with Proposal, then LCSD reserves the right to reject proposal as "non-responsive." These reports and financial statements must be certified by a licensed public accountant and must be included in the pre-qualification data

    3. An authorized representative of the interested company must certify acceptance of the basis for criteria and the basis for selection of an interested FSMC.

    4. Information about the other districts and/ or charter the FSMC is currently working with in Nevada. Details should include district/charter name, district size, number of sites, contract start date, and date and findings noted on the most recent administrative review.

OFFEROR REFERENCES

A. FSMC offeror must provide at least three verifiable professional references regarding services provided by the offeror similar to those required under this solicitation. References must include:
    1. District/ Public Entity Name

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

2. Address
3. Contact Name
4. Contact Information
5. Description of Services

CONTRACT PRICING SUMMARY

A. Fixed Fee. The FSMC will be paid at a fixed rate per meal. Do not submit a proposal with a monthly flat rate because it will not be evaluated and will not be approved by NDA.
B. Fixed-meal Rate Bid: the FSMC must bid and will be paid at a fixed rate per meal. The offer amount should be based on assumption that no donated commodities will be available for use. The SFA will not permit the FSMC to pre-credit for USDA Foods.

LABOR COSTS

A. Initially, there will be 1 FSMC Nutrition Director, 1 FSMC Nutrition Asst. Director, 1 FSMC Administrative Secretary, and 56 non-management food service employees who shall become employees of the FSMC. There will be 21 food service employees who shall remain employees of the SFA. The FSMC Food Service Director may direct the SFA food service employees. SFA's managerial and operational staff at the School level shall be directly supervised on SFA's behalf by FSMC Management employees; provided, however, that SFA shall retain the exclusive right to control the terms and conditions of the employment of such supervisory and non-supervisory employees, including, but not limited to, control over their promotions, disciplinary action, dismissal, levels of compensation and work duties. The FSMC shall retain present SFA employees without a reduction in salary, hours worked or benefits.
B. SFA will, at its sole discretion, retain all School Nutrition Program employees currently on the SFA's payroll and shall pay the salaries and benefits and all other personnel Costs currently applicable to these positions (FICA, taxes, etc.) for these individuals. Employees of the SFA assigned to the School Nutrition Program will be entitled to all salary and benefits applicable to employees in their respective positions as determined by the SFA. The SFA shall retain present SFA employees without a reduction in salary, hours worked or benefits. FSMC shall maintain its own personnel and benefits policies for its employees, subject to review by SFA.
C. SFA and FSMC may transition SFA's School Nutrition employees to FSMC's payroll. If this transition occurs, SFA shall not pay the Cost of transferring SFA employees to FSMC payroll. However, after the transition occurs and the position(s) is removed from the SFA's system and the FSMC may invoice the SFA for actual payroll Costs associated with the new FSMC position. Such invoicing of payroll Costs to cover the Direct Cost of transitioned positions from the SFA to the FSMC constitutes an Allowable expense to the Non-profit School Nutrition Program Account. The invoicing of transitioned payroll Costs will take place on a quarterly basis to coincide with the SFA's filing of their quarterly School Nutrition Program financial report.
D. FSMC shall comply with all wage and hours of employment requirements of Federal and State laws. Supervision activities include employee and labor relations, personnel development, and hiring, disciplinary action and termination of FSMC Management staff. FSMC shall also be Responsible for the hiring and termination of non-Management staff who are employees of FSMC.
E. Employees hired by the FSMC to replace SFA employees who leave employment or are reassigned to non-School Nutrition Program duties, are subject to such salary and benefits as the FSMC provides. The SFA shall employ sufficient staff to complete all non-delegable duties and manage the FSMC Contract as an expense for the SFA's Non-profit School Nutrition Program budget.
F. FSMC shall maintain its own personnel and fringe benefits policies for its employees, subject to review by SFA. Under a cost-reimbursable contract, fringe benefits, as well as the basis for any salary increases, must be specified in the Offer and approved by SFA in order for these to be Allowable Costs. Salary increases, if any, shall be awarded, in part, on the basis of criteria mutually established by SFA and FSMC. Such criteria, at a minimum, shall reflect measurable and substantive improvements in operating efficiencies, such as unit costs for food, labor and direct items or specific and identifiable increase in such areas as the total numbers of students and staff participating in food service programs, and the total number of identified students for free and reduced meal reimbursements.
G. FSMC shall assign to duty on SFA's premises only employees acceptable to SFA. Staffing patterns shall be mutually agreed upon.
H. FSMC must conduct, at its own expense, criminal background checks and sex offender registries on any employee of the FSMC who will work at any SFA site.
I. FSMC will remove any employee who violates health requirements or conducts himself or herself in a manner that is detrimental to the health, safety or well-being of the students, provided such Request is not in violation of any Federal, State or local employment laws. In the event of the removal or suspension of any such employee, FSMC shall immediately restructure the School Nutrition staff to avoid disruption of service.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

J. SFA may request, in writing, the removal of an employee of the FSMC who conducts himself/herself in a manner that appears detrimental to the physical, mental or moral well-being students or School personnel. FSMC shall immediately restructure staff in order to avoid a disruption of services. SFA shall not be liable for the personnel actions of the FSMC.

SCHEDULE OF TERMSFOR THE FSMC GUARANTEE

A. The FSMC offeror must describe in detail the Guarantee Return conditions, forecasting of cost, and settlement of losses and/ or surpluses.
B. Guaranteed Minimum Return: FSMC guarantees the SFA a return no less than a certain dollar amount for the operation of the food service program.
C. The FSMC must state what the Guarantee Minimum Return amount will be for the SFA for Year 1 of the contract and the estimated guarantee minimum return to the SFA for years 2-5.

FINANCIAL PROJECTED WORKSHEET

A. Based on the information provided in Exhibit A and B of the RFP, the FSMC must provide projected revenues and expenditures. Offer must provide estimates for contract years 1-5. The following information must be included in projections submitted:
    1. Revenues
        - Cash Sales
            - Student Breakfast Sales
            - Student Lunch Sales
            - A-La-Carte Sales
            - Adult Sales
            - Special Event sales
        - Federal Reimbursement (based on current rates)
            - Breakfast
            - Lunch
            - Snacks
            - Summer Food Service Program
            - USDA Foods Credit
    2. Expenses
        - SFA Food Costs
            - Gross Food Costs
            - Food Delivery Costs
            - USDA Foods Used
            - USDA Foods Delivery
            - USDA Foods Processing
        - Labor Costs
        - FSMC Fees
            - Administrative Fee
            - Management Fee
        - Direct Costs
            - Paper and Disposable Goods
            - Replacement/Small Wares
            - Auto Expenses
            - Insurance Expense
            - Telephone
            - Office Supplies
            - Postage
            - Bank Deposit Services
            - Uniforms and Laundry
            - Other Delivery and Freight/ Non-Food
            - Advertising, Promotions & Menu
            - Marketing/franchise and Décor
            - Equipment Purchases
            - Depreciation of Equipment
            - Equipment Repair
            - Licenses
            - Employee Travel
            - Security background check

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

- Miscellaneous-Specify

OFFEROR'S 21 DAY CYCLE MENU

A. The food-based menu planning approach requires specific food group components to be served in an established age/grade group. At a minimum, schools must offer all food group components in the quantities specified for breakfast and lunch. The five food group components established are meat/meat alternate, grain, vegetable, fruit, and fluid milk. (See Exhibit C: Meal Patterns – School Breakfast and School Lunch)

B. FSMC Offeror must provide a 21 Day Cycle menu all applicable age grade groups for breakfast, lunch, snack, and summer food service.

OFFEROR'S INTERNAL ACCOUNTING PROCESS

A. Give detailed information regarding your internal accounting process. At minimum offeror must provide the following information:
1. Detailed inventory control for storage areas, including USDA Foods
2. Accounting controls
3. Method of recording, checking and reporting sales
4. Internal control of cash handling
5. Internal audit system
6. All regular accounting forms used, with detailed explanation of their operation and importance
7. Account periods
8. Detailed description of showing credits and rebates on invoices and the method used to reach those amounts
9. Data collection for purposes of evaluating the effectiveness of new and current programs

OFFEROR'S ORGANIZATION CHART

A. Each offeror must provide a Company Organization Chart. Identify the Project Personnel who will be working with the SFA and include what the FSMC's plan is for the administrative, management and the supervision proposed under the specifications of this contract.

OFFEOR'S PERSONNEL INFORMATION

A. Each offeror must describe the FSMC's experience as managers and consultants of food service operations in general and public/charter schools in particular.

B. Submit résumés of all personnel who will be working with the SFA. The résumés shall include the following:
1. Education
2. Number of years of experience, number of years with the company
3. Specific related experience
4. Availability of the person to work with LYON COUNTY SCHOOL DISTRICT
5. Current and proposed time commitments of this person
6. Associates or outside consultants and previous work experience with proposed outside sources (if any)
7. Depth of management and support resources

OFFEROR'S TRAINING PROGRAM

A. Submit a detailed description of the FSMC's training program for employees, Directors, managers and support at all levels. Training program description should include:
1. How the FSMC will train its employees to abide by all policies, rules and regulations with respect to its use of LYON COUNTY SCHOOL DISTRICT premises
2. Detail on the training areas as required for USDA Professional Standards Requirements
3. How the FSMC attempts to improve employee morale and reduce turnover

OFFEROR'S FOOD SERVICES PROGRAM LIST

A. The FSMC must have extensive experience as food service operators and consultants of food service programs in general, and in public/charter schools. The FSMC shall have specific strategies for increasing both student and adult participation, while at the same time providing high quality, nutritional food. The FSMC shall have experience with this in other schools.

B. Offeror must provide a list of all Nevada, as well as, other nationwide operations where you are operating food service programs. The list should include:
1. School District/Charter Name
2. Population
3. Location
4. Client Contract
5. Phone Number
6. Scope of Services

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

7. % of Participation
8. % of Free and Reduced Lunch

OFFEROR'S DISCONTINUED OR TERMINATED SERVICES

A. List the school districts where your services have been discontinued or terminated in the past insert number years. You must indicate the following:
   1. Name of School District/ Public Entity
   2. Contact Name of School District/ Public Entity
   3. Telephone number of contact
   4. Number of sites served
   5. Length of the relationship
   6. Reason for termination

OFFEROR'S DRUG FREE WORKPLACE POLICY

A. The FSMC will abide by the Drug Free, Alcohol Free rules and regulations of LYON COUNTY SCHOOL DISTRICT and all local policies. Preference will be given to vendors submitting a signed certification with their proposal certifying they have a drug free workplace. (Attachment 1)

OFFEROR'S CERTIFICATION OF DEBARMENT/SUSPENSION

A. All offerors must submit a signed certification of Debarment/Suspension. (Attachment 2)

OFFEROR'S CERTIFICATION REGARDING LOBBYING

A. All offerors must submit s signed certification regarding lobbying. (Attachment 3)

OFFEROR'S CERTIFCATION OF INDPENDENT PRICE DETERMINATION

A. All offerors must submit a signed certificate of independent price determination. (Attachment 4)

OFFEROR'S SIGNED NON-COLLUSION AFFIDAVIT

A. All offerors must submit a signed non-collusion affidavit. (Attachment 5)

OFFEROR'S IRS W-9 FORM

A. All offerors must submit an IRS W-9 form. (Attachment 6)

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

ATTACHMENT 1: OFFEROR'S DRUG FREE WORKPLACE POLICY

The FSMC will abide by the Drug Free, Alcohol Free rules and regulations of LYON COUNTY SCHOOL DISTRICT and all local policies. Preference will be given to vendors submitting a certification with their proposal certifying they have a drug free workplace. The FSMC shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of controlled substance is prohibited in the workplace and specifies the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business policy of maintain a drug free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement in subsection (1).
4. In the statement specified in the subsection (1) notify the employees that as a condition of working on the commodities or contractual services that are under proposal, the employee will abide by the terms of the violation of any controlled substance law of the United States or any state, for the a violation occurring in the workplace no later than five (5) days after such conviction.

379

5. Impose a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As a person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Company Name: Compass Group USA, Inc., by and through its Chartwells Division

Vendors Signature: A L Shaffer 2/4/2025

-Amy Shaffer, CEO, Chartwells K12

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

ATTACHMENT 2: CERTIFICATION OF DEBARMENT/SUSPENSION

Instructions for Certification

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the No procurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

ATTACHMENT 2: CERTIFICATION OF DEBARMENT/SUSPENSION

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

381

Compass Group USA, Inc., by and through its Chartwells Division

Organization Name

PR/Award Number Project Name

Amy Shaffer, CEO, Chartwells K12

Name(s) and Title(s) Authorized Representative(s)

A L Shaffer

Signature(s)

2/4/2025

Date

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

ATTACHMENT 3: CERTIFICATION REGARDING LOBBYING

Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts Exceeding $100,000 in Federal Funds.

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative Agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative Agreement.

382

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative Agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards exceeding $100,000 in Federal funds at all appropriate tiers and that all sub recipients shall certify and disclose accordingly.

Compass Group USA, Inc., by and through its Chartwells Division
2400 Yorkmont Road
Charlotte, NC 28217

Name/Address of Organization

Amy Shaffer, CEO, Chartwells K12

Name/Title of submitting Official

A L Shaffer

Signature

2/4/2025

Date

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

DISCLOSURE OF LOBBYING ACTIVITIES

INSTRUCTIONS FOR COMPLETION OF SF-LLL

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or Agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Sub awards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks “Subawardee”, then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative Agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., “RFP-DE-90-001.”
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
    (b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4)10 the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached.
16. The certifying official shall sign and date the form; print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other, aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington. D.C. 20503.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

DISCLOSURE OF LOBBYING ACTIVITIES

☑ Check this box if not applicable

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

(See reverse for public burden disclosure.)

1. Type of Federal Action:	2. Status of Federal Action:	3. Report Type:
☐ a. contract ☐ b. grant ☐ c. cooperative agreement ☐ d. loan guarantee ☐ e. loan insurance	☐ a. bid/offer/application ☐ b. initial award ☐ c. post-award	☐ a. initial filing ☐ b. material change For Material Change Only: year _____ quarter _____ date of last report _____

4. Name and Address of Reporting Entity	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:
☐ Prime ☐ Subawardee Tier _____, if known Congressional District, *if known:*	Congressional District, *if known*:
6. Federal Department/Agency:	7. Federal Program Name/Description CFDA Number, *if applicable*: _____
8. Federal Action Number, *if known*:	9. Award Amount, *if known: $* $
10. a. Name and Address of Lobbying Entity (if individual, last name, first name, MI): (attach continuation sheet(s) SF-LLL-A, if necessary)	b. Individuals Performing Services (including address if different from No. 10a.) (last name, first name, MI): (attach continuation sheet(s) SF-LLL-A, if necessary)
11. Amount of Payment *(check all that apply)*: $ _____ ☐ actual ☐ planned	13. Type of Payment (*check all that apply*): ☐ a. retainer ☐ b. one-time fee ☐ c. commission
12. Form of Payment (*check all that apply*): ☐ a. cash ☐ b. in-kind; specify: nature _____ value _____	☐ d. contingent fee ☐ e. deferred ☐ f. other; specify: _____

14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), of Member(s) contracted, for payment indicated on item 11: (attach Continuation Sheet(s) SF-LLL-A, if necessary)

15. Continuation Sheet(s) SF-LLL-A attached: ☐ Yes ☑ No

16. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.	Signature: A L Shaffer Print Name: Amy Shaffer Title: CEO, Chartwells K12 Telephone No.: 704-328-4000 Date: 2/4/2025

Federal Use Only:

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

ATTACHMENT 4: CERTIFICATION OF INDEPENDENT PRICE DETERMINATION

Both the School Food Authority and the Food Service Management Company (Offeror) shall execute this Certificate of Independent Price Determination.

Compass Group USA, Inc., by and through its Chartwells Division	Lyon County School District
Name of Food Service Management Company	Name of School Food Authority

(A) By submission of this Offer, the Offeror certifies and in the case of a joint Offer, each party thereto certifies as to its own organization, that in connection with this procurement:

(1) The prices in this Offer have been arrived at independently, without consultation, communication or Agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Offeror or with any competitor;

(2) Unless otherwise required by law, the prices which have been quoted in this Offer have not been knowingly disclosed by the Offeror and will not knowingly be disclosed by the Offeror prior to opening in the case of an advertised procurement, or prior to award in the case of a negotiated procurement, directly or indirectly to any other Offeror or to any competitor; and

(3) No attempt has been made or will be made by the Offeror to induce any person or firm to submit or not to submit, an Offer for the purpose of restricting competition.

(B) Each person signing this Offer on behalf of the Food Service Management Company certifies that:

(1) He or she is the person in the Offerors organization responsible within the organization for the decision as to the prices being Offered herein and has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above; or

(2) He or she is not the person in the Offeror's organization responsible for the decision as to the prices being Offered herein, but that he or she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate, in any action contrary to (A)(1) through (A)(3) above, and as their agent does hereby so certify; and he or she has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above.

To the best of my knowledge, this Food Service Management Company, its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

A Z Shaffer	Amy Shaffer CEO, Chartwells K12	2/4/2025
Signature of Food Service Management Company's Authorized Representative	Title	Date

In accepting this Offer, the SFA certifies that no representative of the SFA has taken any action which may have jeopardized the independence of the Offer referred to above.

Signature of School Food Authority Authorized Representative	Title	Date

Note: Accepting a bidder's Offer does not constitute award of the contract.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

ATTACHMENT 5: NON- COLLUSION AFFIDAVIT

State of New York)
) ss.
County of Westchester)

Kristin E. Briotte, affiant,
(Name of Person Authorized to Sign Offer)

the Assistant Secretary
(Title)

of Compass Group USA, Inc., by and through its Chartwells Division
(Contractor/Offeror)

the persons, corporation, or company who makes the accompanying Proposal, having first been duly sworn, deposes and says:

That such Proposal is genuine and not sham or collusive, nor made in the interest of, or behalf of, any persons not herein named, and that the Offeror has not directly or indirectly induced or solicited any other Offeror to put in a sham Proposal, or any other person, firm or corporation to refrain from submitting a Proposal, and that the Offeror has not in any manner sought by collusion to secure for itself an advantage over any other Offeror.

Kristin E Briotte
(Signature of Person Authorized to Sign Offer)

Kristin E. Briotte, Assistant Secretary
(Title)

Subscribed and sworn to before me

this 4th day of February, 20 25

Signature of Notary Public in and for the

State of

County of

Lissette C. Robinson
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 01RO6359993
Qualified in Rockland County
My Commission Expires 6/12/2025

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

ATTACHMENT 6: IRS W-9 FORM

Form **W-9**
(Rev. August 2013)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)
Compass Group USA, Inc.

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:
☐ Individual/sole proprietor ☑ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

☐ Other (see instructions) ▶

Exemptions (see instructions):
Exempt payee code (if any) 5
Exemption from FATCA reporting code (if any)

Address (number, street, and apt. or suite no.)
2400 Yorkmont Road

Requester's name and address (optional)

City, state, and ZIP code
Charlotte, NC 28217

List account number(s) here (optional)

387

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
___ - ___ - ____

Employer identification number
56 - 1874931

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below), and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶ A E Shaffer Amy Shaffer CEO, Chartwells K12 Date ▶ 2/4/2025

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. The IRS has created a page on IRS.gov for information about Form W-9, at *www.irs.gov/w9*. Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

Cat. No. 10231X Form **W-9** (Rev. 8-2013)

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

(h) A list of school districts where food services contracts have been terminated in the past five (5) years. This information should be provided on Attachment 7.16.

Attachment 7.16

Offeror's Discontinued or Terminated Services

List the school districts where your services have been discontinued or terminated in the past **five (5)** years. You must indicate the following:

Name of School District/Public Entity: Elko County SD

Contact name at the School District/Public Entity: CJ Anderson

Telephone number of contact: 775.738.5196

Number of sites served: 17

Length of the relationship: 5 years

Reason for termination: Competitive Rebid

Per the RFP a full list of all our lost accounts nationally have been provided on the submitted flash drive.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

EXHIBIT A: LYON COUNTY SCHOOL DISTRICT STUDENT POPULATIONS SERVED

The student populations served and participation figures for previous school year here are as follows:

List the population of each school (school name and total enrollment)

List the grade levels served at each school

List the location of each school

Attachment 8

List the staffing levels and hours for each school. Include the following information:

- Site Name,
- Position Name,
- Number of hours per workday,
- Number of days per work year,
- Hourly wage,
- etc.

Attachment 9

Include/Attach the District Calendar for the previous 2 school years (note days where school is in session, but food service will not be provided)

Attachment 10a. 2024-2025 School Year Calendar
Attachment 10b. 2023-2024 School Year Calendar
Attachment 10c. 2022-2023 School Year Calendar

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

EXHIBIT B: LYON COUNTY SCHOOL DISTRICT MEAL PRICES/INCOME

The prices for previous school year are as follows:

Breakfast	$1.75
Lunch ES	$2.90
Lunch MS	$3.00
Lunch HS	$3.10
After School Snack	$2.10

The income for the Fiscal Year 2024 school year is as follows:

Total Local Revenue	$ 73,675.32
Total Reimbursements	$ 6,524,170.83

List the number of entrees served per school.
See attachment 1.
List the number of students eligible for free and reduced meals served at each school and the percentage.

School #Free #Reduced Total Free & Reduced Total Enrollment Percentage (Total F & R/Total Enrollment)
See attachment #2
List the number of special provision or community eligibility sites
See attachment #3
List the a la carte offerings (include serving size and cost per serving) and the number of a la carte meals served.
See attachment #4
List the number of adult meals served.
See attachment #5
List the Point of Sale software and version used.
Lyon County School uses Titan Linq Solutions

Include/Attach the district and school claims information for the previous two school years and the current school year to date.
See attachment #6

Include/Attach the two most recent Food Service Annual Financial Reports (AFR) available.
See attachment #7a & 7b

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

EXHIBIT C: MEAL PATTERNS SCHOOL BREAKFAST AND SCHOOL LUNCH

Nutrition Standards in the School Breakfast Program

(Effective July 1, 2025)

Amount of Food[1] per Week (minimum per day)

Meal Components	Grades K-5	Grades 6-8	Grades 9-12
Fruits (cups)[2]	5 (1)	5 (1)	5 (1)
Vegetables (cups)[2]	0	0	0
• Dark green subgroup	0	0	0
• Red/orange subgroup	0	0	0
• Beans, peas, and lentils subgroup	0	0	0
• Starchy subgroup	0	0	0
• Other vegetables subgroup	0	0	0
Grains or meats/meat alternates (oz. eq.)[3]	7-10 (1)	8-10 (1)	9-10 (1)
Fluid milk (cups)[4]	5 (1)	5 (1)	5 (1)

Daily Amount Based on the Average for a 5-Day Week[5]

Dietary Specifications	Grades K-5	Grades 6-8	Grades 9-12
Minimum-maximum calories (kcal)	350-500	400-550	450-600
Saturated fat (% of total calories)	<10	<10	<10

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

Added sugars (% of total calories) - must be implemented by July 1, 2027	<10	<10	<10
Sodium limit - in place through June 30, 2027	≤540 mg	≤600 mg	≤640 mg
Sodium limit - must be implemented by July 1, 2027	≤485 mg	≤535 mg	≤570 mg

Endnotes

[1] Food items included in each group and subgroup and amount equivalents.
[2] Minimum creditable serving is 1⁄8 cup. Schools must offer 1 cup of fruit daily and 5 cups of fruit weekly. Schools may substitute vegetables for fruit at breakfast as described in paragraphs (c)(2)(i) and (ii) of this section.
[3] Minimum creditable serving is 0.25 oz. eq. School may offer grains, meats/meat alternates, or a combination of both to meet the daily and weekly ounce equivalents for this combined component. At least 80 percent of grains offered weekly at breakfast must be whole grain-rich as defined in § 210.2 of this chapter, and the remaining grain items offered must be enriched.
[4] Minimum creditable serving is 8 fluid ounces. All fluid milk must be fat-free (skim) or low-fat (1 percent fat or less) and must meet the requirements in paragraph (d) of this section.
[5] By July 1, 2027, schools must meet the dietary specification for added sugars. Schools must meet the sodium limits by the dates specified in this chart. Discretionary sources of calories may be added to the meal pattern if within the dietary specifications

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

Nutrition Standards in the National School Lunch
(Effective July 1, 2025)

Amount of Food[1] per Week (minimum per day)

Meal Components	Grades K-5	Grades 6-8	Grades 9-12
Fruits (cups)[2]	2 1⁄2 (1⁄2)	2 1⁄2 (1⁄2)	5 (1)
Vegetables (cups)[2]	3 3⁄4 (3⁄4)	3 3⁄4 (3⁄4)	5 (1)
• Dark green subgroup[3]	1/2	1/2	1/2
• Red/orange subgroup[3]	3/4	3/4	1 1⁄4
• Beans, peas, and lentils subgroup[3]	1/2	1/2	1/2
• Starchy subgroup[3]	1/2	1/2	1/2
• Other vegetables subgroup[3,4]	1/2	1/2	3/4
• Additional vegetables from any subgroup to reach total	1	1	1 1⁄2
Grains (oz. eq.)[5]	8-9 (1)	8-10 (1)	10-12 (2)
Meats/meat alternates (oz. eq.)[6]	8-10 (1)	9-10 (1)	10-12 (2)
Fluid milk (cups)[7]	5 (1)	5 (1)	5 (1)

Daily Amount Based on the Average for a 5-Day Week[8]

Dietary Specifications	Grades K-5	Grades 6-8	Grades 9-12
Minimum-maximum calories (kcal)	550-650	600-700	750-850
Saturated fat (% of total calories)	<10	<10	<10
Added sugars (% of total calories) - must be implemented by July 1, 2027	<10	<10	<10
Sodium limit - in place through June 30, 2027	≤1,110 mg	≤1,225 mg	≤1,280 mg

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

Sodium limit - must be implemented by July 1, 2027	≤935 mg	≤1,035 mg	≤1,080 mg

Endnotes

[1] Food items included in each group and subgroup and amount equivalents.
[2] Minimum creditable serving is 1⁄8 cup. One quarter-cup of dried fruit counts as 1⁄2 cup of fruit; 1 cup of leafy greens counts as 1⁄2 cup of vegetables. No more than half of the fruit or vegetable offerings may be in the form of juice. All juice must be 100 percent full-strength.
[3] Larger amounts of these vegetables may be served.
[4] This subgroup consists of "Other vegetables" as defined in paragraph (c)(2)(ii)(E) of this section. For the purposes of the NSLP, the "Other vegetables" requirement may be met with any additional amounts from the dark green, red/orange, and bean, peas, and lentils vegetable subgroups as defined in paragraph (c)(2)(ii) of this section.
[5] Minimum creditable serving is 0.25 oz. eq. At least 80 percent of grains offered weekly (by ounce equivalents) must be whole grain-rich as defined in § 210.2 of this chapter, and the remaining grains items offered must be enriched.
[6] Minimum creditable serving is 0.25 oz. eq.
[7] Minimum creditable serving is 8 fluid ounces. All fluid milk must be fat-free (skim) or low-fat (1 percent fat or less) and must meet the requirements in paragraph (d) of this section.
[8] By July 1, 2027, schools must meet the dietary specification for added sugars. Schools must meet the sodium limits by the dates specified in this chart. Discretionary sources of calories may be added to the meal pattern if within the dietary specifications

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

Letter of Surety

USI Insurance Services
6100 Fairview Drive
Suite 1400
Charlotte, NC 28210
www.usi.com
Tel: 704.543.0258

March 13, 2025

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

RE: Compass Group USA, Inc. by and through its Chartwells Dining Division

Dear Sir or Madam,

We are writing to you at the request of **Compass Group USA, Inc. by and through its Chartwells Dining Division,** this principal has or is about to submit a proposal for Bid for:

Food Service Management

If a contract for this work is awarded to **Compass Group USA, Inc. by and through its Chartwells Dining Division,** the **Travelers Casualty and Surety Company of America,** a surety licensed to conduct business in **NV** has agreed to act as surety on the bond as specified in the bid proposal.

Please let us know if you need anything further in this regard.

Sincerely,

Angela D. Ramsey
Attorney-In-Fact

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

TRAVELERS

Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **ANGELA D RAMSEY** of **CHARLOTTE**, **North Carolina**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April**, **2021**.

State of Connecticut

City of Hartford ss.

By: _____
Robert L. Raney, Senior Vice President

On this the **21st** day of **April**, **2021**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June**, **2026**

_____
Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **13th** day of **March**, **2025**.

_____
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

Proposed Fee

Fixed Cost per meal blended rate of $3.3039 per meal.

Our financial proposal is built on the following assumptions:

- Information provided in the RFP.
- Serving days not to be less than provided in the RFP.
- Cash and/or reimbursement levels from state and federal sponsors do not fall below the levels estimated in Chartwells' proposal.
- Communication during the prebid meeting.
- Ability to incorporate all programs and concepts recommended in the proposal.
- A mutually agreed upon contract between Lyon County School District and Compass Group by and through its Chartwells division.

The FSMC's financial proposal has been developed based on certain conditions and assumptions, including that the reimbursement rate for the school meal program will not be less than the rates in effect for the 2024-2025 school year and that there will be no changes in federal, state or local regulations that create a financial impact on the foodservice program.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13



Investing in Your Program

Our plan infuses dollars over the course of the contract to continue creating excitement and boosting participation. It includes smallwares, culinary enhancements, promotional programs, nutrition education and safety needs for employees. Our investment is at no cost to Lyon County School District.

Total Capital Investment: $97,768

Retail-inspired marketing that focuses on engagement, service and environments that ensure students leave the cafeteria happier and healthier than they come in.

Chartwells will invest in a yearly celebrity chef event as part of our Global Eats program and will invest on refreshing the serving areas with murals from local artists.

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

Fixed-Price Financial Projected Worksheet

CHARTWELLS FINANCIAL PROJECTED WORKSHEET

A. Based on the information provided in Lyon County School District Specific Exhibit (A & B) of the RFP, Chartwells has provided projected revenues and expenditures below.

1. Revenues	Year 1	Year 2	Year 3	Year 4	Year 5
➢ Cash Sales					
○ Student Breakfast Sales	$ -	$ -	$ -	$ -	$ -
○ Student Lunch Sales	$ -	$ -	$ -	$ -	$ -
○ A-La-Carte Sales	$ 43,982	$ 45,301	$ 46,671	$ 48,060	$ 49,502
○ Adult Sales	$ 18,745	$ 19,307	$ 19,887	$ 20,483	$ 21,098
○ Catering Local Head Start	$ 24,797	$ 24,797	$ 24,797	$ 24,797	$ 24,797
○ Special Event Sales	$ 15,658	$ 15,658	$ 15,658	$ 15,658	$ 15,658
Total Cash	$ 103,182	$ 105,063	$ 107,013	$ 108,998	$ 111,055
➢ Federal Reimbursements (based on current rates)					
○ Breakfast	$ 1,444,638	$ 1,489,422	$ 1,535,594	$ 1,583,197	$ 1,632,276
○ Lunch	$ 2,653,950	$ 2,736,222	$ 2,821,045	$ 2,908,498	$ 2,998,661
○ Snacks	$ 17,632	$ 18,179	$ 18,742	$ 19,323	$ 19,922
○ Summer Food Service Program	$ 867,669	$ 893,699	$ 920,510	$ 948,125	$ 976,569
○ USDA Foods Credit					
Total Reimbursements	$ 4,983,889	$ 5,137,521	$ 5,295,891	$ 5,459,143	$ 5,627,428
Total Revenue (Total Cash + Total Reimbursements)	$ 5,087,071	$ 5,242,584	$ 5,402,904	$ 5,568,141	$ 5,738,483

2. Expenses	Year 1	Year 2	Year 3	Year 4	Year 5
➢ Food Costs					
○ Gross Food Costs	$ 3,346,881	$ 3,409,317	$ 3,489,548	$ 3,571,662	$ 3,659,870
○ Food Delivery Costs	$ -	$ -	$ -	$ -	$ -
○ USDA Foods Used (credits)	$ (198,165)	$ (204,645)	$ (211,914)	$ (219,435)	$ (227,216)
○ USDA Foods DOD (credits)	$ (274,777)	$ (274,777)	$ (274,777)	$ (274,777)	$ (274,777)
○ USDA Foods Processing		$ -	$ -	$ -	$ -
Total Food Cost	$ 2,873,939	$ 2,929,895	$ 3,002,857	$ 3,077,450	$ 3,157,877
➢ Labor Cost					
Total Labor Cost	$ 2,297,265	$ 2,366,183	$ 2,437,169	$ 2,510,284	$ 2,585,593
➢ FSMC Fees					
○ Admin Fees	$ (183,668)	$ (183,668)	$ (183,668)	$ (183,668)	$ (183,668)
○ Management Fees	$ -	$ -	$ -	$ -	$ -
Total Administrative and Management Fee	$ (183,668)	$ (183,668)	$ (183,668)	$ (183,668)	$ (183,668)
➢ Direct Costs					
○ Paper and Disposable Goods	$ 207,541	$ 228,947	$ 235,816	$ 242,890	$ 250,177
○ Cleaning supplies	$ 37,735	$ 38,867	$ 40,033	$ 41,234	$ 42,471
○ Auto Expenses	$ -	$ -	$ -	$ -	$ -
○ Insurance Expense	$ 38,173	$ 39,525	$ 40,922	$ 42,368	$ 43,865
○ Telephone	$ 1,200	$ 1,236	$ 1,273	$ 1,311	$ 1,351
○ Office Supplies	$ 1,300	$ 1,339	$ 1,379	$ 1,421	$ 1,463
○ Postage	$ 2,000	$ 2,060	$ 2,122	$ 2,185	$ 2,251
○ Bank Deposit Services	$ -	$ -	$ -	$ -	$ -
○ Uniforms and Laundry	$ 8,700	$ 8,961	$ 9,230	$ 9,507	$ 9,792
○ Other Delivery and Freight/Non-Food	$ -	$ -	$ -	$ -	$ -
○ Advertising, Promotions & Menu	$ 19,450	$ 20,034	$ 20,635	$ 21,254	$ 21,891
○ Marketing/franchise and Décor	$ 1,872	$ 1,928	$ 1,986	$ 2,046	$ 2,107
○ Webtrition, MyFi and CHAT	$ 7,624	$ 7,853	$ 8,088	$ 8,331	$ 8,581
○ Depreciation of Equipment	$ -	$ -	$ -	$ -	$ -
○ Equipment Repair	$ -	$ -	$ -	$ -	$ -
○ Employee Training	$ 9,708	$ 9,999	$ 10,299	$ 10,608	$ 10,926
○ Employee Travel	$ 6,000	$ 6,180	$ 6,365	$ 6,556	$ 6,753
○ Security background check	$ 1,872	$ 1,928	$ 1,986	$ 2,046	$ 2,107
○ Miscellaneous - Client Expenses per RFP	$ -	$ -	$ -	$ -	$ -
○ Computers & MyStaff	$ 6,360	$ 6,551	$ 6,747	$ 6,950	$ 7,158
Total Direct Costs	$ 349,535	$ 375,408	$ 386,882	$ 398,706	$ 410,894
Total Expenses	$ 5,337,071	$ 5,487,818	$ 5,643,240	$ 5,802,772	$ 5,970,695
Food Services Surplus (Total Revenues - Total Expenses)	$ (250,000)	$ (245,234)	$ (240,336)	$ (234,631)	$ (232,212)

Docusign Envelope ID: DF3AB081-96A5-42A4-B264-275CED0EAC13

Schedule of Terms for the FSMC Guarantee

*** Schedule of Terms for the FSMC Guarantee Include in Section 3: Method of Approach and Implementation Plan**

The FMSC must describe in detail the guarantee conditions, forecasting of cost, and settlement of losses and/or surpluses.

The FSMC must select one.

___**Guaranteed No Loss**: The FSMC guarantees the SFA no loss for the operation of the food service program.

__X__ **Guaranteed Minimum Return**: The FSMC guarantees the SFA a return no less than a certain dollar amount for the operation of the food service program.

Guarantee Year	Amount
FSMC guarantee minimum return to the SFA for year 1 (2025-2026)	(250,000)
Estimated FSMC guarantee minimum return to the SFA for year 2 (2026-2027)	(245,234)
Estimated FSMC guarantee minimum return to the SFA for year 3 (2027-2028)	(240,336)
Estimated FSMC guarantee minimum return to the SFA for year (2028-2029)	(234,631)
Estimated FSMC guarantee minimum return to the SFA for year 5 (2029-2030)	(232,212)

The year 1 FSMC Guarantee amount above is based on the following conditions and assumptions remaining in effect for the 2025-2026 School Year. The guarantee amounts for years 2-5 are estimated and will be finalized during each renewal year.
The FSMC guarantees that the bottom line of the operational financial report for the 2025-2026 school year (exclusive of cost of equipment repairs, maintenance, replacements, district costs, and smallwares) will be subsidy of ($250,000). In the event that the costs (exclusive of cost of equipment repairs, maintenance, district costs, replacements, and smallwares) of operating the food service program exceed total revenues (from all sources), the FSMC will be responsible for any losses (shortfalls) incurred but in no event shall the reimbursement obligation exceed $250,000. The Guaranteed and the FSMC's reimbursement obligation are based on the following conditions and assumptions. The Guaranteed shall be reduced to account for increased cost or loss of revenue by FSMC if the following conditions are not met during the school year:

CONDITIONS:

- The continuing accuracy of information provided by the SFA in the RFP, including value of USDA foods; cash and/or reimbursement levels from State and Federal sponsors; the number of students eligible for free and reduced price meals; and selling price of menu pattern meals and a la carte prices.
- Student enrollment of at least 9,100 and annual serving days for such students of at least 180.
- No changes in legislation or regulation (e.g., minimum wages, fringe and benefits, taxes, unionization, etc.) that would impact cost of FSMC to provide the services.
- No strikes, work stoppages or school closings, and all make-up days due to inclement weather shall have at least equal sales revenue as a normal day of operation.
- Service hours, service requirements, type and number of facilities selling food and/or beverages on SFA premises remain constant throughout the school year. SFA shall limit the expansion of competitive food sales.
- Any capital commitments are utilized as proposed.
- There will be no bad debts, including losses from uncollectible accounts.
- All students will attend classes in-person on school grounds for the 2025-2026 school year. No virtual learning.
- All operations for Student a la Carte sales, Adult Sales, and Catering/Special Income for the 2025-2026 school year shall remain unchanged from the 2024-2025 school year.
- The Student Free/Reduced eligibility numbers as stated in the RFP shall remain unchanged for the 2025-2026 school year.

- Chartwells' explanation: This exception details Chartwells' guarantee model and the applicable conditions. This eliminates any ambiguity regarding the conditions necessary to meet the guarantee. If one or more of the conditions is not met, the guarantee is not eliminated. Instead, as noted immediately before the conditions, the guarantee is adjusted appropriately.

Certificate Of Completion

Envelope Id: DF3AB081-96A5-42A4-B264-275CED0EAC13
Status: Sent
Subject: *CLEARED FOR SIGNATURES* Lyon Cty SD - 2025 Agreement
Source Envelope:
Document Pages: 67
Signatures: 0
Envelope Originator:
Certificate Pages: 5
Initials: 0
CLM Technical
AutoNav: Enabled
2400 Yorkmont Road
EnvelopeId Stamping: Enabled
Charlotte, NC 28217
Time Zone: (UTC-05:00) Eastern Time (US & Canada)
CLMTechnical@compass-usa.com
IP Address: 20.232.47.58

Record Tracking

Status: Original
4/15/2025 3:33:43 PM
Holder: CLM Technical
CLMTechnical@compass-usa.com
Location: DocuSign

Signer Events	Signature	Timestamp
Harman Bains hbains@lyoncsd.org Director Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 4/15/2025 8:51:25 PM ID: f6c96ee5-afc6-4b8c-819d-6997a287e520		Sent: 4/15/2025 3:42:51 PM Viewed: 4/15/2025 8:51:25 PM

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Brooke Tompkins brooke.tompkins@compass-usa.com Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Lissette Robinson LISSETTE.ROBINSON@COMPASS-USA.COM Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 2/21/2025 1:29:16 PM ID: 45a30c43-dc02-4762-a28e-ce8871390e5b		
Paul Tapia PAUL.TAPIA@COMPASS-USA.COM Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/15/2025 3:42:51 PM
Certified Delivered	Security Checked	4/15/2025 8:51:25 PM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Compass Group - Laserfiche (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Compass Group - Laserfiche:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: gregory.mcleymore@compass-usa.com

To advise Compass Group - Laserfiche of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at gregory.mcleymore@compass-usa.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Compass Group - Laserfiche

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to gregory.mcleymore@compass-usa.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Compass Group - Laserfiche

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to gregory.mcleymore@compass-usa.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Compass Group - Laserfiche as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Compass Group - Laserfiche during the course of your relationship with Compass Group - Laserfiche.

A Foodservice Proposal for Lyon County School District



chartwells
serving up happy & healthy



Contents

5

Section One: Executive Summary

53

Section Three: Method of Approach and Implementation Plan

211

Section Four: Offeror's Experience, Expertise and Reliability

277

Section Five: Required Bid Documents

305

RFP

This proposal, designed specifically for Lyon County School District, is confidential and proprietary to Compass Group USA Inc. (Compass). Any unauthorized dissemination to others outside your organization would irreparably harm Compass and entitle Compass to judicial equitable relief, including injunction and specific performance. This proposal is valid for 90 days after its presentation and/or delivery to you.

In keeping with Chartwells' sustainability efforts and green initiative, your proposal is printed double-sided on recycled paper.


OKING
TY DiSHES
DU CA
MA



Proposal Guide

Caring for your students means you have much more on your plate than just the evaluation of our proposal. To make it as easy as possible for you to assess our vision for your district, please see the included reference card to help guide you as you review our response to your award criteria.

We can't wait to keep serving up happy and healthy at Lyon County School District.

Award Criteria	Partnership Support Capability	Analysis in Proposal
Section 1 **Executive Summary**	Executive Summary	Pages 5-52
	Offer and Award Form	Page 7
Section 3 **Method of Approach and Implementation Plan**	Food Purchase Specifications	Pages 55-56
	Buy American Provision	Page 165
	21-Day Breakfast Menu	Page 82
	21-Day Lunch Menu	Page 92
	Promotion of the School Foodservice Program	Page 113
	HACCP Plan	Page 174
	FSMC Internal Accounting Program	Page 179

Award Criteria	Partnership Support Capability	Analysis in Proposal
Section 4 **Experience, Expertise and Reliability**	Offeror's References	Page 219
	Offeror's Organization Chart	Page 220
	Offeror's Resumes of Management Staff	Page 223
	Offeror's Staffing Schedule	Page 240
	Offeror's Training Plan	Page 257
	Offeror's Foodservices Operations	Page 275
	Offeror's Terminated Contracts	Page 276
Section 5 **Required Bid Documents**	Attachment 1, Offeror's Drug Free Workplace	Page 279
	Attachment 2, Certification of Debarment/Suspension	Page 281
	Attachment 3, Certification Regarding Lobbying	Page 283
	Attachment 4, Independent Price Determination	Page 287
	Attachment 5, Non-Collusion Affidavit	Page 289
	Attachment 6, IRS W-9	Page 291
	Certificate of Insurance	Page 302
	RFP	Page 307





It's all about you
... and good food

Section One: Executive Summary

OFFER AND AWARD

Solicitation Number

The Undersigned hereby offers and agrees to furnish the services, food, and supplies in compliance with all the terms, conditions, specifications and amendments in the solicitation.

Compass Group USA, Inc., by and through its Chartwells Division Company Name	Amy Shaffer Name of Person Authorized to Sign Offer
2400 Yorkmont Road Street Address	CEO, Chartwells K12 Title of Authorized Person
Charlotte, NC 28217 City State Zip Code	A K Shaffer 2/4/2025 Signature of Authorized Person Date of Offer
Telephone Number: 704-328-4000	Email Address: Amy.Shaffer@compass-usa.com

Offeror's Nevada (Sales) Use Tax License Number: 001-TX1002013496

Offeror's Federal Employer Identification Number: 56-1874931

Acknowledgement of Amendment(s): *(Offeror acknowledges receipt of amendment(s) to the Solicitation for Offers and related documents numbered and dated*	Amendment Number/Date	Amendment Number/Date

ACCEPTANCE OF OFFER AND AWARD

Solicitation Number: _____

Your Offer, dated _____, is hereby accepted as described in the Notice of Award. You are now bound to perform based upon the solicitation and your Offer, as accepted by Lyon County School District .

_____ _____

Signature Date

LYON COUNTY SCHOOL DISTRICT

State Agency Approval Use
DO NOT OFFER AWARD UNTIL STATE AGENCY APPROVAL

Date Received: _____

Action Required: ☐ Yes ☐ No
Comments: _____

_____ _____

State Agency Reviewer Signature **Date Approved**

March 13, 2025

Harman Bains
Executive Director of Operations
Lyon County School District
25 E. Goldfield Ave.
Yerington, NV 89447

Solicitation Number: RFP#290-02-2025

Dear Harman,

Innovation. Excellence. Quality. Trust. These are hallmarks of a strong foodservice partner and for the past five years, they are the principles on which we have built the Chartwells team that serves Lyon County School District. We are grateful for the opportunity to continue our partnership and come well-equipped with an incredible depth of resources, along with deep knowledge and unmatched experience of what success as a part of Team Lyon County School District requires.

As you read the following pages, we hope you will see that we have spent considerable time thinking about the ways we can work seamlessly to continuously improve and elevate the school nutrition program. Core components have been carefully and thoughtfully developed to align with your goals, values and culture. These include:

- A comprehensive plan to continue to drive participation in dining services through innovative programs and increased points of service
- A proven leadership team, committed to their work, that will continue to build relationships in the district and community
- A customized approach to the student experience, developed with feedback from administration, children, staff and parents that drives student satisfaction
- High-quality menus that are current with student preferences and trends, resulting in higher meal participation and revenue to the program

No matter the initiative, there's one common thread: Every Chartwells team member is truly invested in the success of your students and the entire Lyon County School District community. Challenges motivate us and success drives us; but, above all, your children, faculty and administrators inspire us – every meal, every day.

With a strong local leadership team in place and the unwavering support of our executive team, we are more ready and excited than ever to embark on this next chapter of our partnership. You can count on Chartwells to continue to deliver as a loyal member of the Lyon County School District family.

Sincerely,

Amy Shaffer
CEO

Paul Kendall
Division Vice President – Pacific

Paul Tapia
Regional Vice President – Pacific





A True Partnership

For the past five years, Chartwells has been committed to Lyon County School District. We are proud of our collaborative efforts to build a dining program that reflects and supports the evolution of the district and, most importantly, the needs of around 9,000 students we serve each day.

One healthy meal can improve a child's day. The more than 1.5 million meals served in Lyon County School District's schools each year can improve an entire community.





Food Kids LOVE to Eat






Serving up happy
& healthy

Overview



The Chartwells Difference

Culinary Talent

Food quality always comes first, and our culinary talent is at the heart of our team. **Our chefs take their lead from students, creating custom menus** and ensuring they are served their favorites and the menus evolve as they do.

Extensive Resources

Our teams have deep, **long-tenured experience navigating USDA regulations and provide consultation on national school meal programs.** With extensive resources, you'll have the best possible program and an expert on your side.

Unmatched Efficiency

A **dedicated operational excellence team** has been established with a mission to empower managers to leverage unmatched efficiency. Whether optimizing for faster lines or perfecting cheese pizza, this team provides training and support for associates, ensuring they can deliver the best for your students.

Bridging the Cafeteria and the Classroom

As the leading and fast-growing student nutrition provider, Chartwells focuses on **caring for students and supporting their success during and beyond mealtime.**

It would be a privilege to continue being your partner – your school, your community and, most importantly, your students.

420

Overview

Partnering with Chartwells

2 Increase Time for Students to Refresh and Recharge

Less time waiting for food means more time connecting with friends. Our tried-and-true station setup approach improves service speed by **20%** on average.

Service Speed Time ↓ 20%





1 A financially responsible program



Over the last five years, we developed a strong partnership based on a financially responsible program, enhanced food variety, introduction of the Global Eats program including a celebrity chef event

> "We never thought these numbers would be this high this quick. We knew we'd increase, but these numbers are crazy high."
>
> – Dr. Richard O'Malley, Superintendent, Florence 1 Schools

421

Compliance Expertise

You will have an expert dedicated to navigating the ever-evolving NSLP rules and regulations, ensuring your program remains compliant and always audit-ready.

4





chartwells

5

Listen-First Approach

Your community will know it is being heard, and you'll have student data at your fingertips to share with your team, enabling us to be responsive to your district's ever-changing needs.





Innovation

With Nutrislice, our digital menu solution, students and parents will know exactly what their menu options are and how to avoid allergens and find the food they are looking for easily.

3



Guided by Values

Our Commitment to Partnership Excellence

When choosing a partner to guide your program, it's important to know what guides them. Our values function as a compass and represent our commitment to our partners.

Here's how:

Responsibility

Doing the right thing, even when no one is looking.

Learning

Focused on getting it right, rather than just being right.

Resilience

Everything is hard before it gets easy, so we stay the course.

Connection

Leaving people better than we found them.

Fun

Our mission is serious, but fun is part of everything we do.

Our Food Philosophy



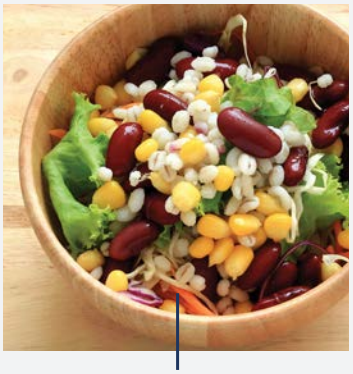
A Passion for Delicious, Authentic Food

Our inclusive, innovative culture motivates our people and is reflected in the food Chartwells serves.



Scratch Cooking

Chartwells' practice of "from-scratch cooking" ensures as many meals as possible are prepared from scratch, reducing reliance on processed foods.



Fresh, Seasonal and Local Ingredients

By prioritizing the use of fresh, locally sourced and seasonal ingredients, Chartwells ensures quality and flavor in every meal.



Innovative, Curated Menus and Recipes

With Chartwells, you get cutting-edge industry leaders who innovate. Our diverse portfolio of culinary concepts is made up of chef-crafted signature recipes that can be customized to meet the individual needs of your district.



Nutritionally Balanced Meals

Your district-specific menus meet or exceed national nutrition guidelines, offering a variety of fruits, vegetables, whole grains and lean proteins to support students' health and well-being.



Culinary Education and Training

Culinary education and training is the foundation for our associates. All associates can expect continuous training. Meanwhile, our student programming emphasizes the importance of healthy eating habits, food sustainability and essential cooking skills, empowering students with lifelong tools for well-being.

Driven by Your Priorities, Focused on Your Success

Shaping tomorrow's schools through today's key enablers

Here's how:

1

Custom, Student-Led Menus

The focus is on serving food kids love. The menu showcases taste-tested, kid-approved culinary concepts. To meet their preferences, students are surveyed twice a year, keeping their favorite foods on the menu.

2

Innovative Cafeteria Experience

Industry-leading technology reflects the dining experience students have outside of school while enhanced engagement programs create connection and fuel excitement.

3

Compliance Expertise

With the largest number of registered dietitians in the child nutrition industry, Chartwells stays up to date with the latest regulatory changes and ensures your program is always compliant.

4

Maximizing Efficiency, Minimizing Costs

Chartwells uses data and analytics to optimize operational efficiency and minimize costs. Simpler systems and processes mean less time in the office and more time with students.

5

Student Enrichment (Outside the Cafeteria)

From nutrition education that builds lifelong healthy habits to opportunities that inspire careers in the culinary arts, students' futures are supported every step of the way.

6

Best Place to Work

When one person succeeds, everyone succeeds. Frontline associates have access to various development programs, and a strong commitment to diversity, equity and inclusion ensures a welcoming environment for all. Associates are eligible for year-round benefits, even if they work only during the school year. Efforts are also made to minimize gaps in coverage for associates transitioning from district payroll or another foodservice provider.

Service Capability Plan

Culinary Approach

A Fresh Focus on Student Well-Being

Making school lunches fun again

Here's how:







1

Chef and Dietitian Curated Menus

Our industry-leading team of chefs and dietitians work together to create recipes that provide students with the nutrition they need in foods they love to eat.

2

USDA-Approved Recipes, Perfected for Your Students

With thousands of USDA-approved recipes customized to meet your district's unique demographic, menus are designed to appeal to students and refined based on their feedback.

3

Fresh, Local, Minimally Processed Ingredients

All recipes start with fresh, local, minimally processed ingredients prepared with scratch- and batch-cooking techniques that retain nutrients and flavor.

426



High-Quality, Fresh Meals Tailored to Your District's Needs

See our scratch cooking in action.

Food Safety

To ensure your students' health, great care is taken with quality, food safety, sanitation and HACCP standards. With quality assurance spot-checks, printed daily menus and temperature logs with service times, strict adherence to food safety and quality standards is guaranteed.

427

Service Capability Plan

Culinary and Implementation

From Scratch Cooking to Seamless Implementation

Cooking up school meals with fresh, high-quality food and a personalized approach

Here's how:

1

Scratch and Speed Scratch Cooking

The art of scratch cooking is combined with a practical "speed scratch" method, utilizing fresh, raw ingredients and preprepared components to deliver nutritious, delicious meals. These meals balance taste, cost and safety, all tailored to Lyon County School District's unique resources and kitchen setup.

2

Batch Cooking

Every student deserves the same high-quality meal, from the first in line to the last. That's why smaller batches are prepared more frequently during meal periods, ensuring food stays fresh and delicious for everyone, every time.

3

Culinary Training

The key to elevating your menus lies in training. A tailored training series has been created for Lyon County School District to ensure a smooth start and equip the team with the confidence and skills needed to successfully adopt the new approach.



428



Your division purchasing manager brings extensive experience in supporting K-12 schools and districts throughout your region. Backed by the full resources of Compass Group, including Foodbuy – the largest group purchasing organization in North America – they provide unmatched purchasing power to maximize value for your program.

Foodbuy

Service Capability Plan

Unmatched Purchasing Power

Creating Savings and Growth Opportunities

Providing value-driven foodservice, focusing on cost savings, increased revenue and reinvestment into school programs

Here's how:

1

Maximize Use of USDA Foods

To receive government funding, schools must comply with USDA regulatory requirements. You will get the help you need.

2

Increase the Purchase of Local and Sustainably Sourced Products

Backed by Foodbuy, a Compass Group resource, you will benefit from unmatched local and sustainable purchasing power.

3

Improve Supplier Diversity

By supporting a broader range of businesses, including an enhanced cultural representation in menuing, you can enjoy a more innovative product offering.

4

Minimize the Impact of Inflation

Inflation has significantly driven up the costs of food, labor and supplies, making it harder to provide nutritious meals. You will have the expertise to stay within tight budgets.

5

Meet Buy American Provision Requirements

By prioritizing the purchase of domestically produced food products, Chartwells can help support local farmers and ensure fresher, higher-quality ingredients.



With the largest team of dietitians in the K-12 industry, Chartwells has experts to guide you through the ever-evolving regulatory environment. Not sure what the latest USDA news means for your district?

Our team of experts is dedicated to monitoring these changes and helping you understand the impact they will have on your program.

Confidence in Compliance: Chartwells' Dietitians at Your Side

431

Service Capability Plan

Safety and Compliance

Serving Up Safety and Compliance, Every Day

Taking pride in protecting the health and safety of students and staff

Here's how:



1

Expert-Led Health and Safety Commitment

Our team is trained in top-level food safety, sanitation and allergen management, ensuring every meal meets strict safety standards.



2

Compliance Confidence

With expert dietitians on staff, your schools will receive support to stay up to date and compliant with USDA guidelines, ensuring they are audit-ready every day.



3 Great News ...

Power in the Palm of Your Hand

Our Nutrislice app empowers families to explore menus, check nutrition details and filter for allergens – making informed choices easier than ever.

For more information about safety and compliance, please refer to **Section Three** of this proposal.

432



Operational Excellence Team

This centralized enablement team of operators and change management leaders is dedicated to facilitating the transition of new business operations. With experience leading K-12 account transitions of all sizes and scopes, our team of experts will serve as a key point of contact for our local teams, functional teams and partners. Operational Excellence helps navigate the change process, lead communication and foster relationships. They support local operators to provide the best possible experience for students, associates, clients and the community.

Service Capability Plan

Transition Plan

Our Dedicated Transition Support Team

Clear steps, collaborative planning and open communication ensure a seamless start to your new program

Here's how:



1

Accountability

Time-tested best practices for leading transitions, problem-solving and effective risk mitigation include establishing a clear vision and objectives, communicating transparently, engaging stakeholders, providing training and resources, and monitoring progress to adjust strategies as needed.



2

Organization

A customized transition plan and communication governance are essential for ensuring smooth organizational changes and maintaining clear, consistent communication throughout the process.



3

People and Relationships

Transparent communication and true business partnership are key to building trust, fostering collaboration and achieving shared success.

From the moment we began preparing our proposal, our dedicated management team has been crafting a clear path forward for your district.

Please see the **Transition** section of this proposal for our detailed plan.

Experience and References

Our Team



Erica Wyrick • Director of Dining Services

Erica is a dedicated and highly experienced senior foodservice director with over 10 years in the K-12 school industry. She has a proven track record of managing and directing dining services, ensuring compliance with nutritional guidelines and regulations, enhancing the quality of meal programs, and fostering a positive dining environment for students and staff. Erica is adept in strategic planning, budget management, team leadership and implementing innovative solutions to improve foodservice operations.



Dorne Cullen • Assistant Director of Dining Services

Dorne is a seasoned assistant director with strong organizational skills, work ethic and a positive attitude. She has recently gained additional valuable knowledge and experience while covering for the director of dining services. Doren has been working at Lyon County School District for 12 years.



Brooke Tompkins • Operations Manager

Brooke has been Chartwells' director of dining services for Martinez Unified School District from 2021-2024 and Clayton Valley Charter High for the four years prior, earning the Platinum Account of the Year Award in 2019. She was promoted to operations manager in November 2024, overseeing seven school districts across Nevada and northern California. In her seven years with Chartwells K12, Brooke has developed workability programs with SPED teachers, partnered with culinary arts departments to enhance students' culinary education, developed K-12-compliant drive-thru menus to serve the community during the COVID-19 pandemic, overseen additional districts in times of need and supported her teams with enthusiasm.

For more information about our experience and references, please refer to **Section Four** of this proposal.

435

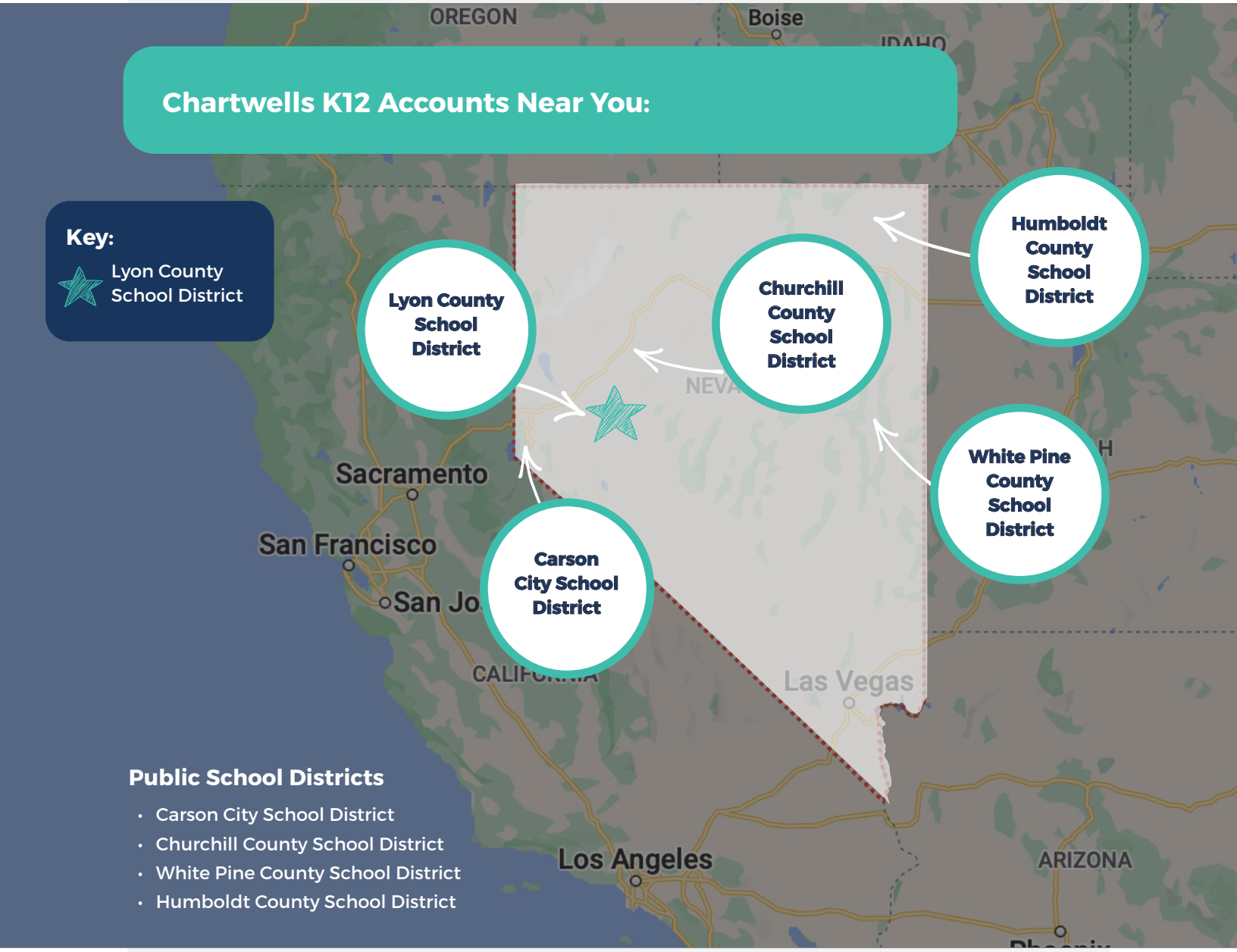
Experience and References

Chartwells in Nevada

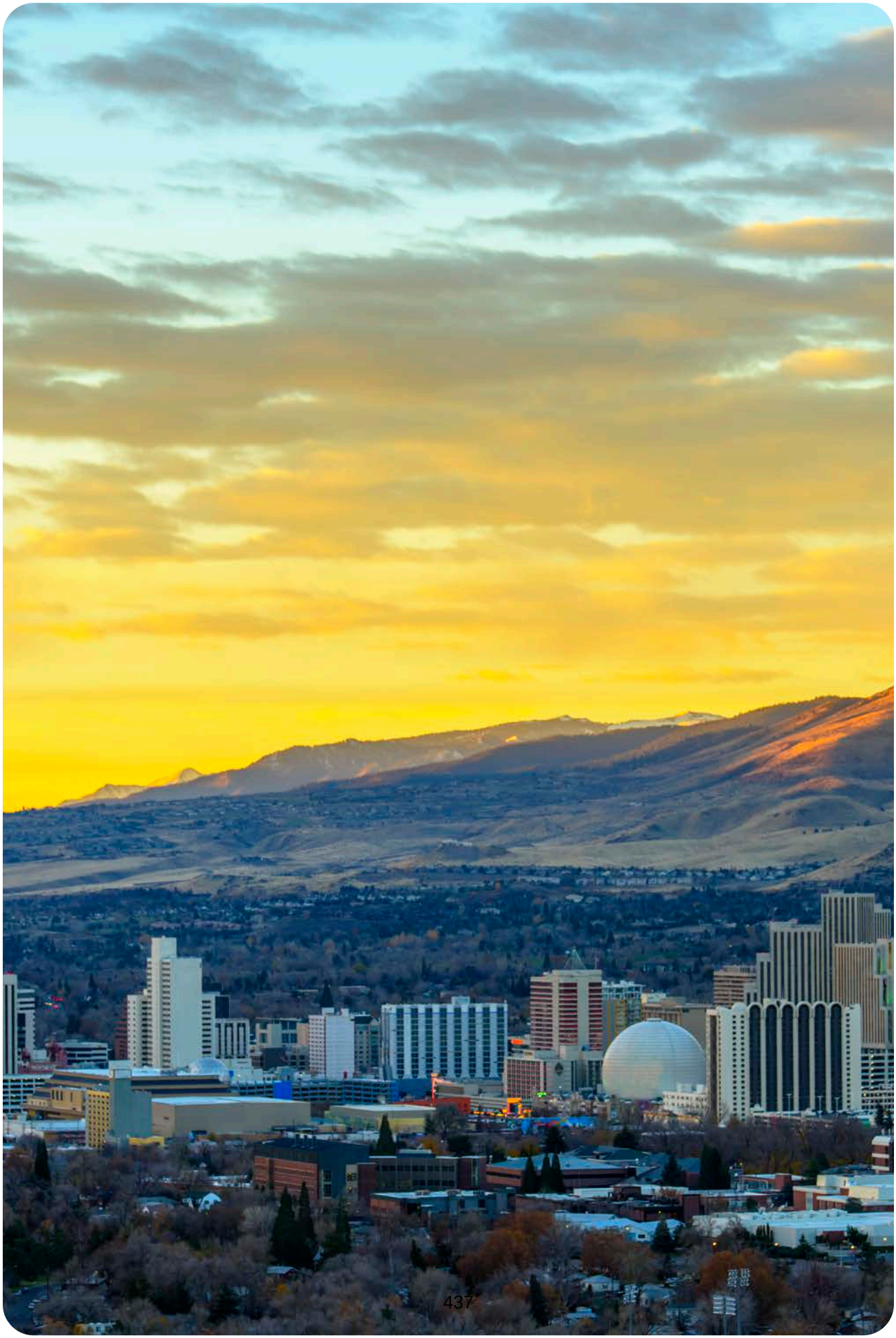
5 partnerships

48 schools

4.2M meals served in 2023



436



Experience and References

Local Expertise, National Resources

Combining the strength of national resources with local expertise to deliver exceptional, customized K-12 dining solutions for your community

Here's how:

1

Backed by Compass Group

Lyon County School District will benefit from a dedicated local team passionate about delivering high-quality food and enhancing the well-being of your students and community. As part of Compass Group, Chartwells not only has access to extensive resources, but also brings the personalized service of a small company specializing in K-12 dining.

2

Nearly 30 Years of K-12 Expertise

With nearly 30 years of experience managing school foodservice programs, Chartwells has seen it all and is an expert in adapting to change. This expertise allows for identifying potential issues early and sourcing solutions quickly.

3

Dedicated Local Team, National Resources

You are encouraged to connect with our partners – five in Nevada alone – for an honest, firsthand perspective on a Chartwells partnership. Our references highlight our local strength and success in managing programs similar to yours.



700+
District Partners



2.6
Million Students



4,500+
Schools

438

Experience and References

Your Chartwells Support Team

No one has to do it alone. Whether they're a frontline associate or an area director, every person supporting the Lyon County School District foodservice program has access to experts in operations, culinary, nutrition, purchasing, marketing, human resources and finance.

The on-site team is supported by its regional counterparts, who, in turn, are supported by the national team.

Operations

Regional



Brooke Tompkins
Operations Manager



Paul Tapia
Regional VP

National



Paul Kendall
Division VP



Heidi Hogan
SVP, Operational Excellence

Purchasing

Regional



Elise Mealor
Purchasing Manager

National



Catherine Johnson
Director of Purchasing

Culinary

Regional



Robert Fredericks
Regional Executive Chef

National



Paul Sottile
Director, Culinary Growth and Development



Peter Gilhooly
SVP, Culinary

Nutrition

Regional



James Malloy
Regional Dietitian

National



Sarah Maver
Director of Wellness and Sustainability



Kate Dienst
Director of MenuWorks



Lindsey Palmer
VP, Nutrition and Industry Relations

Experience and References

Marketing and Communications

Regional



Kirsten Subach
Field Marketing Director

National



Monica Woodworth
Growth and Retention Manager



Emily Lekoski
Marketing Director



Jonathan Squibb
Director of Communications



Ashley Kakas
Senior VP, Marketing and Communications

Human Resources

Regional



Michelle Winn
HR Business Partner

National



Kasie Phillips
VP of Human Resources

Learning and Development

National



Rebekah James
Manager, Learning and Development



Erik Larson
VP, Learning and Development

Finance

Regional



Susan Dalisaymo
Regional Controller

National



Brent Hoover
Division Controller



Matt Tomczak
VP, Finance

Client Relations

National



Jeff Marc
VP of Client Relations

Transparency at Every Step: How Your Foodservice Dollars Are Managed

At Chartwells, the approach is "no surprises," with a focus on open and honest communication. Each month, an operating statement will be provided, and the director of dining services is available to schedule a meeting to review everything and address any questions. The goal is to ensure you feel confident and informed about how your foodservice dollars are being spent.





Ranked Number 31

In 2024, Compass Group PLC was named one of the World's Best Companies by Time magazine. The ranking of the 1,000 selected companies is based on employee satisfaction, revenue and environmental, social and corporate governance data. Ranked No. 31, Compass Group demonstrates a commitment to taking care of people, having a positive impact on the world and delivering financial success.

Financial Condition/Stability and Business Practices

Strong Support for Your School Backed by a Financially Solid Parent Company

Proudly backed by Compass Group, a global leader with a strong financial foundation valued at $42.2 billion

Compass Group helps ensure strength and stability, allowing the focus to remain on creating happy, healthy cafeterias for students and staff. This support also enables time and cost savings to be passed on to you.

It's a win-win.

Accounting and Reporting Systems

Our standard reports include:

- Accounts receivable/cash
- Inventory
- Transfer summary
- Accounts payable
- Profit and loss (provided at the revenue and expense line-item levels)
- Cost of goods (displays product costs)
- K-12 period P&L (displays a roll-up of the period-to-date profit and loss statement, includes budget and the same period from the prior year)
- K-12 client position
- Sales and meal counts for breakfast, lunch, adult, a la carte, free, reduced and paid
- A comprehensive breakdown of net product costs, inclusive of the USDA foods value
- Rebate information
- Reimbursement calculations
- Labor figures (broken into hourly and supervisory, with allocations for holiday, vacation, workers' compensation, bonus, retirement and payroll taxes)

You can find a full list of reports and an example invoice in **Section Three** of this proposal.

442

Personnel Management

Associate Engagement

Empowering People to Drive Success

Ensuring a high level of employee engagement, satisfaction and retention

Here's how:



1

Best-in-Class Benefits

With same-day pay and text-to-apply initiatives, our leading-edge benefits are key in a competitive landscape.



2

Prioritizing Growth and Retention

Personal and professional development opportunities are offered to enhance skills, foster confidence and increase satisfaction, with engagement and recognition playing key roles in associate retention.



3

Training and Development Programs

Our commitment to inclusive work environments and caring for associates makes Chartwells an employer of choice that attracts the best.



4

Recognition and Retention Programs

Empowering and engaging associates are key to delivering exceptional service and results.

DEI 2024 BEST PLACE TO WORK FOR DISABILITY INCLUSION

Forbes 2023 AMERICA'S BEST LARGE EMPLOYERS

AMERICA'S GREATEST WORKPLACES 2024 Newsweek

AMERICA'S GREATEST WORKPLACES FOR WOMEN 2024 Newsweek

AMERICA'S GREATEST WORKPLACES FOR DIVERSITY 2024 Newsweek

For more information about personnel management, please refer to **Section Four** of this proposal.
443



People First, Positive Impact, Proven Success

5

Local and National Support

Whether they're a frontline associate or an area director, every person supporting the Lyon County School District foodservice program has access to experts in culinary, nutrition, marketing, human resources and finance. The on-site team is supported by its regional counterparts, who, in turn, are supported by the national team.

444

Innovation

Enriching Student Experiences Beyond the Cafeteria

Fueled by innovation and committed to offering insight-driven programs to drive engagement and excitement across your district

Here's how:

E15

chartwells SPARK IGNITING INNOVATION

1

Insights: Our Secret Ingredient

Powerful information tools help spark innovation and provide a deep understanding of your district's needs and preferences. With this valuable business intelligence, custom dining and nutrition education solutions can be created and tailored specifically for you.



2

Fueling the Next Generations of Culinarians

A partnership with The Navigate Foundation, a youth hospitality career initiative supported by Compass Group, helps students discover their passion for the culinary arts and gain valuable professional experience through local culinary internships at colleges and universities. By partnering with Chartwells, Lyon County School District students can build successful careers in the food industry.



3

Delivering on Diverse Menuing

Diversity, equity and inclusion are at the heart of everything Chartwells does. Through diverse supplier partnerships, a variety of culinary experiences are offered while supporting diverse brands in the K-12 market.

Through our strategic diverse supplier partnerships, unmatched purchasing power and custom offerings specifically for the K-12 market, we are committed to supporting diverse brands while offering a rich tapestry of culinary experiences to your students.

445

Innovation

Appetizing Alternative Service Points

Chartwells provides a range of unique, affordable solutions to help maximize rushed lunch periods. These options are as fun as they are fast, allowing students to skip the line and really savor the flavor.



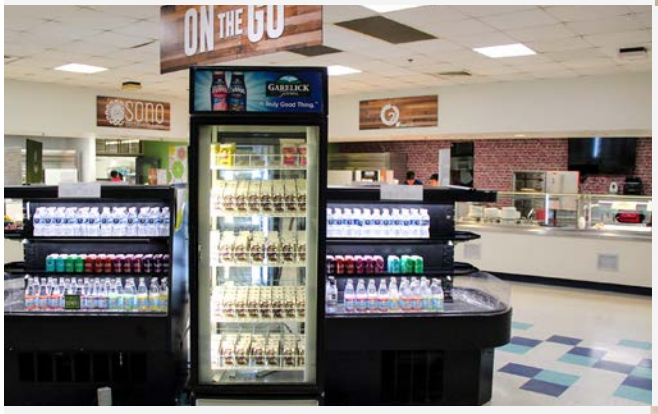
Food Haul

No time? No problem! Our newest alternate service point offers students delicious, on-the-go meals in minutes in an easy, flexible footprint that helps increase participation beyond the cafeteria.

Food Truck Pop-Ups

Decrease wait times and increase excitement with these fun stations that can be anchored or mobile. With a variety of packages to choose from, they fit any meal occasion and are sure to be loved by students of all ages.





Tech-Forward Retail Solutions

Digital signage, mobile ordering and flexible checkout platforms reflect the experiences students have in today's world.

C-Stores

High school students can build a reimbursable meal or grab smart snacks on the go in a convenience store environment.





447

Innovation

What's Next at Lyon County School District?

Happy Cafeterias!

Inviting and efficient cafeterias drive participation rates and student satisfaction. Lyon County School District students deserve a place they can relax and recharge while enjoying a meal with friends. That's why our focus is on refreshing all dining spaces, each with a custom design. We look forward to sharing new murals, paint and decor this coming school year.





Nutritious Smoothies

No more skipping breakfast because your student "doesn't like breakfast foods" or runs out of time. We've solved these road blocks with new recipes and equipment to serve smoothies for breakfast. We use real, wholesome milk or yogurt with fresh fruits and vegetables to deliver powerful nutrients that keep students fueled all day. Watch for a new smoothie station at Yerington High School and delicious smoothies on the breakfast menus at all secondary schools.

Visit New Destinations with Global Eats

Lyon County School District students have "toured" Italy and Mexico in their cafeterias. Now it's time for new adventures as Global Eats takes them to the Caribbean, India, Korea and China. Kids will gravitate toward the savory scents of international flavors and bright and colorful pop-up stations signaling that something special awaits. Global Eats introduces kids to different cultures and flavors from around the world.





Mobile Teaching Cart

The fun and excitement ramp up when students see the teaching cart in the cafeteria, in the classroom or anywhere nutrition education happens. This cart stores, transports and enables everything needed for a successful live-action cooking demonstration. It's great for teaching future chefs or inspiring kids to try new foods. We are "rolling" this out first at Dayton High School.

Innovation

Environmental Stewardship

We'll work closely with the district to identify improvements in sustainability and partner with Fernley High School for a successful composting program. Composting helps reduce waste, improves soil health and teaches kids to care for the planet, embrace teamwork and project-manage big ideas.



Communication is Key

Our goal is to help students and parents feel included and become engaged with the foodservice program at their school. To do this, we'll continue regular surveys and focus groups, and branch out to elevate the conversation with Youth Advisory Councils, district wellness committees, and client visioning sessions. Each participating group provides valuable insights representing the needs of students, parents, staff and administrators. This communication helps to inform ongoing improvements to the school dining program.

Discovery KITCHEN COOKOFF



Cooking Competitions

We are excited to launch Discovery Kitchen Cookoff at Lyon County School District. Students will be guided by Chartwells chefs and managers to create their own recipes and prepare culinary masterpieces to wow their friends and judges. Winning recipes may be featured on the school menu. Top chefs may qualify for selection to a statewide championship – Taste of Reno at UNR.

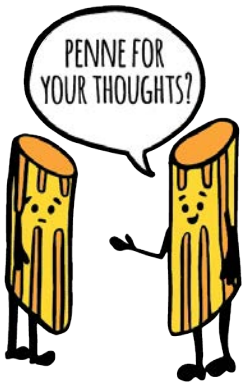


Chart Forward with Navigate

Lyon County School District culinary students will benefit from this professional development program that brings hospitality, culinary and leadership training right to their campus. This 12-week internship provides paid work experience, ServSafe accreditation and potential full-time employment within Chartwells or other Compass Group sectors upon graduation. Together, we can create meaningful change in the lives of Lyon County School District's youth, families and community.



Innovation







Navigate Foundation

Founded by Chef Simone Byron, Navigate brings an opportunity to close professional development gaps ranging from soft skills to technical training and even emotional intelligence. Together, Chartwells, Navigate and Lyon County School District can create meaningful change in the lives of our youth, their families and communities.

To empower future leaders, Chartwells and the Navigate Foundation provide hospitality, culinary and leadership training to students through a rigorous 12-week internship. Regardless of students' future plans, Navigate provides real-world opportunities within their school setting that have a positive impact on communities and the lives of young leaders.

Highlights:

- Soft-skill and workplace understanding in hospitality, communication, budgeting and personal brand.
- Culinary-based internship, including plating and presentation, ingredients and cooking process.
- Paid work experience in school, including school credits where applicable.
- ServSafe national accreditation.
- Intern at their school – no travel necessary to gain work experience.
- Potential full-time opportunities within Chartwells and other Compass Group sectors upon graduation.

Scan here to hear from Chef Simone

450

Innovation

Student and District Impact

Navigate connects district needs and youth participants by strategically aligning the hospitality sector's requirements with the potential and skills of student interns. By investing in future hospitality leaders, Navigate provides growth opportunities for young people at a local level while positioning them for a dynamic workforce.

Student Benefits

- **Career Opportunities:** Navigate provides students – particularly those from low-income and underserved communities – with access to career opportunities they might not otherwise have.
- **Professional Advancement:** The training modules offered by Navigate cover both personal and professional development, including industry-recognized certifications that enhance employability.
- **Economic Fulfillment:** By granting access to jobs with above-livable wages, Navigate helps improve the socio-economic trajectories of its participants.
- **Support and Guidance:** Navigate's comprehensive support system provides students with the guidance to steer their career paths individually and successfully.

District Advantages

- **Talent Development:** Through its in-depth training programs, Navigate develops skilled professionals who are ready to meet the demands of the hospitality industry.
- **Industry Integrity:** By maintaining a focus on sector-recognized certifications and on-site training, Navigate helps ensure that the workforce is competent and prepared.
- **Sustainable Workforce:** Hands-on foodservice experience and potential post-internship employment help create a pipeline of qualified professionals ready for permanent hospitality roles.
- **Diversity and Inclusion:** As a woman-founded, minority-owned initiative, Navigate promotes diversity and inclusion within the district, reflecting a wide range of perspectives and backgrounds.







Promotion of the School Foodservice Program

Food Is Our Foundation, Served with a Side of Fun

Generating excitement, driving engagement and increasing participation through our core program

Discovery Kitchen

Fun Days

The Discovery Kitchen calendar highlights special days designed to increase participation
- **Holidays like Chinese New Year**
- **Themed events like Pirate Day**
- **Tastings of new foods**

chartwells Discovery KITCHEN

Lyon County School District's 5th-12th graders have enjoyed Discovery Kitchen

Designed to ignite each student's sense of adventure and discovery, this flagship program fuels happiness in the cafeteria, the classroom and beyond.

- Promotional calendars drive engagement by connecting nutrition education, promotions and menu offerings with a monthly theme.
- Pop-up tasting events in the cafeteria introduce new foods while live-action chef demonstrations teach cooking and healthy habits.
- Discovery Kitchen Cookoff allows students to create their own culinary masterpieces with the guidance of our chefs. Every contestant will build skills, gain experience and, most importantly, have fun.



452



Introducing the Taste of Nevada Culinary Showdown

Calling all Lyon County School District high school culinary students! Chartwells chefs and managers will be on hand to host and mentor students in creating their culinary masterpieces. Each high school will hold preliminary "Cookoff" competitions to qualify for the Nevada-wide championship – The Taste of Nevada Culinary Showdown in Spring 2026 – hosted at UNR, where they'll compete with culinary champions from other Nevada school districts.

Student contestants will receive custom chefwear, safety equipment and all the ingredients and tools needed to prepare a delicious meal. Winning recipes may even be featured on their school menu! This tournament-style competitive cooking series is a fun, hands-on experiential learning opportunity. Contestants will embrace problemsolving, follow instructions, overcome challenges and improve public presentation skills, culinary basics and nutrition knowledge. Plus, it boosts confidence and creates memorable experiences.

This first-of-its-kind contest will impress classmates and excite students who love to watch cooking shows on Netflix or popular chefs and culinary influencers on TikTok. Chartwells chefs and dining team managers will provide a kitchen safety lesson and guidelines, including key ingredients. The judges panel will be selected with district input, adding another layer of prestige and excitement to this newsworthy event.

Get ready for a cooking adventure and culinary showdown!

453

The Mood Boost program empowers elementary and middle school students to recognize, express and enhance their moods through the connection between diet and well-being, both mentally and physically. Developed by Chartwells' chefs and dietitians, the program's menu emphasizes fruits and vegetables that support six key moods: Happy, Alert, Calm, Strong, Confident and Smart. Engaging characters, called Moodies, represent each mood, while collectible items like trading cards and wristbands reinforce positive choices.





Global Eats

Secondary students are given a passport to explore authentic flavors from around the world. With recipes and educational content created alongside our celebrity chef partners, students embark on a culinary adventure, learning about the countries and cultures behind each dish. As they try items from six featured destinations – Mexico, Italy, India, China, Korea and the Caribbean – they earn stickers for their passport. And if they're hungry for more, they can keep exploring through the Global Eats website, with video demos and fun activities.

STUDENT CHOICE
FOOD YOUR WAY

Tasting and voting events let secondary students have their say in the menu, showing our commitment to serving food they love. Culinary concepts go head-to-head to see which dish makes the cut. Will it be Big City BBQ's pulled pork nachos or Bok Choy's spicy chicken banh mi? It's up to the students!

Scan the QR code for Student Choice Video.



Promotion of the School Foodservice Program

Marketing Plan

Lyon County School District Growth and Marketing Plan

Close collaboration with principals and administrators will help refine the plan for the coming years, ensuring a strong engagement strategy that meets the needs of your students

Student Engagement and Promotions

chartwells Discovery KITCHEN

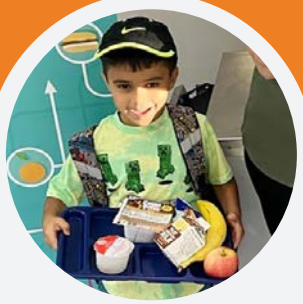
MOOD BOOST

STUDENT CHOICE FOOD YOUR WAY

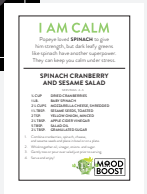
Global Eats

Discovery KITCHEN COOKOFF

- Begin a series of cooking competitions
- Contest winners qualify for statewide competition against winners from other partner schools









- Continue all student engagement programs with a regular schedule of pop-up tasting events and promotions
- Expand Global Eats to include more countries: China, Caribbean, Korea, India



Feedback

- Continue table touches, surveys and focus groups
- Get deeper, actionable insights from Youth Advisory Council, wellness committee partnership and client visioning sessions
- Principal scorecards and regular in-person check-ins to be sure we're meeting every school's needs



Enrichment Events

- Back to school nights and other parent-facing events
- Full support of district wellness policy and partnership with wellness committee
- Staff development days
- Navigate program for high school students, including paid work experience and career path opportunities
- Catering available to make special events even more memorable

Cafeterias and Beyond

- Update additional cafeterias with themed wall murals, decor and signage
- Use Discovery Kitchen Mobile Teaching Cart for classroom teaching, cafeteria events and they can serve as an additional point of service during meal times
- Collaborate and support greenhouse initiatives and focus on composting with clear goals, student involvement and measured progress
- New blenders mean that delicious and wholesome smoothies are coming, with breakfast promotions and rotating flavor options

Communication

- Monthly foodservice newsletter
- Ready-to-post social media content provided to district communications department
- Promote online Nutrislice menus for each school to increase usage by parents via mobile app or web

nutrislice

- Establish a regular cadence of business reviews
- Continue to update the district webpage


When You Speak,
We Listen
Did you like the sample today?
HappyOrNot

Involvement of Students, Staff and Patrons

A Listen-First Approach: Your Voice Is Heard and Valued

By collecting feedback from students, parents, staff and administrators, your needs are met with flexibility and responsiveness

Here's how:

1

Methods for Obtaining Feedback

Students

- Surveys
- Focus groups
- Experience cards
- Youth Advisory Council
- Student Choice voting
- ChattBack
- Food ratings via Nutrislice
- Happy or Not kiosks

Parents

- Surveys
- Food ratings via Nutrislice

Staff

- Your Voice Survey for foodservice associates
- Principal Scorecards and forums
- Client surveys

It's not just about listening; it's about reacting and responding. By regularly reviewing program performance, you can be confident that expectations are not only met, but also often exceeded for students, parents and administrators.

2

Spreading the Word: Keeping Your Community in the Loop

Chartwells will continue to partner with your communications team, and all efforts will be made to keep everyone informed about the foodservice program. The Social Press Kit includes ready-made posts for X, Facebook and Instagram. Additionally, the dining page on the district website will be updated, and a Good News Toolkit will be provided, enabling the Chartwells team to share cafeteria news through news releases.

nutrislice

Nutrislice, our digital menu solution, empowers students and parents to make nutrition decisions with easy-to-access information. Students and parents can access menus anytime, anywhere. Integrated with our MenuWorks software, any menu changes are updated instantly, ensuring everyone stays in the know.

Newsletters

Regular updates keep the Lyon County School District community informed about the foodservice program.

Community Events

From farmers markets to back-to-school open houses, these opportunities will be used to connect with the community, offering cooking demonstrations, nutrition education, food and fun.

For more information about the involvement of students, staff and patrons, please refer to **Section Three** of this proposal.

Conclusion

Serving Up Happy & Healthy isn't a catch phrase – it's a way of being. We live for the moments when a student discovers their new favorite food, when they start a friendly competition during Student Choice and when they leave the cafeteria smiling. We can't wait to continue as your partner and serve up happy and healthy at **Lyon County School District**.

Let's Keep Cooking!



Section Three: Method of Approach and Implementation Plan

(a) The FSMC must submit a comprehensive plan on how the FSMC will provide input to purchase food for the menus that will keep costs low and quality high. In the plan, the FSMC must describe the methodology it will use to document the market value of the USDA Foods or commodities used on the invoice. The FSMC shall provide a sample invoice in the proposal that will meet all the information listed in the Special Terms and Conditions that pertain to USDA requirements.

Clean Labels

Simple, wholesome ingredients make our recipes stand out. That's why we continually review products and ingredients and work with our supplier partners to **reduce:**

- **Artificial colors, sweeteners and flavors**
- **High fructose corn syrup**
- **Partially hydrogenated oils**
- **Palm oil from unsustainable sources**
- **Added sugar**



Compliance

We consider compliance just another part of our everyday job. Whether it's the USDA or FDA, we are always current on the latest regulations.

FDA Food Labeling

The FDA requires labels that contain nutrition and ingredient information on foods prepared and packaged for grab-and-go service. To address this need and further our commitment to enhanced transparency, we provide our partners with a grab-and-go package labeling program driven by MenuWorks that allows labels to be printed on-site with nutrition and primary ingredient information. Safety and accuracy are a top priority, so we provide training on how to implement labeling for every location. As an added value, the new labels paired with modern packaging provide an upscale dining experience similar to retail establishments.



USDA Commodity Diversions

We are experts in USDA commodities and diversions for K-12 schools, offering comprehensive solutions that ensure schools receive high-quality, nutritious foods. Our team has extensive knowledge of USDA regulations, procurement processes and commodity management, enabling us to efficiently handle all aspects of the diversion process. We optimize your commodity allocations, streamline deliveries and ensure compliance so operators can focus on providing healthy meals to students.

Commodity Tracking

Each month, we track:

- The case value of all direct delivery items received.
- The processed commodity savings of all products that have diverted commodity funding/pounds.
- DoD case prices.
- Processed pounds available and suggested versus actual usage to date to ensure all pounds are utilized.

Invoicing

Our invoice provides a program cost summary that details the commodities received, and these amounts are credited to the district each month. The invoice includes usage amounts to confirm all commodities are utilized to the maximum benefit of the district.

Annual Chartwells Supplier Summit

Each year, our regional culinary, purchasing, nutrition, marketing and field operations teams spend three days with more than 30 industry-leading manufacturers. We review, sample and taste products being made available for USDA commodity diversion while discussing innovation and recipe creation. This is how we provide the most innovative use of commodity dollars.

As your USDA commodities expert, we:

- Provide a dedicated commodity manager for expert oversight and training.
- Focus on foods with the highest quality and nutritional value.
- Maximize your commodity entitlement funding.
- Take a state-based approach to commodity diversion planning.
- Developed industry-leading tools to assist operators.

Still have questions on commodities? Scan here to learn more.



463

Following is an example of a Chartwells cost reimbursable (fee) invoice:

chartwells
serving up happy & healthy

FCPM Invoice

Invoice Number: K54526053
Invoice Date: Dec 31, 2024

Bill To: Lyon County School District
25 E. Goldfield Ave
YERINGTON, NV 89447

Remit To: Chartwells Dining Services
PO Box #50196
Los Angeles, CA 90074-0196

Note:

Description of Charge	Count	Billable Rate	Amount
After School Snack	1,252.00	1.0823	$1,355.04
Breakfast	60,945.00	1.4958	$91,161.53
Lunch	73,215.00	2.2619	$165,605.02
Adult Lunch A la Carte	451.09	2.2619	$1,020.32
Other A la Carte	1,087.50	2.2619	$2,459.82
Addt'l Labor - Dec 2024			$83,264.88
Catering Head Start Nov 2024			$1,565.01
Catering Smith Valley Cookies			$25.00
DoD Fresh rcv'd - Dec 2024			-$19,474.39
Kitchen Supplies			$136.24
Maintenance and Repairs			$4,216.02
Office Supplies/Water			$112.06
Smallwares			$75.53
USDA Food rcv'd - Dec 2024			-$12,454.56
USDA Food rcv'd - Dec 2024 DES			-$2,250.12

TERMS: Due on Receipt

Invoice Subtotal	$316,817.40
Less Deposit	$0.00
Total Due	**$316,817.40**

Credits and Rebates

As required by USDA regulations, Chartwells will pass back all credits and rebates to Lyon County School District. This is noted in the detail of each month's invoice.

USDA Foods and DoD Fresh Foods Received and Used

Chartwells notes as a memo on our invoice the USDA foods and DoD fresh foods received and used as required by USDA regulations.

For more information on how we handle USDA foods, please see this section of this proposal.



Recipe for Success

We start with five key ingredients and continually hone our partnership through collaboration.



1. A Listen-First Approach



2. Driving Participation with Food Kids Love to Eat



3. Empowered Associates



4. Unmatched Purchasing Power



5. Industry Expertise

1. A Listen-First Approach

When you speak, we listen. This is Lyon County School District's foodservice program – we're here to keep helping you make it the best it can be. We gather input from students, parents, teachers and administrators so we can create an engaging experience for everyone. We continue to listen throughout our partnership to identify our successes and opportunities for improvement. We'll use the following methods to gain insights into the needs of your program:



Surveys

Online surveys are sent to students, parents and administrators twice a year to establish a baseline and measure our progress.



Happy or Not Kiosks

Students choose a happy or sad face to quickly rate new menu items.



ChattBack

Students can text their feedback to a central number.



Principal Scorecards

One of our team members will survey each of your principals regularly.



Nutrislice Food Ratings

Students can rate each dish on a five-star scale in the menu app.



Focus Groups

Small, interactive sessions of students and/or faculty are led by a neutral facilitator.

For more information on our feedback tools, please see the Involvement section of the proposal.

2. Driving Participation with Food Kids Love to Eat

We start with a focus on the food. Then we design a promotional plan that drives participation based on student favorites, current trends, nutritional guidelines and new products. Concepts, promotions and marketing campaigns are released frequently throughout the year to enhance variety.

Our engagement programs can be tailored to elementary, middle or high school students. Whether it's our award-winning Mood Boost inspiring students to eat healthy foods or our latest innovation, Global Eats, taking them on a culinary adventure, all students will find something to love in the lunchroom.

> ***"The variety and presentation won over our administration, staff, students and parents. The choices of foods they offer are not only healthy for students and staff, but they maintain the integrity of the National School Lunch Program."***
>
> – Sara Deulofeu, Senior Operations Administrator, Da Vinci Schools

Participation Builders

There are plenty of ways to encourage students to try something different. From watermelon edamame poke bowls to classic Southern crispy chicken sandwiches, we keep lunch exciting.



Menu Innovation

Our teams use their world-class culinary training to prepare new, scratch-made recipes.



Interactive Experiences

Culinary demonstrations and nutrition education keep students engaged.



Made to Order

Students like choices, control and freshness.



Interruption Points

We carefully position items so students can find them more easily.



Combo Meals

Time-pressed students can still personalize their meal.



Tastings and Samplings

These are interactive, effective methods of creating awareness of new products and fresh, seasonal offerings.

Culinary Culture

Serving Up Happy & Healthy

We're passionate about creating delicious, kid-approved food that supports development at this critical time in children's lives.

We will continue to work directly with you to develop a foodservice program that fits your needs and budget. We have a portfolio of chef-designed, customizable cafeteria concepts and programs that we combine to create a one-of-a-kind dining experience your students will love.

Before we begin the menu development process, we take the time to understand the unique needs of your district and create custom menus that are right for you. Menus are designed to fit each individual school. We never use a one-size-fits all or top-down corporate menu plan.

We talk to your team about your vision for the program, then we employ subject matter experts and data analytics to deliver results. Analytics allow us to look at the eating habits and trends in your community so we can further tailor menus to local preferences.

"Food is at the forefront of everything we do, and our recipe is simple: Wholesome ingredients, innovative menus and engaged associates create a great experience."

– Chef Peter Gilhooly,
Senior Vice President of
Culinary Services



Our Culinary Philosophy

- ***A Passion for Delicious, Authentic Food***
- ***Flexible, Curated Menus and Recipes***
- ***Scratch Cooking***
- ***Nutritionally Balanced Meals***
- ***Fresh, Seasonal Ingredients***
- ***Culinary Education***

Kids' Picks

Happy & Healthy Menu Planning

What if menu planning could be easier? This question led us to develop Kids' Picks, our menu planning guide. This sophisticated set of tools and resources ensures we deliver on-trend, cost-effective menus your students will love.

We started with our proprietary menu management software, MenuWorks, which has more than 15,000 USDA-compliant recipes. From there, we integrated Kids' Picks, which features our most popular recipes and helps you meet your budgetary needs. It provides our teams with the flexibility to further customize your menus and incorporate the student favorites that drive participation at your district.

Kids' Picks
happy & healthy menu planning

How will Kids' Picks benefit Lyon County School District?

Kid-tested, on-trend recipes are sure to be a hit

Menus are customizable to your students' preferences

Predictable, accurate cost forecasting keeps the program on budget

Real-time metrics, reporting and analysis allow us to better manage menus to drive participation and minimize food waste

Easy, user-friendly menu planning means less time in the office and more time engaging with students and staff

Kids' Picks reflects our leadership team's commitment to continuous menu innovation. These tools and resources will continue to evolve over time, improving how we approach menu development, costing, forecasting and associate training.

Our Food Philosophy: Scratch Cooking

Scratch cooking is best deployed as part of a larger food philosophy – one that aims to provide the highest-quality meals prepared from the best ingredients available.

We practice the art of "from scratch cooking," and our philosophy emphasizes preparing meals from raw, unprocessed ingredients, focusing on freshness, quality and sustainability. We prioritize the use of whole foods, minimizing our reliance on artificial additives and premade components.

This approach often values seasonal and locally sourced ingredients, fostering creativity and control over what goes into each of our dishes. Scratch cooking celebrates the craftsmanship and tradition of making food from scratch, promotes healthier eating, creates a deeper connection to food and nourishes an appreciation for the time and effort invested in the cooking process.





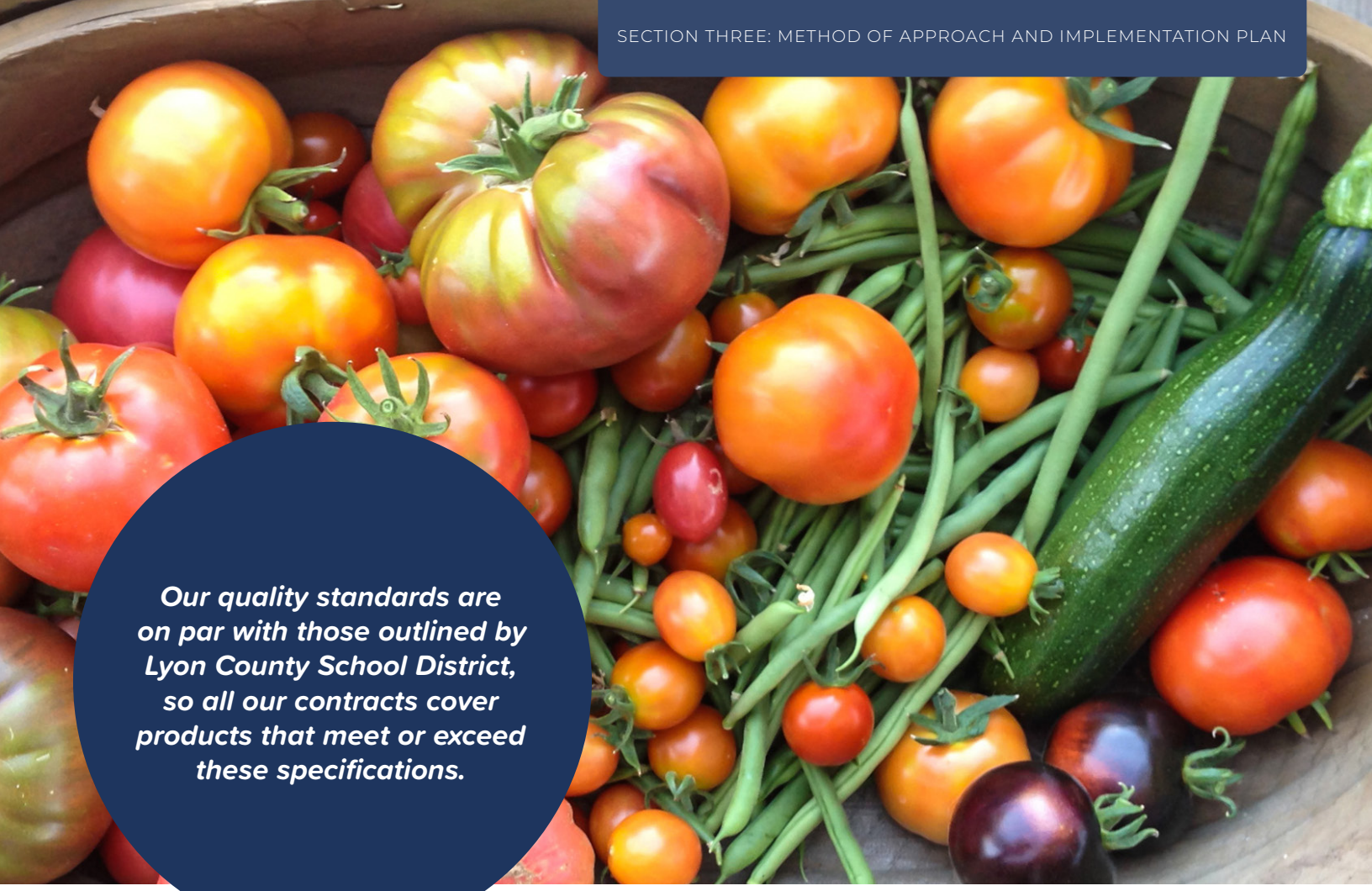
See our scratch cooking in action.

Batch Cooking

We are first and foremost a culinary-focused company, and batch cooking is at the heart of what we do. We prepare smaller quantities of food more frequently and at the last possible moment to ensure our food is as fresh as possible.

We have an extraordinary team of chefs and dietitians solely devoted to K-12 who collaborate every day to bring award-winning concepts and recipes to fuel your students.

471



Our quality standards are on par with those outlined by Lyon County School District, so all our contracts cover products that meet or exceed these specifications.

Ingredient Excellence

An outstanding food program begins with excellent ingredients. We prioritize the use of fresh, local, authentic and minimally processed ingredients wherever possible.

Kitchen Principles

- All our food has zero grams of added trans fat per serving.
- We have reduced added sugar in our flavored milk and are leading the industry in reducing added sugar in our recipes.
- We reduce the amount of sodium in our foods and emphasize flavor through a variety of cooking techniques, seasonings, spices and marinades.
- We bring to life the USDA's MyPlate graphic, symbolizing a balanced meal. We offer a wide variety of fruits and vegetables as well as low-fat dairy, lean protein and whole grains.
- We prioritize local purchasing in support of local farmers.
- We offer cage-free shell eggs as well as milk and yogurt produced from cows not treated with artificial growth hormones.

"Staff are surprised at the quality of our food. We all remember back when we were young and school lunch was school lunch, and that's just not how it is anymore. We're competing with the fast-casual restaurants now, and we're doing an excellent job meeting that goal."

– Brian Adesso, Director of Business Services, Menasha Joint School District

Culinary Innovation

Menus – Developed Regionally, Refined Locally

One size does not fit all. That's why our menu approach is to develop regionally and refine locally. Using student, parent and teacher feedback, we tailor your menus to meet the needs of each individual school.

The Chartwells Culinary Innovation Council

Our Culinary Innovation Council is a dedicated group of Chartwells chefs and culinarians from across the country that plays a vital role in shaping the future of K-12 dining. With their collective expertise, creativity and passion for food, they work together to develop innovative recipes and menus that excite students and meet nutrition standards. This collaboration ensures we continuously raise the bar for quality, variety and flavor, delivering great-tasting, wholesome meals that kids love while supporting their health and development.

Seasonal Menus

We are dedicated to offering seasonal menus that highlight fresh, local ingredients. By prioritizing seasonal produce and sourcing from local and regional farms, we ensure our dishes are flavorful and nutritious.

We are continually creating new recipes to give students the foods they like – with a healthy twist.



Top 10 Food Trends

Each December, we share the top 10 food trends expected to be popular with Generations Z and Alpha in the upcoming year.

Scan to read about these trends in FoodService Director.

Culinary Concepts

For a more collegiate food hall experience, we create mini restaurants in your cafeteria. We call them culinary concepts, and each can be implemented as a full concept with customizable menus and branding or incorporated into existing menus and stations. Here are some student favorites:

2.mato

Traditional favorites and current, Italian-inspired dishes.

2.mato blends the flavors, styles and preferences of modern consumers with hints of tradition. Focusing on authentic Italian ingredients ranging from traditional to gourmet, 2.mato features classic Italian favorites and unexpected menu items that highlight fresh, local ingredients. The menu is designed with simplicity, quality, variety and portability in mind. 2.mato offers healthier alternatives while encouraging the use of local flavors and seasonal ingredients where available.



Sample Menu

Chicken Broccoli Alfredo Whole-Grain Pasta

Alfredo-covered whole-grain rotini noodles, broccoli, diced chicken

Hawaiian Flatbread

Ham, pineapple and mozzarella cheese on a crispy flatbread

Veggie Lovers Pizza

Personal-sized pizza with green bell peppers, onions, mushrooms, low-fat creamy mozzarella cheese

Pepperoni Calzone

Golden brown stuffed pizza with spicy pepperoni, creamy ricotta, melted mozzarella cheese, Italian marinara sauce



Get back to basics and serve up American comfort food.

AMERICAN CLASSICS

Homestyle cooking is beloved for its comforting, traditional flavors. This hearty cuisine combines regional and seasonal favorites, featuring recognizable dishes like jambalaya, Philly cheesesteaks, hot dogs, hamburgers, BBQ and sloppy joes. American Classics showcases the diverse nature of our nation's cuisine. Today, these iconic dishes often incorporate ingredients and flavors from around the world into regional staples. Nothing brings family, flavor and tradition to the table – or cafeteria – quite like American Classics.

Sample Menu

Herb-Roasted Pork Loin

Smothered with sauteed peppers, onions, mushrooms and pan gravy

Homestyle Meatloaf

Seasoned ground beef, sauteed vegetables, tomato glaze

Philly Cheesesteak Hoagie

Seasoned thinly sliced beef, sauteed peppers and onions drizzled with avocado ranch sauce and served with crispy french fries

Chicken and Waffles

Warm, golden whole-grain waffle, crispy seasoned chicken tenders, tangy peach sauce





A customizable culinary experience.

create

Create allows students to customize their selections as food is prepared right before their eyes, enhancing student satisfaction and creating a personal experience. Featuring signature recipes and flexible service, Create showcases the creativity and skill of our chefs, providing engagement and excitement.

Sample Menu

Teriyaki Day

Glazed chicken or glazed beef stir-fry, brown rice, crispy vegetable egg roll

Pork Carnitas Bowl

Slow roasted and fork tender, soft tortilla, seasoned pinto beans, roasted tomato salsa

Citrus Chicken Tacos

Shredded chicken, grapefruit and orange sections, avocado, fresh cilantro

Moroccan Vegetable Stew

African spices, chickpeas, onions, tomatoes, peppers, carrots, brown rice





475

Fast and hot handhelds, sandwiches and sides.

grilled

Grilled offers a fast-casual dining experience featuring basic burgers, chicken sandwiches and a variety of hot, handheld lunch and breakfast items. It simplifies building reimbursable meals by showcasing fruits and vegetables alongside main entrees. Grill stations highlight local produce and whole-grain breads while signature sandwiches, location-specific recipes and housemade specialty sauces add creativity and local flavor.

Sample Menu

Avocado Cheddar Burger

Juicy beef patty, diced ripe avocado, melty cheddar cheese on a whole-grain bun

Slow Roasted Pulled Pork Cuban

Shaved ham, Swiss cheese, sliced pickles, smoky BBQ sauce, mustard

Classic Toasted Reuben Sandwich

Corned beef, Swiss cheese, creamy coleslaw, Thousand Island dressing

Buffalo Blue Chicken Sandwich

Crispy chicken, shredded lettuce, tomato, creamy Buffalo blue cheese dressing





Celebrating Latin ingredients and cooking techniques.

sono CELEBRATE LATIN

At Sono, students can build their own tacos, burritos, rice bowls and tortas, choosing from an exciting array of flavorful toppings and sauces to create an authentic Latin-inspired dining experience. Latin America is a diverse region, encompassing North, Central and South America, as well as the Caribbean, with cuisines that vary greatly from one area to another. Typical ingredients include tortillas, peppers, corn and a range of spices and condiments like guacamole, salsa fresco and chimichurri. These distinct flavors define Latin American cuisine, yet each country adds its own unique touch.

Sample Menu

Fajita Chicken Bowl

Grilled fajita chicken, steamed brown rice, seasoned black beans, pico de gallo, scallions, sour cream, fresh cilantro

Taco Salad

Zesty beef taco meat, shredded cheddar, diced tomatoes, toasted corn, cilantro, mixed field greens

Beef Burrito

Housemade burrito with refried beans, slow-cooked seasoned beef, caramelized peppers and onions, sour cream, salsa verde in a flour tortilla wrap

Turkey Tacos

Crunchy taco shells filled with spicy ground turkey, black beans, choice of vegetables, shredded cheddar, sour cream, pico de gallo





Brimming with flavor, these fresh fruit and vegetable side dishes can accompany any menu item.

Extra! Extra! is a great way to maximize fruits and vegetables as part of your regular menu. Offering fruit and vegetable side dishes and finishing bars encourages students to build a complete meal while allowing them the independence to select their favorites. Where appropriate, hot side dish bars can be offered. This concept can be implemented as self-service or with preportioned servings and is appropriate for all grade levels.

Sample Menu

Beet Apple Carrot Salad

Housemade citrus mint vinaigrette

Spicy Peach Salad

Honey, pepper, allspice, fresh lime juice

Fresh Spinach and Strawberry Salad

Romaine, baby spinach, sliced strawberries, housemade apple cider vinaigrette

Fresh, Seasonal Fruits and Vegetables

Locally sourced whenever possible





Downright delicious sandwiches!

So Deli showcases a delightful selection of fresh, high-quality ingredients, including crisp produce, whole-grain artisanal breads, reduced-fat cheeses, lean roasted meats and our signature condiments. You'll find classic favorites like the Italian hero, turkey club and flavorful chicken and tuna wraps. So Deli offers the perfect blend of variety, freshness and seasonal ingredients with the level of customization your students crave and deserve.

Sample Menu

Buffalo Ranch Chicken Wrap

Buffalo ranch sauce, fresh lettuce and tomato rolled into a whole-grain flour tortilla

Vietnamese Banh Mi

Chicken, cucumbers, carrots, napa cabbage, sweet Thai chili sauce, mint mayo, fresh cilantro, steak bun

Hummus Veggie

Traditional creamy hummus, peppers, cucumbers, carrot, onion, leaf lettuce, American cheese, ranch dressing, house-baked whole-grain roll

Veggie Muffaletta

Roasted vegetables, pickled olive relish, mozzarella cheese, spicy peppers, whole-grain bun





Hot and melty!

Grilled, pressed or toasted cheese sandwiches are a staple on menus, but a significant trend shift has the gourmet grilled cheese appearing on plates at many upscale restaurants. Made to Melt takes this traditional American comfort food and introduces fresh, regionally influenced flavors to create custom sandwiches that are quick and delicious. Students can combine a variety cheeses, artisanal breads, toppings and fillings in one extremely crave-worthy sandwich that's sure to please.

Sample Menu

Pork Carnitas Torta Melt

Tender pork carnitas, shredded cheddar, refried beans, whole-grain panini bread

Cilantro Lime Grilled Chicken Panini

Crisp baked julienne chicken strips, caramelized onions, panini flatbread, cilantro-lime mayo

Eggplant, Zucchini, Tomato and Provolone Panini

Grilled eggplant, vine ripe tomato, smoky provolone, basil, shredded mozzarella, toasted whole-grain bread

Grilled Chicken Cobb Panini

Grilled chicken, smoky bacon, vine ripe tomato, julienne peppers, cheddar cheese, whole-grain panini





Noodles are always a good idea.

Revolution Noodle was developed to respond to the guest demand for Asian cuisine. This concept is designed to be prepared exhibition-style, giving your students a fresh meal assembled to order. We utilize the freshest produce, specific noodles and, of course, housemade broths – the cornerstone of the cuisine.

Sample Menu

Yokohama Pork Bowl

Shredded pork, ginger soy broth, carrots, edamame, spinach, hard-cooked egg, spaghetti noodles, crunchy topping

Vietnamese Pho Beef Bowl

Beef, pho broth, fresh sliced jalapeno, cilantro, basil, lime wedge, soba, pickled cucumber, red bell pepper, hoisin drizzle

Chicken Ramen Bowl

Chicken, mushrooms, bok choy, corn, scallions, miso broth, ramen noodles

Korean Tofu and Soba Noodle Bowl

Oven-baked tofu, mushrooms, squash, carrots, scallions, ginger soy broth, pickled cabbage, soba noodles





Turn your cafeteria into a cheesy paradise.

MAC & CHEESY OLOGY

Mac & Cheesyology delivers big flavor with a creative twist on classic mac and cheese. While traditional macaroni and cheese has roots in New England church suppers and Thomas Jefferson's return from Italy, this concept elevates the dish with reinvented recipes. Each serving features classic mac topped with a variety of proteins and vegetables for an exciting flavor experience.

Sample Menu

Korean BBQ Chicken Mac and Cheese

Crispy popcorn chicken, sweet sesame sauce, peppers, onions

Spicy Buffalo Chicken Mac and Cheese

Crispy popcorn chicken coated in spicy Buffalo sauce

BBQ Mac and Cheese

In-house slow-cooked, pulled pork shoulder

Butternut Squash Mac and Cheese

Roasted cinnamon butternut squash





Packed with protein, smoothies offer students chilled, fruity fun.

THE Smoothie STATION

Wondering where to find the best smoothie in your area? Now it's in your cafeteria. Smoothies are a great way to boost sales throughout the day, and our recipes use real, wholesome milk or yogurt with fresh fruits and vegetables to deliver powerful nutrients that keep students (and staff) fueled all day. The concept is flexible enough to be a standalone station, an add-on to a current concept or coffee bar, or it can be served right from the line.

Sample Menu

Mango Lassi

Vanilla yogurt and skim milk blended with mango and cardamom

Dragon Fruit Banana

Vanilla yogurt and skim milk blended with dragon fruit and banana

Avocado Kale Mango

Strawberry yogurt and skim milk blended with avocado, kale and mango

Strawberry Oat

Strawberry yogurt and skim milk blended with strawberries and oats





A growing trend!

Veg Out

Plant-based meal options are here to stay, with vegan, vegetarian, flexitarian and plant-forward eating patterns becoming more popular across the nation. Veg Out embraces this trend by bringing fruit and vegetable-based dishes to the center of the plate.

While many students identify as vegetarian or vegan, others simply want to reduce their meat intake. A plant-forward diet isn't about eliminating food groups; it's about adding and enjoying more plants. With over 20,000 edible plants on the planet, there are countless ways to create fresh, plant-based entrees.

Sample Menu

Roasted Eggplant Lasagna

Roasted eggplant layered with bell peppers, mushrooms, ricotta, garlic, fresh basil and mozzarella

Veggie Chili

Flaky biscuit topped with a hearty chili of corn, black beans, tomatoes, onions, bell peppers, butternut squash, cheddar cheese

Southwest Corn and Black Bean Wrap

Corn and black bean salad with zesty salsa and fresh cilantro wrapped in a whole-grain flour tortilla

Chickpea Biryani Bowl

Creamy Indian-inspired dish of rice, beans, vegetables, spices





Enjoy a hearty breakfast all day long.

RUSH HOUR

No matter what time it is, students will crave these delicious options whenever they want something guaranteed to satisfy. With today's hectic schedules and early morning starts, some lunch periods even take place in the morning. Many students aren't ready for traditional afternoon fare or don't have the opportunity to consistently enjoy a variety of breakfast foods.

Sample Menu

All American Breakfast Bowl

A hearty breakfast with a flaky biscuit, scrambled egg, potato tots, peppered gravy, cheddar cheese

Orange Crush Parfait with Cheerios

Mandarin oranges, low-fat vanilla yogurt, Cheerios

Fresh Fruit Flatbread Pizza

Whole-grain flatbread, blueberries, banana slices, strawberries, low-fat vanilla yogurt, vanilla, cinnamon

Chorizo Egg Bowl

Fluffy scrambled eggs, spicy sausage, peppers, onions, salsa





480

Butcher + Baker features top quality sliced meats, cheeses, artisanal breads and side salads.

This premium deli offering gives your students a wide array of daily specialty sandwiches, salads, wraps and customizable options. Students get to choose each part of their sandwich, including toppings, sides, freshly prepared condiments and spreads. B+B serves tried-and-true favorites alongside more adventurous flavors to keep students full and happy.

Sample Menu

Grilled Chicken Shawarma Wrap

Grilled chicken, romaine lettuce, vine ripe tomato, shaved red onion, tzatziki sauce, whole-grain wrap

Asian Spiced Chicken Salad

Honey, soy and ginger flavored chicken salad topped with sweet Thai chili slaw, julienne cucumber, cabbage, carrots

Citrus Chickpea Salad

Chickpeas, julienne peppers, shaved red onion, lemon, basil, oregano, cilantro

Roasted Sweet Potato Salad

Roasted sweet potatoes, green onions, raisins, nutmeg, cinnamon, lemon





Bright colors and aromatics of sweet and spicy flavors.

Dishes inspired by Japanese, Chinese, Thai and Korean food cultures deliver a made-for-you menu focused on healthy, fresh ingredients. Bok Choy offers a globally inspired cuisine that's on-trend and gives students what they crave.

Sample Menu

Korean Chicken Bibimbap Bowl

Signature Korean dish of steamed rice, assorted and pickled vegetables, topped with a fried egg and bulgogi-style chicken

Tofu Basil Stir-Fry

Stir-fried tofu, sweet and sour sauce, julienne peppers, caramelized onions, basil

Roasted Ginger-Orange Cauliflower

Fresh cauliflower roasted with ginger, garlic, lemon zest and orange sauce

Thai Pineapple Chicken

Sauteed chicken, steamed white rice, pineapple, stir-fried julienne vegetables, sweet and sour sauce, soy sauce





A taste of this country's best BBQ creations.

BIG CITY BARBEQUE

Whether you're in a big city or a small town, barbeque is a beloved classic with regional sauces offering a range of flavors. Eastern North Carolina uses a vinegar-based sauce, while Western North Carolina prefers a ketchup base. Kansas City BBQ is sweet, spicy and tangy, while Texas BBQ tends to be spicier and less sweet.

Big City BBQ starts with high-quality proteins like pulled pork, shredded turkey and roasted chicken, paired with a variety of regionally and globally inspired sauces to create sandwiches, wraps, bowls and other BBQ-inspired entrees.

Sample Menu

Pulled Pork Sandwich

Tender, slow cooked in-house, shredded and sauced

Shredded Chicken Sandwich

Juicy shredded chicken sauce tossed and piled high

Build Your Plate

Pulled pork, shredded chicken, shaved beef, barbacoa turkey with a variety of house-blended sauces

Sides, Sides, Sides

Creamy coleslaw, potato salad, sweet corn, green beans, baked beans, mac and cheese, biscuits





Delivering made-to-order, personal-sized pizzas with local flavor.

BUILD pizza by design

BUILD Pizza by Design is a fast, fresh and flavorful quick-serve concept based on artisan flatbreads, garden-fresh local produce, flavorful sauces, traditional cheeses and quality proteins. It's a fun experience that delivers mouth-watering flavors with speedy service and lets students build their own creation.

Sample Menu

Roasted Vegetable Supreme

Roasted mushrooms, tomatoes, caramelized onions, shredded mozzarella, whole-grain flatbread

Grilled Chicken Florentine

Grilled chicken, fresh spinach, shredded mozzarella, tomato sauce, whole-grain flatbread

Hawaiian Flatbread

Whole-grain, oven-fired flatbread topped with ham, pineapple, melted mozzarella cheese

BBQ Chicken Flatbread

Whole-grain, oven-fired BBQ chicken flatbread topped with caramelized onions and melted cheddar cheese





Inspired by the regional flavors of India.

chaat HOUSE INDIAN KITCHEN

Chaat House offers vibrant, customizable dishes like bowls and wraps filled with flavorful curries, masalas and colorful vegetables. Chaat refers to Indian snack foods that blend sweet, sour and spicy flavors. Originally developed by Chartwells Higher Ed, Chaat House brings its bold, exciting flavors to K-12 schools, with a menu crafted to appeal to Gen Z.

Sample Menu

Chicken Tikka

A creamy Indian-style tomato sauce with chicken and aromatic spices

Garam Masala Baked Fish

Flaky white fish baked with an exotic blend of Indian spices

Herb Chicken

A blend of aromatic spices, braised chicken, yogurt sauce

Simmered Lentils

Tomatoes, chili powder, cilantro





Classic favorites with exciting flavors.

FLAME

Flame offers classic student favorites like burgers and sandwiches alongside upscale options, unique toppings, limited-time offers and vegetarian items. Committed to freshness, the menu includes seasonal local produce, whole-grain bread and no artificially added trans fats. Daily offerings feature traditional burger toppings, specialty items and an array of housemade spreads and aioli. Flame allows students to fully customize their meals, creating their own signature sandwiches while enjoying innovative flavors that elevate the traditional burger experience.

Sample Menu

Avocado Cheddar Burger

Grilled beef patty, diced avocado, sharp cheddar, whole-grain bun

BBQ Bacon Cheddar Burger

Grilled beef burger, cheddar cheese, bacon, zesty BBQ sauce, whole-grain bun

Mushroom Swiss Burger

Grilled beef burger, sauteed mushrooms, Swiss, whole-grain bun

Grilled Pineapple Chicken Ciabatta

Grilled chicken, shaved red onion, roasted pineapple, whole-grain ciabatta bun





483

A customizable salad experience.

Market Fresh highlights fresh fruits, seasonal produce and superfoods sourced from local farmers whenever possible. Designed as a fully customizable salad bar solution, Market Fresh enhances your school dining program with an array of fresh vegetables, lean proteins, whole grains and housemade dressings, allowing students the freedom to create their ideal salad or select from a wide variety of signature options.

Sample Menu

Cranapple Spinach Tofu Salad

Baby spinach topped with cheddar cheese, cranberries, sunflower seeds, tangy housemade vinaigrette

Grilled Chicken Salad with Strawberries and Feta

Grilled chicken, fresh sliced strawberries, mixed field greens, crumbled feta cheese

Asian Edamame Salad

Asian-inspired salad, julienne vegetables, edamame, crunchy tortilla strips, sesame soy vinaigrette

Panzanella Salad

Crisp romaine, toasted croutons, crumbled feta cheese, cucumber, vine ripe tomatoes, shaved red onion, black olives, balsamic vinaigrette





A true culinary experience featuring everything we love about chicken.

The Roost offers three staple chicken sandwiches every day – the original chicken sandwich, Nashville hot chicken sandwich and classic grilled chicken sandwich – along with chef-tested options for added variety. Featuring on-trend flavors like honey mustard BBQ, cilantro lime and teriyaki pineapple, these sandwiches provide the exciting flavors students expect from their favorite restaurants. Coupled with side salads, The Roost brings popular food trends to the cafeteria.

Sample Menu

Honey Mustard BBQ Chicken

Breaded chicken fillet, shredded cheddar, crisp bacon, honey mustard BBQ, toasted whole-grain roll

Teriyaki Pineapple Chicken

Breaded chicken fillet, pineapple-corn salsa, teriyaki glaze, toasted whole-grain bun

Nashville Hot Chicken

Breaded chicken fillet, housemade Nashville spicy sauce, toasted whole-grain bun

Greek Chicken Tzatziki

Marinated grilled chicken, tzatziki sauce, leaf lettuce, vine ripe tomato, whole-grain flatbread





484

The solution to busy schedules.

Busy students and staff are looking for meals and snacks that are quick and flavorful, and your cafeteria can be well positioned to satisfy them. On the Go offers a diverse roster of salads, gourmet sandwiches and sides.

Sample Menu

Strawberry Banana Smoothie

Low-fat vanilla yogurt, fresh banana and blended strawberries in a high-protein drink

Italian Sub

House-baked whole-grain bread, turkey, ham, salami, banana peppers, provolone cheese

Berry Breakfast Parfait

Mixed berries, housemade nut-free granola, fat-free vanilla yogurt

Chopped Cobb Salad

Salad greens, boiled egg, chopped bacon, diced tomato, deli turkey, avocado





Experience this great country through the power of food.

Take your students on a journey through the quadrants of the U.S., where they will learn about local favorites and the geography that allows each region to produce certain foods for the entire country. Designed to spark curiosity about agriculture and cuisines around the country, Roadtrip is packed full of delicious recipes and fun activities for students of all ages.

Sample Menu

Tex-Mex Turkey Chili Mac

Southwestern spices, kidney beans, tomato sauce, macaroni, bubbly baked cheese, crunchy tortilla

Pierogi

Potato and cheese dumplings, creamy housemade cheese sauce

Fish Tacos

Crispy seasoned white fish, lettuce, tomatoes, cheddar, soft tortilla

Tater Tot Casserole

Creamy mushroom gravy, corn, ground beef, crunchy potato tots baked to a bubbling golden brown





485

Age-Appropriate Menus

Students' needs change as they grow. Our menus, engagement programs and cafeteria environments are designed to meet their specific needs at each grade level. Our trend research and culinary innovation help us meet them where they are today and prepare for what they'll need in the future.



A quarter of children under 6 years old have their own smartphone.

Source: E15

Elementary School

Your youngest students are at a critical time in their development and education. They're just starting to cultivate their own specific tastes. Our mission is to present them with the best food to fuel their young minds – food they'll actually want to eat. We'll support health, wellness and academic success with programs that:

- Focus on fresh fruits and vegetables.
- Form good eating and nutrition habits.
- Encourage independent choices by incorporating student feedback.
- Support classroom curriculum with a focus on food and nutrition themes.
- Make the connection between nutrition, learning and overall health.

Generation Alpha is looking for:

- ***Advanced technology***
- ***Convenience***
- ***Creativity***
- ***Mindfulness***

Source: E15

486



Middle School

Middle school students want more choices and more independence. More brain and body fuel is necessary for the rigorous curriculum and schedule expected of them at this age. These years can also be more physically demanding with team sports and afterschool activities. Our support for middle school students includes a focus on:

- Expanded meal choices, variety and customization.
- Exploring new foods and connecting with other cultures through Global Eats.
- Increased responsibility for one's own health and nutrition.
- Independence and self-management to ensure the fuel is sufficient for the task.
- Elevated dining environments that foster connection and a sense of community.

They are:

- ***Socially and environmentally conscious***
- ***Up to date on trends***
- ***Adventurous – enjoy many ethnic cuisines***
- ***Educated eaters who require transparency***

Source: Datassential

487



High School

Regardless of a student's specific path forward after graduation, high school prepares them for what comes next in life. Good nutritional habits are essential to maximize what students receive from this step in their education. Students at this age are self-directed; they want lots of choices and the responsibility for making them. Chartwells will support their readiness through:

- Choices that encourage the pursuit of a healthy lifestyle.
- Alternative methods of meal service to accommodate a variety of schedules and preferences.
- Opportunities to experience a variety of foods and cultural cuisines.
- Student Choice programming that gives them a voice.
- A cafeteria environment that reflects a collegiate food hall experience.

Gen Z are experientialists. Dining isn't just about food; it's an experience.

43% of Gen Z consumers are experientialists vs. 28% of the population

Source: Datassential

(b) Provide a 21-day breakfast menu that will meet the USDA requirements.

21-Day Breakfast Menu

Lyon County School District
Breakfast in the Classroom Menu



1% Low-fat Milk, Chocolate Skim Milk, served daily



WEEK 1	WEEK 2
MONDAY	**MONDAY**
Soft Plain Bagel w/ Cream Cheese, Strawberry Cheerios Cereal Bar, Low Fat Mozzarella String Cheese	Trix Mini French Toast, Low Fat Mozzarella String Cheese, Lucky Charms Cereal Bar, Vanilla Yogurt Cup
TUESDAY	**TUESDAY**
Hearty Breakfast Burrito, Lucky Charms Cereal Bar, Strawberry Yogurt Cup	Breakfast Turkey Sausage Pizza, Golden Grahams Cereal Bar, Hard Boiled Egg
WEDNESDAY	**WEDNESDAY**
Apple Cinnamon Yogurt Parfait w/ Crunchy Granola, Cinnamon Toast Crunch Cereal Bar, Low Fat Mozzarella String Cheese	Soft Apple Cinnamon Muffin, Low Fat Mozzarella String Cheese, Cocoa Puffs Cereal Bar, Vanilla Yogurt Cup
THURSDAY	**THURSDAY**
Mini Maple Pancakes, Fruity Trix Cereal Bar, Strawberry Yogurt Cup	Orange & Vanilla Yogurt Parfait w/ Crunchy Granola, Fruity Trix Cereal Bar, Hard Boiled Egg
FRIDAY	**FRIDAY**
Soft Double Chocolate Chip Muffin, Hard Boiled Egg, Cocoa Puffs Cereal Bar, Low Fat Mozzarella String Cheese	Skewered Sausage Pancake w/ Syrup, Cinnamon Toast Crunch Cereal, Vanilla Yogurt Cup



Confident
Orange
Honeydew
Mango



Happy
Raspberries
Kiwi
Pineapple



Alert
Blueberries
Strawberries
Watermelon
Cantaloupe

Lyon County School District
Breakfast in the Classroom Menu



WEEK 3

MONDAY
Whole Cinnamon Swirl Pastry, Low Fat Mozzarella String Cheese, Vanilla Goldfish Graham Crackers, Strawberry Banana Yogurt Cup

TUESDAY
Hearty Breakfast Burrito, Mini Banana Chocolate Chunk BeneFIT Bar, Low Fat Mozzarella String Cheese

WEDNESDAY
Strawberry Cream Cheese Stuffed Bagel, Hard Boiled Egg, Eggo Cinnamon French Toast Graham Crackers

THURSDAY
Soft Apple Cinnamon Soft Oatmeal Round, Low Fat Mozzarella String Cheese, Blueberry Nutrigrain Bar, Low Fat Mozzarella String Cheese

FRIDAY
Turkey Sausage Pancake Sandwich w/ Breakfast Syrup, Chocolate Tiger Graham Crackers, Strawberry Banana Yogurt Cup

WEEK 4

MONDAY
Mini Cinnamon Waffles w/ Breakfast Syrup, Cocoa Puffs Cereal Bar, Hard Boiled Egg

TUESDAY
Turkey Sausage & Egg Breakfast Bagel, Strawberry Nutrigrain Bar, Low Fat Mozzarella String Cheese

WEDNESDAY
Soft Blueberry Muffin, Low Fat Mozzarella String Cheese, Lucky Charms Cereal Bar, Hard Boiled Egg

THURSDAY
Sausage Egg & Cheese Biscuit, Cocoa Chip BeneFIT Bar, Low Fat Mozzarella String Cheese

FRIDAY
Peach Cobbler Yogurt Parfait w/ Crunchy Granola, Fruity Trix Cereal Bar, Hard Boiled Egg

Assorted Fresh Fruit
or
100% Fresh Fruit Juices

WEEK 5

MONDAY
Soft Plain Bagel w/ Cream Cheese, Strawberry Cheerios Cereal Bar, Low Fat Mozzarella String Cheese

BREAKFAST = Grain or protein entree + Two fruits side dishes + Choice of milk

BREAKFAST FEATURED LOCAL PRODUCE OF THE MONTH:
Watermelon, Cantaloupe, Gala Apples, and Juicy Peaches

Lyon County School District
Head Start Pre – K Breakfast Menu



1% Low-fat Milk
served daily



WEEK 1

MONDAY
Buttermilk Pancakes
Breakfast Syrup
Warm Baked Apple Slices

TUESDAY
Crispy Chicken Biscuit Sandwich

WEDNESDAY
Fruit Breakfast Wrap
Fresh ripe Banana

THURSDAY
Banana Toast

FRIDAY
Turkey Ham Breakfast Quesadilla
Chilled Applesauce

WEEK 2

MONDAY
Soft Blueberry Bagel
Light Cream Cheese
Chilled Peaches

TUESDAY
Turkey Bacon, Egg, & Cheese on a Biscuit

WEDNESDAY
Sunbutter & Jelly Pancake Sandwich
Fresh Pear

THURSDAY
Breakfast Turkey Sausage Pizza

FRIDAY
Turkey Sausage Biscuit Sandwich
Fresh ripe Banana



Confident
Orange
Mango
Honeydew



Happy
Kiwi
Pineapple
Raspberries



Alert
Cantaloupe
Blueberries
Watermelon
Strawberries

This institution is an equal opportunity provider.

Lyon County School District

Head Start Pre – K Breakfast Menu



WEEK 3

MONDAY
Sausage & Egg on English Muffin
Chilled Diced Pears

TUESDAY
Turkey Bacon, Egg & Cheese Bagel

WEDNESDAY
Crispy Chicken & Waffle
Fresh ripe Banana

THURSDAY
Whole Grain French Toast Sticks
Breakfast Syrup

FRIDAY
Breakfast Quesadilla
Chilled Applesauce

WEEK 4

MONDAY
Turkey Sausage Egg Breakfast Tacos
Warm Baked Apple Slices

TUESDAY
Homemade French Toast Casserole
Strawberry Topping

WEDNESDAY
Turkey Sausage Biscuit Sandwich
Fresh Pear

THURSDAY
Sunbutter Berry English Muffin

FRIDAY
Breakfast Toasty Cheese Sandwich
Fresh ripe Banana

Assorted Fresh Fruit
100% Fruit Juice every Tuesday and Thursday

WEEK 5

MONDAY
Buttermilk Pancakes
Breakfast Syrup
Warm Baked Apple Slices

BREAKFAST = Grain or protein entree + Two fruits side dishes + Choice of milk

BREAKFAST FEATURED LOCAL PRODUCE OF THE MONTH:
Fuji Apples, Gala Apples, Bosc Pear, and Anjou Pear

This institution is an equal opportunity provider.

Lyon County School District
Middle School Breakfast Menu

MILK CHOICES INCLUDE

1% Low-fat Milk, Chocolate Skim Milk





WEEK 1

MONDAY

Whole Grain French Toast Sticks w/ Breakfast Syrup, Fluffy Scrambled Eggs w/ Cheddar Cheese, Freshly Baked Flaky Biscuit, Baked Oatmeal w/ Apple, Pork Sausage Patty

Dragon Fruit Banana Smoothie w/Crunshy Granola, Horchata Apple Parfait w/ Cinnamon Chex

Fresh Juicy Peaches, Fresh Gala Apple, Fresh Kiwi Wedges

TUESDAY

Crispy Chicken Biscuit Sandwich, Fluffy Scrambled Eggs w/ Cheddar Cheese, Fresh Baked Flaky Biscuit, Baked Oatmeal w/ Apple

Low Fat Mozzarella String Cheese, Hard Boiled Egg, Vanilla, Apple & Orange Smoothie, Graham Crackers

Fresh Ripe Pear, Chilli Spiced Mango, Fresh Juicy Grapefruit

WEDNESDAY

Fruit Breakfast Wrap, Fluffy Scrambled Eggs w/ Cheddar Cheese, Freshly Baked Flaky Biscuit, Oatrageous Apple Pie Overnight Oats, Pork Sausage Patty

Strawberry Banana Smoothie, Horchata Apple Parfait w/ Cinnamon Chex

Fresh cut Watermelon, Fresh Plump Red Seedless Grapes, Fresh Gala Apple

THURSDAY

Banana Toast, Fluffy Scrambled Eggs w/ Cheddar Cheese, Freshly Baked Flaky Biscuit, Baked Oatmeal w/ Apple

Low Fat Mozzarella String Cheese, Hard Boiled Egg, Vanilla, Apple & Orange Smoothie, Graham Crackers

Fresh Ripe Pear, Juicy Orange Wedges, Fresh Ripe Banana

FRIDAY

Turkey Ham Breakfast Quesadilla, Fluffy Scrambled Eggs w/ Cheddar Cheese, Freshly Baked Flaky Biscuit, Baked Oatmeal w/ Apple, Pork Sausage Patty

Strawberry Banana Smoothie, Horchata Apple Parfait w/ Cinnamon Chex

Fresh Ripe Banana, Fresh Juicy Nectarine, Chilled Apricots

WEEK 2

MONDAY

Homemade Turkey Chorizo & Tater Tot Burrito, Fluffy Scrambled Eggs w/ Cheddar Cheese, English Muffin w/ Strawberry Jam, Cinnamon Oatmeal

Low Fat Mozzarella String Cheese, Fresh Bagel w/Cream Cheese, Peach Cobbler Yogurt Parfait w/ Crunchy Granola

Fresh Ripe Banana, Fresh Juicy Peach, Fresh Gala Apple

TUESDAY

Bacon, Egg, & Cheese Biscuit, Fluffy Scrambled Eggs w/ Cheddar Cheese, English Muffin w/ Strawberry Jam, Warm Cinnamon Oatmeal, Low Fat Mozzarella String Cheese, Hard Boiled Egg

Chile Lime Mango Smoothie, Fresh Baked Blueberry Muffin

Fresh Juicy Orange, Fresh Ripe Pear, Banana and Strawberry Slices

WEDNESDAY

Creamy Sunbutter & Jelly Pancake Sandwich, Fluffy Scrambled Eggs w/ Cheddar Cheese, English Muffin w/ Strawberry Jam, Warm Cinnamon Oatmeal

Low Fat Mozzarella String Cheese, Dragon Fruit Banana Smoothie, Peach Cobbler Yogurt Parfait w/ Crunchy Granola

Fresh Ripe Banana, Fresh cut Cantaloupe, Fresh Juicy Orange Wedges

THURSDAY

Fresh Baked Cinnamon Rolls, Fluffy Scrambled Eggs w/ Cheddar Cheese, English Muffin w/ Strawberry Jam, Warm Cinnamon Oatmeal, Low Fat Mozzarella String Cheese, Hard Boiled Egg

Chile Lime Mango Smoothie, Fresh Baked Blueberry Muffin

Fresh Ripe Pear, Fresh Fruit Salad, Fresh Gala Apple

FRIDAY

Freshly Baked Whole Grain Biscuit w/ Creamy Sausage Gravy, Fluffy Scrambled Eggs w/ Cheddar Cheese, English Muffin w/ Strawberry Jam, Warm Cinnamon Oatmeal

Low Fat Mozzarella String Cheese, Dragon Fruit Banana Smoothie, Peach Cobbler Yogurt Parfait w/ Crunchy Granola

Fresh Ripe Banana, Fresh Juicy Nectarine, Chilled Apricots

Vegetarian Locally grown

This institution is an equal opportunity provider

493

Lyon County School District
Middle School Breakfast Menu

WEEK 3

MONDAY

Crispy Chicken Biscuit Sandwich, Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, cereal options, Pork Sausage Patty

Strawberry Banana Smoothie, Strawberry Parfait w/ Crunchy Granola

Fresh Ripe Banana, Chilled Peaches, Fresh Tart Granny Smith Apple

TUESDAY

Cinnamon Glazed French Toast, Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, cereal options, Low Fat Mozzarella String Cheese

Cherry Yogurt Cup, Apple Cinnamon Smoothie, Graham Crackers

Chilled Diced Pears, Fresh Plump Red Seedless Grapes, Sliced Fresh Strawberries

WEDNESDAY

Breakfast Quesadilla with Apple Yogurt Dip, Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, Hommade Apple Spice Loaf, Pork Sausage Patty

Mango Chili Lime Smoothie, Strawberry Parfait w/ Crunchy Granola

Fresh Ripe Banana, Fresh Tart Granny Smith Apple, Strawberry Apricot Fruit Salad

THURSDAY

Sausage, Egg & Cheese Croissant, Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, cereal options, Low Fat Mozzarella String Cheese

Cherry Yogurt Cup, Apple Cinnamon Smoothie, Graham Crackers

Fresh Ripe Pear, Chilled Tropical Fruit Cocktail, Plump Fresh Blueberries

FRIDAY

Egg & Cheddar Breakfast Quesadilla, Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, cereal options, Pork Sausage Patty

Dragon Fruit Banana Smoothie, Strawberry Parfait w/ Crunchy Granola Granola

Fresh Ripe Banana, Fresh Juicy Nectarine, Chilled Apricots

WEEK 4

MONDAY

Pepper Jack Loaded Breakfast Taco, Fluffy Scrambled Eggs w/ Cheddar Cheese, Cinnamon Sugar Breadstick, Homemade Pumpkin Bar, Low Fat Mozzarella String Cheese, Pork Sausage Patty

Horchata Apple Parfait w/ Cinnamon Chex, Fresh Ripe Banana

Chilled Peaches, Fresh Gala Apple

TUESDAY

Homemade French Toast Casserole w/ Warm Apple Topping, Fluffy Scrambled Eggs w/ Cheddar Cheese, Cinnamon Sugar Breadstick, Homemade Pumpkin Bar, Low Fat Mozzarella String Cheese

Cherry Yogurt Cup, Peachy Strawberry Smoothie, Graham Crackers

Chilled Diced Pears, Fresh Cubed Cantaloupe, Fresh Whole Apple Gala

WEDNESDAY

Homemade Griddle Style Pancakes w/ Breakfast Syrup, Toasty Breakfast Cheese Sandwich, Cinnamon Sugar Breadstick, Homemade Pumpkin Bar, Low Fat Mozzarella String Cheese, Pork Sausage Patty

Horchata Apple Parfait w/ Cinnamon Chex

Sliced Peaches, Fresh Ripe Pear, Fresh Plump Red and Green Seedless Grapes

THURSDAY

Creamy Sunbutter Berry English Muffin, Fluffy Scrambled Eggs w/ Cheddar Cheese, Cinnamon Sugar Breadstick, Homemade Pumpkin Bar, Low Fat Mozzarella String Cheese

Strawberry Parfait w/ Crunchy Granola, Peachy Strawberry Smoothie, Graham Crackers

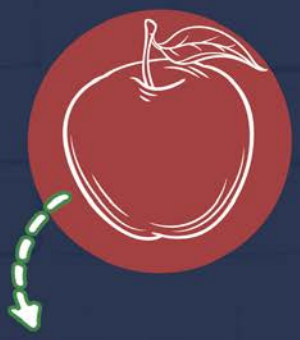
Fresh Ripe Pear, Chilled Tropical Fruit Cocktail, Fresh Cubed Cantaloupe

FRIDAY

Huevos Rancheros Tacos, Fluffy Scrambled Eggs w/ Cheddar Cheese, Cinnamon Sugar Breadstick, Homemade Pumpkin Bar, Low Fat Mozzarella String Cheese, Pork Sausage Patty

Horchata Apple Parfait w/ Cinnamon Chex

Fresh Juicy Nectarine, Chilled Apricot Applesauce



100% FRUIT JUICES:, 100% Apple Juice, 100% Orange Juice, 100% Grape Juice, served daily

DAILY CEREAL OPTIONS:, Cinnamon Toast Crunch Cereal, Cocoa Puffs Cereal, Lucky Charms Cereal, Honey Cheerios Cereal, served daily

WEEK 5

MONDAY

Sausage, Egg & Cheese Croissant, Fluffy Scrambled Eggs w/ Cheddar Cheese, Freshly Baked Flaky Biscuit, Oatrageous Pumpkin Overnight Oats

Mango Chile Lime Smoothie, Blueberry Parfait w/ Crunchy Granola, Chilled Peaches

Fresh Gala Apple, Fresh Kiwi Wedges, Peachy Summer Salad



Vegetarian Locally grown

This institution is an equal opportunity provider

Lyon County School District
High School Breakfast Menu

MILK CHOICES INCLUDE

1% Low-fat Milk, Chocolate Skim Milk





WEEK 1

MONDAY

Whole Grain French Toast Sticks w/ Breakfast Syrup, Fluffy Scrambled Eggs w/ Cheddar Cheese, Freshly Baked Flaky Biscuit, Baked Oatmeal w/ Apple, Pork Sausage Patty

Dragon Fruit Banana Smoothie w/Crunshy Granola, Horchata Apple Parfait w/ Cinnamon Chex

Fresh Juicy Peaches, Fresh Gala Apple, Fresh Kiwi Wedges

TUESDAY

Crispy Chicken Biscuit Sandwich, Fluffy Scrambled Eggs w/ Cheddar Cheese, Fresh Baked Flaky Biscuit, Baked Oatmeal w/ Apple

Low Fat Mozzarella String Cheese, Hard Boiled Egg, Vanilla, Apple & Orange Smoothie, Graham Crackers

Fresh Ripe Pear, Chilli Spiced Mango, Fresh Juicy Grapefruit

WEDNESDAY

Fruit Breakfast Wrap, Fluffy Scrambled Eggs w/ Cheddar Cheese, Freshly Baked Flaky Biscuit, Oatrageous Apple Pie Overnight Oats, Pork Sausage Patty

Strawberry Banana Smoothie, Horchata Apple Parfait w/ Cinnamon Chex

Fresh cut Watermelon, Fresh Plump Red Seedless Grapes, Fresh Gala Apple

THURSDAY

Banana Toast, Fluffy Scrambled Eggs w/ Cheddar Cheese, Freshly Baked Flaky Biscuit, Baked Oatmeal w/ Apple

Low Fat Mozzarella String Cheese, Hard Boiled Egg, Vanilla, Apple & Orange Smoothie, Graham Crackers

Fresh Ripe Pear, Juicy Orange Wedges, Fresh Ripe Banana

FRIDAY

Turkey Ham Breakfast Quesadilla, Fluffy Scrambled Eggs w/ Cheddar Cheese, Freshly Baked Flaky Biscuit, Baked Oatmeal w/ Apple, Pork Sausage Patty

Strawberry Banana Smoothie, Horchata Apple Parfait w/ Cinnamon Chex

Fresh Ripe Banana, Fresh Juicy Nectarine, Chilled Apricots

WEEK 2

MONDAY

Homemade Turkey Chorizo & Tater Tot Burrito, Fluffy Scrambled Eggs w/ Cheddar Cheese, English Muffin w/ Strawberry Jam, Cinnamon Oatmeal

Low Fat Mozzarella String Cheese, Fresh Bagel w/Cream Cheese, Peach Cobbler Yogurt Parfait w/ Crunchy Granola

Fresh Ripe Banana, Fresh Juicy Peach, Fresh Gala Apple

TUESDAY

Bacon, Egg, & Cheese Biscuit, Fluffy Scrambled Eggs w/ Cheddar Cheese, English Muffin w/ Strawberry Jam, Warm Cinnamon Oatmeal, Low Fat Mozzarella String Cheese, Hard Boiled Egg

Chile Lime Mango Smoothie, Fresh Baked Blueberry Muffin

Fresh Juicy Orange, Fresh Ripe Pear, Banana and Strawberry Slices

WEDNESDAY

Creamy Sunbutter & Jelly Pancake Sandwich, Fluffy Scrambled Eggs w/ Cheddar Cheese, English Muffin w/ Strawberry Jam, Warm Cinnamon Oatmeal

Low Fat Mozzarella String Cheese, Dragon Fruit Banana Smoothie, Peach Cobbler Yogurt Parfait w/ Crunchy Granola

Fresh Ripe Banana, Fresh cut Cantaloupe, Fresh Juicy Orange Wedges

THURSDAY

Fresh Baked Cinnamon Rolls, Fluffy Scrambled Eggs w/ Cheddar Cheese, English Muffin w/ Strawberry Jam, Warm Cinnamon Oatmeal, Low Fat Mozzarella String Cheese, Hard Boiled Egg

Chile Lime Mango Smoothie, Fresh Baked Blueberry Muffin

Fresh Ripe Pear, Fresh Fruit Salad, Fresh Gala Apple

FRIDAY

Freshly Baked Whole Grain Biscuit w/ Creamy Sausage Gravy, Fluffy Scrambled Eggs w/ Cheddar Cheese, English Muffin w/ Strawberry Jam, Warm Cinnamon Oatmeal

Low Fat Mozzarella String Cheese, Dragon Fruit Banana Smoothie, Peach Cobbler Yogurt Parfait w/ Crunchy Granola

Fresh Ripe Banana, Fresh Juicy Nectarine, Chilled Apricots

Vegetarian Locally grown

This institution is an equal opportunity provider

Lyon County School District

High School Breakfast Menu

WEEK 3

MONDAY

Crispy Chicken Biscuit Sandwich, Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, cereal options, Pork Sausage Patty

Strawberry Banana Smoothie, Strawberry Parfait w/ Crunchy Granola

Fresh Ripe Banana, Chilled Peaches, Fresh Tart Granny Smith Apple

TUESDAY

Cinnamon Glazed French Toast, Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, cereal options, Low Fat Mozzarella String Cheese

Cherry Yogurt Cup, Apple Cinnamon Smoothie, Graham Crackers

Chilled Diced Pears, Fresh Plump Red Seedless Grapes, Sliced Fresh Strawberries

WEDNESDAY

Breakfast Quesadilla with Apple Yogurt Dip, Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, Hommade Apple Spice Loaf, Pork Sausage Patty

Mango Chili Lime Smoothie, Strawberry Parfait w/ Crunchy Granola

Fresh Ripe Banana, Fresh Tart Granny Smith Apple, Strawberry Apricot Fruit Salad

THURSDAY

Sausage, Egg & Cheese Croissant, Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, cereal options, Low Fat Mozzarella String Cheese

Cherry Yogurt Cup, Apple Cinnamon Smoothie, Graham Crackers

Fresh Ripe Pear, Chilled Tropical Fruit Cocktail, Plump Fresh Blueberries

FRIDAY

Egg & Cheddar Breakfast Quesadilla, Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, cereal options, Pork Sausage Patty

Dragon Fruit Banana Smoothie, Strawberry Parfait w/ Crunchy Granola Granola

Fresh Ripe Banana, Fresh Juicy Nectarine, Chilled Apricots

WEEK 4

MONDAY

Pepper Jack Loaded Breakfast Taco, Fluffy Scrambled Eggs w/ Cheddar Cheese, Cinnamon Sugar Breadstick, Homemade Pumpkin Bar, Low Fat Mozzarella String Cheese, Pork Sausage Patty

Horchata Apple Parfait w/ Cinnamon Chex, Fresh Ripe Banana

Chilled Peaches, Fresh Gala Apple

TUESDAY

Homemade French Toast Casserole w/ Warm Apple Topping, Fluffy Scrambled Eggs w/ Cheddar Cheese, Cinnamon Sugar Breadstick, Homemade Pumpkin Bar, Low Fat Mozzarella String Cheese

Cherry Yogurt Cup, Peachy Strawberry Smoothie, Graham Crackers

Chilled Diced Pears, Fresh Cubed Cantaloupe, Fresh Whole Apple Gala

WEDNESDAY

Homemade Griddle Style Pancakes w/ Breakfast Syrup, Toasty Breakfast Cheese Sandwich, Cinnamon Sugar Breadstick, Homemade Pumpkin Bar, Low Fat Mozzarella String Cheese, Pork Sausage Patty

Horchata Apple Parfait w/ Cinnamon Chex

Sliced Peaches, Fresh Ripe Pear, Fresh Plump Red and Green Seedless Grapes

THURSDAY

Creamy Sunbutter Berry English Muffin, Fluffy Scrambled Eggs w/ Cheddar Cheese, Cinnamon Sugar Breadstick, Homemade Pumpkin Bar, Low Fat Mozzarella String Cheese

Strawberry Parfait w/ Crunchy Granola, Peachy Strawberry Smoothie, Graham Crackers

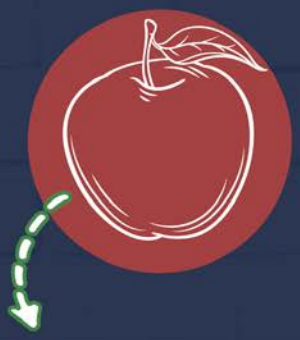
Fresh Ripe Pear, Chilled Tropical Fruit Cocktail, Fresh Cubed Cantaloupe

FRIDAY

Huevos Rancheros Tacos, Fluffy Scrambled Eggs w/ Cheddar Cheese, Cinnamon Sugar Breadstick, Homemade Pumpkin Bar, Low Fat Mozzarella String Cheese, Pork Sausage Patty

Horchata Apple Parfait w/ Cinnamon Chex

Fresh Juicy Nectarine, Chilled Apricot Applesauce



100% FRUIT JUICES:, 100% Apple Juice, 100% Orange Juice, 100% Grape Juice, served daily

DAILY CEREAL OPTIONS:, Cinnamon Toast Crunch Cereal, Cocoa Puffs Cereal, Lucky Charms Cereal, Honey Cheerios Cereal, served daily

WEEK 5

MONDAY

Sausage, Egg & Cheese Croissant, Fluffy Scrambled Eggs w/ Cheddar Cheese, Freshly Baked Flaky Biscuit, Oatrageous Pumpkin Overnight Oats

Mango Chile Lime Smoothie, Blueberry Parfait w/ Crunchy Granola, Chilled Peaches

Fresh Gala Apple, Fresh Kiwi Wedges, Peachy Summer Salad



Vegetarian Locally grown

This institution is an equal opportunity provider

Lyon County School District
Summer Breakfast Menu



1% Low-fat Milk, Chocolate Skim Milk, Strawberry Skim Milk, served daily



WEEK 1

MONDAY
Buttermilk Pancakes w/ Breakfast Syrup, Cinnamon Toast Crunch Cereal, Rice Chex Cereal, Chilled Mixed Fruit Cocktail

TUESDAY
Fluffy Scrambled Eggs, Sliced Whole Grain Toast, Reduced Sugar Trix Cereal, Cocoa Puffs Cereal

WEDNESDAY
Golden Baked Whole Grain Waffles w/ Breakfast Syrup, Cinnamon Toast Crunch Cereal, Rice Chex Cereal, Fresh Ripe Banana

THURSDAY
Crispy Chicken Biscuit Sandwich, Reduced Sugar Trix Cereal, Cocoa Puffs Cereal

FRIDAY
Soft Plain Bagel w/ Light Cream Cheese, Cinnamon Toast Crunch Cereal, Rice Chex Cereal, Chilled Applesauce

WEEK 2

MONDAY
Turkey Sausage Biscuit Sandwich, Cheerios Cereal, Cocoa Puffs Cereal, Chilled Peaches

TUESDAY
Buttermilk Pancakes w/ Breakfast Syrup, Cinnamon Toast Crunch Cereal, Frosted Mini-Wheats Cereal

WEDNESDAY
Soft Blueberry Bagel w/ Light Cream Cheese, Cheerios Cereal, Cocoa Puffs Cereal, Fresh Ripe Pear

THURSDAY
Fresh Baked Flaky Biscuit w/ Creamy Sausage Gravy, Cinnamon Toast Crunch Cereal, Frosted Mini-Wheats Cereal

FRIDAY
Breakfast Turkey Sausage Pizza, Cheerios Cereal, Cocoa Puffs Cereal, Fresh Ripe Banana



Confident
Orange
Mango
Honeydew



Happy
Kiwi
Pineapple
Raspberries



Alert
Cantaloupe
Blueberries
Watermelon

This institution is an equal opportunity provider

Lyon County School District
Summer Breakfast Menu



WEEK 3

MONDAY
Golden Baked Whole Grain Waffles w/ Breakfast Syrup, Cheerios Cereal, Cinnamon Chex Cereal

TUESDAY
English Muffin with Egg & Cheese, Blueberry Chex Cereal, Cocoa Puffs Cereal

WEDNESDAY
Buttermilk Pancakes w/ Breakfast Syrup, Cheerios Cereal, Cinnamon Chex Cereal, Fresh Ripe Banana

THURSDAY
Ham, Egg & Cheese Burrito, Blueberry Chex Cereal, Cocoa Puffs Cereal

FRIDAY
Soft Blueberry Bagel w/ Light Cream Cheese, Cheerios Cereal, Cinnamon Chex Cereal, Chilled Applesauce

WEEK 4

MONDAY
Whole Grain French Toast Sticks w/ Breakfast Syrup, Corn Chex Cereal, Cinnamon Toast Crunch Cereal, Chilled Mixed Fruit Cocktail

TUESDAY
Turkey Sausage Biscuit Sandwich, Reduced Sugar Trix Cereal, Honey Cheerios Cereal

WEDNESDAY
Buttermilk Pancakes w/ Breakfast Syrup, Corn Chex Cereal, Cinnamon Toast Crunch Cereal, Fresh Ripe Pear

THURSDAY
Fresh Baked Flaky Biscuit w/ Creamy Sausage Gravy, Reduced Sugar Trix Cereal, Honey Cheerios Cereal Bowl

FRIDAY
Crispy Chicken Biscuit Sandwich, Corn Chex Cereal, Cinnamon Toast Crunch Cereal, Fresh Ripe Banana

Assorted Fresh Fruit served Daily

•

100% Apple Juice, 100% Orange Juice, 100% Grape Juice, served daily

WEEK 5

MONDAY
Soft Plain Bagel w/ Light Cream Cheese, Cinnamon Toast Crunch Cereal, Frosted Mini-Wheats Cereal, Chilled Mixed Fruit Cocktail

BREAKFAST = Grain or protein entree + Two fruits side dishes + Choice of milk

BREAKFAST FEATURED LOCAL PRODUCE OF THE MONTH:
Fuji Apples, Gala Apples & Bosc Pears

This institution is an equal opportunity provider

(c) Provide a 21-day lunch menu for all applicable age grade groups that will meet the USDA requirements.

21-Day Lunch Menu



499

Lyon County School District
Elementary Lunch Menu

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
create	Hearty Baked Penne Turkey Bolognese Roasted Green Beans Soft Baked Roll	Baja Beef Rice Bowl Seasoned black beans, salsa, scallions, cilantro Mixed Vegetable Medley	Whole Grain French Toast Sticks Warm strawberry topping Turkey Sausage Patty Crispy Tater Tots	Teriyaki Glazed Chicken Brown Fried Rice Fresh Stir Fried Vegetables	Homemade Bubbly Baked Macaroni & Cheese Pulled pork or popcorn chicken, honey BBQ sauce, cinnamon roasted sweet potatoes Hearty Baked Beans Soft Baked Roll
AMERICAN CLASSICS	All American Cheeseburger	Classic Cheese Pizza	Classic Bacon Cheeseburger	Traditional Pepperoni Pizza	Classic Crispy Chicken Sandwich
ON THE GO	Crispy Chicken Nugget Caesar Salad Grated parmesan cheese, crisp romaine, creamy garlic dressing	Mixed Greens Salad Fresh tomatoes, crispy sliced cucumber, shredded cheddar cheese, light ranch dressing	Crispy Popcorn Chicken Salad Diced tomatoes & onions, sliced celery, crisp romaine, light ranch dressing	Turkey & Veggie Cobb Salad Hard cooked egg, tomato wedges, shredded carrot, romaine, shredded mozzarella, French dressing	Diced Chicken Breast BLT Salad Romaine, grape tomatoes, shredded mozzarella cheese, croutons, homemade tomato vinaigrette
extra extra	Whole Fresh Pear Chilled Cinnamon Applesauce Creamy Cheddar & Bacon Pea Salad Crunchy Zucchini Sticks	Chilled Mixed Fruit Farm Fresh Apple Chopped Romaine Salad Crisp Baby Carrots & Celery Sticks	Bananas w/ Cinnamon Sugar Chilled Applesauce Crisp Celery Sticks Crisp Sliced Cucumbers	Farm Fresh Apple Chilled Mixed Fruit Citrus Kidney & Garbanzo Bean Salad Crisp Baby Carrots & Celery Sticks	Whole Juicy Orange Ripe Whole Pear Green Bell Pepper Strips Crunchy Broccoli Florets

SERVED DAILY

Prepared in House Vegetarian Locally grown

1% Low-fat Milk Chocolate Skim Milk

This institution is an equal opportunity provider

500

Lyon County School District
Elementary Lunch Menu

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
create	Turkey Barbacoa Nachos Elotes Style Corn	Creamy Mashed Potato & Crispy Popcorn Chicken Bowl Shredded cheddar cheese Soft Baked Roll Seasoned Kernel Corn	Soft Seasoned Beef Tacos Fiesta Rice Roasted Tomato Salsa Seasoned Black Beans	Country Style Steak Fingers Savory Green Beans Soft Baked Roll	Griddle Style Pancakes Homemade warm peach topping Turkey Sausage Patty Golden Crispy Tater Tots Chilled Mixed Fruit Cocktail
AMERICAN CLASSICS	Crispy Southwest Chicken Filet Sandwich Corn & black bean salsa, shredded lettuce	BLT Burger Classic American Cheeseburger, Grilled Chicken Sandwich	Ham & Cheese Bagel Melt	Brooklyn Style Pepperoni Flatbread	Mozzarella filled Breadsticks Italian style marinara sauce
ON THE GO	Ham & Veggie Cobb Salad Hard cooked egg, shredded mozzarella, tomato wedges, sweet mustard dressing	Mediterranean Salad Romaine, spinach, tomatoes, bell pepper, cucumbers, chick peas, homemade vinaigrette, toasted flatbread wedges	Fresh Tuna Garden Salad Diced tomatoes & onion, cucumbers, classic tuna salad, romaine blend, croutons	Chicken Caesar Salad Crispy chicken, grated parmesan cheese, crunchy croutons, creamy garlic dressing	Fresh Mixed Garden Salad Hard cooked egg, diced tomato & onion, crisp romaine, crunchy croutons, orange spiked Italian dressing
extra extra	Fresh Juicy Nectarine Chilled Mixed Fruit Corn & Black Bean Salsa Salad Crisp Cucumber Strips	Farm Fresh Apple Whole Juicy Orange Chopped Romaine Salad Crisp Baby Carrots & Celery Sticks	Banana w/ Cinnamon Sugar Homemade Confetti Coleslaw Ripe Fresh Pear Fresh Tomato Wedges	Chilled Applesauce Ripe Juicy Plum Corn & Black Bean Salsa Salad Crisp Baby Carrots & Celery Sticks	Fresh Juicy Peach Whole Ripe Banana Homestyle Potato Salad Crunchy Broccoli Florets

SERVED DAILY

Prepared in House · Vegetarian · Locally grown

1% Low-fat Milk Chocolate Skim Milk

This institution is an equal opportunity provider

Lyon County School District
Elementary Lunch Menu

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
create	Homemade Crispy Sweet & Sour Chicken Bell pepper, sliced carrot, julienne onion Brown Rice Steamed Peas	Golden Crispy Baked Chicken Tenders Mojo style & southwestern BBQ sauces Crispy Sweet Potato Fries Soft Baked Roll	Grilled Triple Cheese Sandwich Creamy tomato soup Mixed Vegetable Medley	Slow Cooked BBQ Pulled Pork Sandwich Boston Baked Beans Soft Baked Roll	Rotini Pasta with Creamy Alfredo or Italian Style Marinara Sauce Classic beef meatballs, roasted broccoli, sauteed peppers
AMERICAN CLASSICS	Classic Cheese Pizza	The Perfect Saucy Sloppy Joe	BBQ Cheddar Burger	Mozzarella filled Breadsticks Italian style marinara sauce	Crispy Chicken & Ranch Sandwich
ON THE GO	Garden Salad with Mozzarella Diced tomato & onion, crisp romaine, crunchy croutons, balsamic dressing	Southwest Fajita Chicken Salad Romaine & spinach, tomato, onion, cucumber, shredded mozzarella, light ranch dressing, tortilla chips	Turkey Chef Salad Romaine blend, diced tomato, cucumber slices, carrot stipes, shredded cheddar, croutons, Dijon spiked Italian dressing	Chicken Cobb Salad Grilled Chicken Breast, Romaine blend, tomato, hardboiled egg, Creamy Ranch Dressing	Strawberry Chicken Salad Chicken breast, tomato, cucumber, carrot, greens, homemade poppyseed dressing In-house Baked Cornbread
extra extra	Juicy Whole Orange Farm Fresh Apple Chopped Romaine Salad Crisp Sliced Cucumbers	Fresh Juicy Plum Chilled Pineapple Tidbits Ranch Corn Salad Crunchy Broccoli Florets	Chilled Mixed Fruit Whole Ripe Banana Citrus Chickpea Salad Fresh Tomato Wedges	Fresh Ripe Pear Chilled Applesauce Crisp Baby Carrots & Celery Sticks Crunchy Zucchini Sticks	Farm Fresh Apple Chilled Mixed Fruit Homemade Pickled Beets Fresh Crunchy Green Beans

SERVED DAILY

Prepared in House Vegetarian Locally grown

1% Low-fat Milk Chocolate Skim Milk

This institution is an equal opportunity provider

Lyon County School District
Elementary Lunch Menu

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
create	Golden Crispy Chicken Nuggets Sweet & smokey BBQ sauce Hearty Baked Beans Soft Baked Roll	Chicken & Golden Waffles Homemade Hot Honey, or Breakfast Syrup	Crunchy Corn Carne Asada Tacos Fresh homemade pico de gallo Elotes Style Corn	Sweet Batter Dipped Mini Turkey Corn Dogs Steamed Peas	Homemade General Tso's Chicken Stir Fry Brown rice, onion, broccoli, carrots, sesame, chili flakes, soy sauce Roasted Ginger Orange Cauliflower
AMERICAN CLASSICS	All American Hamburger	Italian Pizza Burger	Crispy BBQ Cheddar Chicken Sandwich	Classic Crispy Chicken Sandwich	Brooklyn Style Pepperoni Flatbread
ON THE GO	Ham & Cheddar Chef Salad Tomato wedges, cucumber, shredded cheddar, croutons, light Italian dressing	Chicken & Apple-Cheddar Salad Sweet mustard dressing In-house Baked Cornbread	Garden Veggie Salad Tomato, cucumber, carrot shredded cheddar & mozzarella, croutons, homemade raspberry dressing	Nacho Fun Lunch Thick & chunky salsa, creamy cheddar cheese, toasted flatbread wedges	Creamy Sunbutter & Grape Jelly Sandwich
extra extra	Juicy Whole Orange Chilled Mixed Fruit Crisp Baby Carrots & Celery Sticks Crunchy Zucchini Sticks	Chilled Mixed Fruit Whole Ripe Banana Fresh Tomato Wedges Sliced Crisp Cucumbers	Farm Fresh Apple Chilled Pineapple Tidbits Citrus Black Bean Salad Fresh Crunchy Green Beans	Whole Juicy Orange Chilled Peaches Crunchy Zucchini Sticks Crunchy Broccoli Florets	Banana w/ Cinnamon Sugar Chilled Applesauce Crisp Baby Carrots & Celery Sticks Homemade Cilantro Lime Coleslaw

SERVED DAILY

Prepared in House · Vegetarian · Locally grown

1% Low-fat Milk Chocolate Skim Milk

This institution is an equal opportunity provider

503

Lyon County School District
Elementary Lunch Menu

MONDAY

create	Asian Style Chicken & Vegetable Dumplings Scratch made orange sauce Sesame Green Beans
AMERICAN CLASSICS	Classic All American Cheeseburger
ON THE GO	Crispy Chicken Nugget Caesar Salad Grated parmesan cheese, crisp romaine, creamy garlic dressing
extra extra	Fresh Ripe Pear Chilled Cinnamon Applesauce Crisp Cucumber Slices Crunchy Zucchini Sticks

SERVED DAILY

Prepared in House Vegetarian Locally grown

1% Low-fat Milk Chocolate Skim Milk

This institution is an equal opportunity provider

Lyon County School District
Middle School Lunch Menu

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
create	**Chicken Fajita Bowl with Black Beans & Brown Rice**	**Homemade Bubbly Baked Macaroni & Cheese** Pulled pork or popcorn chicken, honey BBQ sauce, cinnamon roasted sweet potatoes	**Seasoned Beef Walking Tacos** Crunchy Doritos chips, creamy cheese sauce, tomato & white bean salad	**Tender Pork Carnitas & Cheese Quesadilla** Homemade Pico de Gallo	**Chef Jet's Orange Chicken** served with Fried Rice and Green Beans
2mato	**Aloha Pineapple BBQ Chicken & Ham Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Chicken Alfredo Broccoli Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Sriracha Mozzarella filled Breadsticks** Classic Cheese Pizza Traditional Pepperoni Pizza	**BBQ Chicken Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Red Hot Buffalo Chicken Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza
grilled	**Mozzarella & Roasted Italian Vegetable Panini** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	**Chicken Cordon Bleu Sandwich** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	**Cowpoke BBQ Bacon Burger w/ Coleslaw** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	**Sriracha Turkey Burger w/ Cilantro Sauce** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	**Honey Dijon BBQ Chicken Sandwich w/ Cheddar** Crisp bacon, shredded cheddar Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries
ON THE GO	**Ham & Cheese Wrap** Thinly sliced deli ham, American cheese **Turkey Chef Salad** Tomato, cucumber, carrot, cheddar French dressing, toasted flatbread wedges	**Chicken Ranch Wrap** Romaine lettuce, sliced tomatoes **Ham & Cheddar Chef Salad** Tomato, cucumber, cheddar, French dressing, toasted flatbread wedges	**Ham & Cheese Wrap** Thinly sliced deli ham, American cheese **Turkey Chef Salad** Tomato, cucumber, carrot, cheddar French dressing, toasted flatbread wedges	**Chicken Ranch Wrap** Romaine lettuce, sliced tomatoes **Strawberry Yogurt Parfait with House-made Granola**	**Ham & Cheese Wrap** Thinly sliced deli ham, American cheese **Turkey Chef Salad** Tomato, cucumber, carrot, cheddar French dressing, toasted flatbread wedges
extra extra	Fresh Ripe Pear Fresh Crisp Gala Apples Corn & Black Bean Salad Crisp Sliced Cucumbers	Ripe Whole Banana Fresh Crisp Gala Apples Fresh Tomato Wedges Spinach & Romaine Salad Fresh Crunchy Carrots	Fresh Ripe Pear Bananas w/ Cinnamon Sugar Crisp Carrot & Celery Sticks Crunchy Broccoli Florets	Whole Red Delicious Apple Chilled Mixed Fruit Crunchy Broccoli Florets Fresh Tomato Wedges	Whole Juicy Orange Fresh Ripe Pear Corn & Black Bean Salsa Salad Crunchy Zucchini Sticks

SERVED DAILY

Spicy · Prepared in House · Vegetarian · Locally grown

MILK CHOICES: 1% Low Fat White, Skim Chocolate & Skim Strawberry Milk
CONDIMENTS: Mayonnaise, BBQ Sauce, Yellow Mustard, Ketchup & Ranch Dressing

This institution is an equal opportunity provider

505

Lyon County School District
Middle School Lunch Menu

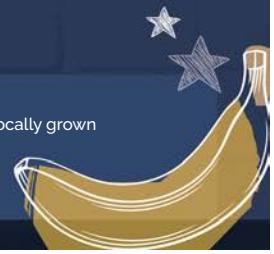
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
create	**Beef & Cheese Burrito** Seasoned pinto beans, sour cream	**Crispy Popcorn Chicken Bowl** Creamy mashed potatoes, cheddar, pan gravy, fresh baked flaky biscuit	**Saucy & Cheesy Enchiladas** Seasoned pinto beans, fresh avocado, homemade zesty red sauce **Chicken Tamales**	**Tender Pulled Pork or Diced Chicken "TOTchos" Bowl** **Crispy Mozzarella Sticks** Zesty Italian style marinara sauce	**Whole Grain French Toast Sticks** Pork sausage patty, warm peach topping, breakfast syrup, home fried potatoes
2mato	**Broccoli Ricotta Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Red Hot Buffalo Ranch Chicken Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Chicken Parm Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Seasoned Chicken Fajita Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Hawaiian Pineapple & Ham Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza
grilled	**BBQ Bacon Cheddar Burger** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	**Smothered Italian Chicken Parm Sandwich** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	**Spicy Black Bean Veggie Burger** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	**Red Hot Buffalo Ranch Chicken Pizza** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	**Melty Swiss Burger** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries
ON THE GO	**Roasted Red Pepper Hummus Wrap** Carrot, tomato, cucumber, mozzarella, Italian dressing **Ham Cobb Salad** Hard cooked egg, tomato wedges, shredded mozzarella, balsamic dressing, toasted flatbread wedges	**Santa Fe Turkey Wrap** Salsa, cheddar, lettuce, tomato **Crispy Chicken Caesar Salad** Creamy garlic dressing, seasoned croutons, parmesan cheese	**Roasted Red Pepper Hummus Wrap** Carrot, tomato, cucumber, mozzarella, Italian dressing **Ham Cobb Salad** Hard cooked egg, tomato wedges, shredded mozzarella, balsamic dressing, toasted flatbread wedges	**Santa Fe Turkey Wrap** Salsa, cheddar, lettuce, tomato **Crispy Chicken Caesar Salad** Creamy garlic dressing, seasoned croutons, parmesan cheese	**Roasted Red Pepper Hummus Wrap** Carrot, tomato, cucumber, mozzarella, Italian dressing **Ham Cobb Salad** Hard cooked egg, tomato wedges, shredded mozzarella, balsamic dressing, toasted flatbread wedges
extra extra	Fresh Crisp Gala Apples Whole Juicy Nectarine Cheddar Bacon Pea Salad Fresh Tomato Wedges	Juicy Whole Orange Fresh Crisp Gala Apples Fresh Crunchy Carrots Tossed Garden Salad	Chili Lime Spiced Mango Fresh Whole Pear Fresh Green Beans Crunchy Broccoli Florets	Fresh Crisp Gala Apples Juicy Whole Plum Chopped Romaine Salad Red & Green Bell Pepper Strips	Whole Ripe Banana Fresh Crisp Gala Apples Fresh Tomato Wedges Citrus Kidney & Garbanzo Bean Salad

SERVED DAILY

Spicy · Prepared in House · Vegetarian · Locally grown

MILK CHOICES: 1% Low Fat White, Skim Chocolate & Skim Strawberry Milk
CONDIMENTS: Mayonnaise, BBQ Sauce, Yellow Mustard, Ketchup & Ranch Dressing

This institution is an equal opportunity provider



506

Lyon County School District
Middle School Lunch Menu

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
create	**Homemade Sweet & Sour Popcorn Chicken** Brown rice, bell peppers, carrots, onion	**Triple Decker Bean Tostado** Homemade Refried beans, shredded cheddar, fresh pico de gallo, guacamole, elotes style corn	**Crispy Chicken Tenders** Homemade Louisiana Sauce, Crinkle Cut Fries, fresh baked flaky biscuit	**Teriyaki Chicken Noodle Bowl** Spinach, carrots, scallions, ginger, soy	**Homemade Beef Lasagna** Garlic Bread
2mato	**Chicken Bacon Ranch Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Homemade Tender Pork Carnitas Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Margherita Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Meat Lover's Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Meatball Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza
grilled	**Grilled Chicken Sandwich** Fresh-made Jamaican Jerk Sauce Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	**Crispy Chicken & Cheese Sandwich** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	**Buffalo Blue Cheese Chicken Sandwich** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	**Sauteed Mushroom & Swiss Burger** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	**Crispy Fish Fillet & Cheese Sandwich** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries
ON THE GO	**Chicken & Spinach Wrap** Honey Dijon dressing **Seasoned Beef Taco Salad** Tomatoes, cheddar, southwest dressing, crunchy tortilla	**Kale Caesar Salad** Brown rice, chickpeas, parmesan **Crispy Chicken Cajun Wrap** Homemade spicy Louisiana sauce	**Chicken & Spinach Wrap** Honey Dijon dressing **Seasoned Beef Taco Salad** Tomatoes, cheddar, southwest dressing, crunchy tortilla	**Kale Caesar Salad** Brown rice, chickpeas, parmesan **Crispy Cajun Chicken Wrap** Homemade spicy Louisiana sauce	**Chicken & Spinach Wrap** Honey Dijon dressing **Seasoned Beef Taco Salad** Tomatoes, cheddar, southwest dressing, crunchy tortilla
extra extra	Whole Juicy Orange Fresh Fuji Apple Crisp Baby Carrots & Celery Sticks Ranch Corn Salad	Fresh Juicy Plum Fresh Crisp Gala Apples Fresh Tomato Wedges Fresh Green Beans	Juicy Orange Wedges Whole Ripe Banana Corn & Black Bean Salad Crisp Baby Carrots & Celery Sticks	Fresh Crisp Fuji Apple Whole Ripe Pear Fresh Tomato Wedges Chopped Romaine Salad	Fresh cut Cantaloupe Chilled Mixed Fruit Asian Pinto Bean Salad Crunchy Broccoli Florets

SERVED DAILY

Spicy · Prepared in House · Vegetarian · Locally grown

MILK CHOICES: 1% Low Fat White, Skim Chocolate & Skim Strawberry Milk
CONDIMENTS: Mayonnaise, BBQ Sauce, Yellow Mustard, Ketchup & Ranch Dressing

This institution is an equal opportunity provider

Lyon County School District
Middle School Lunch Menu

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
create	**Korean Chicken Bulgogi BibimBap Bowl** Brown rice, carrot, mushrooms, scallions, squash, egg, sesame BBQ	**Vietnamese Pork Grain Bowl** Brown rice, pickled vegetables, sweet & spicy chili sauce, creamy sriracha drizzle	**Country Style Steak Fingers** Country Style Gravy, Savory Green Beans & Soft Baked Roll	**Homemade Beef & Bean Tostado** Fresh pico de gallo, sour cream	**Jamaican Style Jerk Roasted Chicken** Homemade mango chutney, roasted pineapple, cilantro lime brown rice, seasoned corn
2mato	**Mexican Style Pepper Tomato & Olive Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Basil Pesto & Feta Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Pepperoni & Jalapeno Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Red Hot Buffalo Chicken Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Roasted Vegetable Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza
grilled	**Mozzarella & Marinara Pizza Burger** Classic Hamburger Classic Crispy Chicken Sandwich Classic Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	**Crispy Chicken Washoe Co. Sandwich** Washoe Co. Sauce & Buttermilk Coleslaw Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	**Jalapeno Cheddar Burger** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	**BBQ Chicken Bacon Cheddar Sandwich w/ Ranch** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	**Sweet & Smokey BBQ Pork Rib-B-Q Sandwich** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries
ON THE GO	**Tuna Salad Bento Box** Sliced cucumbers, flatbread wedges **Chicken Salsa Wrap** Lettuce, tomato, garlic & herbs	**Turkey Bento Box** Cheese slices, cucumber, flatbread wedges **Cran-Apple Rotisserie Chicken Salad** Crisp greens, tart apple, red onion, dijon-dill mayonnaise, toasted flatbread wedges	**Tuna Salad Bento Box** Sliced cucumbers, flatbread wedges **Chicken Salsa Wrap** Lettuce, tomato, garlic & herbs	**Turkey Bento Box** Cheese slices, cucumber, flatbread wedges **Cran-Apple Rotisserie Chicken Salad** Crisp greens, tart apple, red onion, dijon-dill mayonnaise, toasted flatbread wedges	**Tuna Salad Bento Box** Sliced cucumbers, flatbread wedges **Chicken Salsa Wrap** Lettuce, tomato, garlic & herbs
extra extra	Whole Juicy Orange Fresh cut Watermelon Fresh Tomato Wedges Citrus Kidney & Garbanzo Bean Salad	Fresh Juicy Peach Whole Ripe Banana Crisp Sliced Cucumbers Citrus Kidney & Garbanzo Bean Salad	Fresh cut Cantaloupe Fresh Crisp Gala Apples Ranch Corn Salad Crunchy Broccoli Florets	Fresh cut Fruit Salad Whole Juicy Orange Crisp Baby Carrots & Celery Sticks Chilled Garbanzo Beans	Fresh cut Watermelon Fresh Ripe Pear Ranch Corn Salad Fresh Tomato Wedges

SERVED DAILY

Spicy · Prepared in House · Vegetarian · Locally grown

MILK CHOICES: 1% Low Fat White, Skim Chocolate & Skim Strawberry Milk
CONDIMENTS: Mayonnaise, BBQ Sauce, Yellow Mustard, Ketchup & Ranch Dressing

This institution is an equal opportunity provider

Lyon County School District
Middle School Lunch Menu

MONDAY

create

Asian Style Chicken & Vegetable Dumplings
Scratch made orange sauce, roasted ginger orange cauliflower

2mato

Aloha Pineapple BBQ Chicken & Ham Pizza
Classic Cheese Pizza
Traditional Pepperoni Pizza

grilled

Mozzarella & Marinara Pizza Burger
Classic Hamburger
All American Cheeseburger
Classic Chicken Sandwich
Nashville Hot Chicken Sandwich
Seasoned Crinkle Cut Fries

ON THE GO

Ham & Cheese Wrap
Thinly sliced deli ham, American cheese
Turkey Chef Salad
Tomato, cucumber, carrot, cheddar French dressing, toasted flatbread wedges

extra extra

Fresh Juicy Plum
Fresh cut Cantaloupe
Corn & Black Bean Salad
Crisp Sliced Cucumbers

SERVED DAILY

Spicy Prepared in House Vegetarian Locally grown

MILK CHOICES: 1% Low Fat White, Skim Chocolate & Skim Strawberry Milk
CONDIMENTS: Mayonnaise, BBQ Sauce, Yellow Mustard, Ketchup & Ranch Dressing

This institution is an equal opportunity provider

509

Lyon County School District
High School Lunch Menu

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
create	**Chicken Fajita Bowl with Black Beans & Brown Rice**	**Homemade Bubbly Baked Macaroni & Cheese** Pulled pork or popcorn chicken, honey BBQ sauce, cinnamon roasted sweet potatoes	**Seasoned Beef Walking Tacos** Crunchy Doritos chips, creamy cheese sauce, tomato & white bean salad	**Tender Pork Carnitas & Cheese Quesadilla** Homemade Pico de Gallo	**Chef Jet's Orange Chicken** served with Fried Rice and Green Beans
2mato	**Aloha Pineapple BBQ Chicken & Ham Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Chicken Alfredo Broccoli Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Sriracha Mozzarella filled Breadsticks** Classic Cheese Pizza Traditional Pepperoni Pizza	**BBQ Chicken Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Red Hot Buffalo Chicken Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza
grilled	**Mozzarella & Roasted Italian Vegetable Panini** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	**Chicken Cordon Bleu Sandwich** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	**Cowpoke BBQ Bacon Burger w/ Coleslaw** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	**Sriracha Turkey Burger w/ Cilantro Sauce** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	**Honey Dijon BBQ Chicken Sandwich w/ Cheddar** Crisp bacon, shredded cheddar Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries
ON THE GO	**Ham & Cheese Wrap** Thinly sliced deli ham, American cheese **Turkey Chef Salad** Tomato, cucumber, carrot, cheddar French dressing, toasted flatbread wedges	**Chicken Ranch Wrap** Romaine lettuce, sliced tomatoes **Ham & Cheddar Chef Salad** Tomato, cucumber, cheddar, French dressing, toasted flatbread wedges	**Ham & Cheese Wrap** Thinly sliced deli ham, American cheese **Turkey Chef Salad** Tomato, cucumber, carrot, cheddar French dressing, toasted flatbread wedges	**Chicken Ranch Wrap** Romaine lettuce, sliced tomatoes **Strawberry Yogurt Parfait with House-made Granola**	**Ham & Cheese Wrap** Thinly sliced deli ham, American cheese **Turkey Chef Salad** Tomato, cucumber, carrot, cheddar French dressing, toasted flatbread wedges
extra extra	Fresh Ripe Pear Fresh Crisp Gala Apples Corn & Black Bean Salad Crisp Sliced Cucumbers	Ripe Whole Banana Fresh Crisp Gala Apples Fresh Tomato Wedges Spinach & Romaine Salad Fresh Crunchy Carrots	Fresh Ripe Pear Bananas w/ Cinnamon Sugar Crisp Carrot & Celery Sticks Crunchy Broccoli Florets	Whole Red Delicious Apple Chilled Mixed Fruit Crunchy Broccoli Florets Fresh Tomato Wedges	Whole Juicy Orange Fresh Ripe Pear Corn & Black Bean Salsa Salad Crunchy Zucchini Sticks
SONO					

Select Your Preference of Meat:
Fajita Chicken; Tender Pork Carnitas, or Beef Taco meat

Choose Your Grain:
Fiesta Rice, Tortilla Chips or Soft Flour Tortilla

Add Cheese:
Jalapeno Cheese Sauce or Shredded Cheddar Cheese

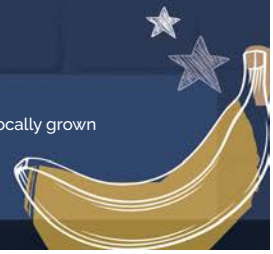
Finish with you Choice of Toppings:
Shredded Romaine Lettuce, Fresh made Pico de Gallo, Jalapenos, Sour Cream and Red Salsa

SERVED DAILY

Spicy · Prepared in House · Vegetarian · Locally grown

MILK CHOICES: 1% Low Fat White, Skim Chocolate & Skim Strawberry Milk
CONDIMENTS: Mayonnaise, BBQ Sauce, Yellow Mustard, Ketchup & Ranch Dressing

This institution is an equal opportunity provider



510

Lyon County School District
High School Lunch Menu

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
create	**Beef & Cheese Burrito** Seasoned pinto beans, sour cream	**Crispy Popcorn Chicken Bowl** Creamy mashed potatoes, cheddar, pan gravy, fresh baked flaky biscuit	**Saucy & Cheesy Enchiladas** Seasoned pinto beans, fresh avocado, homemade zesty red sauce **Chicken Tamales**	**Tender Pulled Pork or Diced Chicken "TOTchos" Bowl** **Crispy Mozzarella Sticks** Zesty Italian style marinara sauce	**Whole Grain French Toast Sticks** Pork sausage patty, warm peach topping, breakfast syrup, home fried potatoes
2mato	**Broccoli Ricotta Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Red Hot Buffalo Ranch Chicken Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Chicken Parm Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Seasoned Chicken Fajita Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Hawaiian Pineapple & Ham Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza
grilled	**BBQ Bacon Cheddar Burger** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	**Smothered Italian Chicken Parm Sandwich** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	**Spicy Black Bean Veggie Burger** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	**Red Hot Buffalo Ranch Chicken Pizza** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	**Melty Swiss Burger** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries
ON THE GO	**Roasted Red Pepper Hummus Wrap** Carrot, tomato, cucumber, mozzarella, Italian dressing **Ham Cobb Salad** Hard cooked egg, tomato wedges, shredded mozzarella, balsamic dressing, toasted flatbread wedges	**Santa Fe Turkey Wrap** Salsa, cheddar, lettuce, tomato **Crispy Chicken Caesar Salad** Creamy garlic dressing, seasoned croutons, parmesan cheese	**Roasted Red Pepper Hummus Wrap** Carrot, tomato, cucumber, mozzarella, Italian dressing **Ham Cobb Salad** Hard cooked egg, tomato wedges, shredded mozzarella, balsamic dressing, toasted flatbread wedges	**Santa Fe Turkey Wrap** Salsa, cheddar, lettuce, tomato **Crispy Chicken Caesar Salad** Creamy garlic dressing, seasoned croutons, parmesan cheese	**Roasted Red Pepper Hummus Wrap** Carrot, tomato, cucumber, mozzarella, Italian dressing **Ham Cobb Salad** Hard cooked egg, tomato wedges, shredded mozzarella, balsamic dressing, toasted flatbread wedges
extra extra	Fresh Crisp Gala Apples Whole Juicy Nectarine Cheddar Bacon Pea Salad Fresh Tomato Wedges	Juicy Whole Orange Fresh Crisp Gala Apples Fresh Crunchy Carrots Tossed Garden Salad	Chili Lime Spiced Mango Fresh Whole Pear Fresh Green Beans Crunchy Broccoli Florets	Fresh Crisp Gala Apples Juicy Whole Plum Chopped Romaine Salad Red & Green Bell Pepper Strips	Whole Ripe Banana Fresh Crisp Gala Apples Fresh Tomato Wedges Citrus Kidney & Garbanzo Bean Salad

SONO

Select Your Preference of Meat:
Fajita Chicken; Tender Pork Carnitas, or Beef Taco meat

Choose Your Grain:
Fiesta Rice, Tortilla Chips or Soft Flour Tortilla

Add Cheese:
Jalapeno Cheese Sauce or Shredded Cheddar Cheese

Finish with you Choice of Toppings:
Shredded Romaine Lettuce, Fresh made Pico de Gallo, Jalapenos, Sour Cream and Red Salsa

SERVED DAILY

Spicy · Prepared in House · Vegetarian · Locally grown

MILK CHOICES: 1% Low Fat White, Skim Chocolate & Skim Strawberry Milk
CONDIMENTS: Mayonnaise, BBQ Sauce, Yellow Mustard, Ketchup & Ranch Dressing

This institution is an equal opportunity provider

Lyon County School District
High School Lunch Menu

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
create	**Homemade Sweet & Sour Popcorn Chicken** Brown rice, bell peppers, carrots, onion	**Triple Decker Bean Tostado** Homemade Refried beans, shredded cheddar, fresh pico de gallo, guacamole, elotes style corn	**Crispy Chicken Tenders** Homemade Louisiana Sauce, Crinkle Cut Fries, fresh baked flaky biscuit	**Teriyaki Chicken Noodle Bowl** Spinach, carrots, scallions, ginger, soy	**Homemade Beef Lasagna** Garlic Bread
2mato	**Chicken Bacon Ranch Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Homemade Tender Pork Carnitas Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Margherita Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Meat Lover's Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Meatball Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza
grilled	**Grilled Chicken Sandwich** Fresh-made Jamaican Jerk Sauce Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	**Crispy Chicken & Cheese Sandwich** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	**Buffalo Blue Cheese Chicken Sandwich** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	**Sauteed Mushroom & Swiss Burger** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	**Crispy Fish Fillet & Cheese Sandwich** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries
ON THE GO	**Chicken & Spinach Wrap** Honey Dijon dressing **Seasoned Beef Taco Salad** Tomatoes, cheddar, southwest dressing, crunchy tortilla	**Kale Caesar Salad** Brown rice, chickpeas, parmesan **Crispy Chicken Cajun Wrap** Homemade spicy Louisiana sauce	**Chicken & Spinach Wrap** Honey Dijon dressing **Seasoned Beef Taco Salad** Tomatoes, cheddar, southwest dressing, crunchy tortilla	**Kale Caesar Salad** Brown rice, chickpeas, parmesan **Crispy Cajun Chicken Wrap** Homemade spicy Louisiana sauce	**Chicken & Spinach Wrap** Honey Dijon dressing **Seasoned Beef Taco Salad** Tomatoes, cheddar, southwest dressing, crunchy tortilla
extra extra	Whole Juicy Orange Fresh Fuji Apple Crisp Baby Carrots & Celery Sticks Ranch Corn Salad	Fresh Juicy Plum Fresh Crisp Gala Apples Fresh Tomato Wedges Fresh Green Beans	Juicy Orange Wedges Whole Ripe Banana Corn & Black Bean Salad Crisp Baby Carrots & Celery Sticks	Fresh Crisp Fuji Apple Whole Ripe Pear Fresh Tomato Wedges Chopped Romaine Salad	Fresh cut Cantaloupe Chilled Mixed Fruit Asian Pinto Bean Salad Crunchy Broccoli Florets

SONO

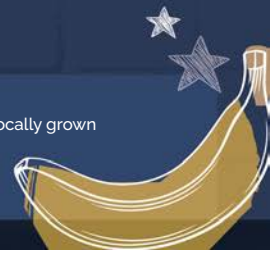
Select Your Preference of Meat:
Fajita Chicken; Tender Pork Carnitas, or Beef Taco meat
Choose Your Grain:
Fiesta Rice, Tortilla Chips or Soft Flour Tortilla
Add Cheese:
Jalapeno Cheese Sauce or Shredded Cheddar Cheese
Finish with you Choice of Toppings:
Shredded Romaine Lettuce, Fresh made Pico de Gallo, Jalapenos, Sour Cream and Red Salsa

SERVED DAILY

Spicy · Prepared in House · Vegetarian · Locally grown

MILK CHOICES: 1% Low Fat White, Skim Chocolate & Skim Strawberry Milk
CONDIMENTS: Mayonnaise, BBQ Sauce, Yellow Mustard, Ketchup & Ranch Dressing

This institution is an equal opportunity provider



Lyon County School District
High School Lunch Menu

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
create	**Korean Chicken Bulgogi BibimBap Bowl** Brown rice, carrot, mushrooms, scallions, squash, egg, sesame BBQ	**Vietnamese Pork Grain Bowl** Brown rice, pickled vegetables, sweet & spicy chili sauce, creamy sriracha drizzle	**Country Style Steak Fingers** Country Style Gravy, Savory Green Beans & Soft Baked Roll	**Homemade Beef & Bean Tostado** Fresh pico de gallo, sour cream	**Jamaican Style Jerk Roasted Chicken** Homemade mango chutney, roasted pineapple, cilantro lime brown rice, seasoned corn
2mato	**Mexican Style Pepper Tomato & Olive Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Basil Pesto & Feta Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Pepperoni & Jalapeno Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Red Hot Buffalo Chicken Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza	**Roasted Vegetable Pizza** Classic Cheese Pizza Traditional Pepperoni Pizza
grilled	**Mozzarella & Marinara Pizza Burger** Classic Hamburger Classic Crispy Chicken Sandwich Classic Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	**Crispy Chicken Washoe Co. Sandwich** Washoe Co. Sauce & Buttermilk Coleslaw Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	**Jalapeno Cheddar Burger** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	**BBQ Chicken Bacon Cheddar Sandwich w/ Ranch** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	**Sweet & Smokey BBQ Pork Rib-B-Q Sandwich** Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries
ON THE GO	**Tuna Salad Bento Box** Sliced cucumbers, flatbread wedges **Chicken Salsa Wrap** Lettuce, tomato, garlic & herbs	**Turkey Bento Box** Cheese slices, cucumber, flatbread wedges **Cran-Apple Rotisserie Chicken Salad** Crisp greens, tart apple, red onion, dijon-dill mayonnaise, toasted flatbread wedges	**Tuna Salad Bento Box** Sliced cucumbers, flatbread wedges **Chicken Salsa Wrap** Lettuce, tomato, garlic & herbs	**Turkey Bento Box** Cheese slices, cucumber, flatbread wedges **Cran-Apple Rotisserie Chicken Salad** Crisp greens, tart apple, red onion, dijon-dill mayonnaise, toasted flatbread wedges	**Tuna Salad Bento Box** Sliced cucumbers, flatbread wedges **Chicken Salsa Wrap** Lettuce, tomato, garlic & herbs
extra extra	Whole Juicy Orange Fresh cut Watermelon Fresh Tomato Wedges Citrus Kidney & Garbanzo Bean Salad	Fresh Juicy Peach Whole Ripe Banana Crisp Sliced Cucumbers Citrus Kidney & Garbanzo Bean Salad	Fresh cut Cantaloupe Fresh Crisp Gala Apples Ranch Corn Salad Crunchy Broccoli Florets	Fresh cut Fruit Salad Whole Juicy Orange Crisp Baby Carrots & Celery Sticks Chilled Garbanzo Beans	Fresh cut Watermelon Fresh Ripe Pear Ranch Corn Salad Fresh Tomato Wedges

SONO

Select Your Preference of Meat:
Fajita Chicken; Tender Pork Carnitas, or Beef Taco meat
Choose Your Grain:
Fiesta Rice, Tortilla Chips or Soft Flour Tortilla
Add Cheese:
Jalapeno Cheese Sauce or Shredded Cheddar Cheese
Finish with you Choice of Toppings:
Shredded Romaine Lettuce, Fresh made Pico de Gallo, Jalapenos, Sour Cream and Red Salsa

SERVED DAILY

Spicy · Prepared in House · Vegetarian · Locally grown

MILK CHOICES: 1% Low Fat White, Skim Chocolate & Skim Strawberry Milk
CONDIMENTS: Mayonnaise, BBQ Sauce, Yellow Mustard, Ketchup & Ranch Dressing

This institution is an equal opportunity provider

513

Lyon County School District
High School Lunch Menu

MONDAY

create

Asian Style Chicken & Vegetable Dumplings
Scratch made orange sauce, roasted ginger orange cauliflower

2mato

Aloha Pineapple BBQ Chicken & Ham Pizza
Classic Cheese Pizza
Traditional Pepperoni Pizza

grilled

Mozzarella & Marinara Pizza Burger
Classic Hamburger
All American Cheeseburger
Classic Chicken Sandwich
Nashville Hot Chicken Sandwich
Seasoned Crinkle Cut Fries

ON THE GO

Ham & Cheese Wrap
Thinly sliced deli ham, American cheese
Turkey Chef Salad
Tomato, cucumber, carrot, cheddar French dressing, toasted flatbread wedges

extra extra

Fresh Juicy Plum
Fresh cut Cantaloupe
Corn & Black Bean Salad
Crisp Sliced Cucumbers

SONO

Select Your Preference of Meat:
Fajita Chicken; Tender Pork Carnitas, or Beef Taco meat
Choose Your Grain:
Fiesta Rice, Tortilla Chips or Soft Flour Tortilla
Add Cheese:
Jalapeno Cheese Sauce or Shredded Cheddar Cheese
Finish with you Choice of Toppings:
Shredded Romaine Lettuce, Fresh made Pico de Gallo, Jalapenos, Sour Cream and Red Salsa

SERVED DAILY

Spicy Prepared in House Vegetarian Locally grown

MILK CHOICES: 1% Low Fat White, Skim Chocolate & Skim Strawberry Milk
CONDIMENTS: Mayonnaise, BBQ Sauce, Yellow Mustard, Ketchup & Ranch Dressing

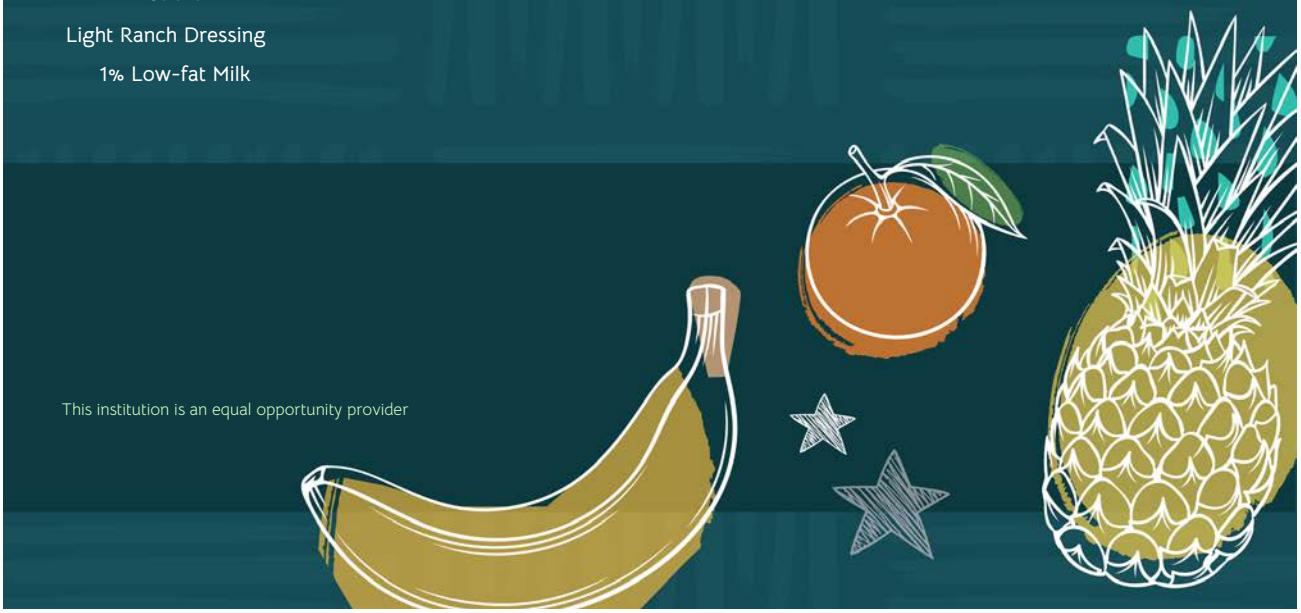
This institution is an equal opportunity provider

Lyon County School District

District Snack Menu

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Banana Muffin 1% Low-fat Milk	French Toast Goldfish Crackers Chocolate Skim Milk	Nonfat Strawberry Greek Yogurt Chocolate Chip Muffin	Low Fat Mozzarella String Cheese 100% Grape Juice	Fresh Vegetable Crudite Cup Light Ranch Dressing 1% Low-fat Milk
Blueberry Muffin 1% Low-fat Milk	Fresh Whole Apple Gala Chocolate Skim Milk	Cheddar Goldfish Crackers 100% Grape Juice	Half Creamy Sunbutter Sandwich Chocolate Skim Milk	Fresh Crunchy Carrot Sticks Light Ranch Dressing 1% Low-fat Milk
Nonfat Vanilla Greek Yogurt 100% Apple Juice	Cheddar Goldfish Crackers Chocolate Skim Milk	Low Fat Mozzarella String Cheese Soft Blueberry Muffin	Fresh Vegetable Crudite Cup Light Ranch Dressing Chocolate Skim Milk	Turkey and Cheddar Cheese Cubes Chocolate Skim Milk
Fresh Fuji Apple 1% Low-fat Milk	Pretzel Goldfish Crackers Low Fat Mozzarella String Cheese	Half Creamy Sunbutter Sandwich 1% Low-fat Milk	Nonfat Blueberry Greek Yogurt 100% Apple Juice	Apple Cinnamon Muffin **1% Low-fat Milk**
Fresh Crunchy Carrot Sticks Light Ranch Dressing 1% Low-fat Milk				

This institution is an equal opportunity provider





516

Lyon County School District
Summer Lunch Menu

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
WEEK 1	**Spaghetti with Hearty Italian Style Meat Sauce** Seasoned Green Beans Crispy Chicken Bacon Melt Sandwich Crisp Celery Sticks Sweet Corn Ranch Salad Ripe Whole Banana	**All American Cheeseburger** **Ranch Garden Salad w/ Cheese** *Greens, tomato, cucumber, shredded cheddar, light ranch dressing* Seasoned Crinkle Cut Fries Soft Baked Roll Fresh Crunchy Broccoli Florets Crisp Green Bell Pepper Strips Chilled Applesauce	**Creamy Homemade Buffalo Chicken Dip** *Crunchy tortilla chips* **Hot Turkey Ham & Cheddar Sandwich** Fresh Crisp Celery Sticks Corn Salad with Ranch Fresh Juicy Orange	**Homemade Bubbly Baked Macaroni and Cheese** **Turkey Ham Chef Salad** *Greens, tomato, cucumber, carrot, shredded cheddar, light ranch dressing* Soft Baked Roll Fresh Crunchy Broccoli Florets Crisp Green Bell Pepper Strips Chilled Mixed Fruit Cocktail	**Classic Cheese Pizza** **Classic Crispy Chicken Sandwich** Fresh Celery Sticks Corn Salad with Ranch Fresh Ripe Pear
WEEK 2	**Creamy Mashed Potato & Crispy Popcorn Chicken Bowl** *Shredded cheddar cheese* **Toasted Turkey Ham & Swiss** Seasoned Peas Fresh Crunchy Broccoli Florets Homemade Carolina Slaw Chilled Applesauce	**Spicy Chicken Sandwich** **Ranch Garden Salad w/ Cheese** *Greens, tomato, cucumber, shredded cheddar, light ranch dressing* Soft Baked Roll Fresh Crisp Celery Sticks Crunchy Zucchini Sticks Fresh Red Delicious Apple	**Veggie Lover's Pizza** **Chicken Ranch Wrap** *Romaine lettuce, sliced tomatoes* Golden Crispy Baked Tater Tots Fresh Crunchy Broccoli Florets Homemade Carolina Slaw Chilled Diced Pears	**Homemade Slow Cooked BBQ Pork Sandwich** **Turkey Ham & Veggie Salad** *Greens, tomato, cucumber, carrot, shredded cheddar, light ranch dressing* Boston Baked Beans Soft Baked Roll Fresh Crisp Celery Sticks Crunchy Zucchini Sticks Chilled Mixed Fruit Cocktail	**Seasoned Beefy Hard Shell Tacos** *Cilantro lime brown rice, chunky mild tomato salsa, shredded cheddar cheese* **Classic Crispy Chicken Sandwich** Fresh Crunchy Broccoli Florets Homemade Carolina Slaw Fresh Ripe Banana
WEEK 3	**Creamy Chicken Rotini Alfredo** **Chicken Bacon Cheddar Melt** Fresh Tomato Wedges Homemade Fresh Cilantro Slaw Fresh Ripe Banana	**The Perfect Saucy Sloppy Joe** **Ranch Garden Salad w/ Cheese** *Greens, tomato, cucumber, shredded cheddar, light ranch dressing* Seasoned Pinto Beans Soft Baked Roll Fresh Crunchy Cauliflower Florets Fresh Crispy Jicama Sticks Chilled Peaches	**Italian Style Beef Meatball Pizza** **Chicken Ranch Wrap** *Romaine lettuce, sliced tomatoes* Fresh Tomato Wedges Homemade Cilantro Slaw Fresh Juicy Orange	**Toasted Cheese Sandwich** *Creamy tomato soup* **Turkey Ham Chef Salad** *Greens, tomato, cucumber, carrot, shredded cheddar, light ranch dressing* Soft Baked Roll Fresh Crispy Jicama Sticks Fresh Crunchy Cauliflower Florets Chilled Mixed Fruit Cocktail	**Whole Grain French Bites** *Breakfast syrup, turkey sausage* **Classic Crispy Chicken Sandwich** Home Fried Potatoes Fresh Tomato Wedges Homemade Cilantro Slaw Fresh Ripe Pear
WEEK 4	**Traditional Pepperoni Pizza** **Chicken Bacon Cheddar Melt** Garbanzo Beans Fresh Crunchy Broccoli Florets Chilled Applesauce	**Penne Pasta w/ Hearty Italian Style Meat Sauce** **Ranch Garden Salad w/ Cheese** *Greens, tomato, cucumber, shredded cheddar, light ranch dressing* Soft Baked Roll Sliced Crisp Cucumbers Chilled Green Peas Fresh Red Delicious Apple	**Italian Style Turkey Rotini Bake** *Italian seasonings, shredded mozzarella cheese* **Chicken Ranch Wrap** *Romaine lettuce, sliced tomatoes* Mexican Style Street Corn Garbanzo Beans Fresh Crunchy Broccoli Florets Chilled Diced Pears	**Spicy Crispy Chicken Sandwich** **Turkey Ham Chef Salad** *Greens, tomato, cucumber, carrot, shredded cheddar, light ranch dressing* Soft Baked Roll Crisp Sliced Cucumbers Chilled Green Peas Fresh Tart Granny Smith Apple	**All American Cheeseburger** **Classic Crispy Chicken Sandwich** Golden Baked French Fries *Crispy French Fries* Garbanzo Beans Fresh Crunchy Broccoli Florets Chilled Pineapple Tidbits

Vegetarian Locally grown

AVAILABLE DAILY:
MILK CHOICES: 1% Low-fat Milk, Chocolate Skim Milk & Strawberry Skim Milk
CONDIMENTS: Ranch Dressing

This institution is an equal opportunity provider

WEEK 5
DAY 21 SAME AS DAY 1



(d) Provide detailed information about the FSMC's philosophy regarding promotion (increasing awareness and participation) of the school food service program.

Marketing and Promotions Strategy

Our promotions strategy is designed to get students excited about school meals, increasing participation and satisfaction. We do this through:

Food Kids Love to Eat

Fun and Engaging Programs

Inviting Environments

Our Approach

We are excited to offer innovative programs that reflect our understanding of the community, the district and your future goals. This comprehensive approach is part of a long-term, strategic plan with collaborative input from all involved.

At Chartwells, we work collaboratively across departments to deliver a cohesive, successful school dining program. Our chefs, dietitians, marketers and dining directors all work together to build environments and programs that encourage fun and discovery for students. Whether elementary, middle or high school, we have unique elements designed to enhance the experience for each age group.



519

chartwells
Discovery KITCHEN

Discovery Kitchen is designed to ignite each student's sense of adventure and discovery through engaging cooking opportunities, experiential learning activities and monthly promotions. This flagship program generates fun and fuels happiness in the cafeteria, the classroom and beyond.

Each monthly theme has different activities for elementary and secondary students, so we can reach every student with the nutrition information and engagement style that's right for them. Our Smart Snacking activities are a great example:

Elementary Students – Match the Snack

A coloring sheet helps them identify the food group each snack belongs in and how to best combine them for a filling, nutritious snack. They'll taste Energy Bites and take home the recipe.

Secondary Students – Build Your Own Trail Mix

In a guided demonstration, older students will make their own trail mix and take home a copy of the recipe to share with their families or make on their own.

Scan to hear more about Discovery Kitchen.





520

Discovery Kitchen Promotional Calendar

Each month, our Discovery Kitchen lessons, events and culinary demonstrations feature a different theme. These themes align with our promotional calendar and are designed to inspire curiosity and discovery.

Professionally designed print and digital materials support programs and promotions, alerting students and parents when new menu items, limited-time offers, local ingredients and seasonal favorites will be offered in their cafeterias. Our promotional calendar has mix-and-match components to customize your student experience, including:

- Posters
- Signs
- Recipe cards
- Chef demos
- Classroom lessons
- Videos
- Digital messaging
- Interactive lessons
- Nutrition education

August

Bring on Breakfast

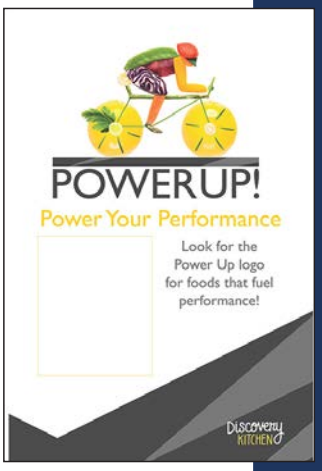
Add excitement to the start of school by offering delicious food that fuels the day



September

Power Up!

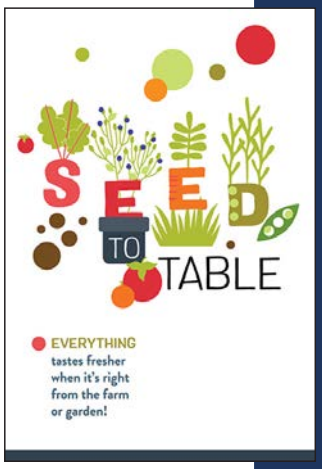
Learn how what we eat and drink fuels our bodies for optimal performance



October

Seed to Table

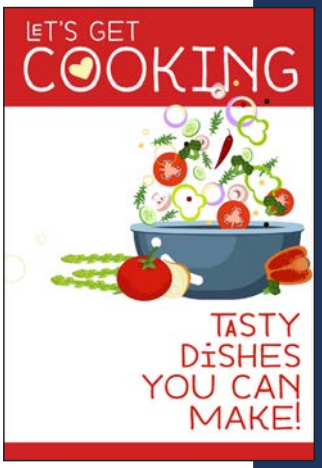
A celebration of fresh, seasonal and local foods



November

Let's Get Cooking

Empower kids to cook at home with homemade classics



December

Spice It Up

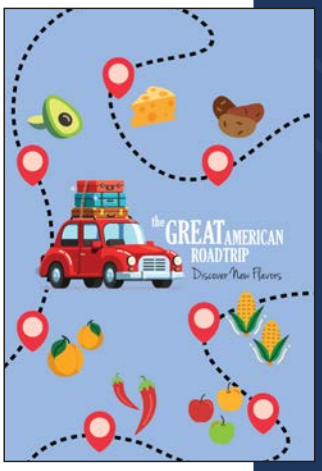
Learn how global flavors season foods without salt



January

The Great American Roadtrip

Take a culinary adventure through the U.S.



February

Smart Snacking

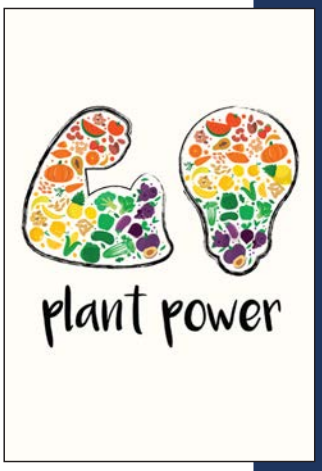
Create mini, balanced meals with "snack" foods



March

Plant Power

Learn how tasty plant-based foods help power our bodies and minds



April

Be a Waste Warrior

Learn how we all play a part in reducing waste and explore methods to manage this problem



May

Summer Fun

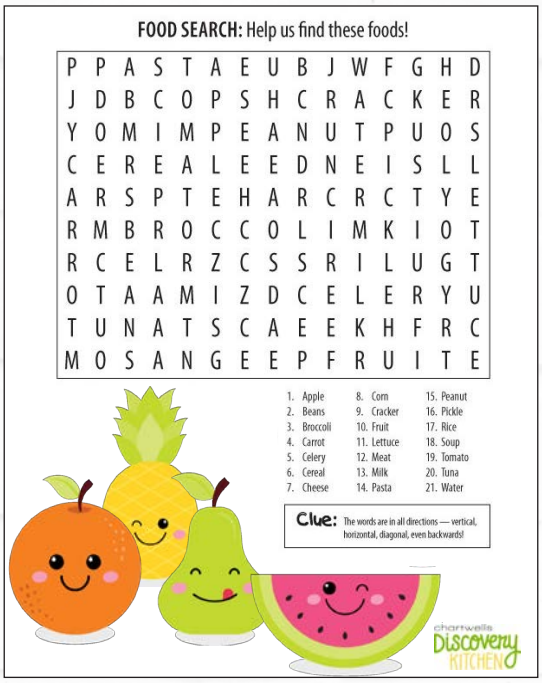
Explore seasonal favorites



chartwells
Discovery KITCHEN
AT HOME

Discovery Kitchen at Home

Our commitment to offering students engaging learning experiences doesn't stop at the cafeteria door. At any time of day, in any family kitchen, Discovery Kitchen at Home offers a robust lineup of recipe videos, virtual events, newsletters and activity sheets. Families can watch live cooking demonstrations or download activities and recipe cards. Originally developed for remote learning during the pandemic, it continues to introduce new foods, flavors and nutrition education outside the cafeteria.





Discovery KITCHEN
HEALTHY PLANET

Whether it's one less piece of plastic in a landfill or choosing a plant-based meal, simple measures can make a big difference. This series focuses on explaining the significance of our choices in the cafeteria, in the home and in the community so children begin to understand the impact they can have on the future of our planet. Healthy Planet incorporates sustainable practices and allows students to learn about other values, such as responsibility and caring for others.



Scan here to check out our Healthy Planet videos on topics like aquaponics and composting.

523

Discovery KITCHEN COOKOFF





This exciting young-chef competition will bring out the culinary passions and competitive nature of your students. Discovery Kitchen Cookoff allows students to gain valuable life skills, boost their confidence and learn the basics of nutrition in a memorable way.

Guided by Chartwells chefs, student contestants prep, cook and plate their own dishes.

Secondary students are assigned an ingredient and course – the rest is up to them. Contestants develop the recipe using their key ingredient along with items from the pantry. Appropriate smallwares and tools are provided as the young chefs set out to amaze their classmates and judges with culinary masterpieces.

Whenever possible, the winning recipes will be modified to meet K-12 requirements by a Chartwells chef and dietitian, then featured on the school's menu. This fun and experiential approach to nutrition education is the foundation of Discovery Kitchen's success. Ready. Set. Cookoff!

New for the 2025-26 school year!

Taste of Nevada Culinary Showdown

This championship elite-level competition is offered to qualifying students from Chartwells partner schools.





Elementary Student Engagement

Mood Boost

It's well established that food affects our physical well-being; now new evidence finds that food also affects mood.

MOOD BOOST

Now, more than ever, it's important for students to make the connection between what they eat and how they feel. According to the American Psychological Association, kids are significantly more likely to report their mental health as fair or poor, compared to other generations. This, in addition to the lasting impact of the COVID-19 pandemic, has placed a spotlight on the mental health challenges facing today's students.

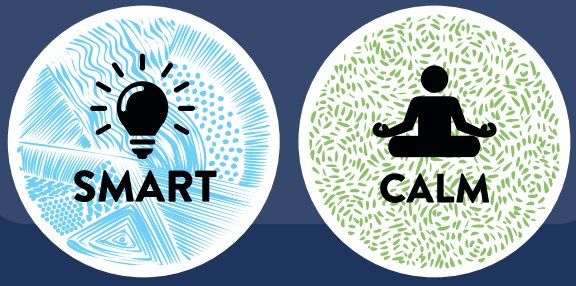
With this in mind, Chartwells has developed a fun and engaging new program to help young students identify, express and boost their moods.

Mood Boost focuses on six moods that are easy for kids to relate to and identify: **Happy, Alert, Calm, Strong, Confident** and **Smart.** Each week, students can taste foods in the cafeteria or select items from the menu with ingredients that influence each one.

Menu items are focused on fruits and vegetables and **all feature exciting and delicious mood-boosting ingredients.**

Come Out to See Chef Rob Hosting a Mood Boost Event on March 26 at Lyon County Elementary Schools

Mood Boost can also be adapted for middle school students. The Moodie characters get replaced with more sophisticated mood icons.



525





Scan to hear more about Mood Boost.

Feed your mood.

Meet the Team

Moodies add an element of fun and help younger students recognize their different moods in an inclusive and easy-to-understand way.

Collectible Trading Cards

These fun cards feature the Moodies, along with key ingredients supporting each mood and recipes that kids and families can make at home.

Stickers and wristbands also help to extend messaging beyond the cafeteria, reminding students how food can make them feel.





Alert Calm Confident Happy Smart Strong

526



Global Eats' tours of Italy and Mexico were a huge success and we look forward to introducing the flavors of new countries to the students of Lyon County

Global Eats

Engaging Secondary Students

Global Eats

Your passport to great flavors

Our newest engagement program is all about connection. Once taken for granted, the opportunity to share a meal is now a valuable experience. Food can bridge great distances, allowing students to experience the authentic cuisine of other cultures. Our food-focused adventure will take them to Mexico, Italy, India, China, Korea and the Caribbean.

Beyond the Cafeteria

When students are done with their Global Eats bookmark, they can plant the seed paper. Food can connect the planet, but we have to protect it.

"With Global Eats, we're using the power of food to connect kids with different ethnic heritages and flavors, make their relationship with food more purposeful and take the cafeteria experience to the next level."

– Chef Jet Tila

FOOD MANAGEMENT BEST CONCEPT

2023 Best Management Company Concept

Our Celebrity Chef Partners

This flight is piloted by our celebrity chef partners who collaborated with the Chartwells culinary team to develop on-trend recipes that celebrate cuisine from across the globe. These celebrity chefs are featured in our educational videos for the program and will even visit select schools to wow our explorers in person.



Chef Jet Tila

Chef Jet has set three world records for the world's largest stir-fry, seafood stew and California roll. When he's not appearing as a guest judge on the reality show "Chopped," his attention is focused on his restaurants, Pei Wei Asian Kitchen and Dragon Tiger Noodle Co.



Chef Aarti Sequeira

Chef Aarti won Season 6 of "The Next Food Network Star" and was a contestant on "Chopped All-Stars" and "Cutthroat Kitchen All-Stars." She has starred as a guest judge on "Grocery Games" and "Christmas Cookie Challenge" and published three successful cookbooks.



Chef Jonathan Zaragoza

Being listed in Zagat's 30 under 30 and StarChefs' 2018 Rising Stars has propelled Chef Jonathan's career to new heights. He's best known for his restaurants, Birrieria Zaragoza and El Oso, but he's also a consultant for The Coca-Cola Company and Peapod.



Chef Michael Toscano

Chef Michael and his wife, Caitlin, created Le Farfalle, an Italian restaurant in Charleston, South Carolina, and now they have three thriving restaurants. His recognitions include Esquire's Best New Restaurants in America, The New York Times' Two Stars, Time Out's New York Best Italian Restaurant and Zagat's 30 under 30.



Chef Angel Barreto

Chef Angel was named a James Beard Foundation Award semifinalist for Best Chef: Mid-Atlantic and a finalist for the RAMMY Award for Rising Culinary Star of the Year. He's the executive chef and partner of Anju, a contemporary Korean restaurant that received three stars from The Washington Post.



Chef Tavel Bristol-Joseph

After opening Emmer & Rye Hospitality Group, Chef Tavel earned a StarChefs' Rising Star Award in 2017. He was later recognized in Food and Wine Magazine as one of the Best New Chefs in 2020 and 2022. His restaurant Canje earned Best New Restaurant in 2022 from Bon Appétit.

Lyon County Students Enjoyed A Special Global Eats Event Featuring The Flavors of Mexico











529

Fun Days

We believe students should have fun in the cafeteria, so we designed our promotions calendar to ensure your students look forward to every meal. To further the excitement, we've created a library of Fun Day promotions and events that can be utilized throughout the year.



Lucky Tray Days can inspire better eating habits and increase participation by over 20%.

On Lucky Tray Day, students win a prize if they find a "You win!" sticker under their tray. At elementary schools, prize ideas include fun stickers, colorful sunglasses and inspirational wristbands. Secondary students might receive a cookie or snack coupon, lip balm or hand sanitizer.

Holiday Celebrations

We take advantage of every opportunity to spark excitement in the student lunch experience. Whether it's National Taco Day or Chinese New Year, the lunchroom is a place to celebrate great food.

Samplings and Tastings

Samplings and tastings are interactive and effective methods for creating awareness of new products and fresh, seasonal offerings. They also help drive visibility of products that are experiencing weaker interest. Sampling and tasting stations are implemented on a regular basis, especially for new product introductions.

We've been serving up happy and healthy from coast to coast with themed events like:

- Taco Day
- Pizza Day
- Lucky Tray Day
- Holiday Celebrations
- Valentine's Day

Fun Days not only make the cafeteria the happiest place in school, but also create opportunities for students to discover new foods and learn how to fuel their bodies and minds in new ways. We look forward to bringing even more fun to the students of Lyon County School District.

Example Promotional Calendars









In the Cafeteria

Merchandising

Food presentation draws attention to how fresh, colorful, abundant and appetizing the food is. All signage, menus, product identifiers and servicewares guide students through the cafeteria and showcase menu choices in a colorful and eye-catching way.

We understand how unique schools are. USDA regulations and standards pose challenges for consistently delivering great food in a school environment. That is why our team of dietitians, chefs and field marketers will continue to assist the on-site staff to ensure all USDA regulations, nutrition education standards and reimbursement reporting requirements are being addressed.

Welcoming students to enjoy a delicious meal in their cafeteria starts with a mapping exercise to evaluate points of service and queue areas for traffic flow, popularity, circulation and facility constraints. Strategic positioning of service points combined with retail merchandising increases visibility and awareness of reimbursable meals, seasonal items and promotions.



Presentation and Servicewares

Presentation of food and retail items is essential to how students and staff perceive the school food program. In addition to focused lighting and appropriate counter display heights, we use a wide variety of servicewares intended to display meals and other items in an appetizing, eye-catching and attractive way.



Signage

Highly visible, professionally designed signage informs students of current menu options, promotes special food items and creates an enjoyable, efficient and retail-like environment.

- **Concept/Station signs** display each individual station's food concept name and logo on large overhead or countertop signs. From all points of the cafeteria, students can see exactly where to find their favorite entrees.
- **Digital monitors** are customizable and continually updated digital displays that contribute to the modern retail experience. Share daily specials, event announcements and link directly to Nutrislice for real-time menu data.
- **Countertop menus and POS signs** assist students when they reach the point of sale by identifying each food item and daily specials, getting them through the line quickly and efficiently.
- **Promotional materials** and required signage will be appropriately displayed in all cafeterias. From professionally designed posters to durable wall clings, themed marketing materials inform students about what's happening and help create happy spaces.

Dress to Impress

Uniforms play an important role in creating an inviting environment. The right uniform will fit with Lyon County School District's culture and convey professionalism. But professionalism and whimsy are not mutually exclusive. Our punny T-shirts can help bring the fun and put a smile on a student's face.

Inviting Environments

With three exciting design concepts – The Market, Pop Art and Modern – we create environments where students can connect, relax and recharge.

All concepts:

- Have components that appeal to each age group.
- Are designed to fit any space and budget level.
- Allow you to build over time.
- Feature standard and customizable graphics so you can choose the perfect combination for your dining space.

Our environments program includes options for everything from paint colors and light fixtures to seating and flooring. Whether you're looking for fresh signage or a full remodel, we can help. We partner with professional consultants to manage part or all of the construction process, including conceptual design, brand development, foodservice design and construction management.

We hope these concepts will spark your creativity as we collaborate to create the cafeterias you've imagined.

We'll continue to strategically refresh Lyon County's dining spaces and will involve local artists for murals.

The Market



fresh • rustic • natural

Inspired by farmers markets, this concept utilizes earthy colors, fresh fruit and vegetable graphics, wood tones and chalkboard signage. Bring the outdoors in with pops of green, string lights and a rustic outdoor restaurant feel. Finish out the look with wood-toned smallwares and a ceiling system that replicates an awning.

Pop Art



colorful • fun • energetic

Pop Art is inspired by comic strips and the famous pop art paintings of Andy Warhol, Roy Lichtenstein and Keith Haring. Fun speech bubble graphics are paired with bright colors and textures. A wall covering that emulates brick can be a fun backdrop for a custom gallery wall.

Modern



bold • bright • clean

Clean, neutral backdrops with bright pops of color bring the Modern concept to life. Color should be brought in sparingly through flooring, paint, graphics or furniture. This concept will make your space light and bright while keeping it fun with age-appropriate color choices.

Menu Promotion Through Nutrislice

Menus

Our menus are available through a district-specific Nutrislice site or the free smartphone app and can be translated into more than 40 languages. Menus have photos, detailed descriptions and nutrition information. A special allergy filter easily identifies dishes with a particular allergen. MenuWorks is fully integrated with Nutrislice to display accurate information, and students can rate dishes via the app.

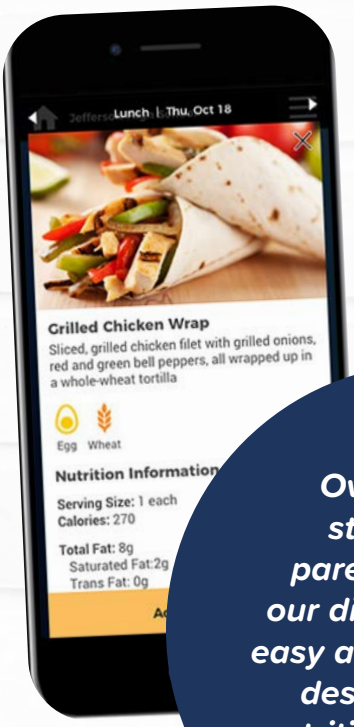
Signage

Capture attention and bring your menus to life with digital signage that's personalized, flexible and easy to design.

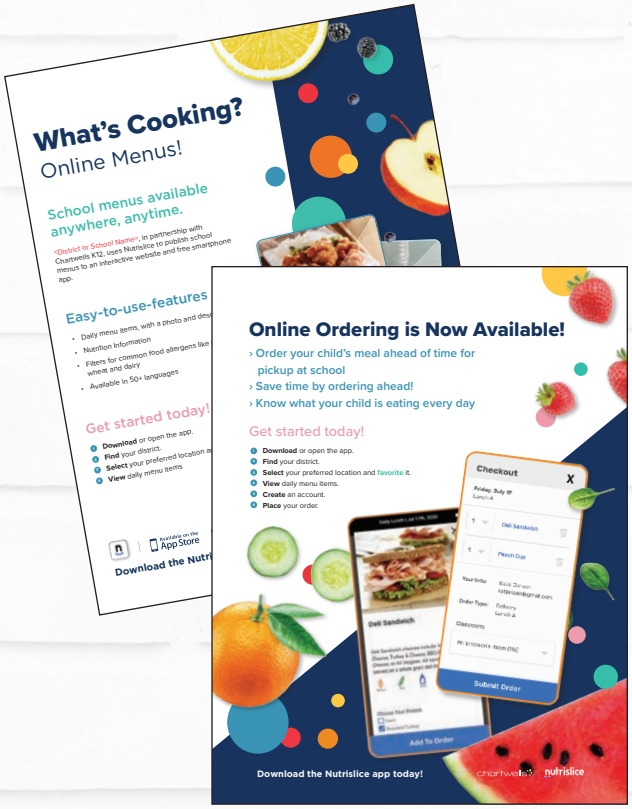
Promotional Materials

We've developed flyers, letters, posters and banners to help people get started with our online menus and ordering. Available in English and Spanish, these materials ensure parents and students get the most out of this valuable resource.

nutrislice



Over 2 million students and parents are using our digital menus for easy access to photos, descriptions and nutrition and allergen information.





Streamlining Communications

Effective communication is essential to keep everyone informed. We utilize a variety of methods to distribute information.

Good News Toolkit

This toolkit contains all the resources needed to generate positive stories about your foodservice program. It includes an overview of various types of media, when to use each one, a monthly calendar to help plan communications and links to additional resources.

Social Press Kit

Our Social Press Kit website features premade posts for X, Facebook and Instagram that can be customized for your district. Instructions make it quick and easy for the dining team to share content.

Website Toolkit

We work with your district communications team to regularly update the dining page. The page provides students, parents and staff easy access to menus, special messages, promotions and nutrition education information.

Newsletters

With news on upcoming events, new menu items, recipes that families can make at home and program launches, dining newsletters can be distributed electronically through your communications team, district social media channels or printed. We also provide content to principals to be included in school newsletters.

Emails

When there are immediate changes or announcements, we provide content for email communications.

Daily Announcements

Brief updates are shared through the school PA system about daily offerings and specials.

Letters

Printed letters are sent to families to provide detailed information about dining services, including new initiatives and important changes.

Parent Meetings

Parents can learn more about dining services, ask questions and provide feedback at these informative sessions.

Community Events

We participate in local events to share information about the foodservice program and connect with the community.

Nutrislice Push Notifications

These instant notifications, sent via the Nutrislice app, keep users updated on menu changes and special offers.

Welcome Back Events

Special events at the start of the school year introduce us to new students and families.

Flyers in the Servery

Informative flyers displayed in dining areas provide on-the-spot information about menus, specials and dining news.



Innovating to Create Happier Cafeterias

Just as you continuously seek innovative ways to help your students achieve their full potential, we will do the same for your foodservice program. Whether it's partnering with Nutrislice to bring digital ordering to K-12, introducing creative and impactful ways to recognize associates or founding an international day to prompt action on food waste, Chartwells remains the market leader in innovation.

Evolving Service Capabilities

We can evaluate student traffic patterns and map serving lines. In many locations, alternate points of service are recommended to improve service times, eliminate crowding and introduce new menu items. We can save students valuable time, creating a positive, relaxed environment. We look forward to discussing these options for elevating the student experience at Lyon County School District.



Fresh, new ideas for your schools

MARKET

C-stores: Convenience and Compliance

High school retail outlets provide convenience and a collegiate feel while maintaining compliance with National School Lunch Program and Smart Snack regulations. Stores provide a wide variety of options, increase service speed and boost participation. Students can build a reimbursable meal during specified meal periods or pick up healthy, a la carte snacks.

Offerings can include soft-serve frozen yogurt, zero-calorie drinks, healthy snack chips, coffee, sandwiches, fruit and parfaits. New products are rotated in to keep the store fresh and on-trend, and student favorites are always available.

Kiosks

On the Go offers a branded grab-and-go concept with flexible configurations that can accommodate hot and cold reimbursable meals as well as retail options. Units are self-contained and have the option of lockable roll-down doors for security in off hours. Not in a position to renovate? No problem. These kiosks can be placed in nontraditional foodservice locations, adding an upscale, retail feel without remodeling the cafeteria or the budget.





Mobile Carts

Carts become the hardest-working equipment in the cafeteria lineup – they are great for breakfast, lunch, afterschool snacks or grab-and-go supper. They can be placed in hallways and entrances or take a road trip throughout a school on a rotating schedule. Beyond traditional mealtimes, mobile carts can be used for concessions and special events, too.

Popular items include hot breakfast sandwiches, smoothies, overnight oats, breakfast bowls, salads and pizzas.

Food Haul

Meet Students Where They Are

Students are constantly on the go and with an average lunch period of just 30 minutes, they need a school dining option that features readily available, great-tasting meals that can keep up with their always-in-motion lifestyle. Food Haul, Chartwells' alternative point-of-service solution, fills that need, meets kids where they are and reimagines the school meal experience outside of the cafeteria.

Whether it's serving students in the hallway as they walk to class, parking a mini food truck at hot spots on campus or catching them at a dedicated cafe in a remote building, Food Haul is flexible, meeting the needs of every student population and campus.



Food Haul Features

- **Geared toward middle and high school students**
- **Menus are created with portability in mind**
- **On-trend student favorites that meet USDA requirements for reimbursable meals**
- **Eye-catching design with '90s retro branding that resonates with students and educators alike**

By providing alternative service locations, Food Haul ensures kids have the time to consume healthy meals at school, while also driving participation and contributing to student health and academic achievement.









538

Mobile Teaching Carts

We experienced significant results from our hands-on cooking demonstrations. After just a few sessions, more than 60% of students said they were more confident with basic cooking techniques and 49% said they were more willing to try new foods. Now we can reach every student, at every school, with the same impactful learning experiences by employing mobile teaching carts.

Designed with ease and versatility in mind, these portable carts can be used for engaging food discovery experiences, alternative points of service, parent-teacher nights, community events and even board presentations.

Each cart is fully enclosed during transport and stores everything you need for a successful demonstration. Top and side covers easily convert into adjustable-height student workspaces for all grade levels with space for up to 12 students.







539



Blender Bikes: Smoothies and Beyond

These bikes put a new spin on our Discovery Kitchen themes with added opportunities for hands-on learning. Students **Bring on Breakfast** by blending smoothie masterpieces using fresh fruit and local milk to help them fuel their day. **Let's Get Cooking** empowers kids to cook classics like pizza at home; add fresh tomatoes and Chartwells' special blend of herbs and spices to the blender for kid-powered pizza sauce.

Kids aren't the only ones who enjoy pedal-powered nutrition. Teachers, parents and administrators join the fun at health and wellness fairs, back-to-school nights, PTA events and fundraisers. It's common to see a school mascot cheering on the cyclist and revving up the crowd.

Bikes can be custom designed with school colors and logos, fostering school pride while connecting kids with healthy food choices.







The Smoothie Station

Students and teachers love this addition to fun days in the cafeteria. The introduction of new fruits and vegetables can be difficult for young students so making the process exciting and delicious is key. Nutrient-rich smoothies are a delightful treat for students. They can choose from a variety of fresh fruit and veggie blends and even take home recipe cards to recreate the smoothies at home.

Three of Gen Z's top 10 preferred limited-service restaurants were smoothie-based, taking second, third and fourth place.

Source: Technomic, Consumer, LSR Restaurants



Scan here to read how we partnered with the National Dairy Council to introduce hot chocolate milk.

Hot Chocolate Milk

Students can wrap their hands around a cup of comfort this winter with delicious hot chocolate milk. Served with breakfast, lunch or a la carte, students can enjoy their hot chocolate milk as-is or top it off with tempting toppings like cinnamon or peppermint. By heating up the low- or non-fat chocolate milk already available with school meals, we introduce a delicious, healthy treat packed with nutrients like calcium, protein, potassium and vitamin D to help students power through their day.

The concept had a successful debut in 2024 in a nationwide pilot at over 50 Chartwells partner locations. Students who tried hot chocolate milk said they were more likely to get a school meal if it was offered and analysis showed an increase in average daily breakfast and lunch participation across pilot schools. When the temperature drops, look for the pop-up that delights students and drives participation in your cafeteria.



Students at Pulaski County Special School District enjoy the new hot chocolate milk program.





Special Events

Innovation isn't limited to the latest technology. We constantly experiment and collaborate to find exciting new ways to engage your students.

Some of our special events include:

- Celebrity chef events
- At Your Service
- Farm visits
- Family nights
- Dairy Council partnership events
- Wellness Week
- STEAM nights and projects
- Farmers markets
- Parade partnerships

We love to celebrate successes and bring the community together through special events.

Mobile Ordering

Mobile ordering allows secondary students and staff to order their meals in advance and pick them up at a convenient time and location, often from a mobile cart or kiosk. Parents of elementary students can order ahead and influence what their children are eating. All told, students spend less time in line and more time connecting with friends, increasing their purchase frequency and loyalty.



Byte refrigerators are a great solution for the teachers lounge.

Byte Technology

Byte refrigerated kiosks can make fresh, healthy food options available all day – all you need is an electrical outlet. Students and staff access the refrigerator with a payment card, remove what they'd like and they're automatically charged for exactly what they've taken.

mashgin



Mashgin

These touchless, self-checkout kiosks are 400% faster than a traditional point of service. Students place items in the designated area and the computer "sees" them, instantly identifying what items have been selected. Students spend less time in line and more time with friends.

Vending Machines for Reimbursable Meals

By strategically placing vending machines in the buildings farthest from the cafeteria, we can give students back valuable time to enjoy their meal and relax with friends.

Logistics

- Machines are stocked every morning with freshly prepared reimbursable meals.
- An integrated POS system allows students to scan their badge or enter their student ID number.
- No additional staffing required, leaving the associate workday uninterrupted and saving the district money.



543

Waste Reduction

Our proprietary online waste-tracking program, Waste Not, allows users to see trends and make adjustments to reduce waste over time. Districts using the program have seen an immediate impact and identified opportunities for targeted training around knife skills, forecasting and inventory management.

Universal Free Meals

In Nevada, where all students have access to free meals, there's a potential for increased food waste. In addition to delivering high-quality meals students want to eat, we also have programs in place to minimize waste.



Waste Reduction in Action

Winston-Salem/Forsyth County Schools

Chartwells covered the cost difference of switching to compostable trays in the cafeteria at Speas Elementary to support a parent- and student-led composting program. The board of education later voted to replace polystyrene trays at all WS/FCS locations where they were used.

Los Alamos Public Schools

Eco Club students wanted to institute a zero-waste school lunch program, so Aspen Elementary School Principal Michele Altherr met with Chartwells' director of dining services to discuss implementation. Foam trays were replaced with reusable ones, and to cut down on food waste, a salad bar was made available so students could choose which fruits and vegetables to eat and how much they wanted.

Waste Not has successfully reduced waste by as much as 73%, primarily from the fruit and vegetable bar.

Food Recovery

Donating surplus food serves the planet and the community. Through our Food Recovery program, our associates work with the district – and where available, student volunteers – to coordinate food donations to local nonprofits for community distribution.

Imperfectly Delicious Produce

Imperfectly Delicious Produce is a program that rescues local produce that may otherwise go unused because it doesn't meet the strict visual standards of larger retailers even though it contains the identical nutrient composition. Using these foods is a great opportunity to help local farms, our communities and the environment.

Stop Food Waste Day

We celebrate Stop Food Waste Day each April to raise awareness, provide education and ignite change in response to the global food waste epidemic. This international day of action was founded by Compass Group in 2017 and became a global event in 2018. Compass Group is committed to cutting our food waste in half by 2030.

Elementary students learn what parts of a vegetable are edible and creative ideas to use them. We accompany this with a taste test so they can see that an unpeeled carrot is just as delicious as a peeled one. Secondary students can monitor their own food waste in the cafeteria, commit to making a change and receive awards for the results they achieve.



The Environmental Protection Agency estimates

30%-40%

of the U.S. food supply is wasted.





1 in 9

Americans ***struggle to access*** *nutritious* ***meals.***

Source: Feeding America, Map the Meal Gap study, 2020

Through partnerships, programs and promotions ***we'll empower*** *associates, students and families* ***to make a difference.***



Share Tables

This designated space allows students to place unopened, extra food items from their school meal for others to take and enjoy. Eligible items may include milk, yogurt, cereal, packaged snacks and thick-skinned fruit like bananas and oranges.

If a student is still hungry after they finish their meal, they can pick up an additional item from the Share Table at no cost. This solution addresses food insecurity and benefits kids who play sports or need extra fuel for the day.

Share Tables are practical, inclusive and equitable. They teach social awareness, empathy, community connection and conscious food choices. Many of our partners have included Share Tables in their cafeterias to help eliminate food waste and encourage healthy eating habits.

In the short term, a well-run Share Table reduces the amount of edible food sent to landfills. In the long term, everyone benefits from lessons on sustainability and conserving resources.



Farmers Markets

As part of our Farm to School initiative, Chartwells sponsors farmers markets at elementary schools. These markets help shape the way students select healthy foods outside of school and teach them about financial transactions, math and nutrition.

During the event, outdoor tents can be set up to emulate the traditional farmers market, similar to what students would experience at their local farmers market. All students are able to participate in a shopping experience using play money to "purchase" produce. Each student receives a bag to hold their chosen produce, play money, handouts and healthy recipes that explain how to prepare some of the fresh produce.







Tower gardens increase yields by as much as 30% and triple the speed of plant growth while using only 10% of the water and space needed for traditional gardening.



Hydroponic Tower Gardens

Bring all the benefits of outdoor gardening right into your classroom. Hydroponic gardens provide hands-on learning opportunities while growing a variety of vegetables, herbs and other plants. Combine this unique growing experience with lessons on nutrition and science to spark curiosity. One of our chefs can even incorporate your harvest into an educational event.

School Gardens

We are excited about the prospect of collaborating with your district to cultivate gardens and serve garden produce in school meals whenever possible. Our goal is to foster a sustainable, educational initiative within the school community that provides students with hands-on learning experiences. They'll learn about horticulture, nutrition and the importance of fresh, locally sourced produce. We would love to explore this further if you decide this initiative is right for Lyon County School District.

Innovative Service Models and Programs

Others might see regulations as a hindrance to innovation, but at Chartwells, we believe they facilitate creative solutions. We collaborate with our partners to find innovative ways to implement USDA programs so they best serve your needs.

Our breakfast program features a variety of wholesome options that students can't resist – items like fresh fruit, hot sandwiches and homestyle oatmeal. We customize breakfast menus based on grade level and programs you may already have in place to meet your students' needs.

Chartwells offers a portfolio of alternative breakfast service models. We work with staff and use parent surveys, site assessments and student queries to determine the best option for your locations.

Breakfast in the Classroom

Kids fuel up for the day while teachers take morning attendance and the class settles in.

Mobile carts and kiosks

Carts and kiosks are strategically placed near high-traffic areas, making breakfast convenient for students rushing to class.



Second Chance Breakfast

Students who may not be ready to eat first thing in the morning get a second chance to participate in this important meal after first period.

Universal free breakfast

Eliminating the financial hurdle makes breakfast available to all students.

Menu innovations

We learn student favorites, listen when they want something new and design the menu accordingly with choices like all-day oatmeal, fresh breakfast pizzas and fresh fruit parfaits.

Reimbursable meal vending machines

Vending machines with freshly crafted meals that qualify as a complete, reimbursable breakfast are an innovative way to reach students who have limited time.

Breakfast Promotions

Whether it's National School Breakfast Week, Lucky Tray Day, National Pancake Day or one of the exciting promotions below, kids are drawn to the cafeteria for fun and nutrition at breakfast.

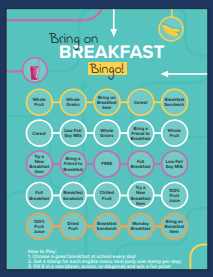
Bring on Breakfast

Promotional calendar themes have mix-and-match components for customization and align with Discovery Kitchen lessons, events and demonstrations. Our August theme adds excitement to the start of school with delicious food that fuels the day.



Breakfast Scratch-Off

Students receive a scratch-off card when they purchase a breakfast meal and get a chance to win a snack, bottled beverage or surprise item.



Breakfast Bingo

Elementary and middle school students have their card punched for every game-eligible menu item. Once they complete a full row, they redeem the card for a prize.

The Smoothie Station

This culinary concept can be offered during any daypart and can even include an interactive blender bike, encouraging students to add more fruit and dairy to their day.



Oatrageous

Oatmeal parfaits and overnight oats with unique fruit and flavor combinations stimulate the senses and encourage students to try something new. We blend familiar flavors like carrot cake with nutritious whole-grain oats.



Summer Meal Program

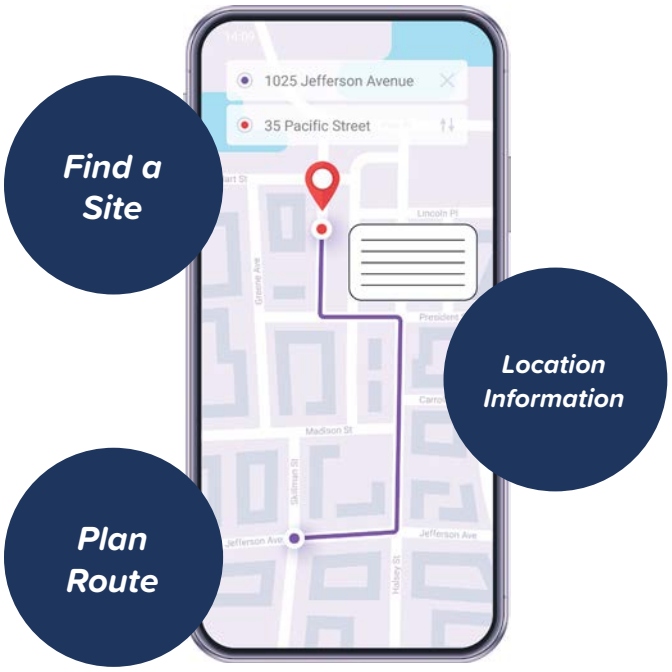
Childhood hunger is a very real challenge in many parts of the country. We recognize the need to nourish children throughout the year and, in partnership with district administration, we will look for ways to enhance the food offered in your community and reduce the food insecurity some children may experience during the summer months.

We have the resources to support whichever summer feeding model works best for your community. These resources include:

- Summer-themed menus
- Print and digital resources
- Social media content
- Nutrition education materials

We have experience with traditional feeding through the Summer Food Service Program and Seamless Summer Option at schools, camps and community sites, as well as pickup or delivery options in areas that qualify.

Our Nutrislice menu app that students and families use all year doubles as a summer meals finder. Families can use the app to find their nearest meal site, boosting participation and driving out hunger. This application is available through mobile and desktop.



App Users Are ...

113% more likely to find nutrient information

85% more likely to find allergy information

Participation Increases

20% increase in intent to participate – that's one extra meal every other week per family

25% increase in summer meals participation





550

Afterschool Meals and Snacks

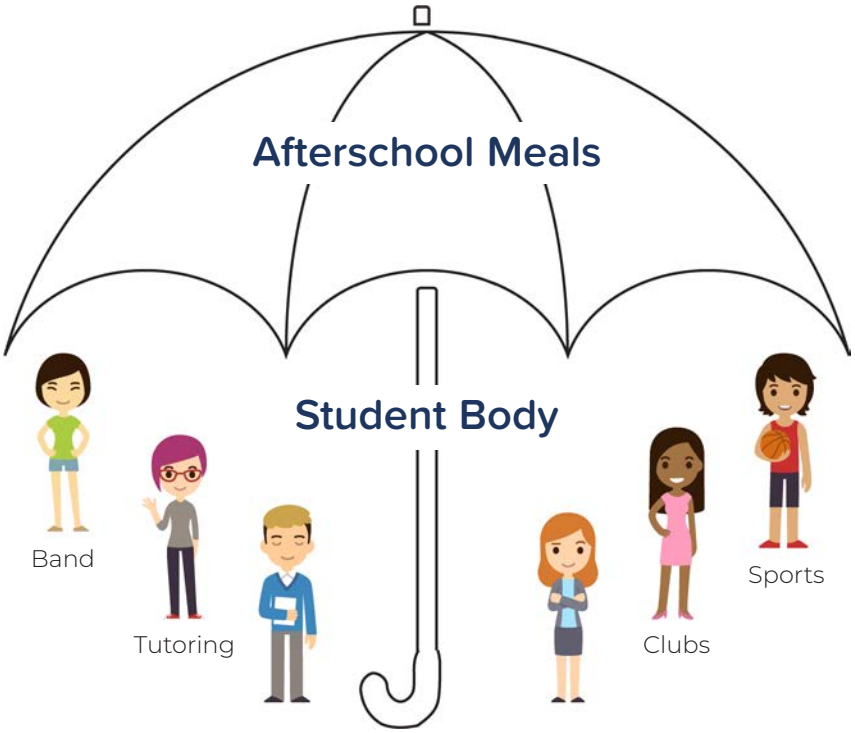
The afterschool snack program doesn't have to be exclusive to a school's participants but can be open to anyone under 18 who has signed up for the program. Providing food after the last bell rings can help student-athletes boost their energy before practice or the big game.

Our Afterschool Meals toolkit includes assessment, planning and training resources, as well as promotional materials to reach every audience in the community.

Retail-style, grab-and-go bento boxes, fresh fruit and healthy snacks have proved impactful for busy students. Participation growth has been significant for many of our partners.

Supper Program

Our supper programs are created specifically to accommodate students who stay at school for extracurricular activities and for on-the-go families who need a little help putting nutritious food on the table in the evenings.



Afterschool meals and snacks can provide a balanced, nourishing meal for students as they socialize with friends, participate in team sports or attend enrichment activities. We support the umbrella model approach to afterschool meals, which greatly expands the number of students and their siblings who can participate in the program.

Involvement of Students, Staff and Patrons

Listen, listen, listen. That's the foundation for how we build customized programs that deliver results and ensure every student leaves the cafeteria happier and healthier than they came in. Understanding each school is unique, we care about taking time to learn about the specific needs of your students, administration, staff and community. Then we marry that with best practices we've gained from serving similar schools across the country and insights gathered from constantly evaluating trends and research. Our listening doesn't end on the first day of school; it's a process that ensures we continue to evolve the program and keep everyone happy and healthy. This is how we work together to create a foodservice program that is uniquely yours.

Turning Insights into Action

We don't just listen; we react and respond. By regularly measuring and reviewing our program performance, we're able to ensure we're meeting, if not exceeding, our plans and the expectations of students, parents, administrators and the community. Here are some of the tools we use to strengthen our partnership with you:

Connect with Our Audiences

Listen to Students	***Engage Parents***	***Partner with Administrators***	***Involve the Community***



552

Listen to Students



Surveys

We use Microsoft Forms as our survey platform. It's easy to use and completely customizable. We have survey templates available for each key audience – parents, middle and high school students, and district staff and administrators – with questions tailored to each group to maximize response rates. Survey templates can be moved to Google Forms, if needed. Once we've collected feedback, we use those insights to create an action plan that addresses needs and increases participation.



Experience Cards

Comment cards available in the cafeterias allow students to immediately provide feedback on their experience that day.

STUDENT CHOICE
FOOD YOUR WAY

Student Choice

This innovative program puts student feedback into action in a timely and meaningful way. Through fun and interactive opportunities to taste and vote on new menu items, your students will know they truly have a voice in their foodservice program and that their thoughts are valued.

nutrislice

Food Ratings in Nutrislice

The same innovative site and app that delivers menu, nutrition and allergen information gives students and parents an opportunity to rate each dish on a five-star scale. They can also provide additional feedback, which is immediately sent to your director of dining services.

Focus Groups

Fun, interactive sessions with students and/or faculty are used to better understand attitudes and behaviors around school food. Groups are guided by a neutral facilitator with 8-12 students – typically in one-hour sessions – and are tailored to location, age and learning objectives.

Chartwells works with our clients, school principals, area director and dining services manager to select focus groups within student and staff populations. Results are compiled and an action plan is developed. Changes are implemented, tracked and reported to clients, key stakeholders and customers.

Focus groups build customer loyalty by demonstrating that the input and suggestions provided are put into action.

On average, focus groups deliver a* 5% increase in participation *and higher levels of customer satisfaction.



Youth Advisory Council

Members are elected and meetings are structured by the school principal. The YAC meets several times a year to discuss how we can make school dining a more meaningful and enjoyable part of the student experience. Objectives include:

- Promoting good nutrition habits
- Sampling new foods and voting for favorites
- Sharing ideas
- Bridging communication among foodservice managers, administrators and students



Happy or Not

These kiosks have happy and sad face buttons so students can quickly let us know how they felt about their meal or menu items. The data is immediately available online, so we know how each meal was perceived before students even leave the cafeteria.



ChattBack

ChattBack is a text-based feedback tool that allows students to communicate directly with your director of dining services without sharing any personal contact information. Posters in the cafeteria provide students with a school-specific phone number to text if they have questions, comments or concerns. The director or an assigned manager will respond to each message in a timely manner.



Introducing the School Meals Report Card

At Chartwells, our mission is to ensure kids leave the cafeteria happier and healthier than when they came in. To support this mission, we recently launched the School Meals Report Card, a nationwide initiative designed to gather valuable feedback and insights from the people who matter most: students, their parents and families, and school staff.

Through the School Meals Report Card, we survey parents, students and school staff to better understand what they're looking for in a school food program. This national survey gives us a pulse check on respondents' satisfaction with our program, food preferences and what types of innovative offerings they're looking for in the future.

Seeking this type of feedback underscores our listen-first approach and better positions us to enhance our menus, promote nutrition education, introduce innovation and, ultimately, boost participation. The School Meals Report Card provides valuable insights into satisfaction and preferences at the local and national levels, enabling us to make meaningful improvements to our meal programs to better meet the needs of Lyon County School District and your community.

555

Engage Parents

We work collaboratively with communications and marketing teams to share how the foodservice program is serving your students, building your reputation as a district of choice.

Social Press Kit

Our social press kit website features premade posts for X, Facebook and Instagram that can be customized for your district. Step-by-step instructions make it quick and easy to share content. Scroll to find your topic, select the post you want to use, customize it for your district and share to social media.

Website Content

We will continue with your communications team to maintain a webpage on the district site with important information about the foodservice program. The page provides students, parents and staff easy access to menus, special messaging, promotions and nutrition education information.

Media and Publications

Through media and communications toolkits and a proven approach to generating good news stories about activities within the cafeteria, we have the opportunity to work closely with local media. Whether it's sharing a press release on a new program, inviting media to come see a Discovery Kitchen in action or organizing an interview with one of our chefs or dietitians, there are numerous ways to shine the spotlight on your district.



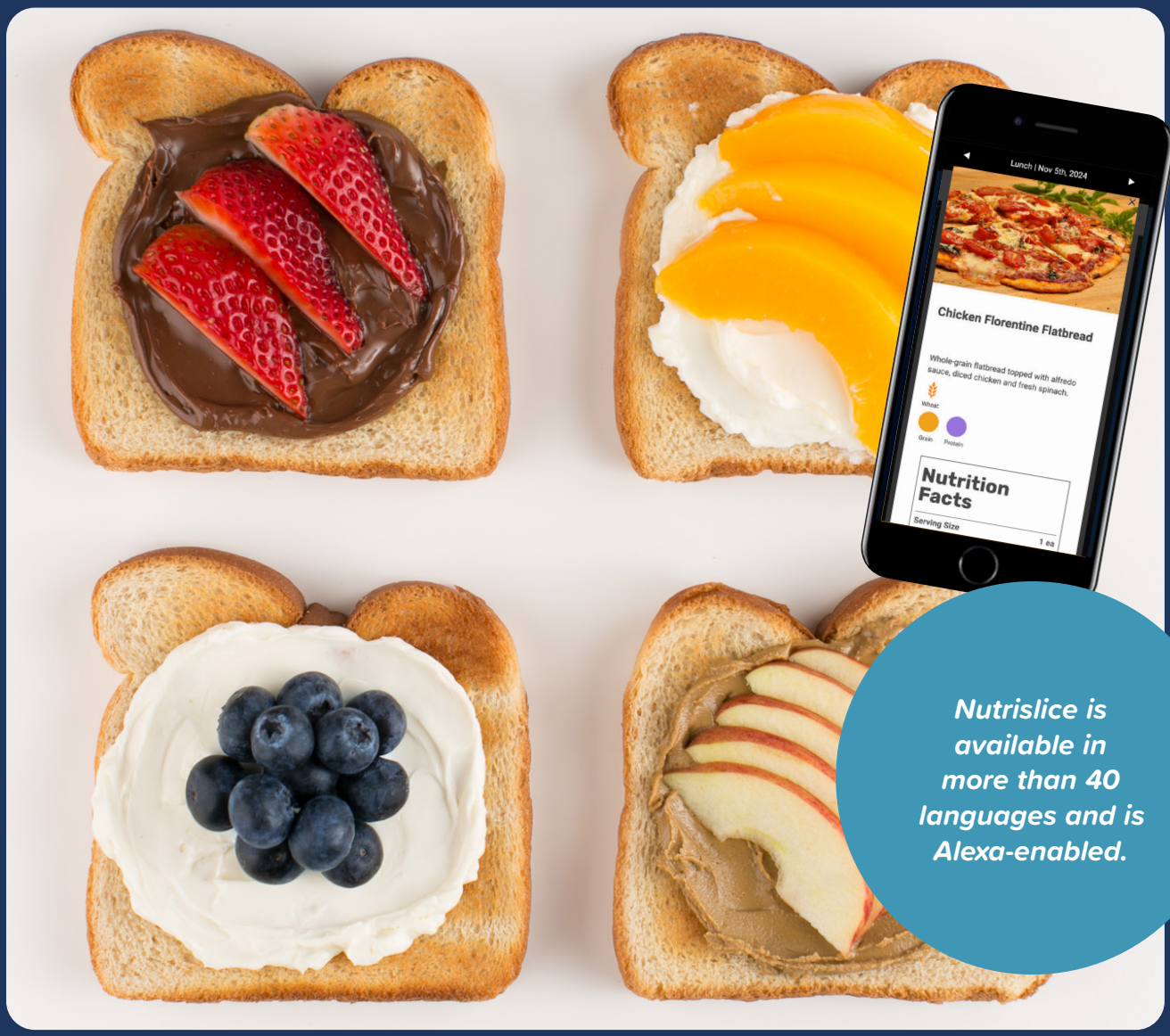
Newsletters

Newsletters, website messaging and social media posts all help us highlight what's happening in the cafeteria. With news on upcoming Discovery Kitchen events, new menu items, recipes families can make at home and the launch of programs like Student Choice and Mood Boost, we provide regular updates to keep parents informed about your foodservice program.



Bilingual Messaging

Inclusion matters. We understand engaging parents and students is key to a robust, successful program. Core communications materials can be developed in English and Spanish, including important information such as reimbursable meal signage and monthly newsletters.



¡Mira aquí!

The team at Pendergast Elementary School District in Phoenix developed an informative presentation for the district's monthly parent luncheon. Presented in English and Spanish, the team covered school menus, nutrition guidelines, promotions and events, nutrition education programs, the STEAM Academy partnership and general information about the Chartwells team. This offered broader outreach and an increased comfort level for parents.

Partner with Administrators

Quarterly Business Review

The goal of our QBR process is to be proactive, keep you informed on your foodservice financials and introduce our newest services and technology. The QBR is reviewed by Chartwells' regional leadership and subject matter experts, including the regional vice president, regional director, marketing director, dietitian, chef and client relations director. Then, your area director and director of dining services will present it to Lyon County School District. Depending on the agenda, other leaders and experts may also attend the QBR.

Chartwells is the only foodservice management company that offers this unique opportunity to strategically map Lyon County School District's foodservice program for the future.



Monthly Client Report

The Monthly Client Report highlights topics such as:

Financial and marketing highlights

Issue resolution with action plan

Projects and progress

559

Client Surveys

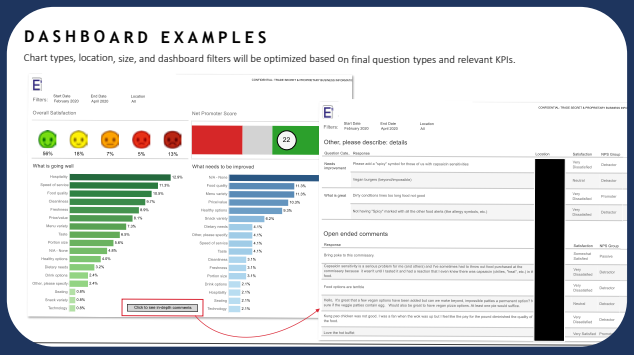
While we always encourage open dialogue, once a year we like to take a closer look at client satisfaction.

To ensure we're meeting your needs and expectations, we work with E15. This Compass Group sector is devoted to analytics that drive innovation, and it conducts satisfaction studies with our partners. This partnership offers a collaborative and flexible process, improved reporting functionality and a timeline that accommodates the unique needs of K-12. We use the results to provide an even higher level of quality, service and support.

This annual online survey:

- Captures overall satisfaction, opportunities for improvement, loyalty to Chartwells, likelihood of renewal and key performance metrics that guide business planning and continuous improvement.
- Is distributed directly to key stakeholders (typically at least two per district).
- Provides valuable quantitative and qualitative data and compares performance to previous years.
- Allows us to dive deeper into areas of concern, opportunities for improvement and success stories through in-depth, follow-up conversations.

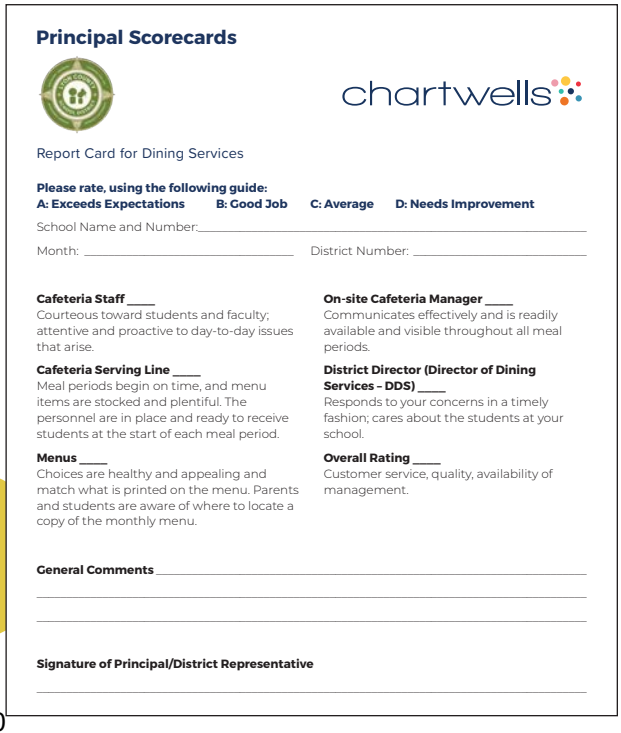
We scored 4.5 out of 5 on overall client satisfaction and likelihood to recommend Chartwells to others.



Survey results and insights are delivered in real time via an online dashboard. Chartwells leaders have immediate access to results, allowing for instantaneous analysis, follow-up and action. Data can be sorted by division, region, area director and district.

Principal Scorecards and Forums

Every school leader has different needs for their school. We establish constant communication with our principals to ensure they are getting the quality service they expect and know they can rely on Chartwells to deliver. One of our team members visits or surveys each principal regularly to ensure communication lines remain open. This feedback is used to track the progress of the foodservice program, make updates and assess its impact on students. Quarterly forums are established to follow up on surveys.



Principal Scorecards

chartwells

Report Card for Dining Services

Please rate, using the following guide:
A: Exceeds Expectations **B: Good Job** **C: Average** **D: Needs Improvement**

School Name and Number:_____

Month: _____ District Number: _____

Cafeteria Staff ____
Courteous toward students and faculty; attentive and proactive to day-to-day issues that arise.

Cafeteria Serving Line ____
Meal periods begin on time, and menu items are stocked and plentiful. The personnel are in place and ready to receive students at the start of each meal period.

Menus ____
Choices are healthy and appealing and match what is printed on the menu. Parents and students are aware of where to locate a copy of the monthly menu.

On-site Cafeteria Manager ____
Communicates effectively and is readily available and visible throughout all meal periods.

District Director (Director of Dining Services – DDS) ____
Responds to your concerns in a timely fashion; cares about the students at your school.

Overall Rating ____
Customer service, quality, availability of management.

General Comments _____

Signature of Principal/District Representative _____



Involve the Community

Building Buzz and Spreading the News

Read on to see how our programs have been featured in news stories across the region. We have a proven approach for identifying stories that create news, and we build relationships with local media, often in collaboration with the district's communications staff, where appropriate. Our goal? A steady flow of news stories that shines a positive light on Lyon County School District and becomes a source of pride for students and the entire community.

Nevada News

2NEWS NEVADA



Carson City School District launches Global Eats program

2NEWS NEVADA



Carson Middle School Culinary Students Compete in Cooking Competition



Celebrity Chef, Jonathan Zaragoza, Brings Mexican Cuisine to Fernley High School in Celebration of Hispanic Heritage Month

Read the Fernley Reporter story here

562

Engagement and Education

STUDENT CHOICE FOOD YOUR WAY

It's a simple yet powerful idea – let students decide what's on the menu.

MOOD BOOST

We're boosting moods with knowledge about how the foods we eat impact our overall wellness.

chartwells Discovery KITCHEN

Our flagship nutrition education program fosters curiosity and learning through hands-on engagement.

sports nutrition EAT TO COMPETE

We're excited to help you inspire young athletes to enhance their performance through nutrition education.

Discovery KITCHEN COOKOFF

Contestants build skills, gain experience, create delicious meals and, most importantly, have fun.

Global Eats

Our newest program is taking flight to bring students authentic cuisines from all over the world.

Community Events

Our program is for the entire community. We want to be a resource for your area, participating in local celebrations and festivals and connecting with parents through events like:

- Parent nights and back-to-school open houses
- Family Fun Nights
- Parent Advisory Committee, PTA and PTO involvement
- Food for the Family grocery shopping classes

School Gardening

We believe in the power of traditional and hydroponic gardens to provide a fun, hands-on approach to learning.

For more detailed information about our core engagement programs, please see this section of the proposal.

563

Charting Paths and Launching Dreams with Chart Forward

Chart Forward is our new student enrichment initiative where Chartwells impacts students' lives beyond the cafeteria. Helping to bridge from the classroom to career, Chart Forward encompasses our proprietary partnerships with hospitality career development initiatives and the foodservice industry to expose students to culinary training, internships, a professional speaker series and hands-on, real-world experiences.

CHART FORWARD
Creating Paths. Launching Dreams.

Explore New Horizons with Discovery Days

Introducing Discovery Days, a collaboration between Chartwells and Lyon County School District meant to inspire, inform and enrich your students. In this exclusive professional speaker series, students have the opportunity to hear from chefs, finance experts, marketing pros, sustainability champions and more as they share their career journeys.

DISCOVERY DAYS

Here's a Sample of Our Impressive Speaker Lineup



Chris Ivens-Brown
Chief Culinary Officer, Eurest



Minit Gupta
Chief Financial Officer, Business & Industry, Compass Group



Einav Gefen
Senior Vice President Chef Innovator, Restaurant Associates



Salli Darden
Senior Vice President, Education Strategy, Compass Group



Amy Keister
Global Director, Sustainability, Compass Group



Lindsey Palmer
Vice President, Nutrition & Industry Relations, Chartwells

Benefits to students:

- **Exposure to Diverse Careers:** Learn about various career paths and steps to success.
- **Networking Opportunities:** Build valuable connections with industry professionals.
- **Educational Insights:** Discover different educational opportunities, including internships.
- **Inspiration and Motivation:** Hear success stories to inspire ambitious goals.
- **Broadened Perspectives:** Gain a well-rounded understanding of the professional world.



In addition to these great benefits and access to industry experts, we are excited to leverage the power of Compass Group and offer enhanced program options, including:

NAVIGATE

Partnering with Navigate

Introduce culinary careers, provide hands-on experience and gain valuable life skills.

sports nutrition
EAT TO COMPETE

Connecting to Sports Nutrition

Learn the fundamentals of performance nutrition; partner with area college, semiprofessional and professional sports teams; and offer educational food demonstrations.

University of Nevada, Reno

Visiting Partner Sites

Gain special access and experience hands-on learning opportunities at area partner sites including college campuses, corporate locations and sports and leisure venues.

PAGE
Policy Advisory Group Experts

Bringing together functional leaders in nutrition, operations, corporate affairs, legal and communications, our Policy Advisory Group provides expertise on regulatory changes, informing our internal and external partners on an ever-changing industry landscape. This cross-functional expertise helps Chartwells associates, and our district partners, adapt to these changes as efficiently as possible, ensuring the optimal program for your district.

We look forward to partnering with Lyon County School District to bring your students enhanced career awareness, improved networking skills, increased motivation and broadened educational horizons.

565



Culinary Education: ProStart

ProStart is a culinary arts curriculum designed by the National Restaurant Association. It helps students build careers by providing a solid foundation of culinary and restaurant management skills. If your district is interested in establishing a culinary arts program or expanding an existing program, we can facilitate a partnership through your state's ProStart coordinator.

The program uses "Foundations of Restaurant Management & Culinary Arts, Second Edition" as its text and has been used in schools across the United States for years. The latest edition has an expanded digital offering with videos, an e-book, recipe management program and additional resources to support instructors. It features shorter chapters that improve student retention, and it helps them apply math, science and technology in the kitchen.



4. Unmatched Purchasing Power

Supply chain and inflationary pressures are impacting schools all over the country, but a partnership with Chartwells can help. Our procurement arm, Foodbuy, is the largest foodservice purchasing organization in North America.

Because Foodbuy buys in such large volume, we get the highest-quality food at the best price. Managing 3,650 contracted vendors across North America, Foodbuy supports us with deals for front- and back-of-house products and services. Strong relationships with our supply partners result in a steady supply chain for our district partners. We have the highest fill rate in the industry, and that means you get more of what you order, when you order it.

Foodbuy has expertise in:

- Commodities
- Trends
- Labor
- Sustainability
- Wellness
- Innovation



Scan the QR code to hear Chef Peter Gilhooly, senior vice president of culinary services, explain the benefits and purchasing power of Foodbuy.

567

Benefits to Lyon County School District

Foodbuy

You can expect

- Student-focused ingredients and menus to drive participation
- Culinary-first approach with quality local and national brands
- Increased purchasing efficiencies
- Increased wellness and sustainability impact through strategic purchasing
- Control and minimizing impact of inflationary pressures
- Compliance with nutrition labeling through our proprietary system, MenuWorks
- Food safety with supply chain due diligence and stringent certification programs
- Streamlined processes through our Managed Order Guides
- Easy and accurate ordering through our intuitive purchasing platform, MyOrders
- Supplier diversity through partnerships with small, minority-, women-, disabled- and veteran-owned businesses
- Expert handling of food manufacturer recalls and market withdrawals



We Are Your Procurement Advocate

USDA Foods

Overseen by an expert in USDA foods, the Chartwells National Commodity Program is focused on delivering consistent product quality, high nutritional value and low food costs.

Maximum Utilization and Effective Management

We know smart utilization of USDA commodity entitlements can help lower food costs without compromising quality. Our process is managed by an expert in USDA commodity utilization who is supported by state-based commodity champions. All team members receive annual training on USDA commodity planning, management of commodity entitlements, proper inventory procedures and flexible menu development. Our team of experienced chefs and registered dietitians makes full use of USDA foods – including meats, grains, fruits and vegetables – when planning and creating recipes.

Smart Processing

We align our USDA foods with manufacturers who supply us with products that meet our stringent quality specifications while supporting local purchasing. Since our commercial and commodity products are identical, the result is a seamless transition between the two. This process reduces menu substitutions, leverages food costs and provides consistent quality ingredients that are easily incorporated into our wholesome meals.



Food Ordering and Menu Management

Chartwells uses a proprietary purchasing system called MyOrders, an intuitive platform that allows managers to easily and accurately place and manage their orders. This web-based solution features detailed product information, central shopping lists and product changes and an inventory module.

Managed Order Guides

Foodbuy uses a Managed Order Guide to streamline a majority of purchases from broadline distributors. These guides ensure we're buying the right products, from the right vendors, with proper nutritionals for USDA regulatory compliance. They guarantee products are fully traceable and have been manufactured and shipped safely.

Handling Food Manufacturer Recalls and Market Withdrawals

Our corporate quality assurance department closely monitors USDA, FDA and other websites for product recall and withdrawal announcements. Even the slightest possibility of a compromised product in our operations triggers an internal Red Alert that includes product name, potential health threat, code dates and lot numbers, as well as any actions needed.

Responsible Corporate Citizenship/Supplier Diversity

Our supplier diversity program identifies and sources business opportunities with capable small, minority-, women-, disabled- and veteran-owned businesses that meet the qualification requirements of Foodbuy and our customers. The program also tracks all expenditures and joint revenue generated from diversified suppliers and provides diverse business owners with access to the purchasing opportunities within Foodbuy.

The supplier diversity department staff is dedicated to helping Minority- and Women-owned Business Enterprise (MWBE) suppliers understand the requirements to become Compass Group suppliers. We ensure MWBE owners are treated fairly in the qualification, proposal and contracting process and provide information to all Foodbuy customers about the availability of qualified MWBE suppliers.

Foodbuy delivered $864 million in purchasing volume and joint venture revenue with small, minority- and women-owned businesses in the U.S. in fiscal year 2024. We're proud of the results our efforts have generated and the awards and recognition they have received.

570

Diverse Supplier Accelerator Program

Launched in 2021 with an initial team of 11 suppliers, this program gives us an opportunity to support and promote MWBEs. New suppliers are selected to join the program each year based on how they can help us serve our partners. Participants receive:

- Mentorship through one-on-one coaching from a dedicated Foodbuy associate.
- Actionable Development Plans (ADP) that create opportunities and growth.
- Bimonthly training from our subject matter experts that includes a comprehensive review of Compass Group sectors, operations, the Foodbuy business model and best practices.
- Additional marketing and promotional exposure through exclusive Foodbuy and Compass Group events.

This increases associate engagement and process improvement. Most importantly, it ensures we meet our partners' needs. We're moving toward equity and inclusion for all suppliers every day.

29 Suppliers

60+ Mentors and Trainers

500+ New Client Purchases

From Our Partners

"Our year-over-year sales to our non-Compass customers grew by 51% based on the changes I implemented from what I learned in the Accelerator Program."

– Sylvester Ballard, President and CEO, Atlas Produce

"As a small emerging brand, to realize that my voice and ideas were actually being welcomed and heard, was truly a breath of fresh air. This opportunity has launched me into a whole new and exciting arena where my sales have skyrocketed."

– Miffy Jones, Miffy's Foods

Featured Supplier Participants

Compass Group increased its spend with Miffy's Foods

over 430%

in just two years

571

Buy American Provision

Our purchasing capabilities are vast and flexible, enabling us to meet our partners' particular requirements. Wherever feasible, we buy local and American-made products. A large number of our food suppliers produce their products in the U.S., helping us easily achieve the USDA's requirements for domestic purchases.

In 2012, the USDA incorporated a procurement audit into school district requirements and increased its focus on the Buy American provision. Our management team ensures everyone has the tools and confidence they need to help you exceed USDA and state agency requirements. We ensure adherence to these regulations through:

- Training that details the requirements of USDA procurement reviews and the Buy American provision.
- Protocols and standard operating procedures with detailed instructions on requirements.
- A central email box so questions or issues can be quickly answered and escalated.
- Buy American product documentation.
- Instructions all associates must follow to inspect every food label for country of origin information.

Chartwells was the first in the industry to develop a robust training program and a comprehensive set of resources to ensure our teams understand these rigorous requirements.



572

Sustainable Sourcing

With a strong commitment to reducing our carbon footprint, our purchasing and supply chain teams work with suppliers and organizations on a range of initiatives and sustainable purchasing programs, including:



Ecologically Minded Food Purchasing

Whenever possible we feature locally grown foods and require all growers are GAP (Good Agricultural Practices) certified.



Local Produce

We partner with local farmers to provide the freshest produce, bakery and dairy items possible to reduce our environmental impact and support local economies.



Monterey Bay Seafood Watch Program

We follow the guidelines of Monterey Bay Aquarium's Seafood Watch program, helping us source seafood caught or farmed in ways that support a healthy ocean now and for future generations.



rBGH/rBST-Free Fresh Milk and Yogurt

Chartwells serves only fresh fluid milk and yogurt from cows that have not been treated with the artificial growth hormones rBGH/rBST.



Imperfectly Delicious Produce

Our Imperfectly Delicious Produce program provides usage options for cosmetically "imperfect" fruits and vegetables that would otherwise be wasted.



Certified Humane Cage-Free Eggs

We offer Humane Farm Animal Care (HFAC) certified cage-free shell eggs and follow policies developed with guidance from experts at the Humane Society.



Plant-Forward Menus

Plant proteins offer healthy, eco-friendly alternatives to animal proteins.



Fresh All Year

Chartwells' Pioneer Valley Flash Frozen program preserves local foods so they can be enjoyed all year long. We spearheaded this project to benefit farmers and the schools where it is available.



Reduced Antibiotic Chicken

Since 2006, we have prohibited the purchase of chicken in which antibiotics approved for use in human medicine have been used nontherapeutically or for growth promotion.



Dedicated Crop Program

We work with local farmers who dedicate a portion of their land to growing crops just for Chartwells schools. They plant, harvest, package and deliver fresh, local produce directly to our school districts each month. School starts at the perfect time, just as these items are harvested in the fall.



Ethical Trading

Chartwells does not engage in unlawful or unconscionable labor practices. We are committed to ensuring all our dealings with suppliers are conducted in accordance with our guiding principles of responsible and ethical trading.



Manufacturer Partnerships

We have partnerships with numerous trusted manufacturers and offer many of the same brands our students enjoy at home that align with our food philosophy.

PLANET PROMISE
OUR COMMITMENT TO A SUSTAINABLE FUTURE FOR ALL

Compass Group Commits to Global Climate Net Zero

As the worldwide leader in foodservice, we have a responsibility to contribute to our industry through ethical, sustainable and inclusive business practices. That's why we've committed to reach net-zero greenhouse gas (GHG) emissions across our global operations and value chain by 2050.

This forward-thinking target makes Compass Group the first international company of our kind to announce a sweeping commitment to a 2050 net-zero emissions economy. It includes ambitious emissions reduction targets over the next decade that have been validated by the Science Based Targets initiative (SBTi), and a further commitment to be carbon neutral in our worldwide operations by 2030.



"Compass Group's new global climate net-zero target reflects our teams' commitment to sustainable sourcing, eliminating food waste and transforming our environmental impact. As the world's largest foodservices group – operating at the heart of the global food supply chain – we are in a unique position to influence real change by working in partnership with our suppliers and encouraging sustainable consumption from the clients and consumers we serve every day."

– Dominic Blakemore, CEO, Compass Group PLC

In addition to investing in climate-positive projects worldwide to support decarbonization, reforestation, biodiversity, and freshwater, land and ocean preservation initiatives, our actions include:

- Transitioning all fleet vehicles globally to 100% plug-in electric.
- Switching to renewable electricity across all our operations.
- Reformulating menus to be low-carbon and use plant-based proteins.
- Increasing sourcing from regenerative agriculture.
- Focusing on packaging solutions to further reduce single-use plastic.
- Reducing food waste in global operations by 50% by 2030.
- Increasing share of seasonal and locally sourced produce.
- Delivering a global deforestation-free and land conversion-free supply chain strategy.

Our sustainability strategy will always include bold actions and global collaboration, and this recent step marks the first initiative in our latest plan, Planet Promise – Compass Group's companywide commitment to a sustainable future for all.

We pledge to use our scale and reach to influence and work with clients, industry associates, governments and suppliers to reduce their direct GHG emissions and to set their own net-zero and SBT initiatives to help create a more sustainable global food system for all.

Local Partners

We proudly incorporate locally sourced and minimally processed food. We promise to be an active part of the surrounding community and build a healthier future as we continue to develop partnerships with local farms. Our unmatched procurement capabilities are focused on supporting local communities, sourcing responsibly, reducing waste and bringing fresh produce straight from farms to our schools. We then prepare wholesome recipes with scratch- and batch-cooking techniques that retain nutrients and flavor.

We deliver food kids love to eat backed by strict quality assurance and the latest advancements in food allergen management, ensuring increased access to best-in-class nutrition for all.

Local and Regional Purchasing

Supporting the preservation of the American family farm, reducing the carbon footprint of our supply chain and giving back to local communities is central to our core values. We source ingredients from local (within 250 miles) and regional (within 400 miles). While a 250-mile radius is how we generally classify ingredients as local, we can customize the designation to your preference. Our chefs prioritize local produce and can easily identify local options when ordering.



576

Farm to School

We work closely with local farmers to bring fresh produce straight from farms to our schools. We buy whole crops and flash freeze local fruits and vegetables so we can serve them in school year-round. These partnerships continue the farm-to-table trend and present an opportunity to introduce fresh new foods and flavors, while benefiting students, farmers and the entire community.

"The Chartwells staff has been fantastic in helping to get more local produce in schools. By supplying schools with local vegetables, we are able to support farmers and get healthy food to thousands of young people throughout the region."

– John Waite, Franklin County Community Development Corporation

Farm TO School

In 2022, Chartwells districts purchased 76% of produce and dairy products from local farms. Working with produce distributors, we will ensure local, seasonal produce is the first choice on your order guides and is clearly marked for easy ordering. Our tools and availability calendars let menu planners forecast their local produce needs and work with their vendors' inventories.

Featuring fresh produce from local farms helped increase lunch participation by 30% at a high school in Wichita Falls Independent School District.



Plant Power Fuels Fun at Union City Public Schools

Our partners typically celebrate our Plant Power theme in March, but the team at Union City Public Schools in New Jersey celebrates all year. Executive Chef Josh Mejias and Resident Dietitian Alicia Lusardi develop new, plant-forward recipes for students to taste during monthly Discovery Kitchen events. Chef Josh even includes culinary students in the recipe development process. Successful recipes like chocolate hummus with fresh strawberries are used throughout the region. Grant funds, like the recent $87,000 Farm to School grant, ensure local produce is featured.

Vegetarian meal options are available every day at all schools, and we continuously seek student feedback to ensure we're offering what students want to eat. When Alicia noticed high school students weren't taking vegetable sides, she hosted a polling event to find out what students wanted and they chose Dominican Potato Salad.

Educational events have included:

- A farmers market where elementary students could "buy" fresh, local produce.
- Growing fresh herbs in hydroponic gardens to incorporate in school meals and catering events.
- Discovery Kitchen Cookoff events where competitors are required to incorporate local, seasonal ingredients and USDA MyPlate guidelines.



National Farm to School Month

Chartwells celebrates National Farm to School Month each October with:

- *Cooking demonstrations*
- *Farmers markets*
- *Visits from farmers*
- *Local fruits and vegetables served in the cafeteria*

Although we place an emphasis on farm to school throughout the year, October is a special time to unite the school community in learning about the food system and the benefits of local produce. We are eager to work with you to create a unique celebration for your students.

In October, our Discovery Kitchen program features a Seed to Table theme for National Farm to School Month. During a past event, students planted tomato and basil seeds, attended cooking demonstrations and got to try dishes with the featured ingredients at lunch.

Learn more about Discovery Kitchen in the Promotions section of this proposal.



(e) Provide a comprehensive plan on how the Offeror shall implement Hazard Analysis and Critical Control Point (HACCP) principles to meet the USDA guidance effective July 1, 2006. Public Law 108-265.

Quality Assurance and Safety

We never compromise on the health and safety of our partners. To keep your students healthy, we take our responsibility for quality, food safety, sanitation and HACCP very seriously. We are also committed to making sure every school we operate is always in full compliance with regulatory requirements. With quality assurance spot-checks, printed daily menus and temperature logs with service times, Lyon County School District can rely on our verification process and the level of detail in our information recording.

Food Safety for Schools Guide

The Food Safety for Schools Guide (FSSG) serves as the foundation of our food safety system. It is used for food safety, sanitation and HACCP training in every school and contains useful information for directors, school supervisors and food handlers, including:

- Separate sections for each topic (e.g., proper chemical handling, food storage practices) and each critical control point in our HACCP plan.
- All forms and logs needed to document our processes.
- Informational handouts for use during training.
- Guidance for supervisors on managing each topic and food safety system.
- An outline of our plan for compliance with USDA HACCP requirements.
- A section with guidance for schools that produce and transport food or receive prepared food.

The companion to this guide is our Food Safety Signage, which features:

- Signs to remind food handlers of safety standards and procedures.
- Instructions for each critical control point in our HACCP plan.
- Visual aids for training.
- Food safety reminders for students at service stations.

Management Training

All directors, chefs and supervisors are to maintain ServSafe certification at all times, regardless of local health department requirements. While the National Restaurant Association – provider of the premier food safety certification course in the nation – requires recertification every five years, Chartwells requires recertification every three years so managers are always up to date on the latest advancements in food safety.

Hourly Food Handler Training

Supervisors use our Twenty-Four 5-Minute Training Topics Worksheet from the Food Safety for Schools Guide to train our frontline associates. Supervisors also conduct a training on one topic in the guide each week, reinforcing and refining systems as they go.

USDA HACCP Compliance

Detailed below are the seven steps identified by the USDA for a HACCP-compliant food safety system along with the Chartwells plan that meets or exceeds each requirement.

Step 1 ***Conduct a hazard analysis.***	Chartwells requires a quarterly Food Safety for Schools Inspection to be completed for each school.
Step 2 ***Determine the critical control points. Develop and implement standard operating procedures.***	Our sanitation standard operating procedures (SSOP) and standard operating procedures (SOP) are included in our Food Safety for Schools Guide (FSSG). Supporting signage is posted in all schools, and training topic worksheets help train and implement procedures.
Step 3 ***Establish critical limits. Identification and written documentation per the Process Approach to HACCP.***	Chartwells Food Safety System identifies four food process flows in our HACCP plan, one more than the USDA model. Menu HACCP worksheets are in the FSSG and are completed and retained by each school. HACCP flowcharts for each of the processes are also in the FSSG.
Step 4 ***Establish monitoring procedures.***	Monitoring procedures are established and documented for each critical control point within the FSSG and specified on our posted HACCP signage.
Step 5 ***Establish corrective actions.***	Corrective actions are established and documented in the FSSG for each critical control point. They are specified on our HACCP signage and identified on each log.
Step 6 ***Establish recordkeeping and documentation practices.***	Master copies of HACCP logs are in the FSSG. Completed records are retained in each school per the records retention schedule.
Step 7 ***Establish verification procedures.***	Each school is regularly inspected for compliance with our Food Safety for Schools program, including observations of food handling associates in-service. Completed HACCP logs are reviewed and approved by management.

Food Safety/HACCP Customization and Planning Guide

An effective HACCP program must be customized to the unique elements of the school where it is used. Our planning guide helps managers identify specific processes based on the school's menu, equipment, staffing level and service style. This guide assists managers in identifying:

Who is assigned to each task	**Where** tools should be stored	**When** and where tasks are to be completed	**How** tasks should be done

Menu HACCP Worksheets

Managers document the process for each unique menu item served at each school on the Menu HACCP worksheets. School-specific procedures and controls are also documented here, and completed worksheets are used for procedure monitoring and training.

Inventory Storage

When considering storage, our first priority is food safety. Chartwells follows all food safety guidelines as outlined in federal, state and local regulations. We work with our partners to address any facility issues, ensuring food is securely stored and safe to use.

- The on-site supervisor manages product flow and ensures all food safety practices are followed. They also review all purchases and compare them to on-hand inventory to ensure optimal utilization of USDA foods and prevent overstocking at any school location.
- USDA and DoD foods are always utilized first – before purchased foods – to optimize use of commodities.
- All products are rotated on a FIFO – first in, first out – basis to ensure products flow through in the order received.
- Audits are performed at each school throughout the year to ensure food safety and accuracy.
- Inventory for purchased foods is taken weekly on Wednesdays after service and the last day of the month for USDA and DoD foods.
- Inventory is counted in the warehouse and at every school location; reports are submitted to the compliance coordinator monthly.

Foodborne Illness and Public Health

Our dedicated quality assurance department monitors emerging concerns, trends and potential risks to food safety and public health every day. These risks might include recalled food and consumer products, foodborne illness outbreaks and communicable diseases in the U.S. and internationally. Due to the scale of our operations and geographical distribution, we can closely track our response to potential health issues through our Crisis Management Hotline. This hotline is toll-free and monitored around the clock, and once a call is received, the team immediately assigns appropriate experts to support the district.

The QA department follows the investigation guidelines outlined by the International Association of Food Protection, and in the case of foodborne illness, the vice president of quality assurance coordinates an investigation of the complaints. As part of our larger public health responsibility, local health departments are often involved as well.

We consistently communicate with our teams regarding potential public health risks. We provide educational information and actionable measures to prevent the spread of disease and ensure safe environments for working and dining. In recent years, we have provided information regarding COVID-19, norovirus, Ebola, enterovirus and avian influenza.



Compass Group Wins Highest Honor in Food Safety

Every year, one company is recognized by the International Association for Food Protection with the highest honor in food safety, the Black Pearl Award. In 2023, Compass Group North America was honored to receive this award in recognition of our achievements in advancing food safety and quality through consumer programs, employee relations, educational activities and adherence to standards.

"Food safety is the No. 1 foundational 'ingredient' in every recipe we cook and every food we serve," said Tom Ford, vice president of food safety and quality assurance. "Even though most of our food safety initiatives occur behind the scenes, the Black Pearl Award reinforces the strong program we have created, what we have achieved and that we're on the right track to continue innovating for years to come."

Compass Group North America serves more than 14 million meals a day and has built and fostered a strong food safety program through a variety of innovative initiatives. These include a frontline training platform that engages hundreds of thousands of employees each year, a robust vendor approval process that keeps food safety front and center, microbial testing of to-go product vendors, the use of real-time audit data to drive improvement and reduce risk, and the creation of the first-in-the-industry certified allergen management training courses.



The Black Pearl Award

The International Association for Food Protection represents more than 4,500 food safety professionals committed to Advancing Food Safety Worldwide. IAFP includes educators, government officials, microbiologists, food industry executives and quality control professionals involved in all aspects of growing, storing, transporting, processing and preparing all types of foods.

A Safe Place to Learn and Work

From speaking with school administrators, we know safety is a top priority. We take safety seriously and we'll collaborate with you to find the best solutions for your students, staff and district.

Student Safety

A safety committee comprised of your director of dining services and five associates will have regular meetings and perform audits. You will also have regional and area safety coordinators as part of your safety team. Safety topics are communicated weekly, and we hold regular sessions to reinforce safe practices and coach associates. They'll learn how to interpret and assess risks and manage situations as they arise. Daily safety huddles, individual job safety talks and monthly safety meetings all contribute to the prevention of unsafe situations during service and preparation.

Associate Safety

We've developed a comprehensive health and safety platform, a corporate health and safety team and our own safety standards that exceed legislation. It is important we create a culture of safety to minimize the risk of workplace injuries. Your local team will continue to:

- Be accountable for all matters relating to health and safety for the associates they supervise directly and/or indirectly.
- Preserve transfer of knowledge of duties and obligations under all relevant health and safety legislation.
- Ensure associates use personal protective equipment as prescribed and follow all safety procedures and practices.
- Provide training for use of equipment, safe work practices and procedures and handling of hazardous materials.
- Take every reasonable precaution to protect associates.



District Safety

Chartwells will continue to adhere to Lyon County School District's and site-specific procedures to maintain the integrity of buildings, vehicles, property and facilities. We will:

- Participate in safety drills.
- Follow crisis procedures.
- Ensure work areas are free from debris to prevent accidents.
- Keep loading docks cleared.
- Maintain security in areas that our associates access.
- Safeguard doors to prevent entry without authorization.



American Classics Cornbread and Chili

583

Emergency Response

Although you can't plan for a crisis, you can plan how you will react to one. Our Emergency Crisis Planning Guide provides each school with procedures for any potential emergency, and our crisis preparedness plans make mobilizing simpler and smoother. For those events that can't be planned for, we have a team of experts skilled in crisis management who are available at a moment's notice.

We work collaboratively to understand and support your district's emergency plans while anticipating additional needs. Throughout it all, we have the strength and support of Compass Group's vast network of resources.

From stocking pantries and preparing shelters to setting up community feeding programs in times of great need, Chartwells understands what it means to be a good neighbor and recognizes the importance of compassionately feeding a community, especially when it matters most.

When the crisis has subsided, the team quickly evaluates the current situation within the district, holds daily meetings and prepares to resume service quickly when students return.

Emergency Meals

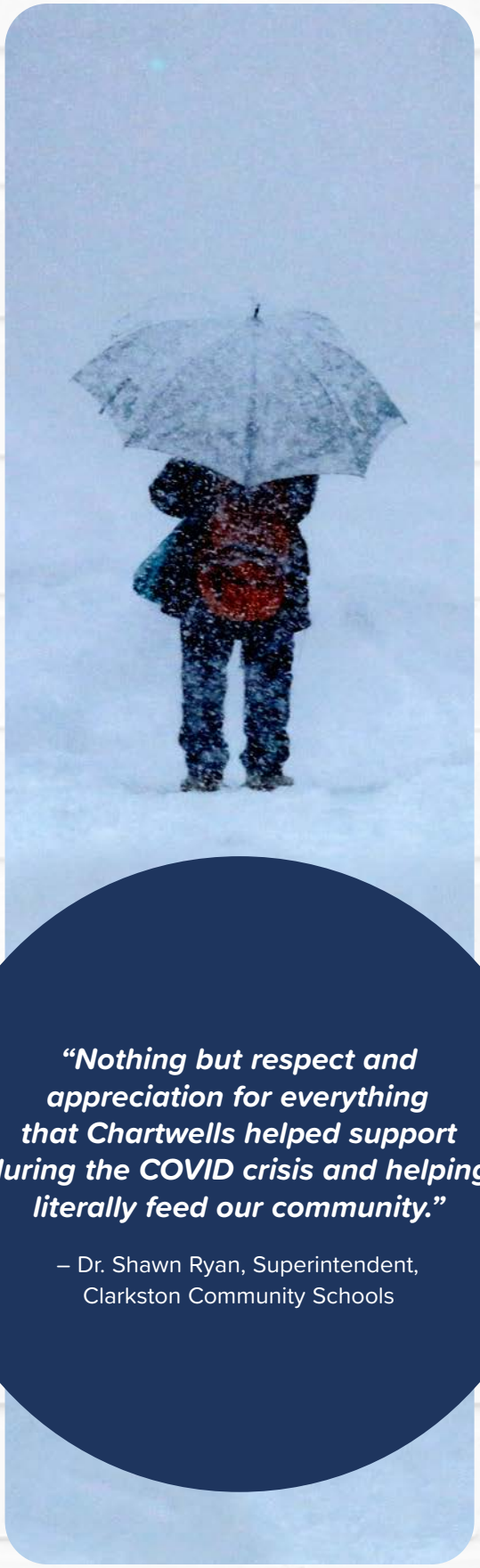
We are skilled at the development and implementation of emergency meal plans that provide nutritious, quickly served, full meals in alternate settings.

Emergency Management and Shelter Meals

We'll work with you to formulate an emergency management plan that includes food and beverage, sanitation, housekeeping and other vital services if faced with any major crisis or disaster. Whether you need short-term basics such as ice or boxed lunches, or all-inclusive services for an extended period, Chartwells is your single-source provider. You can make one call and know your needs are being handled.

Real-World Experience

The strength and dedication of our associates is even more evident during times of crisis. Even when suffering the losses that accompany these events themselves, they arrive to serve others, united as a Chartwells family.



"Nothing but respect and appreciation for everything that Chartwells helped support during the COVID crisis and helping literally feed our community."

– Dr. Shawn Ryan, Superintendent, Clarkston Community Schools



585

If you can't measure it, you can't manage it. That's the philosophy behind our accounting and reporting systems. Managing your budget and tracking foodservice dollars is of utmost importance to your program. We're here to give you the information you need, help you analyze it and answer your questions.



Accounting Controls

Our goal is to keep you informed and make your job easier. One way we achieve this is through detailed and accurate accounting services.

Monthly Operating Statement

With Chartwells, you will receive a monthly operating statement about 12 days after the close of each calendar month. We also schedule personalized, monthly meetings with your team and a Chartwells director to ensure our numbers align with your expectations and all your questions are answered.

Our monthly operating statements include:

- Meal counts for breakfast, lunch, adult, a la carte, free, reduced and paid.
- Monthly and year-to-date figures.
- Income by category.
- A comprehensive breakdown of net product costs, inclusive of the USDA foods value.
- Rebate information.
- Reimbursement calculations.
- Labor figures, broken into hourly and supervisory, with allocations for holiday, vacation, workers' compensation, bonus, retirement and payroll taxes.
- Miscellaneous expenses for promotions, postage, communication, maintenance and repair, insurance, training, laundry and other expenses.
- Current month, prior month (great for comparisons) and year-to-date revenue information.

We provide the most-detailed accounting system in the industry, keeping you informed about exactly where and how your money is being used.

In addition to the monthly operating statement, actual budget reports are available upon request.



Rebate Transparency

Chartwells provides a monthly statement and invoice to each client detailing the cost, fees and rebates from the previous month. Our state-of-the-art purchasing software reviews each invoice and associated purchase order to determine if the prices are accurate and reflect the purchasing agreement we have with that particular vendor.

We aggregate the discounted amounts by customer account, and those dollars remain associated with that account in our invoicing system and are shown as a credit on the applicable invoice.

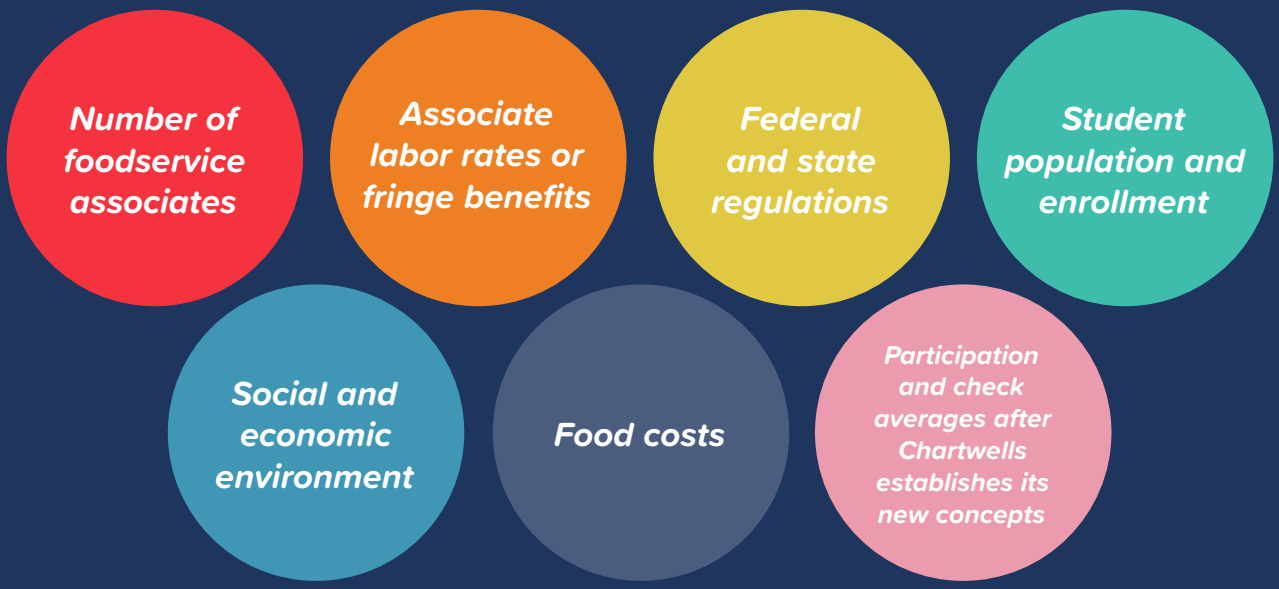
The allowable costs billed to the School Food Authority will be net of all discounts, rebates and other applicable credits accruing to or received by Chartwells under the contract, to the extent those credits are allocable to the allowable portion of the costs billed to the SFA.

Chartwells will identify rebates, discounts and allowances on the operating statements and provide the SFA with access to records as required by applicable regulations. Chartwells will pass through all allowances earned on SFA purchases. These allowances include manufacturer item volume allowances, local supplier invoice discounts, distributor allowances, supplier credits and applicable growth incentives.

Chartwells does not charge any rebate management fee or rebate administrative fee, passing 100% of applicable rebates to our clients.

Annual Budget

Chartwells prepares an annual budget and updates it each fiscal year. The budget evaluates current conditions and anticipates changes for the next 12 months. Factors that can affect the foodservice operation and future financial projections include changes in:



587



Crispy Vegetable Egg Roll

Budget Approvals

The budget approval process is designed to be collaborative and ensure everyone understands the projected operating plan for the district. Once prepared by the Chartwells team through our own internal process, it's shared with your representative for approval. When agreed upon, it becomes the benchmark for the Chartwells team to measure performance.

Quarterly Forecasts

Chartwells managers use quarterly forecasts to evaluate performance against the budget. During each of these accounting periods, managers forecast sales, costs, etc., for the next period and through year-end and compare these amounts to the budget. This procedure helps flag any challenges or opportunities and allows management to make any adjustments that may be needed.

For example, a sudden freeze could cause the price of fresh produce to rise dramatically. Because we monitor the market, we can adjust by changing the menu selection, altering the price structure or running a promotion to change the sales mix.

Although prepared by your on-site manager and area director, the monthly and quarterly forecasts are reviewed by the division president and staff. This process ensures senior management oversight of progress, goals and any unanticipated changes.

Cost Control

Being mindful of costs is an inherent part of how our managers and staff operate. We practice constant vigilance and attention to detail through Chartwells' policies and procedures. This allows us to meet or exceed client financial projections while delivering a quality program that delights students and families.

The Systems Behind Your Foodservice Program

Technology and innovation are a key part of today's educational landscape, and your foodservice program should be no exception. We use a variety of proven technology solutions – through partners and our own proprietary systems – to make our back-of-house operations run seamlessly.

Our SAP System

We use SAP as our business management architecture. Our well-documented strategic partnership with SAP has been published on numerous occasions, reinforcing our commitment to the product.

We use SAP functionality for all our key business processes:

- HR
- Payroll
- Materials Management
- Sales and Distribution
- General Ledger
- Financial Reporting and Planning
- Accounts Receivable
- Accounts Payable
- Fixed Assets
- Controlling
- Asset Protection
- Profitability Analysis (COPA)
- Profit Center Accounting

Our Owner's Management Suite

Available anywhere, anytime, our customized, interactive Owner's Management Suite provides our on-site team with real-time, web-based access to all our proprietary accounting and reporting systems. This custom technology provides our on-site and regional teams the ability to facilitate informed, fact-based decision-making.

Enterprise-level solutions simplify accounting and reporting tasks, which frees our on-site teams to spend more time doing what they love – engaging with students and associates. Areas of focus are:

- People management
- Ordering and new menu management
- Communication
- Financial management and reporting
- Audit and Internal Control Review

Our systems are ...



Simple



Interactive



Efficient



Transparent

Reporting

To keep you up to date on the finances for your operations, we provide a number of reports through the Owner's Management Suite:

Accounts Receivable/Cash

- Bank Reconciliation
- Prepaid Activity
- Weekly Sales
- Edit Check
- Participation
- Reimbursement
- Invoice Report
- Invoice Details

Expense Transfers

- Transfer Summary

Inventory

- Count Sheet
- Ending Inventory Combo
- Ending Inventory Summary
- Ending Inventory Detail

Accounts Payable

- Weekly Accounts Payable Summary
- Weekly GL Summary
- Daily Purchase 1859



Financials

- Profit and Loss
- Cost of Goods
- Flash Entry Review
- Period Flash Variance
- GL Account
- K-12 Period P&L
- K-12 Weekly P&L
- WOR
- K-12 Client Position
- Sales and Meal Counts
- Check Averages
- Cost-Per-Meal Data

All financial reports offer the option of drilling down for details behind the GL account balances.

590

Accounting Forms

Our inventory and purchasing records keep full account of all on-site financial activities.

Statistical Data Sheet

All sales information is recorded directly on the Statistical Data Sheet. This form is also used to record the number of meals served, amount of sales, any client costs and operating days.

Production Records

It's critical to track past production of food items and forecast future production. Chartwells' production records meet USDA requirements.

Monthly Inventory

Your on-site manager will take inventory monthly for a true picture of food costs.

Menu Costing

Our managers must cost out each month's menu to ensure it fits within the parameters of its respective district. These menus are designed to maximize the use of USDA foods to keep costs low.



Operational Controls, Methods, Procedures and Systems

Quality Standards Audit

We conduct a semiannual Quality Standards Audit to ensure we are meeting our operational standards. The regional vice president, area director, regional market director and regional executive chef have the authority to perform a Quality Standards Audit.

Internal Control Review

The Internal Control Review is a series of questions used by Chartwells to flag areas of potential risk that would require a more in-depth audit. The regional controller, operations controller or an area director conducts an ICR at least once a year. An ICR ensures the following are accurately maintained:

- *Inventory*
- *Accounts payable*
- *Safe verification and reconciliation*
- *Cash register worksheets*
- *Cash and sales reporting*
- *Bank deposits*
- *Payroll record and procedures*



592

Cash Collections and Deposits

Chartwells has strict cash-handling processes and procedures in place. Our associates are accountable for all meals verified by the on-site dining director. Our computerized systems report all required information, including meals, sales, expenses and commodity value used. Chartwells' bills are based on actual expenses with original invoices and payroll registers for verification.

The dining director is responsible for the accumulation, counting and safeguarding of all daily cash collections. It is also the director's responsibility to conduct surprise cashier counts. Policies include:

- All cash must be kept in a locked safe and balanced daily. The manager is responsible for the safe's combination.
- A cash register reading must be taken by a manager at the close of each shift. When this is done, the cashier must count and balance the cash to the register reading.
- All cash receipts from the cafeteria and all miscellaneous sales must be deposited intact daily. All operations are required to utilize an armored car pickup service for bank deposits or make deposits directly at the bank each day.

We have a cash-handling procedure declaration that is signed by all cash-handling associates annually. Chartwells requires all salaried personnel to sign an owner's commitment that states their financial responsibilities.



593


chartwell
About 85%

5. Industry Expertise

(g) Provide a detailed marketing plan for the Nutrition Services program.

(h) The FSMC must demonstrate in this section that it understands the depth and breadth of Lyon County School District's Nutrition Services program and that it can successfully manage the food service program and grow the program.



595



Nutrition Education

Our nutrition education programs are built on the belief that food should be an adventure and that kids learn best through experiences. Our team of chefs and registered dietitians design groundbreaking, inspirational educational experiences that energize the cafe, the classroom, afterschool and summer programs, school gardens and community events.

We promote healthy foods like fruits, vegetables and whole grains through digital and print signage, as well as tasting events in the cafeteria. Students are encouraged to try new foods, such as brown rice or overnight oats and participate in fun activities like “guess the grains” or pressing their own corn tortillas. Our approach to nutrition education reflects our conviction that students should experience food as a fun adventure that expands their horizons while building lifelong healthy habits.

Scan here to hear more about our approach to nutrition education.



Discovery Kitchen

Discovery Kitchen, our flagship approach to nutrition education and school meal promotion, is designed to ignite each student's sense of adventure and discovery with engaging cooking demonstrations, tasting events and the menu itself. At the core of the program are exciting monthly themes that connect food, promotions and education.

As our partner, you can expect a tailored Discovery Kitchen experience with events that vary in size and complexity based on your unique needs. You'll receive professionally designed promotional materials and the communication resources you need to get the word out to your school community.

Nutrition FUN-damentals at Shelbyville Central Schools

Resident Dietitian Diana Griffin and District Chef Mark Buschle surprised two fourth grade classes at Hendricks Elementary with a hands-on nutrition lesson. Students were given a chef hat, place mat, kid-friendly knife and all the ingredients to make a fruit pizza. Ingredients included a pizza base, cream cheese sauce, fresh strawberries, blueberries and kiwi.

Chef Mark taught students how to slice the fruit while the dietitian shared facts like how antioxidants act like a superhero for our body, helping it to fight off germs. Students also learned how they could make a vegetable pizza at home using the same method with vegetables like bell peppers, onions and carrots.

One student said, "My mom told me to try a new food today at lunch. Well, I didn't try it at lunch, but I got to try it while I was cooking like a chef! And I've decided I really like kiwi!"



Mood Boost

Traditional nutrition education programs often teach how food affects our physical health, but this award-winning program reflects emerging research on how our diet impacts our mental well-being. Mood Boost helps students connect what they eat with how they feel in a fun and engaging way.

Boosting Moods at Parkway School District

While Mood Boost was featured in the school cafe, a more in-depth version with culinary demonstrations and activities was offered to all third grade students at Ross Elementary School.

From Buffalo bean dip to pumpkin spice smoothies, Resident Dietitian Kenny Witte and Chef Ryan Biggs brought a new, exciting recipe to class each week and paired it with engaging activities. Whether it was riding a smoothie bike in front of the class to exhibit confidence, participating in a push-up competition to show strength, striking a yoga pose to remain calm, completing a crossword to showcase smart, or staying alert while racing to the finish in a game of Red Light, Green Light, the activities were fun and educational. Students experienced each mood in real time and learned how they can be supported by long-term, regular consumption of mood-boosting foods. Weekly winners earned prizes like wristbands, stress balls, pencils and notebooks while everyone received a sticker and recipe card.

Performance Nutrition

power up
fueling performance

Power Up!

We recognize many students, even those who aren't part of a formal school athletic team, are interested in how their diet impacts performance. That's why we offer resources that encourage all students to eat healthily and be physically active. Our Power Up: Fueling Performance program has a variety of activities for the whole school. Through this program, students learn fun facts about fueling for performance – whether that's on the field or in the classroom.

sports nutrition
EAT TO COMPETE

Sports Nutrition

If you're looking to go above and beyond to give your high school athletes an edge, we're also proud to offer our premier Sports Nutrition program. Our registered dietitians teach the fundamentals of nutrition and provide tips on how to eat to compete at a series of in-person education sessions for athletic teams and their coaches. Student-athletes learn how to make food choices that promote athletic performance, how to stay fueled up on game day and the value of proper hydration.

Each lesson includes fun, interactive tastings that showcase the entrees, snacks and drinks that are best before, during and after a competition. Athletes learn firsthand how to prepare simple, healthy foods at home with basic ingredients. Some of our Sports Nutrition partners have us prepare special meals to meet the high-performance needs of their student-athletes, and meals are timed to be available before or after practice to keep students fueled and focused.

We've seen great success with Sports Nutrition – surveys and testimonials from coaches and student-athletes reveal positive outcomes like increased energy, endurance, concentration, strength, confidence and overall fitness.



Enhancing Athletic Performance at North Reading School District

More than 50 male and 30 female athletes and their coaches from football, soccer, lacrosse, tennis, cheerleading and cross-country teams attended hour-long sessions with Registered Dietitian Laura Bantle at North Reading High School.

Laura shared valuable insights on macronutrient fundamentals, nutrition strategies for before, after and during a workout and hydration tips. She also debunked common misconceptions in high school athletics. During the sessions, students enjoyed a housemade lemon-lime sports drink and asked thoughtful questions, such as:

- "What should I eat before an 8 a.m. practice?"
- "What's a good choice at a sub restaurant?"
- "How can I convey to my parents the significance of sports nutrition?"

Coaches received a list of suitable snacks for practice and halftime that were then shared with boosters to ensure all donated foods help optimize each student-athlete's nutritional intake.

Scan here to learn more about Sports Nutrition.

10.3%

of children under age 18 are living with food insecurity in Nevada.

– Data from Feeding America's Map the Meal Gap study, 2022

Edible Arrangements a Hit with Elementary School Food Critics

The Chartwells team at Duval County Public Schools partnered with Edible Arrangements to serve students at 38 elementary schools participating in the Fresh Fruit and Vegetable Program. Each student received a bag of strawberries, cantaloupe, honeydew and their well-known flower-shaped pineapple.

Dietitians Breanna Petrucciani and Claire Jasinski taught fourth and fifth graders at two elementary schools about National Nutrition Month, the importance of eating nutritious foods and trying new foods.

Students tried each of the fruits in their snack bag and completed the Kids Food Critic Activity worksheet, which asked them to rate the visual appeal, smell, taste and texture of each. They also received handouts with tips for creating healthy snacks at home, encouraging them to pair fiber-containing carbohydrates such as fruits and vegetables with a protein-containing food to keep them feeling full and fueled throughout the day.

Students enjoyed it so much that the handouts were made available to all Duval County Public Schools participating in the Fresh Fruit and Vegetable Program so teachers could try these activities with their students during future FFVP sessions.

Access to Healthy Meals

School meals provide students with the nourishment they need to grow and succeed. Studies have found that students who eat breakfast at school are healthier and students who choose school lunch consume more high-quality, nutritious foods. With approximately 14.7 million children and adolescents facing obesity* and 12.5% of households with children experiencing food insecurity,** school meals are more essential than ever.

We work with our partners to offer the full spectrum of USDA nutrition programs and ensure every student can easily access these necessary opportunities. As experts on these offerings, we can help your district decide which programs will best serve your school community.

National School Breakfast and Lunch Programs

In addition to offering a variety of wholesome menu options each day, our teams will continue to work with you to implement new serving models or programs to ensure all students can participate. Breakfast in the Classroom, Second Chance Breakfast and mobile carts can all help eliminate the obstacles that prevent students from eating breakfast.

Afterschool Snacks and At-Risk Afterschool Meals (Supper)

Busy students often need additional nutrition after the school day ends. Students who participate in afterschool meals have a higher consumption of important food groups than those who do not. Offering these meals can also increase interest in the educational and enrichment activities offered by your district.

Summer Foodservice Program and Seamless Summer Option

Summer feeding programs give families peace of mind, encourage students to participate in summer enrichment activities and ensure they continue to receive the health benefits school meals provide.

Fresh Fruit and Vegetable Program

Qualifying schools receive additional funding to purchase fresh produce to serve as a snack during the school day. The program offers a winning combination of the exposure, education and support needed to help students develop healthy habits that will last a lifetime.

*Source: CDC, National Health Statistics Reports, National Health and Nutrition Examination Survey 2017–March 2020

**Source: USDA, Economic Research Service, Household Food Security in the United States in 2021

599

Free and Reduced-Price Meal Applications

Millions of families rely on free and reduced-price school meals each year to meet the nutritional needs of their children and stretch the household food budget, but the application process may be confusing or overwhelming for some families. We want them to understand how easy it is to apply and that their information will remain confidential and only be used to determine meal eligibility. This helps more families access delicious, nutrient-rich meals, and maximizing the number of children who are certified for free or reduced-price meals can bring more federal and state funding to the district. We offer a variety of communication and outreach resources to ensure families understand the meal application process and its benefits.



Meal Charge Policies

Unpaid meal debt and alternate meals can be painful for students and schools. This guide can be a helpful resource as you discuss the development or update of meal charge policies.

Food Allergies

We provide safe meals to students with food allergies and other medical conditions. We work with school nurses and communicate with families so they know their child's safety is our first priority. Our experts have created a robust plan to ensure your district foodservice team is well-trained and ready to prepare safe meals for all students and modified menus for students who need them. Mandatory annual training for salaried associates includes fundamentals of food allergies, USDA requirements, safe foodservice practices and important details on how to make meal accommodations for students with unique dietary needs.



Source: Food Allergy Research & Education

Food Allergies and FARECheck

We are proud Chartwells was the first in the child nutrition industry to have our allergen management training courses certified by Food Allergy Research & Education. FARE has reviewed all our food allergy training programs and accredited them with the FARECheck certification.

Partnering with FARE helps ensure our training programs remain aligned with the latest advancements in food allergen management. Through this partnership, our partners have the opportunity to seek FARECheck certification, which can be achieved by having all foodservice associates successfully complete our certified training online through our learning management system. Certification can be achieved anytime throughout the year and lasts a full calendar year. During the 2023-2024 school year, we had 150 partners complete certification.

600

Dietary Accommodations

We provide accurate nutrition information for students to make informed choices, and we strictly observe USDA regulations for accommodating children with special dietary needs. Our team will do everything we can to accommodate student requests that may include alternative diets based on cultural or personal preferences, while maintaining compliance with the USDA meal pattern and district policies. All parents and students can use the Nutrislice app to view the nutritional value and major allergens for each of our menu items.

Ramadan at East Lansing Public Schools

In the past, Ramadan observers have not been able to participate in school meals because regulations require them to be served on-site, during typical meal hours when observers are fasting. In 2024, given the large number of children who observe Ramadan, the Michigan Department of Education applied for a waiver from the USDA to accommodate these students by offering non-congregate meals, outside of typical service times and forgoing offer versus serve.

The East Lansing team designed a program that included a preorder process and training on counting and claiming for non-nutrition staff. We partnered with the director of equity and social justice at the district to communicate that meals were available and how to sign up. Kitchen staff packaged vegetarian meals that contained all five meal components for students to pick up from the main office at the end of the day. The district served 148 meals over 10 days to 30 students who would not have been able to participate otherwise. Chef Jillian Wensel, who spearheaded the program, said, "I will be talking with students at all levels to find out what improvements we can make to better accommodate their needs."

We help students understand the importance of healthy meals and create a variety of engaging educational experiences that bring these lessons to life in a fun way.

Lyon County School District's Wellness Policy

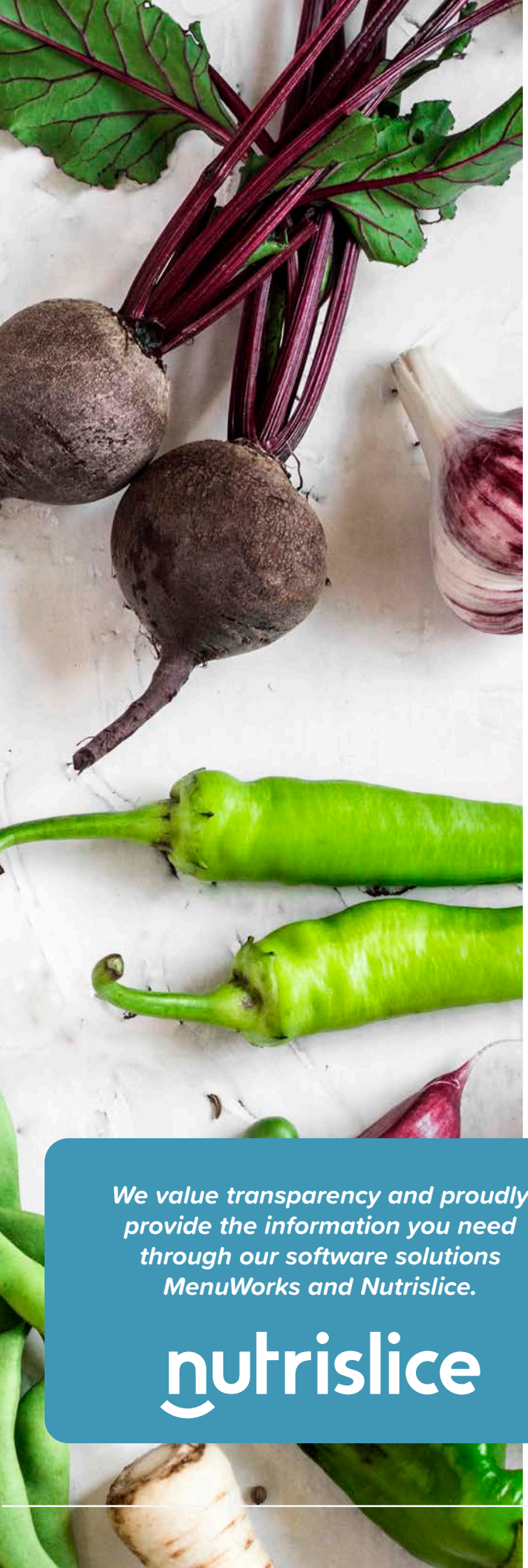
Your wellness policy is a powerful tool to create a healthy food environment, and we welcome the opportunity to participate on wellness committees and in related activities. We encourage all directors of dining services to be active members of these committees. We also pledge to implement all wellness policy requirements, and our registered dietitians can assist with wellness activities.

School Wellness Philosophy

James Malloy, Registered Dietitian

We have a unique opportunity to support your wellness policies and goals by providing continuity of learning in the cafeteria. We help students understand the importance of healthy meals and create a variety of engaging educational experiences that bring these lessons to life in a fun way. Our Discovery Kitchen program offers hands-on nutrition education and culinary demonstrations.

We also seek out grant-funded opportunities to build school meal participation or promote nutrition and physical activity. We work closely with foodservice directors and school wellness representatives to provide grant writing expertise, which resulted in more than **$840,000** of school wellness support for our Pacific Region last school year.



Nutrition Information

More students and parents are relying on nutrition and ingredient information to make the best food decisions for themselves and their families.

MenuWorks

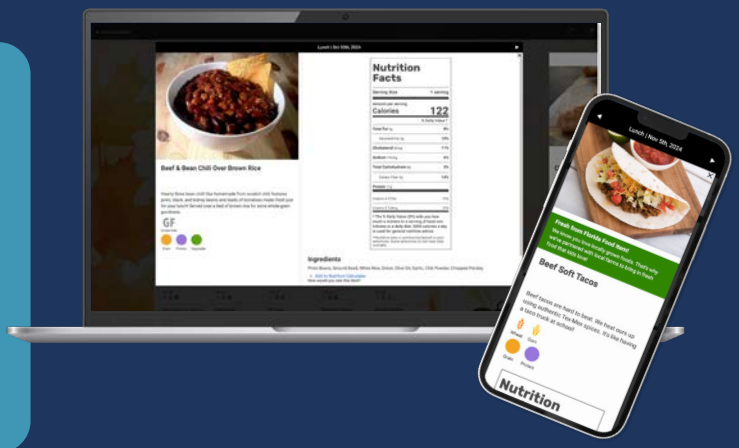
MenuWorks is our propriety electronic menu management system with more than 15,000 delicious recipes that use wholesome ingredients. It provides our chefs, dietitians and directors the ability to:

- Customize ingredients and recipes for each district.
- Identify food allergens and replace those ingredients when needed.
- Nutritionally analyze recipes and menus.
- Quickly assess menus for USDA compliance with reporting for administrative reviews.
- Plan menus that meet your budget.

Nutrislice

MenuWorks integrates with Nutrislice, our digital menu solution, to provide up-to-date nutrition information. Each district has its own specific Nutrislice site that is available on the web or through the free smartphone app. The integration of these platforms allows us to provide interactive menus with:

- Photos.
- Detailed descriptions.
- Nutrition education messages.
- Nutrition and allergy information.
- A special allergy filter that allows users to easily identify foods that contain any of the top nine allergens.
- Translation capabilities in more than 40 languages.



We value transparency and proudly provide the information you need through our software solutions MenuWorks and Nutrislice.

nutrislice

602



603

Navigating Regulatory Change: Your Trusted Partner in School Meals

As industry experts in school nutrition, we proactively monitor and stay ahead of policy changes before their implementation date. Our dedicated team is on the forefront of evolving federal, state and local requirements, ensuring we continue to provide safe, high-quality meals. We are your trusted partner in taking proactive action on and navigating:

- School nutrition programs
- Funding opportunities
- Food safety regulations
- Labeling and nutritional standards
- Sustainable sourcing and compliance
- State-specific food regulations
- Industry challenges and trends
- Data reporting and accountability
- Food access and equity

Regardless of regulatory change, we take swift action, collaborating with regulators, manufacturer partners and sourcing teams to stay ahead of compliance and lead the way in school nutrition. Our top priority is delivering meals that meet the highest standards, reinforcing our commitment to excellence and safety in every aspect of our program.



Bringing together functional leaders in nutrition, operations, corporate affairs, legal and communications, our Policy Advisory Group provides expertise on regulatory changes, informing our internal and external partners on an ever-changing industry landscape. This cross-functional expertise helps Chartwells associates, and our district partners, adapt to these changes as efficiently as possible, ensuring the optimal program for your district.

PAGE
Policy Advisory Group Experts

604



Audit Readiness

We keep pace with ever-evolving USDA and state regulations and ensure our partners are prepared on audit day and every day. We are the first to seamlessly interpret and implement new guidelines. Every five years, your state's department of education or agriculture assesses each district's foodservice program to ensure:

- Rules and regulations are being followed.
- Students are the recipients of nutritious meals that meet all federal and state requirements.
- School districts are good stewards of the federal and state funds that make school meals possible.

Our administrative review results are achieved through:

- Close attention to the process by our team of registered dietitians and Chartwells management.
- A robust mandatory training program for all associates – available on-site and online.
- Daily attention to detail and menu compliance checks for all meals and programs.
- Accurate portion sizes.
- Maintaining FDA compliance for packaging and vending labels.
- Complete and thorough production records.

Procurement Audit Training

Our annual training includes:

- A review of USDA requirements.
- Protocol and standard operating procedures.
- How to use our central email box for quick escalation of questions.

605

Audit Response Playbook

Responding to an audit can be complex and time consuming. Our Audit Response Playbook was written for directors of dining services and area directors to help ease the burden of an audit response. Within the playbook, your DDS and AD will find:

- Standard guidance for audit response.
- An overview of types of audits they may encounter.
- A step-by-step guide for audit responses using a standardized process.
- A central repository of standardized and approved audit responses.
- Resources for gathering needed support and information.
- Instructions for tracking audits in a central location.

Audit Standard Guidance

Through experience and review, Chartwells considers a few key items as standard guidance for response to any type of audit:

- Advanced preparation
- Open and frequent client communication
- Timely internal communication within the sector

Audit Type Overview

We provide an overview of the two main audit types that Lyon County School District might encounter: Contract Compliance (known as a procurement review with the USDA) and Administrative Review (AR). It is important to understand the key items requested for each audit and the differences between them so the appropriate response process is followed and the right teams are engaged.

Response Process

Our step-by-step guide uses a detailed and standardized process to respond to each audit type. Within these guides, we also provide helpful tips, a central repository of standardized and approved audit responses and resources for gathering needed support and information.

Contract Compliance





Support Resources

During many audits, our operators will need to provide you with support and/or documentation for a variety of different items.

- **Support Location by Document Type –** A chart that describes how to locate support for each of the most frequently used documents.
- **Compliance Audit Response Library –** A repository of approved responses and answers to some of the more commonly challenged items during an audit.
- **Response Templates –** A collection of standardized templates that can be used to compile and communicate audit responses.

Known Variances to Audit Process

While most contract compliance audits have similarities in requests, we have seen some differences by state in process and information requested. We provide operators with a recap of known variances and the states in which they occur.

Administrative Review



Audit Tracking

An important component of a consistent and organized response to all audits is an understanding of upcoming audits, audits in progress and final audit results. We have implemented a new tracking tool that gives us visibility into these audit trends along with a repository of past audits, all in a central location.

Chartwells helped school districts secure more than

$13.4 million

in grants for the 2023-2024 school year.

Grants

Through our grant writing experience and partnership with nonprofits and child nutrition industry stakeholders, we help schools across the country secure millions of dollars in grant funding for a wide range of programs every year.

Whether it's new equipment you need to launch or improve an existing program or funds to purchase effective marketing materials for a new initiative, we look forward to helping you discover what grants will help us bring even more enhancements to your district.

Programs covered by the funding have included:

- Afterschool/Weekend Meals
- Farm to School
- School Gardens
- Nutrition and Wellness
- Breakfast
- School Meal Participation
- Summer Meal
- Fruit and Vegetable Promotion

Healthy Meals Incentives

Cadillac, Michigan

In Fall 2023, Cadillac Area Public Schools received the Healthy Meals Incentives grant from the USDA. These funds allowed CAPS to hire Resident Dietitian Tammy Swihart and organize workshops for families that provided nutrition education, cooking demonstrations and tips for healthy meal planning.

The first Lincoln Family Night was held in May 2024. Twenty families watched District Executive Chef Lennah Walsh prepare a vegetable pasta salad while they prepared their own, and Tammy provided information about the health benefits of each ingredient. One mom commented, "This is so quick and easy, perfect for summer picnics and it tastes delicious!"

Families were provided with meal kits containing the ingredients and recipes for two more nutritious meals. The kit also included an ingredient price list using prices from the local Save-a-Lot grocery store and links to three-minute videos demonstrating how to prepare each meal.



Scan here to watch one of the demos.

608

Arizona

Emergency Feeding, Equipment

$174,429

Colorado

Emergency Feeding, Equipment and Fresh Fruit and Vegetable Promotion

$646,990

Washington

Emergency Feeding, Equipment and Fresh Fruit and Vegetable Promotion

$192,448

Oregon

Emergency Feeding, Fresh Fruit and Vegetable Promotion

$93,995

California

Emergency Feeding, Equipment

$27,500

New Mexico

Emergency Feeding, Equipment

$63,000

No Kid Hungry

New Orleans

Algiers Charter Schools celebrated the 2024 National School Breakfast Week with crossword puzzles, coloring sheets and a special visit from Eddie Longoria, USDA's Southwest nutrition director, and his team. During his visit, Longoria served some breakfasts before sitting down with students to discuss the importance of starting your day off right. Representatives from No Kid Hungry Louisiana were also in attendance to award Algiers Charter Schools with $2,000 to promote school breakfast. Jacqueline Brown, director of dining services for more than 18 years, plans to use the funds for kitchen supplies and associate uniforms.

Healthy Meals Incentives

Burrillville, Rhode Island

During the 2023-2024 school year, Burrillville Public Schools was awarded a $140,000 Healthy Meals Incentives grant by the USDA. BPS used these funds to purchase a rotisserie oven, automatic pasta maker and two smoothie bikes.

The bikes were introduced at the high school in February and eventually made an appearance at all five schools. Students were excited to blend smoothies like berry berry kale and blueberry, but they were even more excited to see their teachers and principals participating. All the new equipment was featured at a grand opening event at Burrillville Middle School that also highlighted Chartwells' culinary expertise and local foods.

Point-of-Sale Technology

We currently use Lyon County School District's point-of-sale system, and it meets the needs for the child nutrition program. However, should you need to identify a new point-of-sale system, we're here to help. We have nationwide partnerships with more than 40 POS companies, giving you peace of mind that you're supported by a strategic partner with the knowledge to utilize your current or future system.

We know it can be a daunting task, but you can rest easy knowing you'll have the guidance and recommendations you need to choose the right POS provider through our POS Toolkit.

The POS Toolkit includes:

- Information on preferred companies
- Documents to assist you in evaluating software and hardware needs
- A budgeting guide
- Materials to facilitate discussions about guidelines concerning computer compliance
- Guides for different POS purchasing scenarios that should be managed during this process

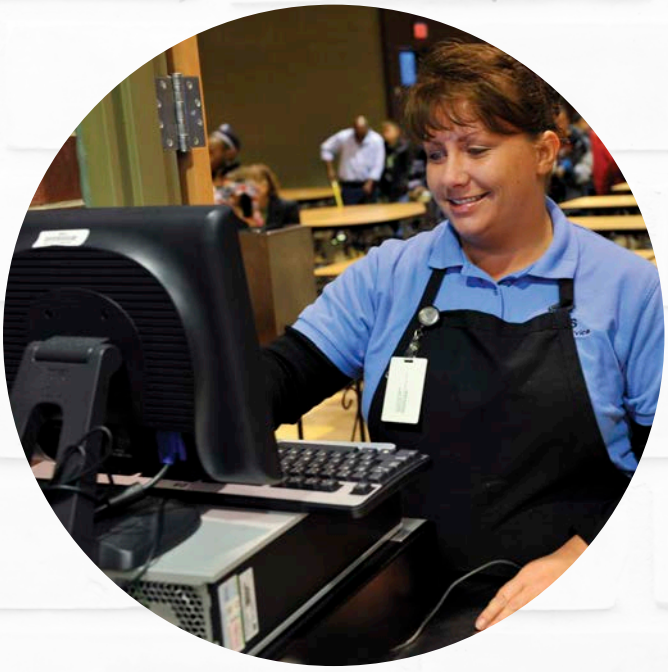
We offer reliable and ongoing POS support through our Systems and Technology Group. Our STG has expertise in POS systems and evaluating client needs and options. We start by assessing all current POS systems and technology, then work with you to find the best fit.

Beyond the technical infrastructure, we're sensitive to the needs and emotions of students and are careful to remove the stigma of free and reduced meals. Our POS system is set up to mask the type and costs of meals through a series of codes, helping students feel comfortable.

System Security

With growing concerns about identity theft and potential impacts on credit records, we take steps to ensure the safety and security of your systems.

- **We endorse the Payment Card Industry's Data Security Standard –** Non-PCI-compliant vendors pose considerable risk to Chartwells and the district so we ensure all Compass Group-approved vendors are PCI-compliant and adhere to this standard.
- **We comply with PCI's Payment Application Best Practices –** These standards are in place to keep our customer payment information secure and protect consumers from credit card loss due to fraud.

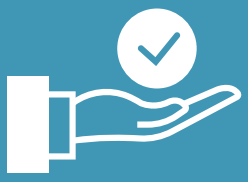


610

(i) Provide a detailed implementation plan for this project.

Our Dedicated Transition Support Team

This centralized enablement team of operators and change management leaders is dedicated to facilitating the transition of new business operations. With experience leading K-12 account transitions of all sizes and scopes, our team of experts will serve as a key point of contact for our local teams, functional teams and partners. Operational Excellence helps navigate the change process, lead communication and foster relationships. They support local operators to provide the best possible experience for students, associates, clients and the community.



Accountability

Time-tested best practices for leading transitions, problem-solving and risk mitigation



Organization

Customized transition plan and communication governance



People and Relationships

Transparent communication and true business partnership

Our Process:

Contract Awarded

- Transition announcement
- Build transition plan
- Incumbent notification

Planning

- Detailed site surveys and visit
- Determine scope
- Establish cadence for communications

Execution

- Associate town halls
- Begin hiring process
- On-site support as necessary

Mobilization

- Associate scheduling
- Location setup
- Opening hiring complete

Go-Live

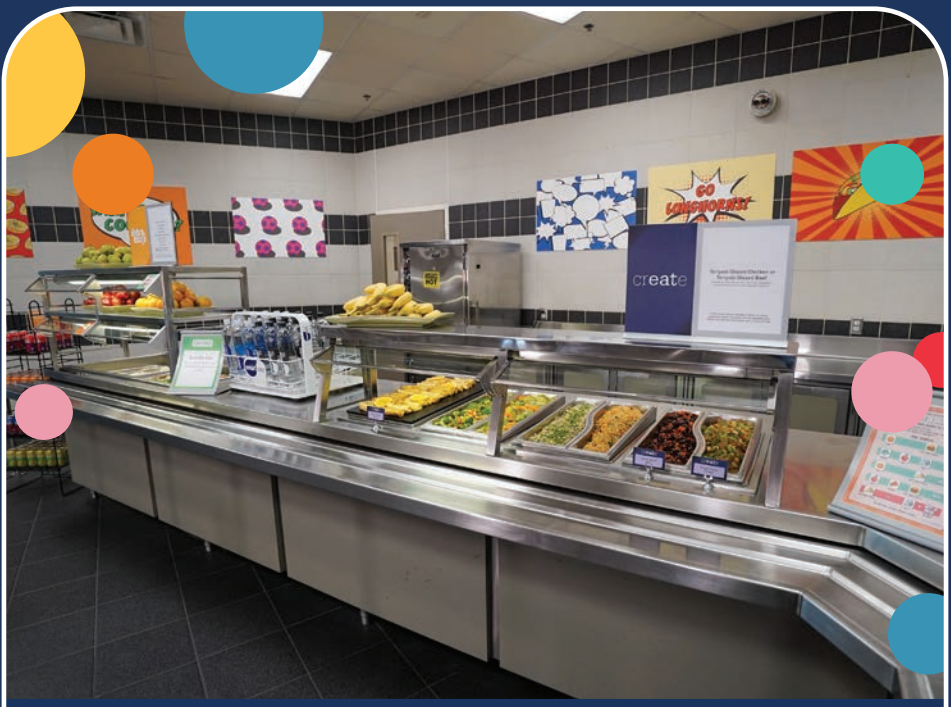
- Grand opening
- Foodservice operation begins
- Ongoing support throughout transition

Our Transition Process

Our curated process provides a best-in-class experience and resource support from an expert team committed to facilitating a smooth transition. This support includes:

- A journey map outlining the process.
- Seamless, accountable team handoffs.
- Curated, step-by-step process with a dedicated team leader.
- Links to customizable assets to support the local team as they create a unique experience.
- A robust management tool to structure and track tasks, people and timelines.
- Real-time development of any necessary training tools to ensure a successful opening.

This systematic approach ensures teams take the necessary steps to deliver a well-managed transition and opening experience for Lyon County School District, whether it's completed in 60 days, 30 days or less.



New Account Opening Playbook

For:

Regional Vice President (RVP)

Area Directors (ADs)

Regional Functional Leads

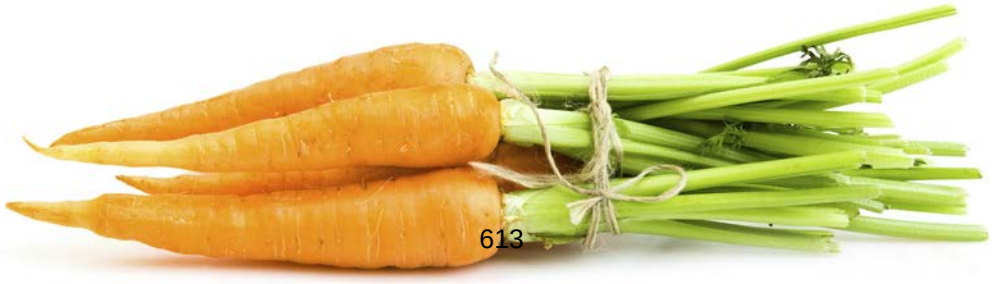
chartwells
serving up happy & healthy

612

Foodservice New Business 90-Day Transition Example

▲ Contract Award ● Master Service Agreement Signature ⬢ T-30 Days ■ Hiring Complete ★ Go-Live

Program Workstreams		Month 1				Month 2				Month 3			
		Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12
	Key Milestones	▲			●					⬢	■		★
1	Governance	Identify key contacts and call cadence											
		MSA development											
		Confirm scope and transition timeline											
		Ongoing support calls											
2	Operations	Detailed site surveys		Review opening plan		Assign preopening tasks and opening team							
				Request business licenses and health permits									
					Confirm building access points and delivery logistics							Deep cleaning by site	
3	Finance		Review accounting and billing procedures			Establish required client reporting							
4	HR	Review staffing plans		Town halls and internal interviews		Management hiring complete				Train management on policy and procedures			
								Hourly hiring complete			Train hourly team		
5	Technology	Validate IT scope and Statement of Work submittal		Order POS systems and other IT components									
				Order and install network service									
								Configure POS and mobile app				IT program install	
6	Culinary	Menu strategy and development		Confirm menus and pricing									
						Place smallwares orders		Coordinate vendor deliveries					
												Prepare for opening	
7	Marketing		Develop marketing plan										
				Confirm location merchandising and standards							Grand opening announcement sent to guests		
8	Safety				Develop quality assurance/ sanitation program			Order safety equipment, binders and required posters					
								Set up sanitation schedules					



Transition Risk Mitigation

A sound transition risk mitigation strategy begins with thorough planning. Drawing from decades of experience, we have incorporated our knowledge into our transition toolkit. We take proactive steps to mitigate common risks before the transition starts. We also establish checks and balances through regular updates and reporting to identify potential risks early. If any risks arise, we bring in the right subject matter experts to manage and monitor the situation. Our strategy always includes comprehensive planning and transparent communication back to the Lyon County School District team.



Identify
Craft a detailed, personalized transition plan to proactively avoid risk and detect issues early.

Monitor
Provide recurring updates and reports to ensure mitigation continues.

Assess
Engage relevant subject matter experts and stakeholders to prevent and handle risk effectively.

Control
Guarantee there is an action plan in place with clear ownership, deadlines and key performance indicators whenever there is a risk.

Common Risks	Mitigation Strategy
Incumbent associate anxiety	We schedule introductions to the team early and offer tailored responses to individual concerns.
Unclear communication and decision channels	We craft a customized communication governance plan.
Process change	We design a solid transition plan with dedicated project management resources.
Lack of executive champion and role clarity	We create a detailed organization chart that clearly outlines everyone's roles and responsibilities.
Training/Skills standards gap	Chartwells personnel receive comprehensive, on-site training to ensure their effectiveness.

Transitioning Associates

Throughout the transition process, we communicate with associates, engage them in the transition and ease any concerns they may have. We know the importance of retaining associates who are caring, committed, possess integrity and value teamwork.

Our commitment to associates starts upon notification of the contract award. Our robust communication and change management plan focuses on keeping associates informed and engaged. We will ensure their questions are answered and they know what to expect as it relates to their workday and benefits.



Communications

Communication	Objective	Medium	Frequency	Participants
Project Status Reports	Provide updates on the process, including an overview of activities, progress, costs and any issues encountered.	Email	Weekly	All
Kickoff Meeting	Introduce the team and provide an overview of the process. Review the objectives and management approach. Start tailoring the plan to suit our specific needs. Confirm key performance indicators for the transition phase.	In person	Once	· Process leader · Chartwells operations team · Lyon County School District leadership · Subject matter experts
Collaborative Opening Team Meetings	Review status, open items, risks/escalation, risk mitigation plan, etc.	Call	Weekly	· Process leader · Chartwells operations team · Lyon County School District leadership · Subject matter experts
Workstream Team Meetings	Facilitate working meetings across departments (culinary, purchasing, marketing, etc.) to discuss progress, next steps and decisions made.	Call	As needed	Subject matter experts
Executive Go-Live Meeting	Confirm readiness for the transition, finalize the opening plan and decide on the communication plan for go-live and post go-live phases.	In person	Once	· Process leader · Chartwells operations team · Lyon County School District leadership · Subject matter experts

Transition Testimonials

"It's incredible to see a turnover of that size and caliber."

– Paige Taddiken, Former Board Member, Clay County USD 379

"The positive impact on our employees' morale has made the switch from our former vendor a resounding success, benefiting our staff, district and students alike."

– Jarrett Jachade, Assistant Superintendent of Business Services/ Chief Financial Officer, Kerrville ISD

"Chartwells provided a fantastic management team that provided improved training and oversight while, most importantly, effortlessly blending into the York district family."

– Amy Hagner, Assistant Superintendent for Finance, York School District 1

"You always worry about your people. Chartwells came in and showed us we had nothing to worry about."

– David McLain, Director of Schools, Greene County Schools

617

Section Four: Offeror's Experience, Expertise and Reliability

Why Chartwells?

Every day, K–12 students from coast to coast receive more than 2 million meals from Chartwells. We are dedicated to enhancing the well-being of the families and communities we serve, in addition to students, teachers and administrators.

Chartwells is the K-12 industry leader. Our expertise empowers our partners to promote healthy lifestyles and community engagement. We provide stability, innovation and extended resources. As our partner, you will have access to:

- The largest team of chefs and registered dietitians in the industry.
- Experienced, professional K-12 foodservice management.
- Best-in-class associate training and professional development.
- Engaging marketing and promotional programs for all grade levels.

Our Values

Beyond solutions to the challenges of operating a present-day foodservice program, we offer our partners a commitment to shared values. These are the values we live by, so much so, we've made them the framework for recognizing and rewarding our associates.

"We are in the business of educating kids, not preparing food. So, it's best to take an expert who knows how to prepare the meals, listens to the desires of the people and provides that service to us exceptionally well at a great profit to the district. It's a win-win situation. That's one of the beauties when you have partners like Chartwells. It's all about the child – it truly is."

– Dr. Lily Matos DeBlieux, Former Superintendent, Pendergast Elementary School District





Responsibility

Doing the right thing, even when no one is looking.



Learning

We're focused on getting it right, rather than just being right.

Resilience

Everything is hard before it gets easy, so we stay the course.



Connection

Leaving people better than we found them.



Fun

Our mission is serious, but fun is part of everything we do.

620

Aligning with Lyon County School District Is Our Priority

Over the course of our partnership, we have demonstrated our ability to consistently deliver results while addressing your unique needs and expectations with creative, innovative solutions.

The local, on-site team engages regularly with our regional and national network of professional chefs, dietitians and marketing directors to ensure we're all aligned to support your mission, goals, initiatives and operational requirements.

By providing every student a place to connect with their peers and fuel up for the day ahead, we continue to build on the foundation we've established for a strong, engaged community. Each day the students of Lyon County School District gather to enjoy great-tasting, nutritious meals. Our associates are focused on quality, variety and service to create a space where students want to eat.

Serving Up Happy & Healthy

Food is an essential part of everyone's well-being. Chartwells helps students make the connection that what they eat can impact how they feel and perform. We believe students deserve a space where they can eat, relax and have fun. At Lyon County School District we will continue to:

chartwells

Serve food kids love to eat.

From authentic global cuisine to fresh-from-the-farm produce, our tasting events give kids the opportunity to try something new and provide feedback. By consistently listening and acting on the insights we gather, we ensure we're serving food they want to eat.

Provide experiences that encourage fun and discovery.

We believe food should be a discovery – an adventure – and kids learn more when they're experiencing something versus simply taking in information. When they associate the cafeteria with fun, they participate more. It's a win-win for students and the foodservice fund.

Empower our associates to create fun and welcoming environments.

We've built a culture where associates are empowered to bring their own personality to the cafeteria and share fresh, creative ideas. We make training and teamwork a priority, so our associates have the tools they need to create the dining experience your students deserve.

With more than

700

school district partnerships,

we have the experience and resources to create a custom program specifically designed with your students, goals and school community in mind.

We're community-minded in everything we do and take our civic responsibility very seriously. This means engaging in community outreach and actively developing relationships with the local organizations that support the community.

Our Resources Are Your Resources

Backed by our parent company, Compass Group, we have the stability, resources and innovation to bring your vision to life. We are experts in aligning with your mission, customizing solutions specifically for Lyon County School District. Compass Group also has deep experience in a variety of foodservice sectors.*

Direct benefits of these vast resources include cafeteria design concepts, innovation, technology, shared culinary resources and career development opportunities for associates.



Colleges and universities



Hospitals



Government facilities



Restaurants



Sporting venues



Corporate cafeterias



Museums and performing arts centers

*Chartwells does not provide dining foodservices within any correctional facilities, nor does any other Compass Group operating company in the United States.

Our Experience with Lyon County School District

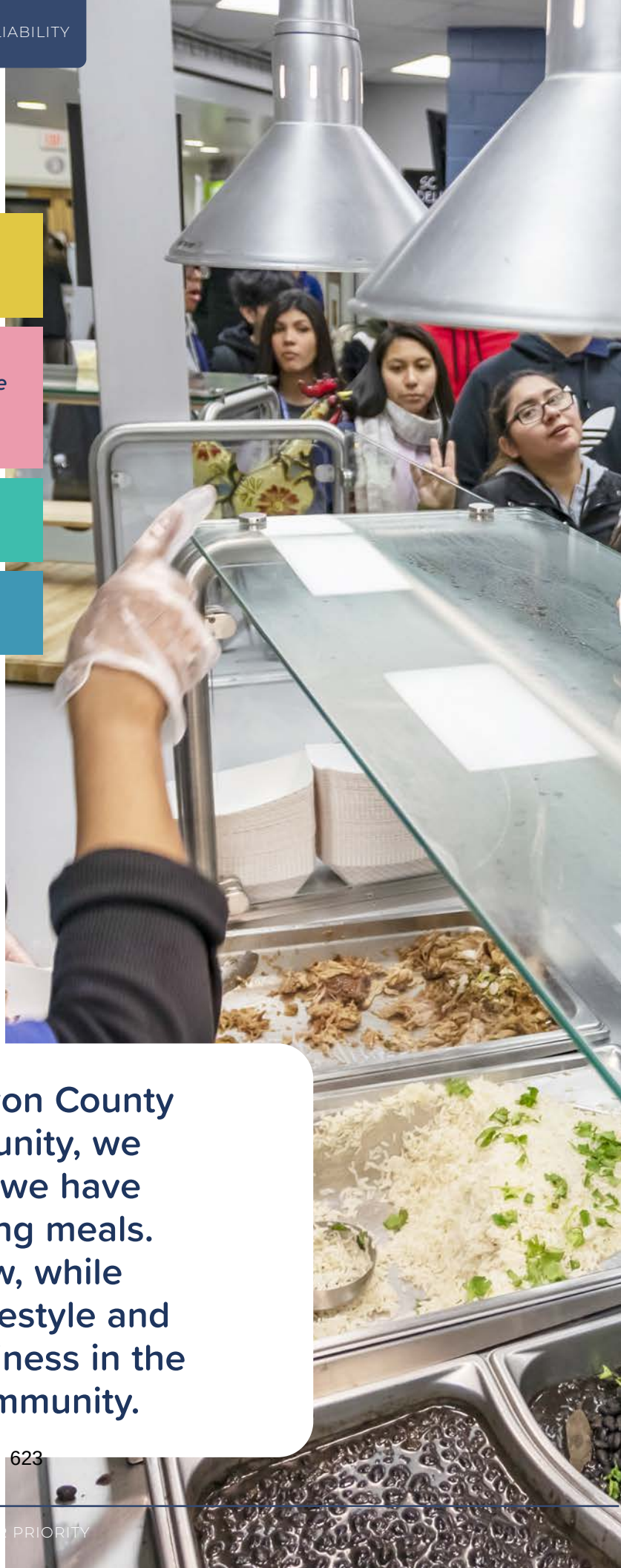
Five years of partnership with Lyon County School District

30 collective years of foodservice experience of Lyon County School District's on-site staff

20 years of doing business in Nevada

Five school districts in your region

Our sustainable management foundation ensures the foodservice operations at Lyon County School District are strong, efficient and effective. We are honored to have served your students since 2020. We do not take for granted our past relationship but rather make a commitment to Lyon County School District every day we have the honor to serve you. We are proud of our collaborative successes and the environment of mutual trust and integrity we have created. That is a true partnership – one we are proud to be a part of with Lyon County School District and the community we serve.



As part of the fabric of Lyon County School District's community, we understand the impact we have extends beyond providing meals. We help students grow, while encouraging a healthy lifestyle and fostering a sense of happiness in the cafeteria and in the community.


VICTORY
UNION CITY HIGH SCHOOL

Even More Important Than Our Years of Experience Is What Our Partners Have to Say

"We started this journey a half a million dollars in the hole, and this last year we're just shy of a million dollars in the black. Chartwells has more than met our expectations. The profits they've brought to the table have helped us put that back into our cafes and our kitchen and our personnel and, ultimately, our students."

– Dr. James Duffy, Ed.D. Chief Operating Officer, Westminster Public Schools

"We are pleased that we decided to use Chartwells as our foodservice provider. Foodservice staff members have received more training and management support, which has provided positive results for our students and staff."

– Ken Love, Chief Financial Officer, Clover School District

"To be honest with you, when I came here, I didn't realize they were a separate company. It doesn't feel like that. They're part of the Da Vinci family."

– Vicente Bravo, Chief Administrative Officer/ Assistant Superintendent, Da Vinci Schools

"We're all trying to be responsible with the funds entrusted to our districts, but when the food you serve your students is on the line, the least expensive option, isn't necessarily the best. The value Chartwells brings to our students is worth every penny."

– David McLain, Director of Schools, Greene County Schools

"It makes me so very proud that Chartwells really integrates and aligns to our own mission, vision and goals, and I'm just so proud of the work that they do and how much care and love they put into everything."

– Dr. Lupita Hightower, Former Superintendent, Tolleson Elementary School District

"Chartwells has made vast improvements to our foodservice programs. We have not only seen our foodservice program provide better quality meals coupled with better service, but financially the program has improved so much that the district no longer has to subsidize the program."

– Shane L. Switzer, Chief Financial Officer, Biloxi Public School District

References

We encourage you to call or visit the school districts below. Although you are already familiar with Chartwells and our programs, we would like to take this opportunity to have some of our partners share their experiences with you.

(a) At least three (3) verifiable professional references must be provided regarding services provided by the Offeror similar to those required under this Solicitation.

We've been managing school foodservice for nearly 30 years and are proud to have some of the longest-running partnerships in the industry.

1. School District/Public Entity	Carson City School District
Address	1402 West King St. Carson City, NV 89703
Point of Contact Name and Phone #	AJ Feuling, 775-283-2000
Description of Services	Chartwells K12 provides breakfast, lunch, summer and snack programs, as well as catering and a la carte.
2. School District/Public Entity	Humboldt County School District
Address	310 E. Fourth St. Winnemucca, NV 89445
Point of Contact Name and Phone #	David Jensen, 775-623-8218
Description of Services	Chartwells K12 provides breakfast, lunch, summer and snack programs, as well as catering and a la carte.
3. School District/Public Entity	Churchill County School District
Address	690 S. Maine St. Fallon, NV 89406
Point of Contact Name and Phone #	Derild Parsons, 775-423-5184
Description of Services	Chartwells K12 provides breakfast, lunch, summer and snack programs, as well as catering and a la carte.



626

Offeror's Organization Chart

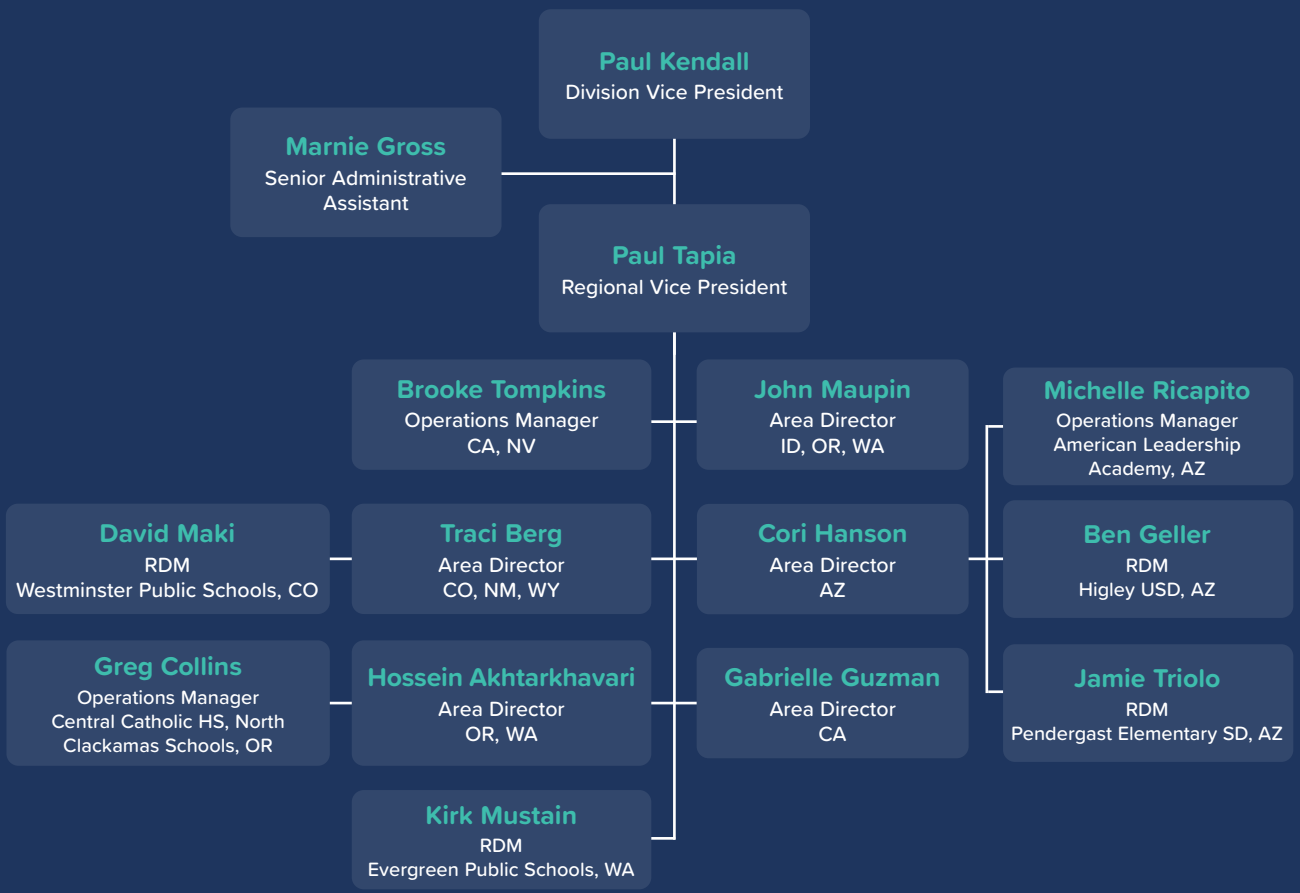
Your Regional Support Team

In a time when many companies are cutting regional and corporate resources, we continue to invest in them. This strengthens what we provide to our students, clients and associates. The people listed in the chart below are the reason we will deliver on our commitments to Lyon County School District. There's no question we have the infrastructure in place to ensure success.

Your regional leaders support the district team, providing essential services, such as:

- Transition planning and execution
- Staffing, onboarding and training
- Menu innovation
- New program development
- Emergency response
- USDA regulation compliance
- Ongoing recruiting
- Supply chain management
- Marketing and communications
- Grant opportunities
- Audit readiness

Pacific Region Organizational Chart



Operations Support

Brent Hoover Division Finance Director	**Susan Dalisaymo** Regional Controller	**Robert Fredericks** Regional Executive Chef	**James Malloy** Regional Dietitian	**Kirsten Subach** Field Marketing Director
Nicole Butler Field Marketing Director	**Monica Woodworth** Growth & Retention Manager	**Michelle Winn** Human Resources	**Tyler Stull** Legal	**Jonathan Squibb** Communications
Kris Strohmyer Recruiter	**Erik Larson** Training & Development	**Jeff Marc** VP of Client Relations	Client Relations Director	**Elise Mealor** Purchasing Manager
Amanda King Workplace Safety	**Wes Babcock** QA Food Safety	**Karen Gray** Regional VP Sales	**Ryan Robinette** Regional Sales AZ, CO, NM, UT	**Julie Veal** Regional Sales CA, ID, NV, OR, WA
Betsy Myers Associate Sales Director				



628



(b) Provide a detailed description of all FSMC management positions being proposed along with resumes of all FSMC management staff.

3. Empowered Associates

A happy cafeteria for your students starts with a happy workplace for associates. Everything we do is intended to empower associates so they can best serve your students and create an environment that exudes positivity every day.

Meet the Team

Your local team – led by Operations Manager Brooke Tompkins and Director of Dining Services Erica Wyrick – is the cornerstone of your program. The team will continue to bring exciting, cutting-edge experiences to your schools and provide the support necessary to deliver a best-in-class program. We will continue to demonstrate why we are the first choice for quality, service, value and innovation.

Other companies may promise satisfaction with the on-site staff, but only Chartwells has the quantity and quality of resources to ensure the continued success of our managers. The most important decision you can make is to select the right company. Chartwells understands and embraces the fact a great team is necessary to bring you a quality foodservice program.

"Thank you so much for sending us a rock star. She has stepped into LCSD with such power and energy that you can't help but want to be on her team. You have set the bar high."

– Tim Logan, Superintendent at Lyon County School District about Director of Dining Services Akiko Miyagi

Erica Wyrick, Director of Dining Services

Erica will be the key on-site person in your district. As an active member of your community and administrative team, Erica will continue to balance the needs of students, administrators and associates to ensure exceptional service and satisfaction. Erica will continue to focus on these key areas:

Customer satisfaction	***Financial execution***	***Merchandising and food presentation***	***Management relations and leadership skills***	***Employee development***

Director of Dining Services CONFIDENTIAL



Erica Wyrick

Director of Dining Services

Professional Summary

A dedicated and highly experienced senior foodservice director with over 10 years in the K-12 school industry. Proven track record of managing and directing dining services, ensuring compliance with nutritional guidelines and regulations, enhancing the quality of meal programs, and fostering a positive dining environment for students and staff. Adept in strategic planning, budget management, team leadership and implementing innovative solutions to improve foodservice operations.

Core Competencies

- Strategic Planning and Operational Oversight
- Multisite Foodservice Leadership
- Budget and P&L Management (over $5 million)
- Cross-Functional Team Leadership
- Culinary Program Development
- Vendor and Supply Chain Optimization
- Compliance and Risk Mitigation (HACCP, OSHA, FDA)
- Data-Driven Decision Making
- Customer Experience Transformation
- Event and Catering Program Management

Experience

Three Rivers School District, February 2018-Present

Senior Foodservices Director

- Oversee all aspects of dining services for a district encompassing eight schools, serving over 4,000 students daily
- Develop and implement comprehensive meal programs that meet federal and state nutritional standards while catering to diverse dietary needs
- Lead a team of 30 foodservice professionals, providing training, support and performance evaluations
- Manage annual budgets of up to $5.3 million, ensuring cost-effective operations without compromising quality
- Collaborate with school administrators, parents and community stakeholders to address and resolve foodservice-related issues and enhance program satisfaction
- Implement and oversee food safety protocols and compliance with health regulations, resulting in consistently high inspection scores
- Introduce innovative menu options and nutrition education programs to promote healthy eating habits among students

630

Key Achievements:

- Increased operational revenue by 12% through strategic pricing, enhanced service models and new catering offerings
- Led a comprehensive dining program redesign, achieving a 40% improvement in client satisfaction scores
- Reduced labor costs by 15% through workforce optimization and innovative scheduling models

Mason Culinary Services, October 2014-February 2018

Foodservices Manager

- Directed daily operations of foodservice programs for four K-12 schools, improving meal quality and service efficiency
- Coordinated with vendors and suppliers to ensure timely delivery of quality ingredients and supplies
- Supervised and trained a staff of 10 employees, fostering a collaborative and productive work environment.
- Developed and maintained accurate records of inventory, budgets and meal counts, ensuring financial accountability
- Implemented student feedback systems to continually improve meal offerings and dining experiences

Key Achievements:

- Delivered a $550,000 increase in annual revenue by launching innovative culinary programs and partnerships
- Integrated new dining facilities during mergers, ensuring seamless transitions and alignment with brand standards

Education

- Bachelor of Science in hospitality management

Certifications

- ServSafe Food Protection Manager Certification
- Certified School Nutrition Specialist (SNS)

Professional Affiliations

- School Nutrition Association (SNA)
- National Association of College & University Food Services (NACUFS)

Assistant Director of Dining Services CONFIDENTIAL



Dorne Cullen

Assistant Director of Dining Services

Summary

Seasoned K-12 manager and assistant director with strong organizational skills, work ethic and a positive attitude. I recently gained additional valuable knowledge and experience while covering for the director of dining services.

Experience

Chartwells K12, Lyon County School District, March 2021-Present

Assistant Director of Dining Services, May 2022-Present

- Work with the district chef and management to create nutritious, quality meals for 18 schools, serving approximately 9,000 meals daily
- Manage talent acquisition
- Assist employees with HR and payroll questions and concerns
- Coordinate delivery and services with multiple vendors, including the Nevada Department of Agriculture, food vendors, HVAC, equipment repair and kitchen supplies
- Utilize various computer programs including Microsoft Office, Google Workspace and Compass OMS applications
- Assist other counties with catering events

Area Kitchen Manager, March 2021-May 2022

- Trained and supervised personnel in preparing and serving food, recordkeeping and cashiering duties
- Determined employee work assignments and schedules.
- Maintained necessary inventories and ordered products from multiple vendors
- Ensured USDA meal patterns were understood and followed
- Adhered to HACCP guidelines and maintained kitchens in a manner that produced 100% Health Department scores

Lyon County School District, December 2013-March 2021

Area Kitchen Manager, July 2019-February 2021

- Same duties as above

Foodservice Kitchen Lead, December 2013-July 2019

- Planned food preparation to meet serving times and ensure best food quality
- Trained foodservice assistants
- Tracked inventory and communicated needs to management

Grand Sierra Resort (formerly Reno Hilton)

Various Roles Throughout 20-Plus-Year Tenure (Buffet Manager, Catering Manager, Banquet Manager)

- Worked with a wide variety of guests planning catering for wedding receptions, holiday parties, social events, small business meetings and large conventions
- Designed menu packages in line with guests' tastes and budgets
- Executed off-site social events that included receptions at the governor's mansion, outdoor weddings and fundraisers
- Prepared invoices, collected payments and forecasted revenues
- Reviewed profit-and-loss statements and kept banquet expenses within budget
- Scheduled banquet staff of 80 full- and part-time employees
- Supervised foodservice for catered functions

Education

Truckee Meadows Community College

Associate of Applied Science in business

Pacific Region Team Bios



Paul Kendall • Division Vice President

Paul is a results-driven senior leader with a remarkable career spanning decades in the foodservice industry. His dedication to Compass Group started at Eurest and Morrison Community Living before he joined the Chartwells K12 team. With a strong focus on revenue achievements and operational excellence, Paul has consistently delivered outstanding results for our partners, Compass Group and the teams he leads.

Paul began his journey as an award-winning executive chef in fine dining. His impressive career has included roles such as district manager, regional director of operations, regional vice president and now division vice president for the West. Paul has consistently surpassed milestones and set new standards in client retention, team development and new account acquisition.

Paul's career showcases his dedication to fostering strong relationships with his teams and our district partners. His leadership style ignites success in high-performing teams and delivers outstanding results in operational efficiency, financial management, performance optimization and client satisfaction. Paul's strategic leadership and expertise are second to none, making him an industry standout and a valuable partner for the districts we serve.



Paul Tapia • Regional Vice President

Paul joined Chartwells in April 2022 and has 25 years of experience in the hospitality industry. As leader of the Pacific Region, he oversees districts in Washington, Oregon, California, Idaho, Arizona, Nevada, New Mexico and Colorado. Paul works with area directors, directors of dining services and administrators to develop and maintain strategic partnerships. He provides assistance in operational efficiency, financial management and associate development. Paul builds strong relationships with our district partners and regional support to ensure on-site teams have the support they need.

Paul attended Kendall College in Chicago to obtain his culinary arts education. With a culinary background, Paul places a high priority on food and is deeply committed to the students and school communities we serve. He is focused on the growth and development of team members and client partnerships.



Brooke Tompkins • Operations Manager

Brooke served as Chartwells' director of dining services for Martinez Unified School District from 2021-2024 and Clayton Valley Charter High for the four years prior, earning the Platinum Account of the Year Award in 2019. She was promoted to operations manager in November 2024, overseeing seven school districts across Nevada and northern California. In her seven years with Chartwells K12, Brooke has developed workability programs with SPED teachers, partnered with culinary arts departments to enhance students' culinary education, developed K-12-compliant drive-thru menus to serve the community during the COVID-19 pandemic, overseen additional districts in times of need, and supported her teams with enthusiasm.

Brooke consistently works to improve the quality of student meals by training staff in both kitchen and service etiquette. While her focus is on the student experience, she also excels at achieving financial, district and staff development goals. In her second year with Martinez, she netted the district $750,000 to reinvest in their nutrition program. The district has been able to increase wages and hours and buy new equipment. She has been an asset in bridging the separation of on-site dining teams, district administration, and Chartwells' regional and national resources.

Brooke lives in Novato, California, with her mom and sister. They enjoy having moved from three homes in Georgia to living in one together in California. They all thrive on the sense of belonging, community and familial bonds.



Brent Hoover • Division Finance Director

Before taking on his new role as regional financial analyst, Brent served as an area director. Prior to rejoining the Chartwells family, he was chief operations officer with the Amarillo Independent School District from 2015 to 2018. From 2006 to 2015, he was a resident district manager with Chartwells for AISD.

As RDM, Brent achieved the only Texas Center for Excellence account status with Compass Group and acquired CFE status for four AISD schools. Brent also earned Regional Account of the Year and National Account of the Year in 2014.

While he was RDM for AISD, he improved the fund balance from $1.3 million to $7 million while investing $4 million in capital improvements. He also increased top-line revenue from $10 million to more than $18 million in eight years by implementing Breakfast in the Classroom. Brent was well respected by the administration at AISD, which led to his promotion to the district's COO.



Susan Dalisaymo • Regional Controller

Susan provides financial support and guidance for our teams in the Pacific Region. She ensures the accuracy of reporting, trains directors of dining services and area directors how to best utilize our financial systems, and analyzes results to identify and solve problems. Susan oversees weekly and monthly management reporting, annual budgets, and monthly and quarterly forecasts.



Robert Fredericks • Regional Executive Chef

Robert has a passion for creating healthy, delicious meals that students love. He elevates the overall experience through innovation, making the cafeteria the happiest place in school. Beyond menu and recipe development, Robert supports our partner districts by mentoring and training associates while helping your local team control food costs.

Robert has 22 years of experience in foodservice and almost five in K-12. He worked in university dining programs for 10 years, supporting prestigious partners like Wesleyan and St. Edward's University. He's a member of the American Culinary Federation, a certified Six Sigma Green Belt and has a bachelor's degree in business administration from Adelphi University.



James Malloy • Regional Dietitian

James is an RDN, ServSafe manager and a certified exercise physiologist with a master's degree from Fontbonne University. Coming from an operations background, James delivers strategic, powerful solutions to serve up happy and healthy at our partner schools. He believes all students should leave the cafeteria better than they entered. Offering a healthy, diverse menu in tandem with engaging wellness programs, such as Discovery Kitchen, is one way he ensures our positive impact. James enjoys collaborating with each school's foodservice team to best meet the unique needs of their students and school community.



Kirsten Subach • Regional Field Marketing Director

Kirsten has led field marketing initiatives in the hospitality industry for more than 25 years. Her extensive experience spans numerous successful restaurant brands, where she consistently made significant contributions across all sectors.

At Chartwells, Kirsten plays a pivotal role in empowering our on-site teams. She's dedicated to gathering actionable feedback, fostering welcoming cafeteria environments and embodying the essence of hospitality. Kirsten thrives as a creative thinker, and she is adept at crafting marketing solutions that drive participation and engagement.

Kirsten's passion for foodservice was ignited at the age of 16 with her first restaurant job. This early experience propelled her toward academic pursuits, culminating in a Bachelor of Science in hospitality management with a minor in business from the University of Kentucky.


HIGH SCHOOL



Sphere of Support

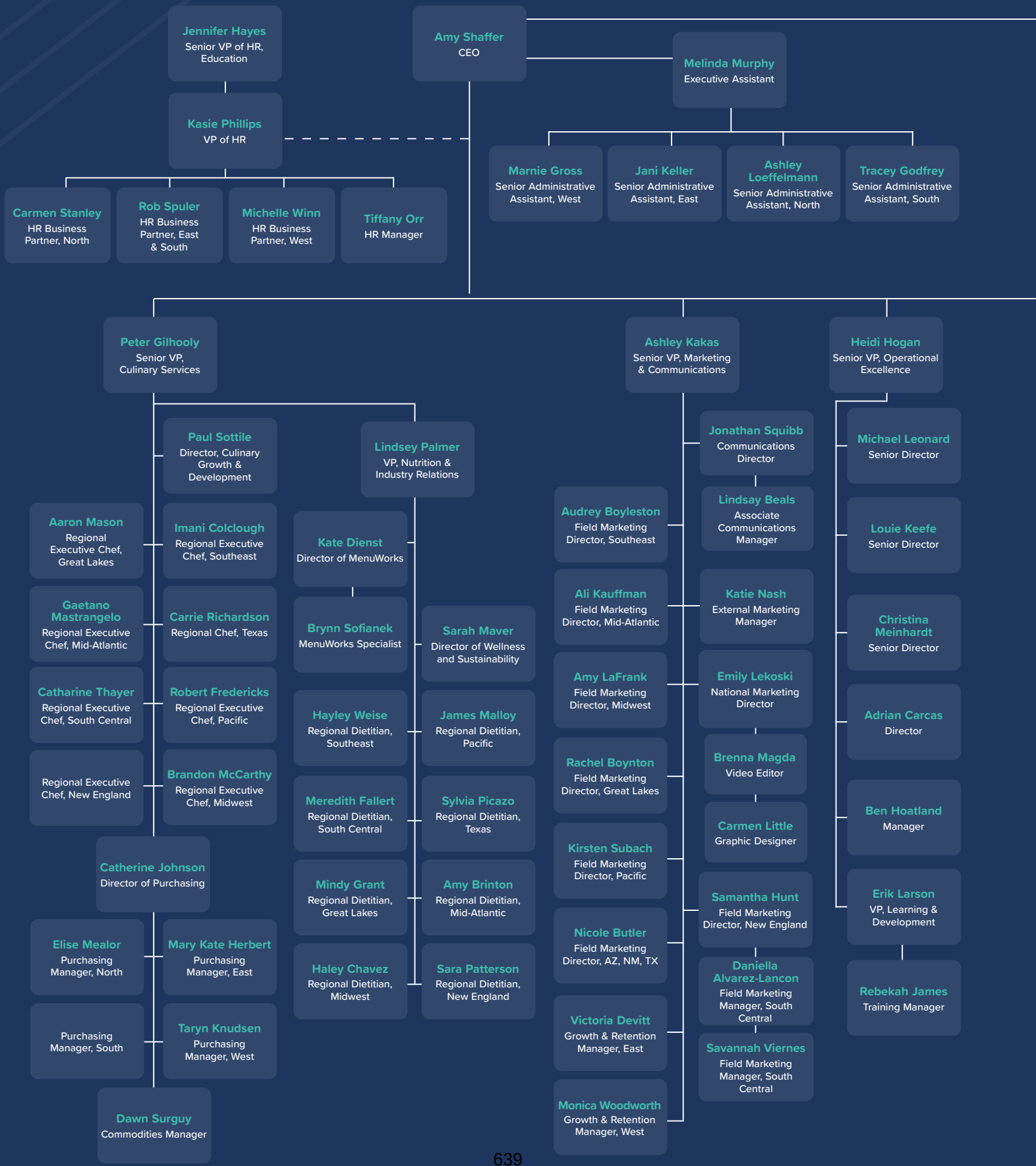
Your regional support is crucial in the management of your district because it allows your team to focus on Lyon County School District, managing your programs and making them the best they can be. The following are value-added features that our local and regional support teams provide:

- Knowledge and understanding of what makes your community unique.
- Support with media requests – proactively and reactively – to drive positive publicity for the program and district.
- Support and training for state agency administrative reviews for exceptional results.
- Active involvement in the community to understand what drives the economy and to contribute by buying local and farm-fresh food.

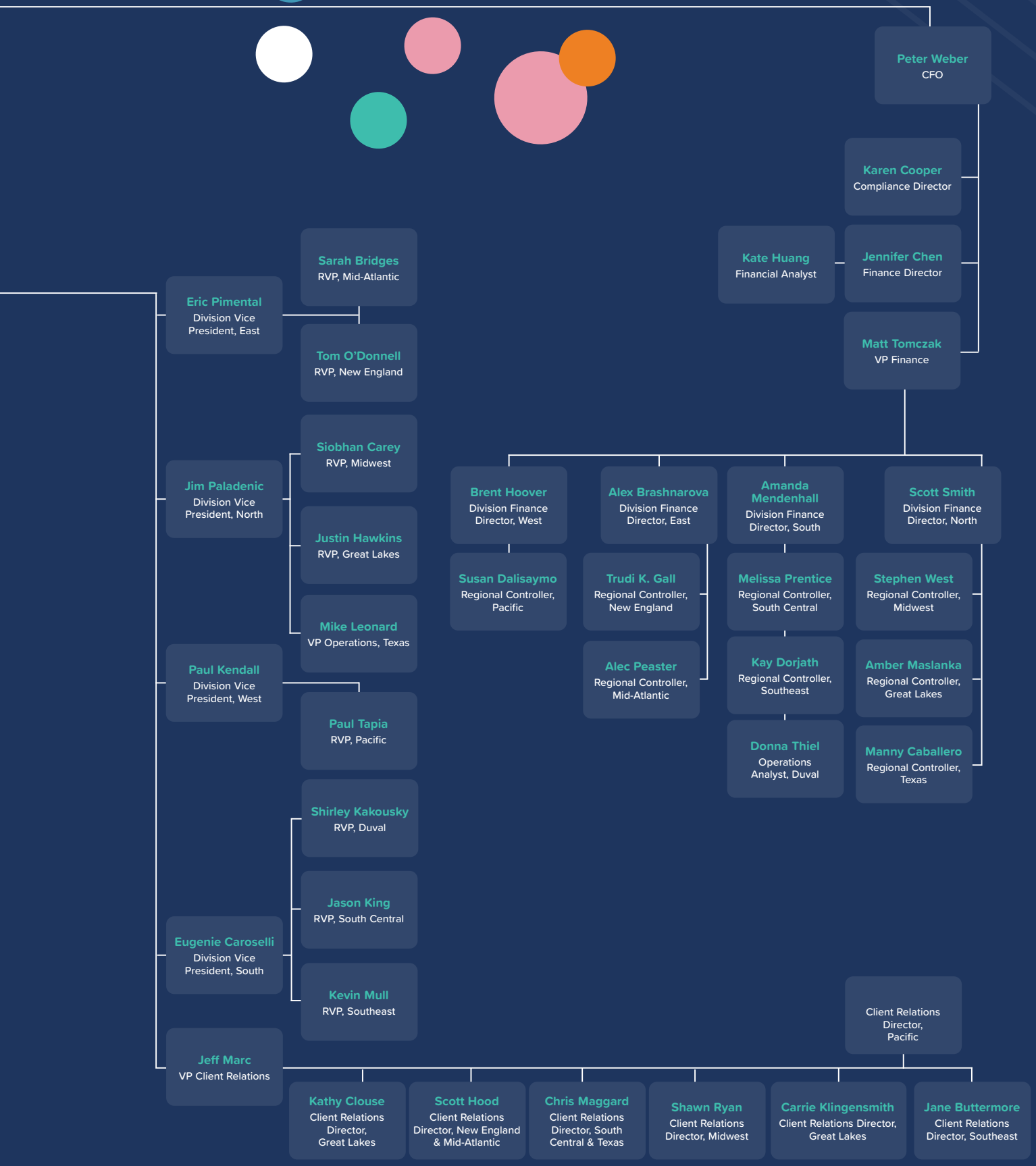
Local Support Network

Chartwells is distinctly equipped to serve all Lyon County School District's needs at any given time. We understand that on occasion additional resources may be necessary. With our on-site director and local management team, Chartwells' proximity to your district makes it easy to respond to special requests, answer last-minute calls or respond to any emergency. With a number of school districts in your area, we are able to leverage our resources to best serve you.

Chartwells Corporate Organization Chart



639


Peter Weber
CFO
Karen Cooper
Compliance Director
Kate Huang
Financial Analyst
Jennifer Chen
Finance Director
Matt Tomczak
VP Finance
Sarah Bridges
RVP, Mid-Atlantic
Eric Pimental
Division Vice President, East
Tom O'Donnell
RVP, New England
Siobhan Carey
RVP, Midwest
Jim Paladenic
Division Vice President, North
Justin Hawkins
RVP, Great Lakes
Mike Leonard
VP Operations, Texas
Brent Hoover
Division Finance Director, West
Alex Brashnarova
Division Finance Director, East
Amanda Mendenhall
Division Finance Director, South
Scott Smith
Division Finance Director, North
Susan Dalisaymo
Regional Controller, Pacific
Trudi K. Gall
Regional Controller, New England
Alec Peaster
Regional Controller, Mid-Atlantic
Melissa Prentice
Regional Controller, South Central
Kay Dorjath
Regional Controller, Southeast
Donna Thiel
Operations Analyst, Duval
Stephen West
Regional Controller, Midwest
Amber Maslanka
Regional Controller, Great Lakes
Manny Caballero
Regional Controller, Texas
Paul Kendall
Division Vice President, West
Paul Tapia
RVP, Pacific
Shirley Kakousky
RVP, Duval
Jason King
RVP, South Central
Eugenie Caroselli
Division Vice President, South
Kevin Mull
RVP, Southeast
Client Relations Director, Pacific
Jeff Marc
VP Client Relations
Kathy Clouse
Client Relations Director, Great Lakes
Scott Hood
Client Relations Director, New England & Mid-Atlantic
Chris Maggard
Client Relations Director, South Central & Texas
Shawn Ryan
Client Relations Director, Midwest
Carrie Klingensmith
Client Relations Director, Great Lakes
Jane Buttermore
Client Relations Director, Southeast

640



Meet Our Leadership Team

Our think-tank group of industry-leading subject matter experts offers our partners solutions to the most challenging business issues. Your local Chartwells team will consult with them on a frequent basis to ensure operational excellence.

The Chartwells leadership team will bring value and impact by providing expert support and consultation across a wide range of subjects, including:

- Culinary innovation
- USDA compliance
- Health and wellness programs
- Support for student-focused learning and engagement programs
- Operational efficiency and organization
- Marketing, advertising and communications leadership
- Mission, values and goal alignment with your district and community
- Sustainability solutions and planning
- Technology consultation and execution

Chartwells' senior leadership team will support our associates at Lyon County School District by celebrating and encouraging the strength, passion and management skills of our teams. They are committed to empowering the local team to create positive, fun and happy environments while serving healthy food that makes a difference in your students' lives every day.



Amy Shaffer • Chief Executive Officer

Amy was appointed chief executive officer of Chartwells K12 in December 2022. With over 20 years of supply chain experience primarily in the foodservice industry, Amy's background provides her with a unique perspective. By seeing through an operator's lens, Amy advocates for innovative business solutions and new technologies that simplify day-to-day responsibilities for Chartwells' 16,000 associates. Amy focuses on enabling teams to create happier and healthier cafeterias in communities across the country and expanding Chartwells' impact to more students and schools.

Prior to leading Chartwells K12, Amy served in a variety of roles with Foodbuy, having first joined Compass Group in 2011. Most recently as senior vice president, supply chain, she focused on solving resource and inflation challenges while overseeing the management and execution of Compass Group purchasing strategies throughout the entire business.

Amy earned a Bachelor of Science in engineering from Vanderbilt University and an MBA from Babson College. She resides in Charlotte, North Carolina, with her husband and three school-age daughters.

Peter Weber • Chief Financial Officer

As chief financial officer for Chartwells, Peter has strengthened financial operations to further our mission of serving up happy and healthy. A compassionate leader with a strong record of building and sustaining successful teams, Peter oversees strategic financial planning, budgeting, performance analysis, contractual review and safety.





Heidi Hogan • Senior Vice President of Operational Excellence

Heidi has more than 30 years of operations, marketing, product and culinary development experience. Partners benefit from her ability to see change as a constant as well as her expertise in developing strategies that transform and create new value in dynamic, competitive and fast-paced environments. She has led sector, functional and cross-functional teams to drive growth and profitability. Heidi brings a growth mindset to drive innovative solutions for people, processes and program development.

Peter Gilhooly • Senior Vice President of Culinary Services

Chef Peter is leading the charge to reimagine the in-school dining experience and introduce more great-tasting, restaurant-inspired and nutritious foods in schools across the country. With more than 30 years of culinary and operations experience, Chef Peter develops the menu strategy and culinary philosophy for Chartwells and leads a dynamic team of highly creative executive chefs who cook and serve more than 2 million meals a day.





Lindsey Palmer • Vice President of Nutrition and Industry Relations

Lindsey brings a wealth of experience in child nutrition, operations and policy, which, combined with her passion for feeding kids, is a tremendous asset to our teams. Lindsey comes to us from the Office of the State Superintendent of Education, essentially the equivalent of the state agency for the District of Columbia, and spent nearly a decade there overseeing school breakfast and lunch, CACFP, summer meals and other local-level laws.

Ashley Kakas • Senior Vice President of Marketing and Communications



Ashley joined Compass Group in 2019. She has more than 20 years of marketing and sales experience in foodservice, consumer packaged goods and retail. Ashley drives brand engagement through digital platforms and industry events. She also supports on-site teams with fun and engaging programs that make the cafeteria the happiest place in school. She is an avid believer that students can leave the cafeteria happier and healthier than when they came in and is committed to delivering the best in nutritious, kid-approved food and innovative programs to every student, every day.



Jeff Marc • Vice President of Client Relations

Jeff Marc is a seasoned professional with extensive experience in international client relations and strategic management. As vice president of client relations, he has consistently built and maintained strong client relationships, driving growth and satisfaction. His expertise in client relations strategies has significantly improved client loyalty and business performance. Jeff's leadership and strategic vision have fostered a collaborative, client-focused culture. His ability to understand and anticipate client needs has enabled him to deliver tailored solutions, making him a trusted advisor and key asset to Chartwells.

Kasie Phillips • Vice President of Human Resources



Kasie has a passion for ensuring our associates are best positioned to grow their careers and deliver success to our district partners. Her strong focus on coaching, mentoring and building relationships brings a thoughtful and strategic approach to developing our 16,000 associates and creating a can-do culture. Kasie has over 20 years of broad HR experience, including recruiting, compensation, training and development, talent management and strategic planning.



Erik Larson • Vice President of Learning & Development

Erik joined Chartwells from the Compass Group learning and development team where he served as director of learning innovations. With over 20 years of change management, program management and learning consultation experience, Erik has led, managed and developed training programs focused on systems, products, soft skills, job-related processes and employee development across a variety of industries. Erik is passionate about people and their ability to get better at what they do.

Our National Support Team



Paul Sottile
Director of Culinary Growth & Development



Catherine Johnson
Director of Purchasing



Emily Lekoski
National Marketing Director



Monica Woodworth
Growth and Retention Manager, West



Victoria Devitt
Growth and Retention Manager, East



Jonathan Squibb
Communications Director



Sarah Maver
Director of Wellness and Sustainability



Kate Dienst
Director of MenuWorks

Support Visitation Schedule

We monitor district satisfaction by establishing a formal cadence for communication. An essential component of this process is determining a visitation schedule for our region and division support teams. We'll work with you to identify all key stakeholders who may want to be involved with each visit. For example, your safety and wellness director or district nurse may want to meet with our regional dietitian. This is how we ensure the on-site team is getting consistent, superior support.

Representative	Responsibilities	District Connectivity	Schedule
Amy Shaffer CEO **Paul Kendall** Division Vice President	Ensure we are upholding our promise to the Lyon County School District community and that the on-site staff is well supported to serve the district.	Amy and Paul will meet with you and any people you deem appropriate to gain insights and feedback to deepen the partnership. They will provide ongoing support and resources for the director of dining services and team.	As needed
Paul Tapia Region Vice President	Paul's primary objective is to ensure the operation is being managed to optimize results and maximize quality. Paul will support the management team and celebrate employees.	Paul will meet with Lyon County School District contacts to strengthen the partnership by gaining additional insights and understanding any areas of opportunity for the team.	As needed
Brooke Tompkins Operations Manager	Brooke also works to ensure the operation is being managed to optimize results and maximize quality. She will also oversee audits, support the team and celebrate associates.	Brooke will meet with you to discuss day-to-day operations and gain additional insights into areas of opportunity and points of pride.	As needed but at least once a month



Representative	Responsibilities	District Connectivity	Schedule
Kirsten Subach Field Marketing Director	Kirsten will work with the director of dining services to ensure all promotions are well executed, toolkits are utilized and signage is in place.	Kirsten will provide the district communications team with the Chartwells tools needed for proper communication to the community. Kirsten and the director of dining services will coordinate surveys and feedback with district staff and administration.	As needed
Robert Fredericks Regional Executive Chef	Robert will conduct culinary reviews focused on quality, USDA recipe standards, station configuration and best practices. They will conduct audits and training and assist with any special events, such as Discovery Kitchen.	Robert will meet with the director of dining services and any appropriate client stakeholders to gain insight into your culinary program.	Robert will visit Lyon County School District initially for in-person training and then as needed.
James Malloy Regional Dietitian	James will meet with the director of dining services and team to provide any additional training or support required. They will ensure USDA compliance and that the account is always audit-ready.	James will meet with the district's CNP liaison to work through any audits.	James will visit Lyon County School District initially for in-person training and then as needed.
Michelle Winn Division HR Director	Michelle will meet with Chartwells staff to ensure all appropriate training and initiatives are implemented.	Unless there are specific issues requiring a meeting with Lyon County School District, Michelle will meet with Chartwells managers and associates.	As needed
Brent Hoover Division Controller	Brent will visit the district to ensure all finance systems are in place and conduct any appropriate audits.	Unless there are specific issues, Brent will meet with the Chartwells controller and managers.	As needed

(c) A proposed daily staffing schedule of food service employees. The staffing schedule will include a daily listing of position by school, the daily hours scheduled to work for each position and the corresponding wage rate for position. Each school-staffing schedule describe the total daily hours and daily cost.

Offeror's Staffing Schedule

Team Lyon County School District

Every team needs great leaders who set goals, motivate people and create a culture where people work hard because they want to do their best. We have a highly qualified on-site management team that does far more than deliver superior results; the team fosters an environment where our associates' passions and capabilities shine. Committed to creating a great experience for students, staff and administrators, we're excited to provide a support structure that will deliver coverage and create an even stronger team that spans every school in the district.

Personnel	First Name	Last Name	School name	Position Title	Pay Rate	Start time	End time	Hours
	Jessica	**Turley**	**1 - FES**	**Area Manager**	**$22.28**	**6:30AM**	**3:00PM**	**8**
LCSD	BJ	Foster	1 - FES	District FS Courier				5.5
	Open		1 - FES	COOK I		6:30AM	1:30PM	6.5
	Sharmin	Thompson	1 - FES	FSW	$13.79	6:30AM	2:00PM	7
	Jasmin	Hamlin	1 - FES	FSW	$13.00	6:30AM	1:30PM	6.5
	Jorja	Dyer	1-FES	FSW	$13.00	6:30AM	1:30PM	6.5
	Kimberly	Wooldridge	Fernley	Substitute FSW/Cook	$14.42			
	Total Hours							**40**
LCSD	**Michelle**	**Wilson**	**2 - FIS**	**District Kitchen Lead**				**8**
LCSD	Adrienne	Searle	2 - FIS	District FSW				3.5
	Catherine	Wold-Miyamoto	2 - FIS	FSW	$13.00	6:30AM	1:00PM	6
	Amy	Moreno	2 - FIS	FSW	$13.00	6:30AM	1:00PM	6
	Total Hours							**23.5**
	Katie	**Donohue**	**3 - FHS**	**Kitchen Lead**	**$21.75**	**5:30AM**	**2:00PM**	**8**
	Kendel	Worley	3 - FHS	FSW	$13.79	5:30AM	1:30PM	7.5
	Howard	Shelton	3-FHS	FSW	$13.00	6:30AM	1:30PM	6.5
	Carolyn	LeBoeuf	3-FHS	FSW/Cashier	$13.00	9:00AM	1:00PM	4
	Jody	Lancaster	3 - FHS	FSW	$13.00	6:30AM	1:30PM	6.5
	Zander	Ramirez	3 - FHS	Dishwasher	$13.00	6:30AM	1:30PM	6.5
	Michele	Hansen	3 - FHS	FSW	$13.00	6:30AM	1:30PM	6.5
	Grace	Henderson	3 - FHS	FSW - PT	$13.79	6:45AM	11:45AM	4.5
	Total Hours							**50**
	Jeanie	**Borden**	**4 - SMS**	**Area Manager**	**$22.28**	**5:30AM**	**2:00PM**	**8**
	Kellie	Alphin	4 - SMS	COOK I	$14.85	5:30AM	1:30PM	7.5
	Maria	Punzalan	4 - SMS	FSW	$13.00	6:30AM	1:30PM	6.5
	Christopher	Allman	4-SMS	FSW	$13.39	6:00AM	1:30PM	7
	Brandy	Welch	4 - SMS	FSW	$13.79	5:30AM	1:30PM	7.5
	Open			FSW PT				4
	Total Hours							**40.5**
	Stacy	**Karr**	**5 - CES**	**Kitchen Lead**	**$16.48**	**5:30AM**	**2:00PM**	**8**
LCSD	Gwen	Simpson	5 - CES	District Cashier				3.5
	Shelly	Mendoza	5 - CES	FSW	$13.00	6:00AM	12:00PM	6
	Sara	Martin	5 - CES	FSW - PT	$13.39	8:30AM	1:30pm	5
	Total Hours							**22.5**
	Ginger	**Hawk**	**6 - EVES**	**Kitchen Lead**	**$16.00**	**5:30AM**	**2:00PM**	**8**
	Laura	Bernal	4 - EVES	FSW	$13.00	6:00AM	1:30PM	7
	Lakodah	McGonigle	6 - EVES	FSW	$13.00	6:00AM	2:00PM	7.5
	Total Hours							**22.5**
	Guadalupe	**Rojas**	**7 - SSES/SSMS**	**Area Manager**	**$20.76**	**5:00AM**	**1:30PM**	**8**
	Open		7 - SSES/SSMS	COOK I		5:00AM	1:30PM	
	Joseph	Terra	7 - SSES/SSMS	FSW	$13.39	6:00AM	1:30PM	7
	Connie	Grieder	7 - SSES/SSMS	FSW	$13.39	5:00AM	1:30PM	8
	Silvia	Atrian	7 - SSES/SSMS	FSW	$14.85	6:00AM	11:00AM	5
	Laurel	Rumsey	7 - SSES/SSMS	FSW	$13.00	6:00AM	1:00PM	6.5
	Kimberly	Vollmer	7 - SSES/SSMS	FSW	$13.00	6:00AM	1:30PM	7
LCSD	Melanie	Hudson	7 - SSES/SSMS	District FSW				6
LCSD	Iris	Rogers	7 - SSES/SSMS	District Cashier				3.5
LCSD	Cora	Boyce	7 - SSES/SSMS	District FSW PT				3.5
	Total Hours							**54.5**
LCSD	**Amanda**	**Barwig**	**8 - SSHS**	**District Kitchen Lead**		**6:00AM**	**1:30PM**	**7**
	Velma	Easley	8 - SSHS	FSW	$13.39	6:30AM	2:00PM	7
	OPEN		8 - SSHS	PT Cashier - OPEN				3.5
	Total Hours							**17.5**

	Josh	**Greenback**	**9 - DES**	**Area Manager**	**$21.86**	**5:30AM**	**2:00PM**	**8**
	Open		9 - DES	COOK I		6:00AM	1:30PM	7
	Maria	Rojas	9 - DES	FSW	$18.57	7:00AM	1:30PM	6.5
	Kim	Offer	9 - DES	FSW	$13.00	6:00AM	1:30PM	7
LCSD	Dodey	Larson	9 - DES	District FS Courier				6.5
	Total Hours							**35**
LCSD	**Lori**	**Ludden**	**10 - DIS**	**District Kitchen Lead**				**6**
LCSD	Susan	Stanton	10 - DIS	District Cashier				3
LCSD	Madeline	Black	10 - DIS	District FSW				3.5
	Total Hours							**12.5**
	Cherie	**Pedercini**	**11 - RES**	**Kitchen Lead**	**$16.48**	**6:00AM**	**1:30PM**	**7**
	Minnie	Welch	11 - RES	FSW	$13.39	6:30AM	1:30PM	6.5
LCSD	Barb	Wile	11 - RES	District Cashier				3.5
	Open		11-RES	FSW PT				4
	Total Hours							**21**
LCSD	**Hilarie**	**Thompson**	**12 - Sutro**	**District Kitchen Lead**				**6**
	Jessica	Yanez	12 - Sutro	FSW	$13.00	7:00AM	2:30PM	7
	Jessica	James	12 - Sutro	FSW	$14.64	6:00am	1:30PM	7
	Total Hours							**20**
LCSD	**Heather**	**Staunton-Williams**	**13 - DHS**	**District Kitchen Lead**				**8**
	Open		13 - DHS	FSW		**6:00AM**	**1:00PM**	7
	Gabriela	Ortega	13 - DHS	FSW PT	$13.79	9:00AM	1:00PM	4
	Total Hours							**19**
LCSD	**Jill**	**Stokes**	**14 - YHS/YIS**	**District Area Manager**				**8**
	Lindsay	Wells	14 - YHS/YIS	COOK 1	$14.00	7:30am	2:00pm	6.5
	Martha	Fuentes	14-YHS/YIS	FSW	$13.00	6:00am	2:00pm	7.5
	Adriana	Arechiga	14-YHS/YIS	FSW	$13.00	6:00am	2:00pm	7.5
LCSD	Teresa	Reyes	14 - YHS/YIS	District FSW				8
	Billie (2 days per week)	Tracy	14 - YHS/YIS	FSW PT	$13.79	6:30am	2:00PM	7
	Ida	Pistili	14 - YHS/YIS	Sub	$13.39			
	Total Hours							**44.5**
LCSD	**Nancy**	**Brunetti-Lee**	**15 - YES**	**District Kitchen Lead**				**7.5**
	Jill	Taliaferro	15 - YES	FSW	$14.64	6:00AM	2:00PM	7.5
	Fabiola	Ortiz	15 - YES	FSW	$14.64	6:00AM	2:00PM	7.5
	Manuela	Munoz	15 - YES	FSW (YES and SMITH)	$14.20	6:00AM	2:00PM	7.5
LCSD	Diana	Wong	15 - YES	District FSW				3.5
LCSD	Robin	Graves	15 - YES	District FSW				3.5
	Total Hours							**37**
LCSD	**Kristen**	**Peek**	**16 - SVS**	**Kitchen Lead**	**$16.00**	**6:00AM**	**2:30PM**	**8**
	Terri	Diggan	16 - SVS	FSW	$13.00	9:00am	1:30pm	4.5
	Total Hours							**12.5**
LCSD	**Denise**	**Phillips**	**Office**	**Admin Assistant**				**8**
	Gorete	Burns	Office	Admin Assistant		7:00AM	3:30PM	8
	Sharonlove	Calaguas-Larsen	Office	Culinary Manager, HRLY		6:30AM	2:30PM	8
	Dorne	Cullen	Office	ADDS				
			Office	DDS				
								969



Happy Teams

Happy cafeterias start with happy teams. We equip leaders with the tools and resources to:

Attract

Grow

Retain

the best teams!

AMERICA'S GREATEST WORKPLACES 2024
PLANT-A INSIGHTS GROUP
Newsweek



650

Attract

Many districts like yours have been operating with open positions in all areas. At best, this leaves staff overworked. At worst, food quality drops and your students don't get the fuel they need to learn. When you choose to continue your partnership with Chartwells, you're choosing to invest in yourself. We'll support you with our rigorous, time-tested approach to recruitment and hiring.

Our Team

To recruit, develop and retain the top talent in the industry, we've built a team with extensive industry expertise and a commitment to excellence. Our dedicated recruiters excel at identifying top candidates for every role, ensuring a seamless hiring process across all levels. We also offer innovative features in our recruitment process that allow us to efficiently and effectively secure top talent.

89% of applicants prefer to apply on mobile devices.

Source: Compass Group hiring data



Our Services

Delivery Model

Our model emphasizes efficiency, consistency and high-quality candidate experiences, ensuring we attract and retain top talent for our partners.

Technology

Our team utilizes cutting-edge recruitment technologies to streamline the hiring process, enhance candidate engagement and provide data-driven insights.

Inclusive Hiring

By prioritizing inclusivity, we drive innovation and build stronger, more resilient teams.

Compliance

We maintain rigorous compliance standards to protect our partners and candidates, providing peace of mind and safeguarding against potential risks.

Our Innovative Recruitment Technology

In today's digital age, technology is the backbone of effective talent acquisition. From AI-powered sourcing tools to automated interview scheduling, our technology suite is designed to optimize every stage of the recruitment life cycle, delivering faster and smarter hiring solutions.

Talent Acquisition

Attract, develop and retain skilled associates to meet current and future needs

Marketing & Distribution

Promote job opportunities and effectively reach potential candidates

Automation & AI

Streamline and enhance the processes of sourcing, screening and managing candidates, improving efficiency and decision-making

Assessments & Matching

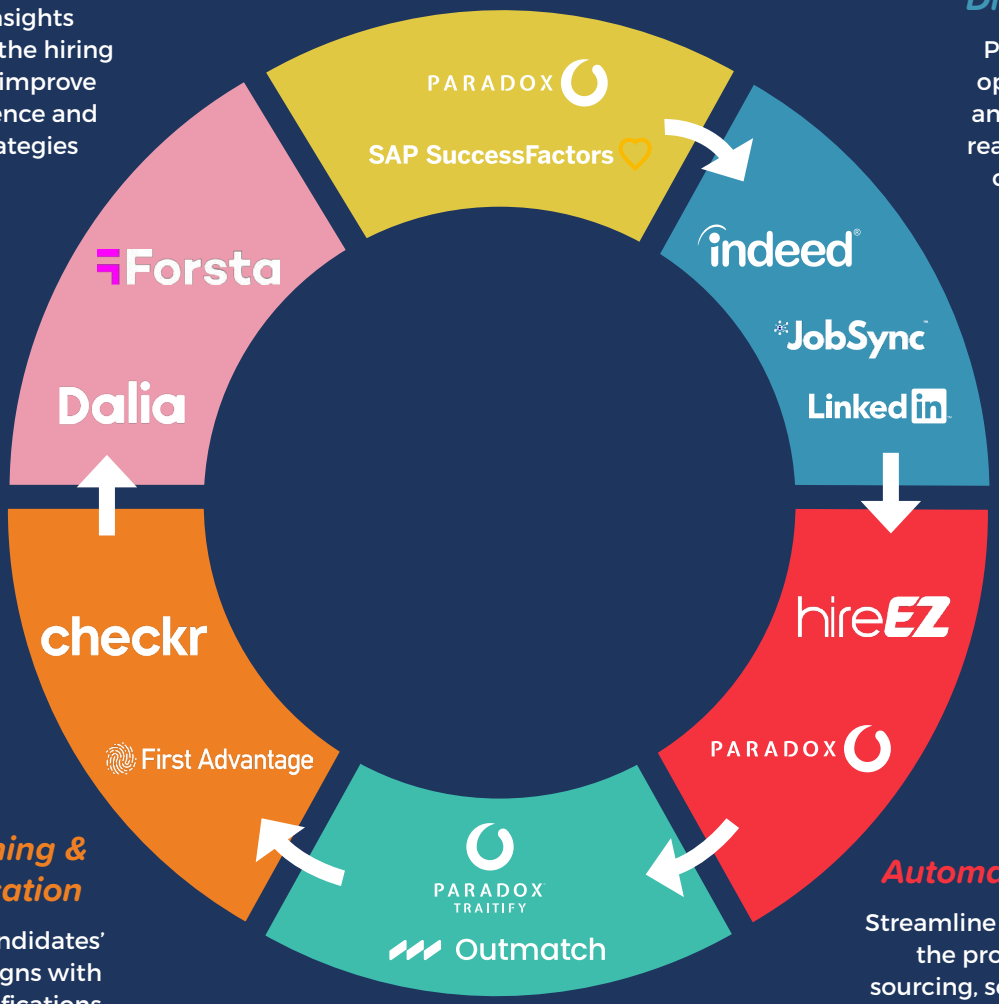
Evaluate candidates' skills, qualifications and alignment with job requirements

Screening & Verification

Ensure candidates' history aligns with their qualifications, minimizing risk and enhancing confidence

Engagement & Feedback

Gather insights throughout the hiring process to improve the experience and refine strategies



652





Our Resources

Hiring Manager Toolkit

This resource assists our directors of dining services in identifying hiring needs and attracting candidates in concert with our recruiting team's support and process so candidates are engaged throughout the recruiting timeline.

Hiring Manager Toolkit | Experience Map

What's This About?

Hiring is the lifeline of our business. Without qualified people, we can't do our best work in serving up happy & healthy! When you hire, think about how it works, what role you need, who you'll need to work with, what you need to do, and when you need to do it.

Follow the "ARE YOU READY, GET SET, GO!" process to the right to help you find and get the people you need. Want more info? We've got you covered! Click each of the process sections to help you.

Did You Know?

Selection Process: Paradox

Paradox simplifies the hiring process by allowing video interviews – this saves time on interview coordination and allows you view and select candidates when it fits your schedule.

Application Process: Standard vs. Quick Apply

Quick Apply simplifies the process where candidates complete 7 fields vs. 40+ fields to allow you to move to the interviewing phase.

Referrals = Better Success

Candidate recommendations who come from current associates often know more about what to expect and end up getting hired.

Signing Bonus = Stronger Retention Rate

A pilot showed a 40%+ retention rate improvement when sign-on bonuses are paid in installments at 30,60,90 days.

chartwells
serving up happy & healthy

1. ARE YOU READY...or thinking about it? (Click a box for help)

What Are You Doing?

Are you checking the MyStaff Mobility talent pool, extending or changing staff hours, or considering temps?

Who Do You Need?

What role do you need? What's the job title and rate? Who's your recruiter?

How Are You Going to Do it?

How are you going to communicate the new role with your team? How will you promote the role in your community?

2. GET SET...with Resources! (Click a box for help)

Hiring Process Overview
How does it work?

Hiring Best Practices
Sourcing, Interviewing, etc.

General Tips
Multiple people, same position

PeopleHub
How does it work?

3. GO...Your New Hire is Here! (Click a box for help)

Complete the **Onboarding Playbook**

Help 'Em Love Chartwells!
Setting-up your new hire for success takes time! Remember these tools to positively impact engagement and retention:

chartwells CHEERS

SPARK

653

Benefits

Our associates are eligible for benefits all year, even when they only work during the school year. We also work to limit any gap in coverage for associates transitioning from the district payroll or from another foodservice company.

Our benefits plan includes:

- Health plans
- Well-being programs
- Lifestyle programs
- Financial plans and programs

Scan here to learn more about our benefits.

Instapay by ONE@Work

Compass Group has earned the distinction of being a preferred employer by understanding the power of investing in our people. That's why we've partnered with ONE@Work, a financial wellness app, to bring same-day pay to our hourly associates. This benefit will be an attractive differentiator for new talent and a powerful retention tool for existing associates.

How it Works

The ONE@Work app is an optional benefit for hourly associates. If they choose to set up an account, they can request a payment of up to 50% of the wages earned so far during that pay period. (The percentage may vary by state.) Instapay funds can be requested once each week and will be available in a couple of days at no cost or same-day for a small $1.50 fee.

Beyond early pay, ONE@Work offers additional tools for associates to achieve financial wellness. An optional, interest-earning savings account helps associates save directly from their paycheck. They can pause, adjust deductions or withdraw funds at any time. The app also tracks when bills are due and helps associates budget accordingly.

An Answer to Labor Challenges

ONE@Work is the only on-demand pay platform that uses scientific research to promote financial security and literacy for employees. Same-day pay programs have proved to alleviate some of the most common organizational labor challenges – including employee productivity, satisfaction, retention and absenteeism – by mitigating financial insecurity.

Associate Shopping Program

We've all been there. Careful budgeting and planning are destroyed by an unexpected expense. Our associate shopping program empowers them to make necessary purchases now and make payments over time. Imagine an associate's refrigerator stops working. They can get a new one right away for as little as $61 per paycheck, making that expense much more manageable.

Discount Marketplace

Our discount marketplace helps associates save on everything from flights to groceries. They can search by brand or category for discounts on items like cars, movie tickets, hotels, clothing and even streaming services.

60% of employers report that financial stress affects their employees' ability to focus

65% of people think employers should do more to address financial insecurity

41% of working time is lost by a financially stressed employee compared to their peers

According to data reported by ONE Finance Inc. https://www.one.app/atwork



655

COMPASS GROUP®

2025 TOTAL REWARDS @ COMPASS GROUP

Year-Round Benefits

Our associates are eligible for benefits all year, even when they only work during the school year. We also work to limit any gap in coverage for associates transitioning from the district payroll or from another foodservice company.

The following pages provide an overview of the extensive benefits available through Compass Group.



CARE FOR THE WHOLE YOU

WELCOME TO COMPASS GROUP

We're so happy you're here. Keep reading to get to know who we are, what we do, and how we care for our people.

We operate in 30 countries across the globe.

We have 25+ companies in our Compass Group family.

We lead globally in contract food and hospitality services.

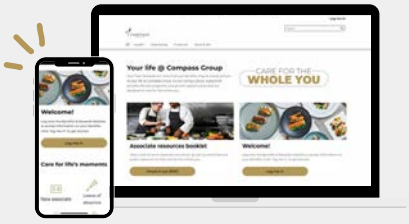


Your Total Rewards

With a menu of award-winning programs to choose from, our Total Rewards are designed to grow with you – meeting needs now and anticipating what comes next.

At work or at home, we care for the whole you – your health, well-being, finances, work & life.

CARE FOR THE **WHOLE YOU**



Life @ Compass

Easily explore resources and programs, access vendor websites, read the well-being newsletter, and more.

Visit learn.bswift.com/compass to get started.

Union associates should also refer to their Collective Bargaining Agreement for eligibility information, the plans offered, and relevant coverage options. Some of the programs, services and resources offered as part of the Total Rewards package are not Compass Group sponsored employee benefit plans or associated with any other Compass Group sponsored employee benefit. In addition, they are not subject to or governed by ERISA. Although this information is intended to be accurate, if there is a conflict between this summary and the terms of the official plan documents, the official plan documents will govern.

HEALTH

Medical, dental & vision[1]
We proudly offer a choice of medical (including prescription drug), dental, and vision plan options.

Programs for medical plan members[2]

Virtual Care. See a doctor in minutes by app, phone, or video. Get the help you need for general medical and mental health needs.

No-cost surgery benefit. If your doctor is recommending surgery, consider the no-cost surgery benefit for personalized support.

Flexible Spending Account (FSA): Health Care[1]
Pay for eligible healthcare expenses with pre-tax dollars – right from your paycheck.

Supplemental plans
These plans offer extra support and financial relief when you need it most. Keep in mind that these don't replace your medical insurance – they supplement it.

- Accident Plan
- Hospital Indemnity Plan
- Critical Illness Plan

Supplemental plans are limited benefit policies. They are not health insurance and do not satisfy the requirement for minimum essential coverage under the Affordable Care Act.

WELL-BEING

Resources for your well-being

- Employee Assistance Program (EAP)[1]
- Self-care apps
- Mental-health support & resources
- Treatment & community resource locators
- Nutrition & healthy living
- Health & fitness discounts
- Crisis helplines, and more

Health & well-being programs[2]

- PTO for preventive care
- 100% coverage for preventive care
- Lifestyle and mental health coaching
- Chronic condition management
- Nurse support line
- Virtual therapy, and more

Program spotlight
The **Employee Assistance Program (EAP)** helps you create life-changing habits to find a healthier, happier you.[1]

Are you like Elaina?
I always seem to be getting hurt when I'm playing sports with my kids. Enrolling in the **Accident Plan** has helped me feel mentally and financially prepared so I can keep playing with my kids without worry.



1 Available to full-time associates working an average of 30 hours, or more, per week. Some exceptions may apply.
2 Available to members enrolled in an eligible Compass Group medical plan. Regional plan services and copays may vary. Additional approval or exclusions may apply.

FINANCIAL

Retirement Plan[3]

You can start saving for the future with the Retirement Plan.

- Pre-tax or Roth contributions
- Matching employer contributions
- Personalized advice from professionals

Life, accident & disability[4]

Protect yourself and your family from the unexpected.

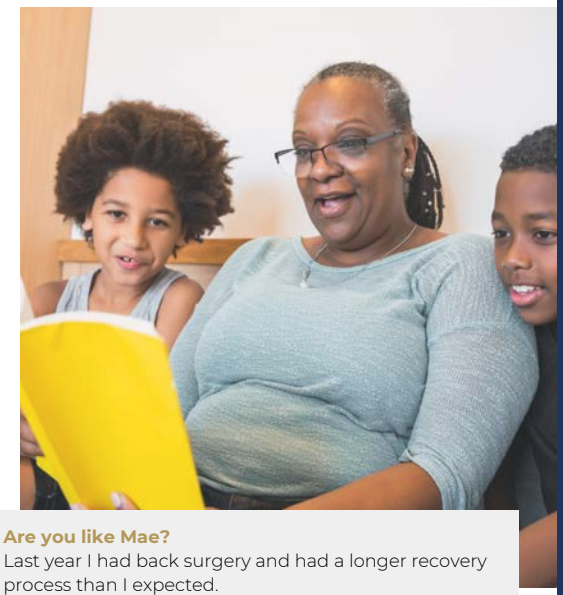
- Basic & Supplemental Term Life Insurance
- Accidental Death & Dismemberment Insurance (AD&D)
- Short-Term Disability (STD) Insurance
- Long-Term Disability (LTD) Insurance

Legal Plan

The Legal Plan can ease life's biggest stresses – finding and paying for legal expertise when you need it most.

We also offer the following:

- Same day pay[5]
- Commuter benefits
- FSA: Dependent Care[4]
- Tuition Reimbursement Program[6]
- Financial well-being tools and resources



Are you like Mae?
Last year I had back surgery and had a longer recovery process than I expected.

STD helped protect my paycheck, so I could focus on getting better.

The **Legal Plan** put me in touch with a lawyer that helped update my will to include my two youngest grandkids.



WORK & LIFE

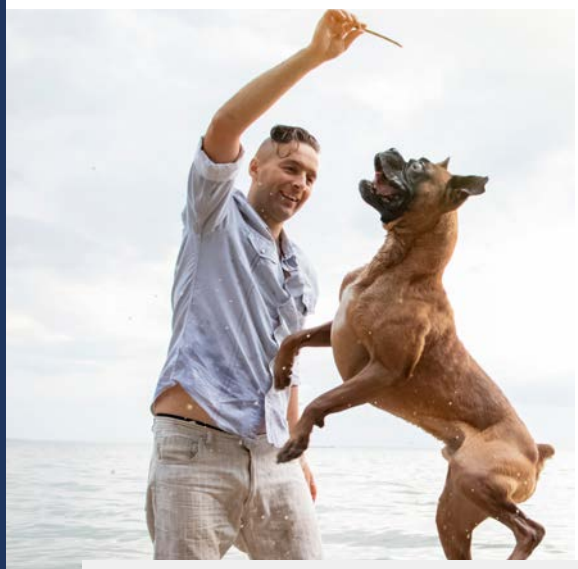
Grow your career with us

- For more than two decades, **diversity and inclusion** has been at the core of who we are and how we operate.
- With job roles spanning the globe, explore the opportunities available to you to **grow your career**. Visit compass-usa.com for more information.
- You have access to **learning and development** programs to help you accomplish your career goals, all at your fingertips.

Are you like Mark?
I've worked with Compass Group for the past 10 years. I'm a proud member of a **Diversity & Inclusion Action Council (DIAC)**. I feel like I'm able to make real change in the organization.

Learning and development has been an integral part of my career. With so many modules to choose from, I can customize my learning.

3 Not available to associates residing in Puerto Rico.
4 Available to full-time associates working an average of 30 hours, or more, per week. Some exceptions may apply.
5 Available to hourly associates on MyStaff timekeeping systems. This program is currently not available to associates residing in Puerto Rico. The ONE@Work platform and any services offered by ONE@Work are not a Compass Group sponsored employee benefit plan, associated with any other Compass Group sponsored employee benefit, and are not subject to nor governed by ERISA. Percentage allowance varies in certain states.
6 This program is available to active, full-time, U.S. based, salaried exempt and salaried non-exempt associates with one or more year of service. Please refer to the Tuition Reimbursement Plan Policy for eligibility requirements and restrictions.



Lifestyle programs[7]

Discount Marketplace[8]

Access exclusive discounts and save on your favorite brands - like Verizon, PetSmart, HelloFresh, Reebok, and more.

Pet Plan

If your pet gets sick or injured, vet bills can rack up fast. That's why we support pet parents with two budget-friendly options.

That's not all! We also offer the following:

- Choice Auto and Home Program
- Shopping Program[9]
- Identity Protection Plan

Are you like Leo?

I just got out of culinary school and am really trying to save every penny. I was hesitant to get a dog because I didn't know how I was going to handle all the expenses. When I realized I had options like the **Pet Plan**, I knew I would be supported financially.

My washer broke last month and my bank account wasn't ready for it. With the **Shopping Program**, I was able to get a washer within days, but I'm paying for it from my paycheck over the next year.

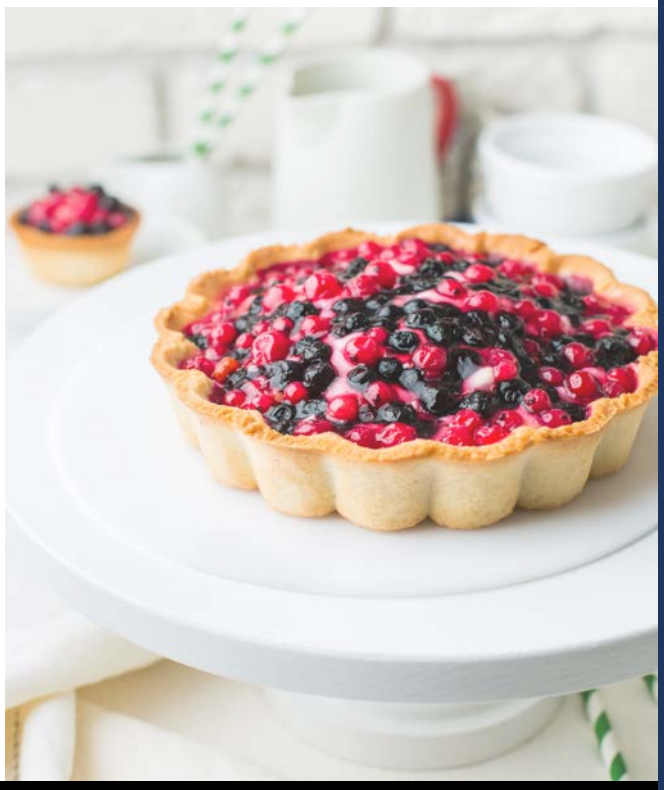
AWARD-WINNING PROGRAMS

We are proud to be recognized in for our expansive offerings.

2024 HEALTHIEST EMPLOYERS CHARLOTTE WINNER

Hall of Fame HEALTHIEST EMPLOYERS

Business Group on Health Best Employers Excellence in Health & Well-being 2024



7 These plans and programs are not subject to or governed by ERISA.
8 Eligibility in the Discount Marketplace is based on the individual offer.
9 The program is available to associates who have been actively employed for 9 months and whose annual salary is at least $16,000. Associates residing in Puerto Rico are not eligible to participate. For Virgin Island associates, participation in the program may be limited, depending on the method of shipment.

(f) A description of the training plan that the FSMC will give to employees.

Grow

We know when our associates succeed, we succeed. That is why we have the most robust associate and manager training programs in the industry. We want to ensure they have the knowledge and tools to provide your students with healthy, well-balanced meals every day.

Every Chartwells associate completes a dedicated training schedule each year. Special attention is given to our newest associates with custom onboarding plans and side-by-side work experience with our veteran foodservice professionals.



Onboarding

We provide information to help new associates get comfortable in their roles and set them up for success as they begin their professional journey with Chartwells.

USDA Professional Standards

These topics assist associates in performing their daily job duties and enhancing the student experience.

Back-to-School Training

Our teams use this time to provide great meals to teachers and administrators, while sharing information and providing training for the new school year.

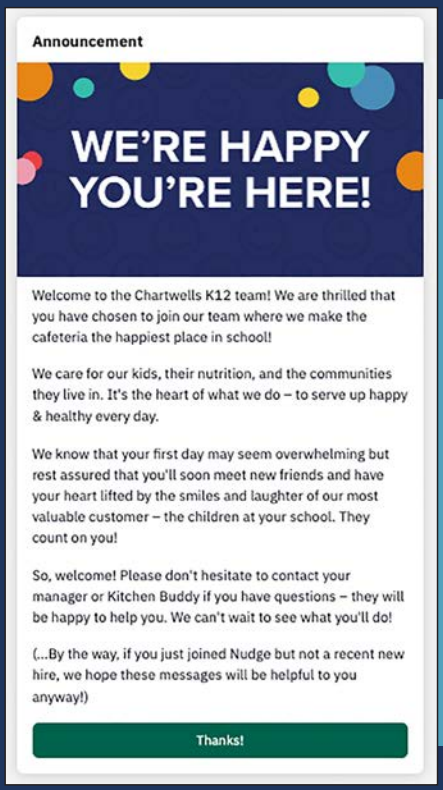
661

Happy U: Onboarding for Salaried Associates

Happy U focuses on the first 90 days in a new role. New hires hear from experts in culinary, nutrition, marketing and communications, finance, safety and human resources. These live presentations from subject matter experts are supplemented with engaging, interactive e-learning courses. The curriculum includes 101, 201 and 301 levels for each area. The Happy U onboarding approach emphasizes leadership and personnel management and facilitates networking and team building among new-hire cohorts.

While primarily geared toward directors of dining services, salaried associates in finance, marketing and nutrition are invited to participate as well. This gives them a holistic view of our operations and an understanding of how each component works together to best support our partners, students and communities.





Happy U Survey Results

Happy U was a welcoming experience

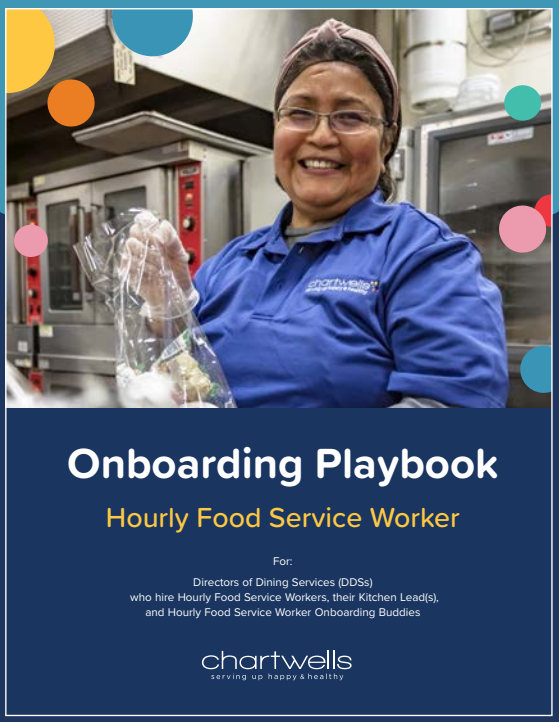
Satisfied with the Happy U learning experience

Happy U was a valuable learning experience

Role-Based Training: Hourly Foodservice Worker

Onboarding Playbook

Our Onboarding Playbook for hourly foodservice workers focuses on their first 30 days of employment. This resource includes a mix of activities through an Experience Map to help the associate with the foundations of our business specific to their role: culinary, nutrition, safety and marketing fundamentals. It also emphasizes customer service and includes a process to move them into the role faster through station shadowing. This playbook is customizable (we can add or subtract activities) to fit the needs and expectations of Lyon County School District.



Ongoing Learning

Our growth philosophy helps associates find their passion and purpose through four pillars:

1. **Growth Mindset** – Encouraging open-mindedness and personal growth.
2. **Navigating Complexity** – Creative problem-solving and flexibility.
3. **Going Beyond** – Accelerating outcomes for individuals and the organization.
4. **Potential for All** – Everyone can grow to be better at what they do.

In support of these pillars, we offer training tailored to our associates' learning styles and schedules. In addition to on-site training, we offer an extensive e-learning library that features microlearning opportunities with short, modular trainings; interactive online lessons that allow learners to apply what they've learned; and 24/7 availability through our exclusive learning management system.

The full range of training formats includes:

- *On-site training*
- *E-learning*
- *Monthly webinars*
- *One-on-one support*
- *Biweekly communication*

Training Topics

All Associates	Directors of Dining Services	Hourly Associates
· Intro to School Nutrition Programs · Breakfast Meal Pattern · Lunch Meal Pattern · Production Records · How to Keep Food Safe · Station Standards · Food Presentation	· Annual Salaried Associate Food Allergy Training · Specific Food Allergy Review · MyOrders · Foodbuy and BuySmart · Compliant Purchasing · Order Guide · Shopping List, Workflow Approvals and Alerts · Receiving Deliveries · Environments Program Introduction · Intro to Discovery Kitchen · Intro to Student Choice · Intro to Mood Boost	· Meal Counting and Claiming · Food Allergies · Kitchen Behaviors · Knife Safety · Knife Skills · Batch Cooking · Pizza Handling · Back-to-School Marketing



Regulation and Operating Procedures Training

During scheduled professional development time, associates receive regular, interactive training that helps them understand regulations and how to carry them out completely and accurately.

Portion Control

Chartwells provides training for proper recipe preparation, serving and portion control at the beginning of every school year and continues to train throughout the year.

Key topics covered during these sessions are:

- Using the proper tools.
- Weighing and measuring key ingredients.
- Calibrating pound and ounce scales.
- Following the number of servings per pan.
- Portion review at production meetings.
- Checking portions throughout the meal period.

Chartwells associates will receive training to ensure they abide by all policies, rules and regulations regarding use of the district's property.



Compliance with USDA Professional Standards

An educated team is equipped to bring the best program to your students, but continuous professional training and hiring standards are also a USDA requirement. All Chartwells school nutrition directors meet the minimum educational standards outlined by the USDA, and our job descriptions reflect these requirements. As required, Professional Standards training is provided to each school foodservice manager, and leads receive a minimum of 10 hours of training. All our learning hours and completion can be tracked in order to comply with USDA requirements.

Our associate training programs are developed to adhere to the standards set forth in the USDA's Guide to Professional Standards for School Nutrition Programs. Adherence to these standards allows us to:

- Assist state agencies and SFAs in recruiting, hiring, training and retaining qualified school nutrition staff.
- Enhance the image of school nutrition professionals and their influence in the community.
- Build job skills and empower staff to lead and efficiently operate school nutrition programs.

How will Chartwells help Lyon County School District meet the established USDA requirements?

We have an expansive library of on-demand trainings, including general program operations, nutrition, culinary skills, interpersonal skills and safety. We offer live trainings, microlearnings (shorter, topic-specific videos) and in-class sessions, all designed to help associates meet their hours and increase their knowledge. Not every associate learns the same way, so we incorporate a variety of learning styles.

We expand our training opportunities every year to remain up to date on school nutrition, culinary and marketing trends. We encourage associates to participate in webinars and conferences from K-12 partners like the School Nutrition Association and the Institute of Child Nutrition. Each week, associates receive an email with a roundup of free trainings offered and highlighted learning sessions.

Chartwells tracks Professional Standards through options provided by the USDA, like its highly effective basic spreadsheet and our internal learning management system provides certificates of completion that associates can use to document their training hours.

CHAT (Communication, Help and Training)

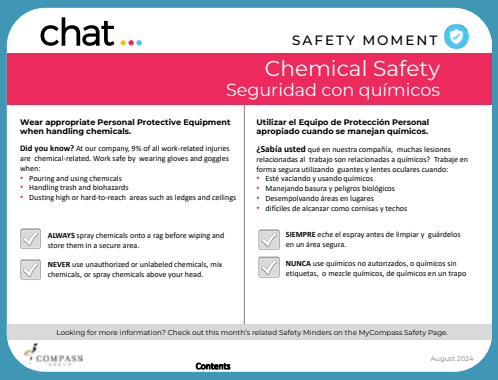
Convenient, Flexible, Simple

CHAT is our premier frontline associate training program. It empowers managers to provide essential information to their teams on a regular basis and foster open communication. CHAT is:

chat THEN ACT

Informative

CHATs are designed to refresh associates on the important details they may not think about every day, pass along new information and share tips on working with each other and serving our student customers. Each month's CHAT includes a safety moment that's available in English and Spanish.


chat ... SAFETY MOMENT

Chemical Safety
Seguridad con químicos

Wear appropriate Personal Protective Equipment when handling chemicals.

Did you know? At our company, 9% of all work-related injuries are chemical-related. Work safe by wearing gloves and goggles when:
- Pouring and using chemicals
- Handling trash and biohazards
- Dusting high or hard-to-reach areas such as ledges and ceilings

ALWAYS spray chemicals onto a rag before wiping and store them in a secure area.

NEVER use unauthorized or unlabeled chemicals, mix chemicals, or spray chemicals above your head.

Utilizar el Equipo de Protección Personal apropiado cuando se manejan químicos.

¿Sabía usted qué en nuestra compañía, muchas lesiones relacionadas al trabajo son relacionadas a químicos? Trabaje en forma segura utilizando guantes y lentes oculares cuando:
- Esté vaciando y usando químicos
- Manejando basura y peligros biológicos
- Desempolvando áreas en lugares
- difíciles de alcanzar como cornisas y techos

SIEMPRE eche el espray antes de limpiar y guárdelos en un área segura.

NUNCA use químicos no autorizados, o químicos sin etiquetas, o mezcle químicos, de químicos en un trapo

Looking for more information? Check out this month's related Safety Minders on the MyCompass Safety Page.

COMPASS

Contents

August 2024

Easy

These short sessions are easy to access, use and deliver. Managers access new material on the CHAT website each month, deliver the CHAT to their team and then report completion online.

Custom

While some of the information is mandatory, managers can decide when and how to have a CHAT and which of the optional topics will be most beneficial to their team.

Successful

CHATs are essential to creating a culture of safety and excellence. They keep us audit-ready, help associates excel in their roles and promote greater empathy and positive interactions with each other and the people we serve.

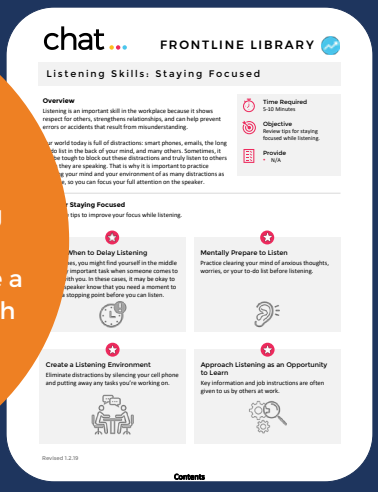
In addition to the featured lesson, CHAT also offers:

Manager CHAT

We offer development resources for managers to strengthen their leadership skills or become familiar with a company initiative. One month we focused on helping managers set SMART goals.

Frontline Library

This library of one-page resources on specific topics provides on-the-job learning to develop associate skills. Managers can choose to share a Frontline Library resource with an individual, small group or their entire team.


chat ... FRONTLINE LIBRARY

Listening Skills: Staying Focused

Overview

Time Required
5-10 Minutes

Objective
Review tips for staying focused while listening.

Provide
• N/A

Staying Focused

When to Delay Listening

Mentally Prepare to Listen
Practice clearing your mind of anxious thoughts, worries, or your to-do list before listening.

Create a Listening Environment
Eliminate distractions by silencing your cell phone and putting away any tasks you're working on.

Approach Listening as an Opportunity to Learn
Key information and job instructions are often given to us by others at work.

Revised 1.2.19

Contents

Back-to-School Training

All foodservice associates play an important role in crafting the dining experience and, ultimately, in the education of the students we serve. Chartwells will continue to utilize its corporate support and regional team to perform ongoing training and staff development for your director of dining services.

Below are the topics covered during the 12 hours of back-to-school training each year. These topics become part of our ongoing monthly training.

Nutrition and Culinary

- Introduction of Chartwells' comprehensive nutrition programs
- Cycle menu development processes and procedures with menu committee
- Batch cooking: Why do we do it?
- Local produce: What is the value to our customers and community?
- USDA regulations

Safety and Food Safety

- HACCP: Menu management system (HACCP books as required by the state agency)
- Safe staff training and ServSafe certification
- Quality assurance
- Food safety for schools
- Safety in the workplace
- Appoint safety champions

Marketing and Merchandising

- Discovery Kitchen program and materials
- Food presentation: Does your food speak for itself?
- Customer service training
- The power of promotions

Financial

- Policies and procedures: The importance of an accurate inventory
- MyFinance training: Chartwells' all-inclusive financial system
- Controlling cost
- Cash-handling procedures
- Production record training



667



Culinary Training

Student satisfaction is linked to food quality. When associates are well-trained in the kitchen, they are more engaged and deliver a superior dining experience for your students. Back-to-school training is just the beginning. These are some of the ways we enhance culinary skills for our team.

Culinary Back to Basics

This collection of six online courses prepares our teams to operate safe, successful kitchens with confidence so we can deliver the highest-quality food and service to our students. Each course includes video demonstrations and situational-based knowledge checks that must be passed before proceeding. All new salaried associates complete this program as part of their Happy U onboarding experience.

Food Safety – It Starts with You!

Knife Safety

Knife Skills

Kitchen Behaviors

Batch Cooking

Food Presentation

668

Chartwells K12 Culinary Masterclass



Course Highlights

K-12 specific

Hands-on training

Led by the regional executive chef

Open to all associates

Our Chartwells K12 Culinary Masterclass program was designed to develop and strengthen fundamental K-12 culinary skills. Our hands-on, instructor-led approach trains and engages our associates in a classroom-type setting, where they have the opportunity to collaborate, practice and hone these skills.

This multiday program provides Service Standards of Excellence that mirror our commitment to being the leading K-12 foodservice provider in the industry. By providing exceptional quality and service, these standards create a unique culinary culture in which our associates feel empowered to share their knowledge and expand their creativity.

Selection

The program is open to all associates who supervise or prepare food in our operations. Frontline associates, lead culinarians and even area directors have graduated from the program.

Chartwells K12 Culinary Masterclass

Modules

Participants will be instructed in 13 learning modules over the course of several days. Within each module, learning material will be presented, discussed and practiced.

- Introduction: Taste and the Senses
- Module 1: Quality Assurance and Safety Review
- Module 2: Knife Skills
- Module 3: Product and Equipment Overview
- Module 4: Mise en Place
- Module 5: Grilling, Roasting and Broiling
- Module 6: Braising and Stewing
- Module 7: Steaming
- Module 8: Saute and Stir-Frying
- Module 9: Vegetable Cookery
- Module 10: Grain Cookery
- Module 11: Pizza Training
- Module 12: Chartwells K12 Core Cafe Concepts

669

Great Service Training: Get Your Happy On!

Happy

- Smile and give a friendly **welcome** (use their name)
- Stay **positive** under all situations
- **Thank** them for choosing to eat what we're serving up

Respectful

- **Listen** to what is being said
- **Be polite** to build relationships
- **Follow through** on your promises

Cared For

- **Ask** what you can do to help
- **Be helpful** to kids who struggle
- **Encourage** with positive words

Jordan, a student at Lyon County School District, had a difficult time falling asleep last night because he was nervous for a big test. He visits the cafeteria before class knowing a healthy meal will help him focus.

Sarah just finished the "Get Your Happy On!" training, and she notices that Jordan seems stressed. She smiles at him and asks what's wrong. She reassures him he'll do great on his test and recommends he try a Mood Boost side dish to help him feel more confident. She gives him a Mood Boost sticker and a thumbs up as he walks to his seat.

Jordan returns to class feeling a little lighter. He knows those orange glazed carrots aren't magic, but he's been making healthy choices every day because of Sarah and feels a little more alert. Maybe this test won't be so tough after all.

Serving up happy and healthy goes beyond mealtime for us. We teach our staff how every interaction affects a student's daily life and how we can make them feel happy, respected and cared for. Every day gives us new opportunities to positively impact your students, and we have a plan in motion to make sure they leave school happier and healthier than they came in.





670

Education and Advancement Opportunities

The work Chartwells does every day creates an environment rich with developmental experiences. The long-term learning opportunities for Chartwells managers and associates will be nearly endless. Every step of the way, we will focus on creating excitement about new opportunities, whether it's learning new skills, assuming a new role or building a career path for the future.

We empower our associates to bring their unique flavor of hospitality to the cafeteria. They have room to grow their creativity, and students benefit from the happy and healthy environment they create.

Women in Culinary

Our Women in Culinary program seeks to empower our female culinarians through dedicated training opportunities, leadership development programs and an annual conference and recognition event. We're growing the next generation of culinary leaders for Compass Group and continuing our commitment to inclusion.



Accelerated Manager Program

AMP is a unique combination of assessment, organizational training and one-on-one coaching that surfaces our best leaders. This best-in-class leadership development program for new and aspiring managers provides a fast-track learning opportunity focused on management development. It uses a personalized approach that aims to customize learning for each person's strengths, skills and interests. The program can be completed in 12 weeks or more, depending on the individual's needs, pace and business goals. Program mile markers capture each learning stage and enable rolling enrollment at any time.

Hourly HiPo (High-Potential) Program

This immersive 12-week program provides intense, targeted training for high-potential hourly associates who have expressed a desire to grow within the organization. Through a nomination process, we identify associates who will benefit from transformational classroom and on-the-job learning experiences and contact with senior leadership.

Over 100 associates have graduated from the program, and some have already been promoted to salaried positions. Participants are given the opportunity to join one of the Happy U salaried onboarding tracks – culinary, marketing or nutrition – depending on their future goals.

Lead

These flexible, 12-week programs include an assessment, a personalized learning path that aligns with a participant's goals, on-the-job activities to enhance development, online instructor-led inspire sessions and opportunities to connect with peers via Microsoft Teams. In **Lead Practical Management,** managers complete FranklinCovey's "The 6 Critical Practices for Leading a Team" to learn new concepts, apply what they've learned and teach-to-learn. **Lead Strategic Leadership** is designed for directors and focuses on driving operational excellence across multiple teams. FranklinCovey's "The 4 Roles of Leadership" serves as the core curriculum.

ExecOnline

Over the course of six months, leaders will explore topics relevant to navigating current and emerging business challenges and achieving company-specific objectives. This portfolio of high-impact courses, offered in partnership with the world's top business schools, includes self-directed e-learning, interactive activities, applied learning experiences, group coaching sessions and a capstone project.



"Mike (McGrade) and I met weekly throughout the HiPo program, and his growth was noticeable more and more every week. He was gaining confidence and knowledge all while networking with others like him. At the end of the program ... an opportunity became available at a nearby school district. Michael was offered the job and is already meeting his goals."

– Elizabeth Overby, Director of Dining Services, Ledyard Public Schools

"The way the program was structured gave me a different perspective and allowed me to continue to learn how to think outside the box, to see the big picture. The grassroots approach to the training placed me in positions that I am definitely using on a daily basis. I attribute the program in preparing me for the position I hold today. Thank you for giving me the invaluable opportunity."

– Codye Lyn Facio, Director of Dining Services, Palestine ISD

Additional Leadership Resources

LinkedIn Learning

LinkedIn Learning

LinkedIn offers an on-demand library of instructional videos covering the latest business, technology and creative skills, as well as custom content collections that align with each person's unique learning needs.

HARVARD ManageMentor

Harvard ManageMentor

Harvard ManageMentor offers over 40 dynamic online courses for managers, including expert commentary and real-life examples, interactive exercises and downloadable tools.

SPARK

Spark

Spark is flexible and personalized with three paths to choose from: Spark Leadership, Spark Connections and Spark Productivity.

Career Blueprint

This online, self-directed course includes a career assessment, personalized development report and coaching toolkit.

BetterUp

BetterUp supports personal and professional development, offering personalized coaching to help associates live their lives with greater clarity, purpose and passion. Virtual sessions, text-based support and app-based resources provide immense flexibility.



673

Retain

Creating a culture of passion, dedication and knowledge is the key to retaining the best team members. We're proud of our nearly 70% frontline associate retention and our turnover rate is more than 2.5 times lower than the industry average.

We minimize employee turnover by living our core value of connection: Leaving people better than we found them. We do this through:

Recognition and engagement

Skill development and career advancement

An inclusive workplace where every associate can bring their whole self to work

We connect associates through platforms like our Leadership Legacy Network, which focuses on development and career growth, and our Veterans Network, which helps promote and retain our valuable veteran associates.

We hire managers with the skills and creativity needed to maximize employee engagement. We analyze our turnover data and feedback to ensure we understand contributing factors. By implementing and measuring leadership engagement efforts like retention training, turnover reduction incentives and accountability plans, we ensure effectiveness.



674

Recognition and Reward

We're celebrating associates who bring our values to life in cafeterias and communities across the country.

Cheers recognizes associates and teams going above and beyond in living our values and supporting our mission to make sure students leave the cafeteria happier and healthier than when they came in. With opportunities to recognize our associates and teams every month, we're excited to honor more of our school lunch heroes than ever before.

chartwells CHEERS

Recognition and Reward Programs Translate into Employees Who:

- Are motivated to deliver a memorable student experience.
- Understand the importance of teamwork in achieving business goals.
- Contribute fresh ideas and creativity.





***87%** of engaged associates that feel recognized are less likely to leave the workplace.*

Source: Gallup Poll

Responsibility
Doing the right thing, even when no one is looking.

Learning
We're focused on getting it right, rather than just being right.

Resilience
Everything is hard before it gets easy, so we stay the course.

Connection
Leaving people better than we found them.

Fun
Our mission is serious, but fun is part of everything we do.



675

SCHOOL LUNCH HERO DAY





National School Lunch Hero Day

National School Lunch Hero Day takes place on the first Friday of May, but at Chartwells, we celebrate all week. Each year we take the opportunity to reflect on the unwavering dedication of our 16,000-plus associates and say thank you to those who serve up happy and healthy every day. Others may see aprons, but we see capes.





676

Culture of Inclusion

A diverse workforce meets the needs of the community and the district, providing a variety of perspectives that spark innovative ideas and drive success. From fiscal year 2021 to fiscal year 2023, we increased our population of minority salaried associates by 2.2% and female salaried associates by 13.7%.

Chartwells Diversity and Inclusion Action Council

The Chartwells Diversity and Inclusion Action Council is a group of diverse professionals from across our organization and your district that promotes inclusion, inspires awareness and supports a diversity-focused working environment. The DIAC strategy focuses on:

Building ongoing awareness of diversity and inclusion

Identifying solutions to foster a more inclusive workplace

Communicating diversity and inclusion best practices

Advising sector leaders on diversity and inclusion issues



Fast Facts

In 2024, Compass Group was named one of America's Greatest Workplaces for Diversity and Women by Newsweek, and the Disability Equality Index designated us a Best Place to Work for Disability Inclusion.

We are the only large foodservice company in which our K-12 and Higher Education lines of business are led by female CEOs.

Compass Group has the largest percentage of diversity in its management in the industry.

We have the highest percentage of female executives in the industry.

Chartwells had a 32.6% increase in salaried female chefs over the past two fiscal years.







678

Diversity, Equity and Inclusion Training

Our quarterly DEI trainings combine online courses with an Idea in Practice survey so associates can reflect on what they've learned. Topics include:

- Making Invisible Influencers Visible
- Cultural Competence
- Inclusive Hiring
- Micromessaging
- Building Empathy
- Creating a More Inclusive Environment
- Multigenerational Workplace

Generations in the Workplace: Silent, Baby Boomers, Gen X, Millennials and Gen Z

With up to five generations working on the same team, it's important to recognize the general characteristics and beliefs that help shape each one. While we are all individuals with unique experiences, having a broad understanding of the generations helps us communicate and collaborate. We cover specific details about each generation, including historical background, percentages working at Compass Group, the strengths each brings to the workplace, how to attract and retain each generation, and their working preferences.

Health and Wellness

We are dedicated to fostering a work environment that supports mental and physical well-being. Our DEI course introduces associates to a range of activities and resources designed to promote healthy behaviors at work while our "Health Is Wealth" e-blast encourages the adoption of healthy habits. Throughout the year, this digital series covers nutritional health in February, mental health in May and financial health in December.





Inclusion Pledge

When associates sign our inclusion pledge, they promise to:

- Make the cafeteria a safe space where everyone can be themselves.
- Increase their awareness of their own biases.
- Demonstrate appreciation for others.
- Respect individual strengths and experiences.
- Collaborate and communicate.



Associates at Bay District Schools

Inclusion Excellence at Bay District Schools

In 2022, Chartwells K12 was recognized as the Compass Group North America Inclusion Excellence Award winner for the incredible impact our Bay District Schools team has had on its community.

In Bay County, Florida, Spanish speakers represent a significant portion of the population. To ensure associates feel comfortable bringing their whole selves to work each day – which means speaking their preferred or primary language – Bay District Schools added a diversity liaison to its team. The liaison translates conversations, shares training materials and recipes and is available to instruct new associates who are interested in learning English.

Road to Readiness Sponsorship Program

This one-year program was developed to intentionally invest in the career success and upward mobility of our diverse leaders. Road to Readiness connects leaders across the organization with high-potential associates to accelerate their career development. We provide tools and resources to support the mentor and mentee as they forge a relationship and identify the experiences that foster growth.

Sharing Best Practices

Each of our schools and districts has the opportunity to develop programs and initiatives that appeal to students' interests and reflect their school and community. While we're far from a one-size-fits-all approach, each of our teams doesn't have to recreate the wheel for a promotion, special celebration or educational program.

Through the digital platform Yammer, every associate is encouraged to share best practices and success stories. From recipes for green eggs and ham on Dr. Seuss' birthday (using spinach as the secret ingredient) to writing positive, motivational messages on bananas or showcasing 3,000 housemade pies for Thanksgiving, Yammer is a resource and reference for success stories. Beyond that, it builds virtual camaraderie and community and keeps the Chartwells family close. This is just one of many ways we empower our associates to bring their unique personality to their work.

Sexual and Workplace Harassment Policy

As part of our commitment to equal employment opportunity, Chartwells prohibits sexual harassment or any form of workplace harassment of our associates and applicants by any person in any form, including on the basis of race, sex, color, religion, age, national origin or disability. Recently, the Equal Employment Opportunity Commission published guidelines relating specifically to sexual harassment, which we endorse in keeping with our long-standing commitment against any form of harassment in the work environment.

We ask all our associates to annually complete Prevention of Workplace and Sexual Harassment training. We require this training and awareness for all our team members to provide guidance so they may act in accordance with EEOC guidelines and our dedication to a harassment-free workplace.

Affirmative Action Policy

We're an equal opportunity employer, and we recruit, hire and promote for all job classifications without regard to race, color, religion, sex (including pregnancy, gender identity and sexual orientation), national origin, age, disability or genetic information.

We aggressively manage our hiring process to ensure the entry and growth of minorities and women in our workforce. To achieve ultimate effectiveness in this matter, our efforts toward equal opportunity for all people in our employment extends above and beyond the letter of the law – meaning total commitment to this goal on the part of every Chartwells associate.



(g) A list of all food service operations. Please highlight those operations that are of similar size and scope to Lyon County School District.

Offeror's Foodservices Program List

The FSMC must have extensive experience as foodservice operators and consultants of foodservice programs in general, and in public/charter schools. The FSMC shall have specific strategies for increasing both student and adult participation while at the same time providing high-quality, nutritional food. The FSMC shall have experience with this in other schools.

School District/ Charter	Population	Location	Client Contact	Phone Number	Scope of Services	% of Participation	% of Free and Reduced Lunch
Carson City SD	7,200	Carson City, NV	Spencer Winward	775-283-2000	Breakfast, BIC, lunch, summer, snack and a la carte	Breakfast – 61% Lunch – 58%	52%
Humboldt County SD	3,311	Winnemucca, NV	David Jensen	775-623-8218	Breakfast, lunch, summer, snack and a la carte	Breakfast – 41% Lunch – 57%	60%
Churchill County SD	3,337	Fallon, NV	Derild Parsons	775-423-5184	Breakfast, BIC, lunch, summer	Breakfast – 41% Lunch – 48%	54%
White Pine SD	1,270	Ely, NV	Adam Young	775-289-4851	Breakfast, lunch, summer, snack and a la carte	Breakfast – 35% Lunch – 51%	44%



Per the RFP, a full list of all our accounts nationally has been provided on the submitted flash drive.

(h) A list of school districts where food services contracts have been terminated in the past five (5) years. This information should be provided on Attachment 7.16.

Attachment 7.16

Attachment 7.16

Offeror's Discontinued or Terminated Services

List the school districts where your services have been discontinued or terminated in the past **five (5)** years. You must indicate the following:

Name of School District/Public Entity: Elko County SD

Contact name at the School District/Public Entity: CJ Anderson

Telephone number of contact: 775.738.5196

Number of sites served: 17

Length of the relationship: 5 years

Reason for termination: Competitive Rebid

Per the RFP, a full list of all our lost accounts nationally has been provided on the submitted flash drive.

Section Five: Required Bid Documents

Attachment 1: Offeror's Drug Free Workplace

ATTACHMENT 1: OFFEROR'S DRUG FREE WORKPLACE POLICY

The FSMC will abide by the Drug Free, Alcohol Free rules and regulations of LYON COUNTY SCHOOL DISTRICT and all local policies. Preference will be given to vendors submitting a certification with their proposal certifying they have a drug free workplace. The FSMC shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of controlled substance is prohibited in the workplace and specifies the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business policy of maintain a drug free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement in subsection (1).
4. In the statement specified in the subsection (1) notify the employees that as a condition of working on the commodities or contractual services that are under proposal, the employee will abide by the terms of the violation of any controlled substance law of the United States or any state, for the a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As a person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Company Name: Compass Group USA, Inc., by and through its Chartwells Division

Vendors Signature: A L Shaffer 2/4/2025

-Amy Shaffer, CEO, Chartwells K12

Attachment 2: Certification of Debarment/Suspension

ATTACHMENT 2: CERTIFICATION OF DEBARMENT/SUSPENSION

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Compass Group USA, Inc., by and through its Chartwells Division

Organization Name

PR/Award Number Project Name

Amy Shaffer, CEO, Chartwells K12

Name(s) and Title(s) Authorized Representative(s)

A L Shaffer

Signature(s)

2/4/2025

Date

Attachment 3: Certification Regarding Lobbying

ATTACHMENT 3: CERTIFICATION REGARDING LOBBYING

Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts Exceeding $100,000 in Federal Funds.

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative Agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative Agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative Agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards exceeding $100,000 in Federal funds at all appropriate tiers and that all sub recipients shall certify and disclose accordingly.

Compass Group USA, Inc., by and through its Chartwells Division
2400 Yorkmont Road
Charlotte, NC 28217

Name/Address of Organization

Amy Shaffer, CEO, Chartwells K12

Name/Title of submitting Official

A L Shaffer

Signature

2/4/2025

Date

DISCLOSURE OF LOBBYING ACTIVITIES

☑ Check this box if not applicable

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

(See reverse for public burden disclosure.)

1. Type of Federal Action:	2. Status of Federal Action:	3. Report Type:
☐ a. contract ☐ b. grant ☐ c. cooperative agreement ☐ d. loan guarantee ☐ e. loan insurance	☐ a. bid/offer/application ☐ b. initial award ☐ c. post-award	☐ a. initial filing ☐ b. material change For Material Change Only: year _____ quarter _____ date of last report _____

4. Name and Address of Reporting Entity	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:
☐ Prime ☐ Subawardee Tier _____, if known Congressional District, *if known:*	Congressional District, *if known*:
6. Federal Department/Agency:	7. Federal Program Name/Description CFDA Number, *if applicable*: _____
8. Federal Action Number, *if known*:	9. Award Amount, *if known: $* $
10. a. Name and Address of Lobbying Entity (if individual, last name, first name, MI): (attach continuation sheet(s) SF-LLL-A, if necessary)	b. Individuals Performing Services (including address if different from No. 10a.) (last name, first name, MI): (attach continuation sheet(s) SF-LLL-A, if necessary)
11. Amount of Payment *(check all that apply)*: $ _____ ☐ actual ☐ planned	13. Type of Payment (*check all that apply*): ☐ a. retainer ☐ b. one-time fee ☐ c. commission
12. Form of Payment (*check all that apply*): ☐ a. cash ☐ b. in-kind; specify: nature _____ value _____	☐ d. contingent fee ☐ e. deferred ☐ f. other; specify: _____

14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), of Member(s) contracted, for payment indicated on item 11: (attach Continuation Sheet(s) SF-LLL-A, if necessary)

15. Continuation Sheet(s) SF-LLL-A attached: ☐ Yes ☑ No

16. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Signature: A L Shaffer

Print Name: Amy Shaffer

Title: CEO, Chartwells K12

Telephone No.: 704-328-4000 Date: 2/4/2025

Federal Use Only:

Attachment 4: Independent Price Determination

ATTACHMENT 4: CERTIFICATION OF INDEPENDENT PRICE DETERMINATION

Both the School Food Authority and the Food Service Management Company (Offeror) shall execute this Certificate of Independent Price Determination.

Compass Group USA, Inc., by and through its Chartwells Division	Lyon County School District
Name of Food Service Management Company	Name of School Food Authority

(A) By submission of this Offer, the Offeror certifies and in the case of a joint Offer, each party thereto certifies as to its own organization, that in connection with this procurement:

(1) The prices in this Offer have been arrived at independently, without consultation, communication or Agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Offeror or with any competitor;

(2) Unless otherwise required by law, the prices which have been quoted in this Offer have not been knowingly disclosed by the Offeror and will not knowingly be disclosed by the Offeror prior to opening in the case of an advertised procurement, or prior to award in the case of a negotiated procurement, directly or indirectly to any other Offeror or to any competitor; and

(3) No attempt has been made or will be made by the Offeror to induce any person or firm to submit or not to submit, an Offer for the purpose of restricting competition.

(B) Each person signing this Offer on behalf of the Food Service Management Company certifies that:

(1) He or she is the person in the Offerors organization responsible within the organization for the decision as to the prices being Offered herein and has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above; or

(2) He or she is not the person in the Offeror's organization responsible for the decision as to the prices being Offered herein, but that he or she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate, in any action contrary to (A)(1) through (A)(3) above, and as their agent does hereby so certify; and he or she has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above.

To the best of my knowledge, this Food Service Management Company, its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

A Z Shaffer	Amy Shaffer CEO, Chartwells K12	2/4/2025
Signature of Food Service Management Company's Authorized Representative	Title	Date

In accepting this Offer, the SFA certifies that no representative of the SFA has taken any action which may have jeopardized the independence of the Offer referred to above.

Signature of School Food Authority Authorized Representative	Title	Date

Note: Accepting a bidder's Offer does not constitute award of the contract.

Attachment 5: Non-Collusion Affidavit

ATTACHMENT 5: NON- COLLUSION AFFIDAVIT

State of New York)
) ss.
County of Westchester)

Kristin E. Briotte, affiant,
(Name of Person Authorized to Sign Offer)

the Assistant Secretary
(Title)

of Compass Group USA, Inc., by and through its Chartwells Division
(Contractor/Offeror)

the persons, corporation, or company who makes the accompanying Proposal, having first been duly sworn, deposes and says:

That such Proposal is genuine and not sham or collusive, nor made in the interest of, or behalf of, any persons not herein named, and that the Offeror has not directly or indirectly induced or solicited any other Offeror to put in a sham Proposal, or any other person, firm or corporation to refrain from submitting a Proposal, and that the Offeror has not in any manner sought by collusion to secure for itself an advantage over any other Offeror.

(Signature of Person Authorized to Sign Offer)

Kristin E. Briotte, Assistant Secretary
(Title)

Subscribed and sworn to before me

this 4th day of February, 20 25

Signature of Notary Public in and for the

State of

County of

Lissette C. Robinson
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 01RO6359993
Qualified in Rockland County
My Commission Expires 6/12/2025

Attachment 6: IRS W-9

ATTACHMENT 6: IRS W-9 FORM

Form **W-9**
(Rev. August 2013)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)
Compass Group USA, Inc.

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:
☐ Individual/sole proprietor ☑ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

☐ Other (see instructions) ▶

Exemptions (see instructions):
Exempt payee code (if any) 5
Exemption from FATCA reporting code (if any)

Address (number, street, and apt. or suite no.)
2400 Yorkmont Road

Requester's name and address (optional)

City, state, and ZIP code
Charlotte, NC 28217

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
[ ][ ][ ] - [ ][ ] - [ ][ ][ ][ ]

Employer identification number
5 6 - 1 8 7 4 9 3 1

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below), and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶ A L Shaffer Amy Shaffer CEO, Chartwells K12 Date ▶ 2/4/2025

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. The IRS has created a page on IRS.gov for information about Form W-9, at *www.irs.gov/w9*. Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

Cat. No. 10231X Form **W-9** (Rev. 8-2013)

DEAN HELLER
Secretary of State

FILED
IN THE OFFICE OF THE
SECRETARY OF STATE OF THE
STATE OF NEVADA

MAR 14 1996
1993-1995
DEAN HELLER SECRETARY OF STATE
Dean Heller

STATE OF NEVADA
OFFICE OF THE SECRETARY OF STATE
State Capitol Complex
Carson City, Nevada 89710

Telephone (702) 687-5203
Fax (702) 687-3471

OFFICER'S STATEMENT

(please submit with original certificate of filing issued by the state of origin)

No. _____

1. Name of Corporation: Canteen Corporation
(currently on file in Nevada)

2. State of Incorporation: Delaware

3. Change(s) Reflected by Filing of Document:
(check appropriate box(es) and describe below)

_x_ Amended/Restated Articles

_X_ Name Change
The name of the corporation has changed from Canteen Corporation to Compass Group USA, Inc..

____ Modified Corporate Powers/Purpose(s)

____ Reclassification/Change of Authorized Stock

____ Other

4. Signature of corporate officer:

_____ January 2, 1996
(Name and title of officer making statement) (Date)
Michael J. Bailey, President

5. Acknowledgement:

State of North Carolina

County of Mecklenburg

This instrument was acknowledged before me on January 2, 1996 by
(Date)

Michael J. Bailey as President
(name of person) (type of authority, e.g. president)

of Canteen Corporation
(name of party on behalf of whom instrument was executed)

(Notary Stamp)

Amanda A Folk
(Signature of notarial officer)
Amanda A. Folk
My Commission Expires December 20, 1999

(NEV. - 601 - 10/11/95)
CT System

Letter of Surety

USI Insurance Services
6100 Fairview Drive
Suite 1400
Charlotte, NC 28210
www.usi.com
Tel: 704.543.0258

March 13, 2025

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

RE: Compass Group USA, Inc. by and through its Chartwells Dining Division

Dear Sir or Madam,

We are writing to you at the request of **Compass Group USA, Inc. by and through its Chartwells Dining Division,** this principal has or is about to submit a proposal for Bid for:

Food Service Management

If a contract for this work is awarded to **Compass Group USA, Inc. by and through its Chartwells Dining Division,** the **Travelers Casualty and Surety Company of America,** a surety licensed to conduct business in **NV** has agreed to act as surety on the bond as specified in the bid proposal.

Please let us know if you need anything further in this regard.

Sincerely,

Angela D. Ramsey
Attorney-In-Fact

TRAVELERS

Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **ANGELA D RAMSEY** of **CHARLOTTE**, **North Carolina**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April, 2021**.

State of Connecticut

City of Hartford ss.

By: _____
Robert L. Raney, Senior Vice President

On this the **21st** day of **April, 2021**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June, 2026**

_____
Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **13th** day of **March**, **2025**.

_____
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

Legal Exceptions

Lyon County School District (NV)
Exceptions to Request for Proposal No. 290-02-2025

Compass Group USA, Inc. by and through its Chartwells Division ("FSMC" or "Chartwells") provides exceptions to the Request for Proposal. Chartwells exceptions are state below along with the requested explanation.

Chartwells is amenable to further discussion and negotiation regarding these proposed exceptions in order to reach mutually agreeable terms and conditions.

1. **Page 14, Contract Term (E), Termination for Cause**. This Section is amended to add "or the FSMC with sixty (60) days written notification" at the end of the first sentence.

   [Chartwells' Explanation: Chartwells' exception to this provision is intended to establish mutually agreeable termination provisions.]

2. **Page 14, Contract Term, G. Contract Termination.** The last sentence of this Section is removed.

   [Chartwells' Explanation: Chartwells' exception to this provision is intended to establish mutually agreeable purchasing decisions.]

3. **Page 12, Pricing Terms, D.; Page 38, Schedule of Terms for the FSMC Guarantee**. These sections are removed and the following shall be inserted:

   "Guarantee Susbidy. The FSMC guarantees that the bottom line of the operational financial report (exclusive of the cost of equipment repairs, maintenance, replacements, and smallwares) for the 2025-2026 school year will reflect a loss no greater than $250,000. If the actual bottom line (exclusive of the cost of equipment repairs, maintenance, replacements, and smallwares) reflects a loss greater than this amount, the FSMC will pay to the SFA the difference between the actual and the guaranteed amount, but in no event shall the reimbursement obligation exceed $250,000. The Guaranteed Subsidy and the FSMC's reimbursement obligation are based on the following conditions and assumptions. The Guaranteed Subsidy to the SFA shall be reduced to account for increased cost or loss of revenue by FSMC if the following conditions are not met during the school year
   CONDITIONS:

   CONDITIONS:

   - The continuing accuracy of information provided by the SFA in the RFP, including value of USDA foods; cash and/or reimbursement levels from State and Federal sponsors; the number of students eligible for free and reduced price meals; and selling price of menu pattern meals and a la carte prices.
   - Student enrollment of at least 9,100 and annual serving days for such students of at least 180.
   - No changes in legislation or regulation (e.g., minimum wages, fringe and benefits, taxes, unionization, etc.) that would impact cost of FSMC to provide the services.
   - No strikes, work stoppages or school closings, and all make-up days due to inclement weather shall have at least equal sales revenue as a normal day of operation.
   - Service hours, service requirements, type and number of facilities selling food and/or beverages on SFA premises remain constant throughout the school year. SFA shall limit the expansion of competitive food sales.
   - Any capital commitments are utilized as proposed.
   - There will be no bad debts, including losses from uncollectible accounts.
   - All students will attend classes in-person on school grounds for the 2025-2026 school year. No virtual learning.
   - All operations for Student a la Carte sales, Adult Sales, and Catering/Special Income for the 2025-2026 school year shall remain unchanged from the 2024-2025 school year.
   - The Student Free/Reduced eligibility numbers as stated in the RFP shall remain unchanged for the 2025-2026 school year.

[Chartwells' Explanation: This exception details Chartwells' guaranteed break-even model and the applicable conditions. This eliminates any ambiguity regarding the conditions necessary to meet the guarantee. If one or more of the conditions is not met, the guarantee is not eliminated. Instead, as noted immediately before the conditions, the guarantee is adjusted appropriately.]

4. **Page 15, Pricing Terms, (G)**. The last sentence of this Section is deleted in its entirety and replaced with the following:

"For each renewal year, the FSMC's fees shall be adjusted on the first day of each renewal term at a rate equal to the greater of the increase in (1) Employment Cost Index, Private Industry, Compensation, Not Seasonally Adjusted – CIU2010000000000A; or (2) Consumer Price Index- Food Away from Home for the preceding year."

[Chartwells' Explanation: Chartwells provides this exception to more clearly set forth mutually agreeable annual payment increases.]

5. **Page 20, Proposed Personnel Requirements.** A new subsection "K" shall be inserted, which contains the following language:

"Neither Party shall during the Term of this Agreement or for one year thereafter solicit to hire, hire, or contract with either Party's employees who managed any Services or any other highly compensated employee, or any persons who were so employed, whether at the premises or another facility operated by the other ("Supervisory Employee") during the year prior to the expiration or termination of this Agreement, nor will the SFA permit supervisory employees of FSMC to be employed on the SFA's premises, for a period of one year subsequent to the termination or expiration of this Agreement (unless such employees were formerly employees of the SFA) whether as an individual or as owner, partner, majority stockholder, director, officer or employee of a food service provider ("One-year Non-solicitation"). In the event of any breach of such One-year non-solicitation, the breaching Party shall pay and the injured Party shall accept an amount equal to twice the annual salary of the relevant Employee as liquidated damages."

[Chartwells' Explanation: Chartwells provides this exception to provide for mutually agreeable non-solicitation of each party's employees.]

6. **Page 22, Section USDA Foods, (U)**. This Section is deleted in its entirety and replaced with the following:

"Notwithstanding the foregoing, if, upon termination of the agreement, there remains USDA donated commodities that have not been used but have been credited to the SFA, then SFA shall cause the subsequent FSMC to pay to FSMC the credited value of such commodities. If this is not possible then FSMC reserves the right to remove the commodities for use at an alternate, approved client site."

[Chartwells' Explanation: Chartwells provides this exception to establish mutually agreeable rights and obligations to USDA foods.]

7. **Page 27, Risk and Liability, (B) & (C)**. These Sections are deleted in their entirety and replaced with the following:

"To the extent permitted by state law, each party shall indemnify, defend and hold the other harmless from any and all losses, damages or expenses, including reasonable attorneys' fees, arising out of or resulting from claims or actions for bodily injury, death, sickness, property damage or other injury or damage to the extent caused by the negligent act or omission of such party. Notification of an event giving rise to an indemnification claim ("Notice") must be received by the indemnifying party within thirty (30) days following receipt of such claim and shall include a brief factual summary of the damage and cause thereof. An indemnification claim is expressly subject to and conditioned upon compliance with the Notice provisions hereunder."

[Chartwells' Explanation: Chartwells provides this exception to establish mutually agreeable indemnification terms and conditions.]

8. **Page 29, Contract Termination, (D) Termination for Convenience**. This section is deleted in its entirety.

[Chartwells' Explanation: Chartwells provides this exception to better align with its first exception.]

IN WITNESS WHEREOF, the parties hereto have caused this Addendum to be signed by their duly authorized officers.

Lyon County School District	**Compass Group USA, Inc., by and through its Chartwells Division**
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

Certificate of Insurance

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 09/27/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MARSH USA, LLC. TWO ALLIANCE CENTER 3560 LENOX ROAD, SUITE 2400 ATLANTA, GA 30326 CN102832071-Compa-UMB10-24- CORP UNKNO 41594	**CONTACT NAME:** Randi K. Nowell, CPCU, ARM **PHONE (A/C, No, Ext):** 404-995-3102 **FAX (A/C, No):** **E-MAIL ADDRESS:** Compasscerts@Marsh.com
INSURED Compass Group USA, Inc. 2400 Yorkmont Road Charlotte, NC 28217	**INSURER(S) AFFORDING COVERAGE** — **NAIC #** **INSURER A :** National Union Fire Ins Co. of Pittsburgh PA — 19445 **INSURER B :** AIU Insurance Co — 19399 **INSURER C :** ACE Property And Casualty Ins Co — 20699 **INSURER D :** **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** ATL-005658515-65 **REVISION NUMBER:** 8

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X **COMMERCIAL GENERAL LIABILITY** CLAIMS-MADE X OCCUR X SIR: $1,000,000 X Contractual Liability GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:			GL 6547187	09/30/2024	09/30/2025	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 1,000,000 $ $ 1,000,000 $ 10,000,000 $ 5,000,000
A A A	**AUTOMOBILE LIABILITY** X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY			AL 7030998 (AOS) AL 7030999 (MA) AL 7031003 (Garage Liability) Self Insured for Physical Damage	09/30/2024 09/30/2024 09/30/2024	09/30/2025 09/30/2025 09/30/2025	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 2,000,000 $ $ $
C	X **UMBRELLA LIAB** X OCCUR **EXCESS LIAB** CLAIMS-MADE DED X RETENTION $ 0			XOO G27738631	09/30/2024	09/30/2025	EACH OCCURRENCE AGGREGATE	$ 10,000,000 $ 10,000,000
B B	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y / N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBEREXCLUDED? N **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		WC 14111814 (AOS) WC 1411816 (CA) See Acord 101	09/30/2024 09/30/2024	09/30/2025 09/30/2025	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 2,000,000 $ 2,000,000 $ 2,000,000
A	Liquor Liability			GL6547185 SIR: $1,000,000	09/30/2024	09/30/2025	Each Common Cause Aggregate	1,000,000 10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Evidence of Insurance.

CERTIFICATE HOLDER

Compass Group USA, Inc
2400 Yorkmont Road
Charlotte, NC 28217

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Marsh USA LLC

© 1988-2016 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03) **The ACORD name and logo are registered marks of ACORD**

709

AGENCY CUSTOMER ID: CN102832071
LOC #: Atlanta

ADDITIONAL REMARKS SCHEDULE

AGENCY MARSH USA, LLC.	NAMED INSURED Compass Group USA, Inc. 2400 Yorkmont Road Charlotte, NC 28217
POLICY NUMBER	
CARRIER / NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

Workers Compensation Continued:

Workers Compensation Policy #WC49154356(AOS POLICY) Covers ALL States except: CA, WI and OH

Carrier: New Hampshire Insurance Company
Policy Number: WC 14111817
Effective Date: 09/30/2024
Expiration Date: 09/30/2025
Policy Covers States of: WI
Stop Gap Coverage: ND, OH, WA, WY.
Limit:
E.L. Each Accident: $2,000,000
E.L. Disease-Policy: $2,000,000
E.L. Disease Each Employee: $2,000,000

Workers Compensation Continued:
Carrier: National Union Fire Ins. Co. of PA
Policy Number: XW 6583229
Effective Date: 09/30/2024
Expiration Date: 09/30/2025
Policy Covers States of: OH (Excess WC)
Limit:
E.L. Each Accident: $2,000,000
E.L. Disease-Policy: $2,000,000
E.L. Disease Each Employee: $2,000,000

ADDITIONAL INFORMATION

Umbrella is follow form of primary Commercial General Liability, Automobile Liability, Liquor Liability and Employers Liability policies subject to policy terms, conditions and exclusions

ACORD 101 (2008/01) © 2008 ACORD CORPORATION. All rights reserved.
The ACORD name and logo are registered marks of ACORD



RFP

Food Service Management Company (FSMC)
Request for Proposal
Fixed Fee Solicitation

School District/Public Entity Name:	**Lyon County School District**
Solicitation Number:	**RFP# 290-02-2025**
Solicitation Release Date:	**February 3, 2025**
Solicitation Due Date:	**March 13, 2025**
Solicitation Due Time:	**11:00am PCT**
Submittal Location:	**25 E. Goldfield Ave., Yerington, NV 89447**
Mandatory Pre-Proposal Conference Date:	**February 14, 2025**
Pre-Proposal Conference Time:	**09:00am PCT**
Pre-Proposal Conference Location:	**1100 Jasmine Ln, Fernley, NV 89408**
Question Deadline:	**February 24, 2025 (2:00pm PCT)**

All Questions must be submitted by email to both the following individuals no later than 2:00pm PCT on the deadline date.

Harman Bains
Executive Director of Operations
Hbains@lyoncsd.org

Kyle Rodriguez
Fiscal Services Officer
krodriguez@lyoncsd.org

Description of Procurement:
Lyon County School District is soliciting proposals from qualified Food Service Management Companies (FSMC) to provide its food service program with management, training and development of food services staff, quality control, operational and technical support and financial management of the program.

Competitive sealed proposals for the materials or services specified will be received by **Lyon County School District** at the above specified location until the time and date cited. Offers received by the correct time and date will be opened and the name of each Offeror will be publicly read.

Offers must be in the actual possession of **Lyon County School District** on or prior to the time and date, and at the submittal location indicated above. **Late offers will not be considered.**

Offers must be submitted in a sealed envelope or package with the Solicitation Number and the Offeror's name and address clearly indicated on the envelope or package. All offers must be completed in ink or typewritten. Additional instructions for preparing an offer are included in this Solicitation.

Persons with disabilities may request special accommodations such as interpreters, alternate formats, or assistance with physical accessibility. Requests for special accommodations must be made with 72 hours prior notice. Such requests are to be addressed to the Solicitation Contact Person or Procurement Officer.

OFFERORS ARE RESPONISBLE FOR READING THE ENTIRE SOLICITATION

Procurement Officer: Harman Bains (hbains@lyoncsd.org)

OFFER AND AWARD
Solicitation Number

The Undersigned hereby offers and agrees to furnish the services, food, and supplies in compliance with all the terms, conditions, specifications and amendments in the solicitation.

Company Name	Name of Person Authorized to Sign Offer
Street Address	Title of Authorized Person
City State Zip Code	Signature of Authorized Person Date of Offer

Telephone Number:_____ Email Address:_____

Offeror's Nevada (Sales) Use Tax License Number: _____

Offeror's Federal Employer Identification Number:_____

Acknowledgement of Amendment(s):	Amendment Number/Date	Amendment Number/Date
(Offeror acknowledges receipt of amendment(s) to the Solicitation for Offers and related documents numbered and dated	_____	_____
	_____	_____
	_____	_____

ACCEPTANCE OF OFFER AND AWARD

Solicitation Number: _____

Your Offer, dated _____, is hereby accepted as described in the Notice of Award. You are now bound to perform based upon the solicitation and your Offer, as accepted by Lyon County School District .

_____ _____

Signature Date

LYON COUNTY SCHOOL DISTRICT

State Agency Approval Use
DO NOT OFFER AWARD UNTIL STATE AGENCY APPROVAL

Date Received: _____

Action Required: ☐ Yes ☐ No
Comments: _____

_____ _____

State Agency Reviewer Signature **Date Approved**

TABLE OF CONTENTS

Section	Title	Page
	Offer and Award Form	2
	Table of Contents	3
1	Definition of Terms	5
2	Scope of Work	7
3	Special Terms and Conditions	11
4	Uniform Terms and Conditions	25
5	Special Instructions to Offeror	31
6	Uniform Instructions to Offeror	34
7	FSMC Offer Requirements	38
Attachment 1	Offeror's Drug Free Workplace Policy	42
Attachment 2	Certification Regarding Debarment and Suspension	43
Attachment 3	Certification Regarding Lobbying and Disclosure of Lobbying Activities	45
Attachment 4	Certificate of Independent Price Determination	48
Attachment 5	Non-Collusion Affidavit	49
Attachment 6	IRS W-9 Form	50
Exhibit A	**Lyon County School District** Student Populations Served	51
Exhibit B	**Lyon County School District** Meal Prices/Income	52
Exhibit C	Meal Patterns – School Breakfast and School Lunch	53

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: https://www.usda.gov/sites/default/files/documents/ad-3027.pdf, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by

1. **mail:**
   U.S. Department of Agriculture
   Office of the Assistant Secretary for Civil Rights
   1400 Independence Avenue, SW
   Washington, D.C. 20250-9410; or
2. **fax:**
   (833) 256-1665 or (202) 690-7442; or
3. **email:**
   Program.Intake@usda.gov

This institution is an equal opportunity provider.

SECTION 1: DEFINITIONS OF TERMS

Purpose: The purpose of this Request for Proposal is to enter into a contract with qualified FSMC to provide Food Service Management for **Lyon County School District.** As used in this Solicitation and any resulting Contract, the terms listed below are defined as follows:

A. "ASCS" means After School Care Snack

B. "Attachment" means any item the Solicitation requires an Offeror to submit as part of the Offer.

C. "Contract" means the combination of the Solicitation, including the Uniform and Special Instructions to Offerors, the Uniform and Special Terms and Conditions, and the Specifications and Statement or Scope of Work; the Offer and any Best and Final Offers; and any Solicitation Amendments (Addenda) or Contract Amendments; and any terms applied by law.

D. "Contract Amendment" means a written document signed by the Procurement Officer that is issued for the purpose of making changes in the Contract.

E. "Contractor" means any person who has a contract with **Lyon County School District**

F. "Cost-reimbursable contract" means a contract that provides for payment of incurred costs to the extent prescribed in the contract, with or without a fixed-fee

G. "CN" means Child Nutrition

H. "DF" means Donated Food

I. "Exhibit" means any item labeled as an Exhibit in the Solicitation or placed in the Exhibits section of the Solicitation.

J. "Fixed-Fee" means an agreed upon amount that is fixed at the inception of the Contract

K. "FNS" means Food Nutrition Services

L. "FSMC" means Food Service Management Company

M. "Gratuity" means a payment, loan, subscription, advance, deposit of money, services, or anything of more than nominal value present or promised, unless consideration of substantially equal or greater value is received

N. "NDA" means Nevada Department of Agriculture

O. "NSLP" means National School Lunch Program

P. "Offer" means bid, proposal or quotation.

Q. "Offeror" means a vendor who responds to a Solicitation.

R. "Procurement Officer" means the person duly authorized by the School District/Public Entity to enter into and administer Contracts, direct contract changes and make written determinations with respect to the Contract or their designee

S. "Responsible Offeror" means the Offeror who has the capability to perform the contract requirements and the integrity and reliability to assure complete and good faith performance and who submits the lowest Proposal

T. "Responsive Offeror" means the Offeror who submits a Proposal that conforms in all material respects to this Request For Proposals, Instruction to Offerors and the Plans and Specifications which are incorporated herein by this reference

U. "SBP" means School Breakfast Program

V. "SFA" means School Food Authority and refers to **Lyon County School District** that executes the contract

W. "Solicitation" means an Invitation for Bid (IFB), a Request for Proposal (RFP), or a Request for Quotation (RFQ)

X. “Solicitation Amendment (or Addendum)” means a written document that is authorized by the Procurement Officer and issued for the purpose of making changes to the Solicitation.

Y. “SMP” means Special Milk Program

Z. “SFSP” means Summer Food Service Program (Seamless/Simplified)

AA. “Sponsor” means the same as “School Food Authority”, but also includes non-profit ownership’s participating in the educational system of the State, public or non-profit residential childcare institution (RCCI) which operates principally for the care of children

BB. “Subcontract” means any Contract, express or implied, between the Contractor and another party or between a Subcontractor and another party delegating or assigning, in whole or in part, the making or furnishings of any material or any service required for the performance of the Contract.

CC. “USDA” means United States Department of Agriculture

SECTION 2: SCOPE OF WORK

BACKGROUND

LYON COUNTY SCHOOL DISTRICT hereby referred to as a school food authority (SFA) seeks to contract with a Food Service Management Company (FSMC) to operate the following food services: National School Lunch Program (NSLP), School Breakfast Program (SBP), Seamless Summer Option (SSO), Summer Food Service Program (SFSP),Special Milk Program(SMP), After School Care Snack Program (ASCS), Fresh Fruits and Vegetable Program (FFVP), vending machines, concession stands, catering, vending to other schools (delete all that are not applicable). This Request for Proposal (RFP) is intended to provide a basis for selection for a FSMC. The selected FSMC will be responsible for the management of the food services staff, quality, control, training and development of staff, extensive, operational and technical support as well as financial management of the program. In submitting a proposal, the FSMC agrees that it will perform the work described in their RFP offer and Agreement in full compliance with all applicable laws, rules, and regulations adopted or promulgated by any federal, state and/or county regulatory body or governmental agency. By reading and accepting this pre-qualification outline, the interested FSMC acknowledges that the SFA has no obligation to contract, unless, in its sole opinion, it is in its best interest to do so. The SFA may request of the FSMC additional food service programs per the terms of the RFP.

The SFA employs 1 employees equating to 15.58 FTE and the FSMC employees 56 of persons and provides food service to approximately 9100 children at 18 sites. The food service prepares approximately 660,000 breakfast and 840,000 lunch meals annually.

A. The SFA will adhere to the following Code of Federal Regulations (CFR) in the oversight of the food service program:

(1) Adhere to the procurement standards specified in §210.21 when contracting with the food service management company; [7 CFR §210.16(a)(1)]

(2) Ensure that the food service operation is in conformance with the school food authority's agreement under the Program; [7 CFR §210.16 (a)(2)]

(3) Monitor the food service operation through periodic on-site visits; [7 CFR §210.16 (a)(3)]

(4) Retain control of the quality, extent, and general nature of its food service, and the prices to be charged the children for meals; [7 CFR §210.16 (a)(4)]

(5) Retain signature authority on the State agency-school food authority agreement, free and reduced-price policy statement and claims; [7 CFR §210.16 (a)(5)]

(6) Ensure that all federally donated foods received by the school food authority and made available to the food service management company accrue only to the benefit of the school food authority's nonprofit school food service and are fully utilized therein; [7 CFR §210.16 (a)(6)]

(7) Maintain applicable health certification and assure that all State and local regulations are being met by a food service management company preparing or serving meals at a school food authority facility; [7 CFR §210.16 (a)(7)]

(8) Establish an advisory board composed of parents, teachers, and students to assist in menu planning; [7 CFR §210.16 (a)(8)]

(9) Obtain written approval of invitations for bids and requests for proposals before their issuance by the State agency. The school food authority must incorporate all State agency required changes to its solicitation documents before issuing those documents [7 CFR §210.16 (a)(9)]

(10) Ensure that the State agency has reviewed and approved the contract terms and that the school food authority has incorporated all State agency required changes into the contract or amendment before any contract or amendment to an existing food service management company contract is executed. Any changes made by the school food authority or a food service management company to a State agency pre-approved prototype contract or State agency approved contract term must be approved in writing by the State agency before the contract is executed. When requested, the school food

authority must submit all procurement documents, including responses submitted by potential contractors, to the State agency, by the due date established by the State agency. [7 CFR §210.16 (a)(10)]

(11) Shall administer the application process for all free and reduced-price meals and shall establish and notify parents and guardians of program criteria for eligible students. The SFA shall be responsible for verifying applications for Free and Reduced-Price Meals as required by USDA regulations. The SFA will ensure that no child is discriminated against on the basis of race, color, national origin, age sex or disability. Both the SFA and the FSMC shall be responsible for protecting the anonymity of students receiving free or reduced-price meals. [7 CFR§245.6]

(12) Every school year, the SFA with more than one school shall perform no less than one on-site review of the lunch counting and claiming system employed by each school under its jurisdiction. The on-site review shall take place prior to February 1 of each school year. Further, if the review discloses problems with a school's meal counting or claiming procedures, SFA shall: ensure that the school implements corrective action; and, within 45 days of the review, conduct a follow-up on-site review to determine that the corrective action resolved the problem. Each on-site review shall ensure that the school's claim is based on the counting system authorized by the State agency under 7CFR§210.7(c) of this part and that the counting system, as implemented, yields the actual number of reimbursable free, reduced price and paid lunches, respectively, served for each day of operation. [7 CFR§210.8(a)(1)]

METHOD OF APPROACH AND IMPLEMENTATION PLAN

The SFA participates in the NSLP, SBP, ASCS, SFSP**,** and surplus USDA Foods are available for use in the selected program(s), and it is the intent of the SFA that such items will be included in menus to the greatest extent possible.

1. Food Purchase Specifications.

A. Whether the SFA conducts its own procurement, or if the FSMC procures products on behalf of SFA, the FSMC may not require any additional liability coverage, regardless of dollar value, beyond that which SFA would require under procurements not involving FSMC.

B. The FSMC bills the SFA for all items when purchased. The FSMC will act as the purchasing agent and will be responsible for purchasing all food items and supplies, required for the Child Nutrition Program (CNP). Food quality must meet or exceed the requirements specified in the Child Nutrition Program Food Buying Guide (https://foodbuyingguide.fns.usda.gov/). The FSMC will purchase quality products at the lowest possible cost utilizing existing contracts in place by the FSMC at the corporate level. All purchases generated by the FSMC upon District approval, must adhere to the federal CNP procurement regulations in 2 CFR 200 and 7 CFR 210.21 and will adhere to Section 104(d) of the William F. Goodling Child Nutrition Reauthorization Act of 1998 (Public Law 105-336) added a new provision, Section 12(n) of the NSLA (42 USC 1760(n)), requiring SFAs to purchase domestically grown and processed foods, to the maximum extent practicable. Purchases made in accordance with the Buy American provision must still follow the applicable procurement rules calling for free and open competition. The FSMC shall purchase all food and non-food at the lowest price possible consistent with maintaining quality standards and service. The FSMC shall be responsible for purchasing standards and specifications to bring about the best quality and price for the SFA's food service program. Specifications shall cover items such a grade, purchase units, style, condition, weight, ingredients, formulations, and delivery time. 210.16(c)(3)

C. Per USDA guidance, the procurement plan must outline the specific procedures per 2CFR Part 200 for program operators 2CFR 318 (a). Specifically, the plan must follow the types of procurement available: micro purchase, small purchase, and formal procurement methods. The plan must prohibit the acquisition of unnecessary or duplicative items per 2CFR 218(d). The plan must also ensure all solicitations incorporate a clear and accurate description for the material, product, or service to be procured. It must not be duly restrictive as to limit competition; it must also take steps to assure that small minority and women's business are used when possible.

D. Per 2CFR Part 200.3189(c)(1) the non-Federal entity must maintain written standard of conduct covering conflicts of interest and to govern the actions of its employees engaged in the selection, award, and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. The code of conduct must also provide for disciplinary action for violations by officers, employees, or agents (2CFR 200.318 (c)1.

C. The FSMC must submit a comprehensive plan on how the FSMC will provide input to purchase food for the menus that will keep costs low and quality high. In the plan, the FSMC must describe the methodology it will use to document the

market value of the USDA Foods or commodities used on the invoice. The FSMC must state the estimated food costs on Attachment 7.6. The FSMC shall provide a sample invoice in the offer that will meet all the information listed in the Special Terms and Conditions that pertain to USDA requirements.

Beef	USDA inspected	Fresh fruits	US Fancy
Poultry	USDA inspected	Canned fruits	US Fancy
Variety meats	High quality	Canned vegetables	US Fancy
Dairy products	Grade A	Frozen fruits	High quality
Eggs	Fresh Grade A	All other items	High quality
Fish	Government Inspected		

D. Free and reduced-price lunches are provided to pupils who qualify, as determined by the USDA guidelines. Occasionally, special food services are requested for functions other than the regular lunch periods. Interested FSMCs should include in the offer a provision for accommodating such special requests. LYON COUNTY SCHOOL DISTRICT does have a catering department and the successful FSMC is expected to manage this program as well.

E. Successive menus must offer the same level of quality, variety and nutritional value as the first 21-day proposed menu. The FSMC shall ensure compliance with the SFA's Agreement with the Nevada Department of Agriculture (NDA).

2. Menu Plan.

A. Include a copy of a 21-day or 42-day (if applicable) cycle menu developed in accordance with the meal pattern requirements specified in 7CFR§210.16(b)(1). This menu will be used as a basis for projecting costs. The FSMC must adhere to the FSMC developed menu for the first 21-days of meal service. The menu shall meet the requirements stated in Public Law 111-296, the Healthy, Hunger-Free Kids Act of 2010 (HHFKA). Changes thereafter may be made with the approval of the SFA. 7CFR§210.16(b)(1) Complete Attachments 7.7 & 7.8.

B. The FSMC shall provide a reimbursable lunch and breakfast meal pattern which meets the nutrition standards stated in section 201 of the Healthy, Hunger-Free Kids Act of 2010 (Pub. L. 111-296, HHFKA) amended Section 4(b) of the NSLA, 42 USC 1753(b). Refer to Exhibit C titled "Meal Patterns – School Breakfast and School Lunch" for meal pattern requirements. In addition, provide a reimbursable supper, lunch and snack following meal patterns for programs: SFSP, 7 CFR 225.16 and CACFP, 7 CFR 226.20 when applicable.

C. FSMC may not change or vary the menus after the first menu cycle for the NSLP, SBP, ASCS, SFSP or the a la carte items without written approval of SFA. SFA shall approve the menus no later than two weeks prior to service. (Reference 7CFR§210.16) Any changes or variances requested by FSMC for substitutions to SFA menu of lower quality food items shall be justified and documented in writing. FSMC must maintain documentation for substitutions and justification of lower quality food items for the records retention period that is applicable to food production records and shall make such documentation available to SFA, NDA and USDA for review upon request. (7CFR§210.16(b)(1))
The FSMC has the option to select the NSLP meal pattern for all Child Nutrition Programs (NSLP, SFSP, and CACFP). The FSMC must select which meal pattern requirements it will choose outside of NSLP when applicable.
The options for program meal patterns to follow: SFSP, 7 CFR 225.16 and CACFP 7 CFR 226.20.

D. The FSMC will use strategies to keep costs low and quality high to prepare and serve a variety of high quality, wholesome, and nutritious foods and beverages for students, faculty, staff, employees, and others as chosen by the SFA. 7CFR§210.10(a)

E. As applicable, any additional items served by the FSMC shall comply with 7CFR§210.11, Competitive food service and standards, and any other nutrition standards for all foods sold in school implemented as a requirement under the Healthy, Hunger-Free Kids Act of 2010. Additionally, the SFA and FSMC shall agree to detailed a-la-carte specifications for each a-la-carte item included in the 21-day cycle menu; at a minimum, such specifications shall include:

(1) A recipe for each menu item that includes the total yield, portion size, ingredients and all USDA required nutrient information;
(2) The identity of all branded items that may be used in the meal/a- la-carte, vending, school stores, etc.; and
(3) Whenever possible, the grade, style and condition of each food item and other information that indicates the acceptable level of quality for each food item.

F. The FSMC shall implement an accurate point of service count using the counting system submitted to NDA by the SFA as indicated in the policy statement. The counting system must eliminate the potential for the overt identification of free and reduced-price eligible students under USDA Regulation. 7CFR§245.8.

G. The FSMC shall identify, near or at the beginning of the serving line and prior to the Point of Service, all the food items that constitute a reimbursable meal at both breakfast and lunch. This is intended to assist students in selecting the meal components that comprise the reimbursable meal and in the appropriate quantities. 7CFR210.10(a)(2).

H. The FSMC will promote the nutritional education aspects of the SFA food service wellness program and cooperate in the efforts of the SFA to coordinate these aspects with classroom instruction. The FSMC must provide detailed information about the FSMC's philosophy regarding promotion (increasing awareness and participation) of the school food service program.

I. The FSMC must have extensive experience as food service operators and consultants of food service programs in general, and in public/charter schools as stated on Attachment 7.1. The FSMC shall have specific strategies for increasing both student and adult participation, while at the same time providing high quality, nutritional food. The FSMC shall have experience with this in other school districts.

J. The FSMC must select a cooking method to produce healthy food which meets the standards of the Child Nutrition Program.

K. The FSMC shall ensure compliance with a food safety management system that complies with the Hazard Analysis and Critical Control Point (HACCP) principles or meets the USDA guidance for developing a process approach to HACCP. Public Law 108-265. The FSMC will submit a HACCP plan in the offer.

3. Accounting Systems and Records.

A. The SFA will designate by name and title, the employee who will be responsible to supervise and audit all financially related operations of the FSMC pertinent to the SFA. All deposits will be provided to the SFA, by the FSMC, in bags, with completed deposit tickets organized by school, to be deposited into the SFA account.

B. The FSMC shall have a detailed internal accounting process as described on of the offer. This should include, at a minimum:

(1) Detailed inventory control for storage areas, including USDA Foods;
(2) Accounting controls;
(3) Method of recording, checking and reporting sales;
(4) Internal control of cash handling;
(5) Internal audit system;
(6) All regular accounting forms used, with explanation of each;
(7) Account periods;
(8) Detailed description of showing credits and rebates on invoices and the method used to reach those amounts; and
(9) Data collection for purposes of evaluating the effectiveness of new and current programs.

C. The FSMC shall have a policy on how the meals will be served and how proper, accurate pupil participation records will be maintained.

4. Cost Controls and Fees.

A. Each FSMC shall have a plan for controlling costs which includes:

(1) Previous record on meeting budgets and estimating costs;
(2) Management and accounting tools that the FSMC will implement to monitor cost controls, revenue, meal counts, and productivity;
(3) Outline the number of weeks the FSMC Management will work, the number of Management vacation days and number of Management leave days that will be charged the SFA;
(4) Amount of any bonus the FSMC will provide to the management staff, which will be charged to the SFA; and
(5) Identify what the management staff performance guarantee will be.

SECTION 3: SPECIAL TERMS AND CONDITIONS

INSURANCE REQUIREMENTS

Contractor and subcontractors shall procure and maintain, until all of their obligations have been discharged, including any warranty periods under this Contract are satisfied, insurance against claims for injury to persons or damage to property, which may arise from, or in connection with, the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

The insurance requirements herein are minimum requirements for this Contract and in no way limit the indemnity covenants contained in this Contract. SFA in no way warrants that the minimum limits contained herein are sufficient to protect the Contractor from liabilities that might arise out of the performance of the work under this contract by the Contractor, its agents, representatives, employees or subcontractors, and Contractor is free to purchase additional insurance.

A. Minimum Scope and Limits of Insurance: Contractor shall provide coverage with limits of liability not less than those stated below.

(1) Commercial General Liability – Occurrence Form

Policy shall include bodily injury, property damage, personal injury and broad form contractual liability.

- General Aggregate $5,000,000
- Products – Completed Operations Aggregate $1,000,000
- Personal and Advertising Injury $1,000,000
- Blanket Contractual Liability – Written and Oral $1,000,000
- Fire Legal Liability $ 50,000
- Each Occurrence $1,000,000

(a) The policy shall be endorsed to include the following additional insured language: ***"Lyon County School District its departments, boards of trustees, officers, officials, agents, employees, and volunteers shall be named as additional insured with respect to liability arising out of the activities performed by or on behalf of the Contractor."***

(b) Policy shall contain a waiver of subrogation against the SFA, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

(c) Policy shall be with an insurance carrier(s) licensed to do business in the State of Nevada and must be approved by Lyon County School District and must include the following:

- Premises-Operations
- Independent Contractor's Protection
- Products and Completed Operations
- Broad Form Property Damage
- Personal Injury (with Employee Exclusion deleted)
- Blanket Contractual Liability
- Property Damage Liability

(2) Business Automobile Liability

Bodily Injury and Property Damage for any owned, hired, and/or non-owned vehicles used in the performance of this Contract.

- Combined Single Limit (CSL) $1,000,000

(a) The policy shall be endorsed to include the following additional insured language: ***"Lyon County School District its departments, boards of trustees, officers, officials, agents, employees, and volunteers shall be named as additional insured with respect to liability arising out of the activities performed by or on behalf of the Contractor."***

(b) Policy shall contain a waiver of subrogation against the SFA, as departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

(c) Policy shall be with an insurance carrier(s) licensed to do business in the State of Nevada and having a current A.M. Best rating of A-: VII or better and approved by Lyon County School District.

(3) Worker's Compensation and Employers' Liability

Employers' Liability	**Statutory**
• Each Accident	$500,000
• Disease – Each Employee	$500,000
• Disease – Policy Limit	$1,000,000

(a) Policy shall contain a waiver of subrogation against the SFA, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

(b) For fixed fee contracts all insurance costs must not be billed separately. Insurance costs must be included in fixed fee.

(c) Worker's Compensation shall be included in the fixed fee, and not billed separately.

(4) Professional Liability Insurance

During the life of the contract, FSMC shall maintain Professional Liability (Errors and Omissions) Insurance with minimum limits of at least one million dollars ($1,000,000) per occurrence. This insurance required may be provided under primary policies or by a combination of primary and excess policies.

B. Additional Insurance Requirements: The policies shall include, or be endorsed to include, the following provisions:

(1) Lyon County School District its departments, boards of trustees, officers, officials, agents, employees, and volunteers wherever additional insured status is required such additional insured shall be covered to the full limits of liability purchased by the Contractor, even if those limits of liability are in excess of those required by this Contract.
(2) The Contractor's insurance coverage shall be primary insurance with respect to all other available sources.
(3) Coverage provided by the Contractor shall not be limited to the liability assumed under the indemnification provisions of this Contract.

C. Notice of Cancellation: Each insurance policy required by the insurance provisions of this Contract shall provide the required coverage and shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days prior written notice has been given to the SFA. Such notice shall be sent directly to the SFA office and shall be sent by certified mail, return receipt requested.

D. Acceptability of Insurers: Insurance is to be placed with duly licensed or approved non-admitted insurers in the State of Nevada with an "A.M. Best" rating of not less than A-VII. The SFA in no way warrants that the above-required minimum insurer rating is sufficient to protect the Contractor from potential insurer insolvency.

E. Verification of Coverage: Contractor shall furnish the SFA with certificates of insurance (ACORD form or equivalent approved by the SFA) as required by this Contract. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

(1) All certificates and endorsements are to be received and approved by the SFA before work commences. Each insurance policy required by this Contract must be in effect at or prior to commencement of work under this Contract and remain in effect for the duration of the project. Failure to maintain the insurance policies as required by this Contract, or to provide evidence of renewal, is a material breach of contract.
(2) All certificates required by this Contract shall be sent directly to the SFA office. The SFA project/contract number and project description shall be noted on the certificate of insurance. The SFA reserves the right to require complete, certified copies of all insurance policies required by this Contract at any time.

F. Subcontractors: Contractors' certificate(s) shall include all subcontractors as insured under its policies or Contractor shall furnish to the SFA separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to the minimum requirements identified above.

G. In the event the Contractor or sub-contractor(s) is/are a public entity, then the Insurance Requirements shall not apply. Such public entity shall provide a Certificate of Self-Insurance. If the contractor or sub-contractor(s) is/are an SFA agency, board, commission, or university, none of the above shall apply.

H. No insurance will not be billed separately. Insurance must be included in the administration fee.

CONTRACT TERM

A. The term of this Contract shall commence on the date the SFA signs the Offer and Award Form, signifying the SFA's acceptance of the Offeror's proposal, but no earlier than **July 1, 2025.** The contract will remain in effect for a term of twelve (12) months, unless terminated, canceled, or extended as otherwise provided herein, After the initial term, the contract may be renewed for up to four (4) additional one (1) year terms. If all renewals are executed, this agreement but will run no later than **June 30, 2030**. [7CFR§210.16(d)]

B. The contract must be one year with the option to have three additional one-year extensions.

C. The total duration of this Contract, including the exercise of any options under this provision, shall not exceed four (4) years.

D. Either party may cancel for cause with 90-day notification.

E. Termination for Cause: The contract may be terminated for cause and for convenience by the SFA. [2 CFR §200 (B)]

F. Non-Performance Sanction: If contractors violate or breach contract terms, the SFA can place administrative, contractual, or legal remedies, sanctions and penalties as may be appropriate. 7CFR§210.16(b)(2) and 2 CFR 200 (A).

G. Contract Termination: Upon the service ending by either contract expiration or termination, it shall be incumbent upon the FSMC to cooperate fully with the replacement FSMC. If the SFA is returning to a self-operated food service, the FSMC shall ensure a smooth and timely transition. The FSMC will purchase back unused supplies from SFA at the termination of the Contract in order to prevent overbuying.

PRICING TERMS

A. Prices shall be firm for the term of the contract. Prices as stated must be complete for the services offered and shall include all associated costs. DO NOT include sales tax on any item in the offer.

B. Pricing for SFSP may be requested by the SFA as an option, which may be exercised during each school year. Prices as stated must be complete for the services offered and shall include all associated costs. Offerors are to utilize the demographics provided to determine pricing, taking bonding requirements into consideration, as identified in this section, paragraph 45.

C. The SFA will retain control for the establishment of all prices, including price adjustments, for meals served under the nonprofit school food service account, e.g., pricing for reimbursable meals, ala carte service including vending machines and adult meals.

D. The SFA and the FSMC shall work together to ensure a financially sound operation. The FSMC will provide a guarantee and must describe in detail the guarantee conditions, forecasting of cost, and settlement of losses and/or surpluses in this offer. Options include:

(1) Guaranteed No Loss: FSMC guarantees the SFA no loss for the operation of the food service program; or

(2) Guaranteed Minimum Return: FSMC guarantees the SFA a return no less than a certain dollar amount for the operation of the food service program.

(a) Guaranteed conditions not clearly defined shall be the sole responsibility of the FSMC. If the contract is renewed, the guarantee conditions shall apply to subsequent years. The FSMC cannot recover any deficits in subsequent years if contract is renewed. In the event the guarantee conditions stated are not met, the FSMC and SFA must mutually agree upon the new guarantee minimum amount for the Contract.

E. Financial terms of the Contract are based upon existing guarantee conditions stated on in offer. If there is a material change in the conditions, including, without limitations, changes to the guarantee conditions, the contract:

(1) May be terminated at the end of the current term; or
(2) Continue under the same terms as written.

SFA and FSMC must mutually agree upon which option above is exercised.

F. The Procurement Officer may review a fully documented request for a price increase only after the Contract has been in effect for one year. Any requested increase(s) shall be based on a cost increase to the Contractor that was clearly unpredictable at the time of the Offer and is directly correlated to the price of the services contractually covered. A price increase adjustment shall only be considered at the time of a Contract Extension and shall be a factor in the extension review process. SFA reserves the right to tie any requested increase to a mutually agreed upon Consumer Price Index (CPI).

G. All written requests for price adjustments made by the Contractor shall be initiated at least ninety (90) calendar days in advance of any desired price increase. The ninety (90) calendar days advance notice is required to allow the Procurement Officer sufficient time to make a fair and equitable determination to any such request. The Procurement Officer shall determine whether the requested price increase or an alternate option is in the best interest of the SFA.

H. In the event that the FSMC provides management services for the Fresh Fruit and Vegetable Program (FFVP) at any of SFA's Food Service Locations, SFA and FSMC agree to operate the FFVP in accordance with the requirements of Section 19 of the National School Lunch Act, all applicable regulations and policies, and the FFVP Handbook for Schools. SFA and FSMC further agree that not more than 10% of the total funds awarded to the school and/or schools for operation of the FFVP may be used for administrative expenses.

PAYMENTS AND INVOICES

A. No payment for meals shall be made for meals that are spoiled or unwholesome at the time of service, do not meet specifications developed by the SFA, or do not otherwise meet the requirements of this Agreement. No deduction in payment shall be made by the SFA unless the SFA notifies the FSMC in writing within 48 hours of the meal service for which the deduction is to be made, specifying the number of meals for which a deduction is to be made and describing the reasons for the deduction. 7CFR§210.16(c)(3)

B. The FSMC purchases must be in compliance with standards and specifications in the RFP and in cost-reimbursable contracts and the prices charged to the SFA must be reasonable and necessary. Any silence, absence or omission from the contract specifications concerning any point must be regarded as meaning that only the best commercial practices are to prevail and only material (food, supplies, etc.) and workmanship of a quality that would normally be specified by the SFA are to be used.

C. In fixed fee contracts, the FSMC shall fully discloses all discounts, rebates, allowances and incentives received by the FSMC from its suppliers. If the FSMC receives a discount, rebate, allowance, or incentive from any supplier, the FSMC must disclose and return to the SFA the full amount of the discount, rebate, or applicable credit that is received based on the purchases made on behalf of the SFA. The FSMC must identify the amount of each discount, rebate and other applicable credit on bills and invoices presented to the school food authority for payment and individually identify the amount as a discount, rebate, or in the case of other applicable credits, the nature of the credit. 7CFR§210.21(f)(1)(iv). USDA Foods must be used to the maximum extent practical.

D. The FSMC must document the value of all USDA Foods used in the school year (including both entitlement and bonus food) and including the value of USDA Foods contained in processed end products. USDA Foods used shall be recorded on the monthly bill/invoice as a separate line item and shall be clearly identified and labeled. The value must include the Federal value, processing fees and shipping and handling fees. This amount will be itemized, totaled, and deducted from the monthly invoice.

E. The following are the minimum allowable definitions for a pattern meal eligible for reimbursement.

(1) 1 Reimbursable Lunch = 1 Pattern Meal
2 Reimbursable Supper = 1 Pattern Meal
2 Reimbursable Breakfasts = 1 Pattern Meal
3 Reimbursable Snacks = 1 Pattern Meal

(2) For non-reimbursable meals the number of meal equivalents shall be determined by dividing the total of all sales, except reimbursable meal sales (including cash for adult meals, a la carte meals and special functions or catering), by the approved free lunch reimbursement rate plus the per meal value of commodities for the current school year.

F. The following functions are the FSMC's responsibility, and will be included in the fixed fee per meal:

1. Corporate supervision
2. Quarterly financial reporting, forecasting and analysis in person
    a. Meals per labor hour, Guarantee Tracker, Menu participation analysis, and advisory committee recommendations etc.
3. Annual preparation of Federal Food Service Fund Budget due May 1st
4. Field auditing
5. Marketing Assistance
6. Purchasing administration

G. The FSMC shall submit a separate billing for food, supplies and labor for special functions conducted outside of the non-profit SFA service account to prevent double billing.

H. The billing claim information will be sent to the SFA promptly at the end of each month. 7CFR§210.16(c)(1) The SFA shall pay all amounts when due, but if the SFA does not pay when due, no interest can be paid to the FSMC from the Child Nutrition Program.

I. The FSMC shall provide the SFA with monthly, quarterly and year-end statements**.** The monthly meetings are to be held in person with FSMC Director and SFA Fiscal Services Officer. Quarterly and year-end meetings are to be held in person with FSMC and SFA leadership to discuss the financial health of the program as well as equipment rotation, menu, and operational enhancements.

J. The SFA is the responsible authority without recourse to USDA or NDA for the settlement and satisfaction of all contractual and administrative issues arising in any way from this Contract. Such authority includes, but is not limited to, source evaluation, protests, disputes, claims or other matters of a contractual nature. [7CFR§225.6 (g)(2)(ix)]

K. Every payment obligation of the SFA under this Contract will be contingent upon the availability of funds appropriated or allocated for the payment of such obligation. If funds are not allocated and available for the continuance of this contract, this contract may be terminated by the SFA at the end of the period for which funds are available. No liability shall accrue to the SFA in the event this provision is exercised, and the SFA shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.

CLAIM LIABLITY

A. The FSMC accepts liability caused by the FSMC's negligence or for claims assessed as a result of Federal/State reviews/audits, corresponding with the FSMC's period of liability.

B. SFA shall be responsible for ensuring the resolution of Program reviews and audit findings. FSMC shall fully cooperate with SFA in resolving review and audit issues, and FSMC shall indemnify SFA for any fiscal action, claims, losses or damages, fault, fraud, required repayment or restoration of funds, including reasonable attorney's fees incurred in defending or resolving such issues, that results from FSMC's intentional or negligent acts.

C. The FSMC accepts liability for any negligence on its part that results in any loss of, improper use of, or damage to USDA Foods. In the event the SFA is assessed a fine or penalty, as the result of an unsatisfactory or failed food service audit, the FSMC will be responsible for paying one hundred percent (100%) of the fine or penalty as a result of negligence on behalf of the FSMC. If this situation should occur, the FSMC agrees to reduce their management fee charged to the SFA, accordingly, so that their respective percentage of the fine or penalty will be satisfied and paid in full within a reasonable amount of time which will be determined at the discretion of the SFA.

D. The SFA and the FSMC must provide all documents as necessary for the independent auditor to conduct SFA's single audit.

FEDERAL PROVISIONS

A. Buy American Provision. The FSMC will purchase, to the maximum extent practicable, domestic commodities or products in accordance with 7CFR§210.21(d). The SFA and the FSMC shall purchase, to the maximum extent practicable, domestic agricultural commodities or products substantially processed in the United States. "Substantially" means the final processed product contains over 51% domestically grown agricultural commodities. This provision applies to all food purchases paid from the nonprofit school food services account.

1. The Sponsor participates in the NSLP and SBP and is required to use the nonprofit food service funds, to the maximum extent practical, to buy domestic commodities or products for Program meals. A "domestic

commodity or product" is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agricultural commodities that are produced in the U.S. as provided in 7 CFR Part 210.21(d).

2. Exceptions to the Buy American provision should be used as a last resort; however, an alternative or exception may be approved upon request.
3. To be considered for the alternative or exception, Vendor must submit request in writing to Sponsor and be approved. Approval will be retained with purchase records. The request must include the:
    a. Alternative substitute (s) that are domestic and meet the required specifications:
        i. Price of the domestic food alternative substitute (s); and
        ii. Availability of the domestic alternative substitute (s) in relation to the quantity ordered.
    b. Reason for exception: limited/lack of availability or price (include price):
    c. Price of the domestic food product; and
    d. Price of the non-domestic product that meets the required specification of the domestic product.
4. Documentation will be maintained by the FSMC to demonstrate the use of exceptions. The NDA Buy American Exception Form can be utilized for documentation.
5. Documentation will be maintained by the FSMC to demonstrate compliance with the limitation on the percent of total commercial food costs from non-domestic foods per 7 CFR 210.21(d)(5) and & CFR 220.16(d)(5). The USDA's Exceptions Tracking Standards Form can be utilized to document cap.

B. Local Wellness Policy- WIC Reauthorization Act of 2004 and Healthy, Hunger-Free Kids Act of 2010. The FSMC will ensure compliance with Federal legislation requiring every SFA participating in the NSLP, SBP or SMP to develop, implement, and assess a local wellness program. Public Law 108-265, Section 204 (2004) and Public Law 111-296, Section 204 (2010). The sponsor must complete the annual assessment by school site per the State of Nevada Wellness Policy requirements.

C. Equal Employment Opportunity. The FSMC shall comply with Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations (41 CFR chapters 60). 2 CFR 200 (C).

D. Affordable Care Act. Offeror understands and agrees that it shall be solely responsible for compliance with the patient Protection and Affordable care Act, Public Law 111-148 and the Health Care and Education Reconciliation Act, Public Law 111-152 (collectively the Affordable care Act "ACA"). Offeror shall bear sole responsibility for providing health care benefits for its employees who provide services to the School District/Public Entity as required by state or federal law.

E. Contract Work Hours and Safety Standard Act. The FSMC shall comply with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327–330) as supplemented by Department of Labor regulations (29 CFR Part 5). 2 CFR 200 (E).

F. USDA Rights. The FSMC acknowledges that the USDA has copyrights, Patent Rights in Data and Reporting of Discoveries and Intervention. 2 CFR 200 (F).

G. Trade Secrets.

1. During the term of this Contract, the FSMC may grant to the SFA a nonexclusive right to access certain proprietary materials of FSMC, including menus, recipes, signage, food service surveys and studies, management guidelines and procedures, operating manuals, software (both owned by and licensed by FSMC) and similar compilations regularly used in FSMC business operations ("Trade Secrets"). The SFA shall not disclose any of the FSMC's Trade Secrets or other confidential information, directly or indirectly, during or after the term of this Contract. The SFA shall not photocopy or otherwise duplicate any such material without the prior written consent of the FSMC. All trade secrets and other confidential information shall remain the exclusive property of the FSMC and shall be returned to the FSMC immediately upon termination of this Contract. The SFA shall not use any confusingly similar names, marks, systems, insignia, symbols, procedures and methods. Without limiting the foregoing and except for software provided by SFA.

- In the event of any breach of this provision, the FSMC shall be entitled to equitable relief, including an injunction or specific performance, in addition to all other remedies otherwise available. All of the SFA's obligations under this section are subject to SFA's obligations under the Freedom of Public Information Act and any other law that may require SFA to use, reproduce or disclose FSMC confidential information. This provision shall survive termination of this Contract.

2. During the term of this Contract, the FSMC may have access to SFA confidential information ("SFA Confidential Information"), including student identifiable confidential information that is protected from disclosure by federal law (42

U.S.C. §1758(b)(6)). The FSMC agrees to hold any SFA Confidential Information in confidence during the term of this Contract and thereafter. The FSMC further agrees that the FSMC has no independent rights to this information and will not make any SFA Confidential Information available in any form to any third party or use Confidential Information for any purpose other than the performance of the FSMC's obligations under this Contract. The FSMC will use reasonable security measures to protect SFA's Confidential Information from unauthorized access, use or disclosure and ensure that SFA's Confidential Information is not disclosed or distributed in violation of the terms of this Contract. Immediately upon the termination or expiration of this Contract, the FSMC shall return to the SFA any copies of the SFA's Confidential Information provided to the FSMC by the SFA, and the FSMC will destroy all other copies of the SFA's Confidential Information in all forms, partial and complete, in all types of media and computer memory, and whether or not modified or merged into other materials.

H. Clean Air Act, Clean Water Act, and Environmental Protection Agency Regulation. The FSMC will comply with all applicable standards, orders or requirements issued under Section 306 of the Clean Air Act, Section 508 of the Clean Water Act, Executive Order 11738 and Environmental Protection Agency regulations which prohibit the use, under nonexempt federal contracts, grants or loans to facilities included on the EPA List of Violating Facilities. The SFA will report all violations to NDA and to the USEPA Assistant Administrator for Enforcement 2 CFR 200 (G).

I. Energy Policy and Conservation Act. The FSMC shall meet the mandatory standards and policies relating to energy efficiency which are contained in the State Energy Conservation Plan issued in compliance with the Energy Policy and Conservation Act. (Pub. L. 94–163, 89 Stat. 871. 2 CFR 200 (H).

J. Debarment, Suspension, Ineligibility and Voluntary Exclusion. The FSMC shall sign the Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion from participating in Federal contracts/grants/awards. (Complete Attachment 2) [7CFR§3017.100] The FSMC shall comply with regulations implementing Office of Management and Budget Guidance in Non-procurement Debarment and Suspension codified at 2 CFR Part 180 and 2 CFR Part 417. These regulations restrict transactions with certain parties that are debarred, suspended or otherwise excluded from, or ineligible for, participation in Federal assistance programs or activities. ***A new certification is required for each renewal period.***

K. Certification Regarding Lobbying. Pursuant to 31 USC 1352, the FSMC must submit a certification regarding lobbying which conforms in substance with the language provided in 7CFR§3018. No appropriated funds may be expended by the recipient of a Federal contract, grant, loan, or cooperative Agreement to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered Federal actions. (Complete Attachment 3) [7CFR§3018.100] ***A new certification is required for each renewal period.***

L. Disclosure of Lobbying Activities. Pursuant to 31 USC 1352, the FSMC must disclose lobbying activities in connection with school nutrition programs. If there are material changes after the initial filing, updated reports must be submitted on a quarterly basis. (Complete Attachment 3) [7CFR§3018.100] ***A new certification is required for each renewal period.***

M. Civil Rights Compliance. FSMC shall ensure compliance that in the operation of the Program, no child shall be denied benefits or be otherwise discriminated against because of race, color, national origin, age, sex, or disability. State agencies and school food authorities shall comply with the requirements of: Title VI of the Civil Rights Act of 1964; title IX of the Education Amendments of 1972; section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; Department of Agriculture regulations on nondiscrimination. [7CFR§210.23(b)]

N. Civil Rights Assurance: The program applicant hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.); all provisions required by the implementing regulations of the Department of Agriculture; Department of Justice Enforcement Guidelines, 28 CFR Part SO.3 and 42; and FNS directives and guidelines, to the effect that, no person shall, on the grounds of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied benefits of, or otherwise be subject to discrimination under any program or activity for which the program applicant receives Federal financial assistance from FNS; and hereby gives assurance that it will immediately take measures necessary to effectuate this agreement.

By accepting this assurance, the Program applicant agrees to compile data, maintain records, and submit reports as required, to permit effective enforcement of nondiscrimination laws and permit authorized USDA personnel during hours of program operation to review such records, books, and accounts as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, FNS, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Program applicant, its successors, transferees, and assignees as

long as it receives assistance or retains possession of any assistance from USDA. The person or persons whose signatures appear below are authorized to sign this assurance on the behalf of the Program applicant.

O. Compliance with Program Regulations. The FSMC shall be in conformance with the applicable portions of the SFA's agreement under the program. (7CFR§210.16(a)(2)) The FSMC will conduct program operations in accordance with 7CFR Parts 210, 215, 220, 225, and 250.

P. Certification of Independent Price Determination. FSMC admits that all prices in this Offer have been arrived at independently, without consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Offeror or with any competitor certification regarding non-collusion. (Complete Attachment 4) ***A new certification is required for each renewal period.***

Q. NSLP and SBP Nutrition Standards. The FSMC shall provide meals that meet the Public Law 111-296, the Healthy, Hunger-Free Kids Act of 2010 (HHFKA). The FSMC must follow the single Food-Based Menu Planning (FBMP) meal patterns as described in 7CFR§210.10 for NSLP and 7CFR§220.8 for SBP. The meal shall include the following components; fruits, vegetables, grains, meat/meat alternates, and fluid milk. The FSMC shall meet grade level caloric, sodium, saturated fat, and trans-fat requirements. Meals patterns for SFSP and CACFP may be applicable if selected and described under SFSP, 7 CFR 225.16 and CACFP, 7 CFR 226.20.

LOCATION OF RECORDS

A. All FSMC records pertaining to the SFA should be maintained at the SFA property. The SFA must adhere to the recordkeeping requirements found at 7CFR§210.15.

B. The books and records of the FSMC pertaining to operations under this Agreement shall be available to the SFA at any reasonable time. These records are subject to inspection or audit by representatives of the SFA, State Agency, the US Department of Agriculture, and the US General Accounting Office at any reasonable time and place. The FSMC shall maintain such records, for a period of not less than seven (7) years after the final day of the contract, or longer if required for audit resolution or other legal requirement. 7CFR§210.16(c)(1) and 2 CFR 200.

C. The FSMC shall not remove federally required records from SFA premises upon the expiration or termination of this Contract.

PROHIBITIONS

A. Provisions that permit all income and expenses to accrue to the FSMC and "cost-plus-a-percentage-of-cost" and "cost-plus-a-percentage-of-income" provisions are prohibited. 7CFR§210.16(c)

B. Duplicate Fees: Fee structures that permit a FSMC to bill management fees and charge the same cost as those included in the fixed fee are prohibited.

C. Clauses that limit the selection of vendors to only FSMC approved vendors are prohibited.

D. An acceleration clause that has a provision (multi-year) that requires full payment (e.g. program equipment purchases) if the contract is renegotiated, is prohibited.

E. Interest payments to the contractor, however represented, including interest payments for equipment purchases, are prohibited.

F. A "guaranteed return" provision, unless the "return" remains in the nonprofit food service account, is prohibited. The "return" cannot be contingent upon multi-year contract duration.

G. Provisions that allow an FSMC to be responsible for any functions that must be retained by the SFA are prohibited.

H. Automatic renewal of the contract provisions is prohibited.

I. Provisions, which permit the FSMC to subcontract USDA Foods for further processing, are prohibited.

PROPOSED PERSONNEL REQUIREMENTS

A. Proposed non SFA employees (1 FSMC Nutrition Director, 1 FSMC Asst. Director, 1 Administrative Secretary, 56 non-management food service employees) shall become employees of the FSMC. There will be 21 food service employees who shall remain employees of the SFA. As these 21 SFA employees depart from the district, the FSMC will proceed to hire as FSMC employees. Refer to Exhibit A for more food service employees' information. The initial FSMC staffing proposal must maintain the current staffing levels for budgetary consistency.

B. The FSMC will provide sufficient, and qualified management, as well as, professional employees to manage the food service operations. All FSMC employees and SFA employees will meet the Professional Standards for State and Local School Nutrition Programs personnel as required by the Healthy Hunger Free Kids Act of 2010 (80FR 11077) 7CFR 201 & 235.

C. The FSMC shall have the sole responsibility to compensate its employees, including all applicable taxes, insurance and workers' compensation.

D. The Food Service Director assigned to the SFA, if awarded the contract, must have a bachelor's degree in any academic field and at minimum five (5) years of experience managing food services operations at other school districts of comparable size to the SFA. [7CFR§210.30(b)(iii)] The SFA reserves the right to approve the selection of the FSMC's personnel and to refuse any applicants recommended by the FSMC to which the SFA objects.

E. Staffing changes may be initiated by the FSMC only with the prior consent of the SFA, which consent shall not unreasonably be withheld. In effecting staffing changes, the FSMC and the SFA shall work cooperatively in order to achieve the financial requirements and management goals set forth herein. The FSMC may not implement any staffing change, which would limit or abridge any right or privilege of any SFA employee pursuant to any applicable collective bargaining agreement. "Staffing Change" shall include any hiring, termination, realignment of positions, change in the number of positions, substantial change in conditions of employment, and other similar staffing change, affecting SFA employees.

F. If provided for in the Offer, SFA and FSMC may transition SFA's food service employees to FSMC's payroll. If transition occurs, FSMC shall give first consideration to current employees of SFA or incumbent contractor when hiring employees to provide services pursuant to this Contract, but FSMC shall not be obligated to hire such employees. SFA shall not pay cost of transferring SFA employees to FSMC payroll. Under a cost-reimbursable contract, after transition occurs, FSMC may charge the cost of transitioned employees to SFA as Direct Costs.

G. The FSMC managers will direct and supervise all food service employees, including employees of the SFA. The FSMC shall maintain safety programs for employees as required. Also, the use of student workers or students enrolled in the SFA is prohibited without prior approval.

H. The FSMC shall obtain SFA approval before awarding any wage increases during the life of the contract.

I. The SFA may require in writing the removal of an employee of the FSMC, who violates health requirements or conducts himself/herself in a manner that is detrimental to the physical, mental or moral wellbeing of students, staff and faculty. The FSMC will have a policy for the removal or suspension of an employee, and procedures to immediately restructure its staff without disruption in service. The FSMC will abide by the Drug Free, Alcohol Free rules and regulations of the SFA and all local policies. (Provide the information on Attachment 1)

J. The FSMC shall organize and cooperate with the SFA's Food Service Advisory Board, consisting of students, parents, and SFA staff in developing menus and other food service programs. The FSMC staff shall schedule, keep, and maintain records of the advisory meetings, including sign-in sheets and agenda for the term of this contract and all renewals.

PROPOSED PERSONNEL SCHEDULE AND TRAINING

A. The FSMC shall have a daily staffing schedule of food service employees. The staffing schedule will include a daily listing of employees by school and position description, the daily hours scheduled to work for each employee and the corresponding employee wage rate. Each school-staffing schedule will illustrate the total daily hours and daily cost. The FSMC will have a plan with regards to employment of the existing food service staff. The FSMC will ensure the level of service meets the needs of each school in the SFA.

B. The FSMC will have a detailed training program for employees, directors, and managers. The training program will include how the FSMC will train its employees to abide by the all policies, rules and regulations with respect to its use of SFA

premises. The training program will meet the requirements of the Professional Standard for all School Nutrition Program employees as part of the Healthy Hunger Free Kids Act of 2010. [7CFR 210 & 235 (effective 7/1/15)]

C. FSMC will provide SFA with a detailed work calendar for the upcoming fiscal year to align with Federal Food Service proposed budget in May.

USDA FOODS

A. Schools and sponsors that participate in the NSLP and SBP are eligible to receive USDA Foods. USDA gives the SFA an entitlement dollar amount each school year based on the number of meals served in Nevada the previous school year. Any USDA Foods received by the SFA and made available to the FSMC shall be used only for the benefit of the SFA's food service operation. No USDA Foods will be used for special functions outside of the NSLP, SBP, and SFSP such as catering. All USDA Foods received by the SFA and made available to the FSMC accrue only to the benefit of the SFA school food service and are fully utilized therein. The FSMC shall create a method where they will pass the value of the USDA Foods used to the SFA as a credit. This credit must be stated monthly on SFA's invoice. 7CFR§210.16(a)(6) The total credit must include the Federal value, processing fees, and shipping and handling fees.

B. The SFA shall retain title to all USDA Foods and the FSMC will conduct all activities relating to USDA Foods for which it is responsible in accordance with 7CFR Parts 250, 210, 220, 225 and 226, as applicable.

C. The SFA shall assure that the maximum amount of USDA Foods is received and utilized by FSMC. 7CFR§210.9(b)(15) The SFA shall coordinate with the FSMC in the selection of USDA Foods; however, the final determination as to the acceptance of USDA Foods will be made by the SFA in accordance with the requirements in 7CFR§250.58 (a). Such coordination in ordering will ensure that only those USDA Foods that can be effectively utilized in the food service are ordered, and that such foods are ordered as early in the school year as possible, in order to ensure their use before the end of the year.

D. The SFA shall ensure that the FSMC has documented the value of all USDA Foods used in the SFA's meal service in the school year. [7CFR§250.51(a)]

E. SFA shall maintain responsibility for procuring processing agreements, private storage facilities, or any other aspect of financial management relating to USDA Foods. [7CFR§250.15]

F. FSMC shall accept and use all donated ground beef and ground pork products, and all processed end products, in SFA's food service program. Upon termination of this Contract, or if this Contract is not extended or renewed, FSMC must return all unused donated ground beef, pork and processed end products to SFA. 7CFR§250.52(c) FSMC further agrees to accept and use all other USDA Foods in SFA's food service. FSMC may use (substitute) commercially purchased foods of the same generic identity, of U.S. origin, and of equal or better quality than the USDA Foods, in SFA's food service program. [7CFR§250.51(d)]

G. FSMC is prohibited from entering into any processing contracts utilizing USDA Foods on behalf of the SFA. FSMC agrees that any procurement of end products by FSMC on behalf of SFA will be in compliance with the requirements in subpart C of 7 CFR Part 250 and with the provisions of SFA's processing agreements. FSMC shall credit the SFA for the value of USDA Foods contained in the end products at the processing agreement value. All refunds received from processors must be credited to SFA's Nonprofit School Food Service Account. [7CFR§250.51(a)]

H. FSMC shall accept liability for any negligence on its part that results in any loss of, improper use of, or damage to USDA Foods. FSMC shall credit SFA for the value of all USDA Foods received for the use in SFA's meal service in the school year, including both entitlement and bonus foods, and including the value of USDA Foods contained in processed end products. The manner in which FSMC shall account for the value of USDA Foods is listed in 7CFR§250.51.

I. Cost-reimbursable: FSMC must itemize, in a separate line item in the regular monthly billing to SFA, the savings resulting from use of USDA Foods based on the market value of all USDA donated commodities received for use in SFA's food service. Market value shall be the value set by the NDA, which is the USDA Foods file cost as of a date specified by the NDA, unless otherwise noted. FSMC must include a template on how they will report the value of the USDA Foods each month. The SFA will allow crediting to be performed by disclosure; i.e., the FSMC credits the SFA for the value of USDA Foods by disclosing, in its billing for food costs submitted to the SFA, the savings resulting from the receipt of USDA Foods for the billing period. The SFA must also ensure that the method, and timing, of crediting does not cause its cash resources to exceed the limits established in 7CFR§210.9(b)(2) and §250.51(b).

J. The SFA must ensure that, in crediting it for the value of USDA Foods used in the meal service, the FSMC uses the donated food values determined by NDA, in accordance with 7CFR§250.58(e) and §250.51(c).

K. In the first year of the contract, the FSMC must integrate the SFA's USDA Foods inventory carried over from the previous year, if the SFA was self-operating in that year.

L. The FSMC is prohibited from cashing out USDA Foods and providing a credit to SFA for USDA Foods. (7CFR§250.13) The FSMC will comply with 7CFR part 250 concerning storage and inventory management of USDA Foods. The FSMC will maintain accurate and complete records with respect to the receipt, use/disposition, storage, and inventory of USDA Foods.

M. The FSMC shall meet the general requirements of storage and requirement management of USDA Foods in 7CFR§250.14(b). The FSMC must ensure that its system of inventory management will not result in SFA being charged for USDA Foods. Failure by the FSMC to maintain the required records under this Contract shall be considered prima facie evidence of improper distribution or loss of USDA Foods.

N. The FSMC shall allow SFA and/or any state or federal representative or auditor, including the Auditor General and USDA, or their duly authorized representatives, to perform onsite reviews of FSMC's food service operation, including the review of records, to ensure compliance with requirements for the management and use of USDA Foods. 7CFR§250.53(a)(10)

O. The FSMC shall maintain records to document its compliance with requirements relating to USDA Foods in accordance with 7CFR§250.54 at least annually. 7CFR§250.53(a)(11)

P. If the FSMC is responsible for receiving shipments on behalf of the SFA and retaining records of receipt of USDA Foods and end products (in accordance with 7CFR§250.54(b)), the SFA must verify receipt of donated food shipments through its electronic records, or by contacting NDA and should not rely solely on the FSMC records.

Q. The FSMC acknowledges that renewal of this Contract is contingent upon the fulfillment of all contract provisions herein relating to USDA Foods. 7CFR§250.53(a)(12)

R. The FSMC shall have a strategy to meet the CFR's for USDA Foods and invoicing on how the FSMC will report the value of the USDA Foods monthly.

S. The SFA requires the FSMC to attempt to use 100% of the USDA Foods in the SFA menus.

T. Upon termination of this Contract, the FSMC must, at SFA's discretion, return other unused USDA Foods to SFA. The value of other unused USDA Foods shall be based on the market value of all USDA donated commodities received for use in SFA's food service. Market value shall be the value set by the NDA, which is the USDA Foods file cost as of a date specified by the NDA, unless otherwise noted. 7CFR§250.51(a)

U. In the final year of the contract, if a FSMC is not able to use all the SFA's USDA Foods before the termination of the contract, the SFA will not return credit to the FSMC for the value of unused USDA Foods. In addition, the FSMC must not remove or retain unused USDA Foods at contract termination.

V. The SFA must ensure that the FSMC is following the requirements of this section through its monitoring of the food service operation, as required in 7CFR parts 210, 225, or 226. The SFA will conduct a reconciliation at least annually (and upon termination of the contract) to ensure that the FSMC has credited it for the value of all donated foods received for use in the recipient agency's food service in the school or fiscal year, including, in accordance with the requirements in 7CFR§250.51(a), the value of donated foods contained in processed end products. The FSMC shall provide all documentation and assistance required by the SFA to complete the reconciliation.

HEALTH CERTIFICATION

A. The SFA will maintain applicable health certification and assure that all State and local regulations are being met by the FSMC preparing or serving meals at the SFA.

B. The FSMC shall comply with all SFA local and sanitation requirements applicable to the preparation of food. 7CFR§210.16(a)(7). FSMC shall obtain and post all licenses and permits as required by federal, state, and/or local law.

C. The FSMC will be responsible for maintaining the premises, equipment and facilities in a condition satisfactory to the SFA. The FSMC shall adhere to the standards of cleanliness and sanitary practices as required by the designated Health Department

authority, the SFA standards, and USDA standards to insure continual sanitation in all functions and matters related to the food service program.

D. The FSMC shall maintain, in the storage preparation and service of food, proper sanitation and health standards in conformance with all applicable State and local laws and regulations and comply with the food safety inspection requirement. 7CFR§210.9(b)(14) The FSMC must have two (2) Food Safety Inspections completed during the contract period. The FSMC must provide to the SFA the Food Safety Inspection reports by June 30, 2020. (Public Law 108-265).

E. The FSMC shall have State or local health certification for any facility outside the school in which it proposes to prepare meals and the FSMC shall maintain this health certification for the duration of the contract. 7CFR§210.16(c)(2).

HOUSEKEEPING

A. At the beginning and termination of the contract, the SFA and FSMC shall jointly take inventory of all food and supplies. However, the inventory of food and operational supplies will remain on the SFA's property. The SFA will furnish the necessary small wares, including trays, dishes, glassware, flatware, serving utensils, and the like, necessary for the FSMC to provide services. FSMC shall be responsible for accounting for any difference between the beginning inventory and the ending inventory and shall compensate SFA for any shortfall in inventory not arising from:

(1) Normal wear and tear; or
(2) Theft, fire or other casualty loss beyond the control of FSMC and not arising from the negligence of FSMC or its agents.
(3) The value of the inventories, except for USDA Foods inventories, shall be determined by invoice cost.

B. The SFA will provide, without cost to the FSMC, suitable office facilities, including furniture and equipment, for use by the FSMC. The SFA will be responsible for the required cleaning and maintenance of dining areas and snack bar seating areas beyond the front edge of the serving lines, as well as periodic cleaning of all ceilings, ceiling fixtures, air ducts, and hood vent systems (as per local ordinance). The SFA will also provide and maintain adequate fire extinguishing equipment for food service areas, provide necessary pest control, and shall be responsible for the removal of refuse from refuse collection centers. The SFA shall, at its sole costs and expense, provide all utilities, including without limitation, proper lighting, electricity, gas, water (hot and cold), and telephone service, necessary for the FSMC to provide services. FSMC shall maintain the inventory of silverware, chinaware, kitchen utensils and other operating items necessary for the food service operation and at the inventory level as specified by SFA.

C. The SFA will replace expendable equipment and replace, repair and maintain nonexpendable equipment except when damages result from the use of less than reasonable care by the employees of FSMC.

D. The SFA shall ensure that food storage, preparation and service are in accordance with the sanitation and health standards established under State and local law and regulations. 7CFR§210.13(a)

E. The SFA/FSMC agrees to provide, install, maintain and operate an information technology system (which may include, but not be limited to, hardware, owned and licensed software and systems support) necessary for the operation of SFA's food service program ("the IT System"). SFA shall provide at its expense a suitable environment, including items such as: heat, air conditioning, phone and utility service as may be reasonably required for the installation, implementation, operation and maintenance of "the IT system."

F. The FSMC shall notify the SFA of any equipment belonging to the FSMC on the SFA premises within ten (10) days of its placement on SFA premises. The FSMC shall comply with all the SFA building rules and regulations. The FSMC shall not use the SFA's facilities to produce food, meals or services for third parties without the approval of SFA. If such usage is mutually acceptable, there shall be a signed agreement that stipulates the fees to be paid by the FSMC to the SFA for such facility usage. Such usage may not result in a cost to the Non-profit Food Service Account. The SFA, on the termination or expiration of this Contract, shall conduct a physical inventory of all equipment, food and supplies owned by SFA. Upon termination of this Contract, FSMC shall surrender to SFA all of SFA's equipment and furnishings used in SFA's Food Service Program in good repair and condition, reasonable wear and tear excepted.

G. During the course of this Contract, title to all SFA food and supplies shall remain with the SFA.

ADMINISTRATIVE REVIEW AND PROCUREMENT REVIEW

A. **Administrative Review.** The FSMC shall meet all Administrative Review (AR) and Procurement Review (PR) requirements. The Administrative Review (AR) is a comprehensive evaluation of school meals programs by the Nevada Department of Agriculture (NDA) of SFAs participating in the NSLP and SBP and includes both Critical and General

Areas of Review to assess compliance with regulations and policies applicable to these programs. The FSMC shall provide accurate Administrative Review (AR) information to the SFA and the NDA and ensure that the meal pattern is executed per the regulations.

B. **Procurement Review (PR).** The procurement of goods and services is a significant responsibility of a school food authority (SFA). Obtaining the most economical purchase should be considered in all purchases when using Federal funds. Federal, state and local laws and regulations specify the procurement methods, terms and conditions SFAs must follow to competitively procure goods and services, award contracts, and oversee contractor performance. (2 CFR 200.318(b)). NDA is required to ensure that SFAs comply with the applicable provisions through audits, procurement reviews, technical assistance, training guidance materials and by other means. (7 CFR 210.19(a)(3))

FINANCING OF EQUIPMENT

A. The FSMC may finance equipment for the SFA's Food Service Program in an amount not to exceed $5,000. The SFA will follow its usual procurement procedures for any transaction that is financed by the FSMC. The FSMC cannot be the vendor for any procurement that it finances for the SFA. The SFA shall repay any financing provided by the FSMC at the rate specified when the equipment was purchased, which sum shall be charged to the SFA as a Direct Cost to the food service program. This information must be documented on in offer. Ownership of the equipment shall at all times remain with the SFA.

B. If the Contract expires or is terminated prior to the complete repayment of the investment, the SFA shall, on the expiration date, or within five (5) days after receipt by either party of any notice of termination under this Contract, either:
(1) Reimburse the FSMC the unpaid portion of the investment;
(2) Deliver the equipment or other items funded by the investment to the FSMC; or
(3) Lease purchase the equipment or other items funded by the investment from the FSMC and continue to pay FSMC a monthly payment in the amount specified when the equipment was purchased until the balance of the investment is repaid.

C. In this event, SFA's obligation under the Lease Purchase Agreement with FSMC shall be subject to the SFA's ratification of the rental agreement for each ensuing fiscal year.

E-VERIFY REQUIREMENT

A. The FSMC warrants compliance with all Federal immigration laws and regulations relating to employees and warrants its compliance.

B. A breach of a warranty regarding compliance with immigration laws and regulations shall be deemed a material breach of the contract and the FSMC may be subject to penalties up to and including termination of the Contract.

C. Failure to comply with a SFA audit process to randomly verify the employment records of FSMC and subcontractors shall be deemed a material breach of the contract and the FSMC may be subject to penalties up to and including termination of the contract.

D. The SFA retains the legal right to inspect the papers of any employee who works on the contract to ensure that the FSMC or subcontractor is in compliance.

SAFETY

A. Offeror, at its own expense and at all times, shall take all responsible precautions to protect persons and the School District/Public Entity property from damage, loss or injury resulting from the activities of Offeror, its employees, its subcontractors, and/or other persons present. Offeror will comply with all specific job safety requirements promulgated by any governmental authority, including without limitation, the requirements of the Occupational Safety Health Act of 1970.

B. All items supplied on this contract must comply with the current applicable occupational safety and health standards of the State of Nevada Industrial commission, the national Electric Code, and the National Fire Protection Association Standards.

C. The FSMC agrees to utilize only experienced, responsible and capable employees in the performance of the work. SFA may require that the FSMC remove from the job, by this Contract, employees who endanger person or property or whose continued employment under this Contract is, in the opinion of SFA, not justified due to unacceptable performance of duties, or is inconsistent with the interests of SFA.

SUBCONTRACTS

A. The FSMC may, with the approval of the SFA and NDA, enter into written subcontract(s) for performance of certain functions under the Contract. Subcontractors must be approved in writing by the SFA and NDA prior to the effective date of any subcontract.

B. The FSMC shall not assign and/or delegate any of the duties and/or responsibilities to process DF under this Contract to any party, either by way of subcontract or any other arrangement, without the prior written consent of the SFA and the NDA. Prior to utilizing the services of any subcontractor under this Contract, the FSMC shall complete and submit to the SFA the NDA a Subcontractor Agreement (Refer to NPA) for each proposed subcontractor. Even if a subcontract is approved, the FSMC remains responsible as prime Contractor to ensure that DF is accounted for and processed according to the terms and conditions contained in this Contract and is obligated to inform the subcontractor of these requirements.

C. FSMC's certificate(s) shall include all subcontractors as insured's under its policies or FSMC shall furnish to the SFA separate certificates and endorsements for each subcontractor. All coverage's for subcontractors shall be subject to the minimum requirements identified above.

D. The FSMC shall fully cooperate with other SFA contractors, subcontractors and assigns and shall carefully plan and perform its own work to accommodate the work of other SFA contractors. The FSMC shall not intentionally commit or permit any act which will interfere with the performance of work by any other SFA contractors.

TAXES

A. If during the term of this Agreement any taxes are added or deleted, or there is a revision of an existing law or regulation such that the responsibility for any tax is shifted or altered, any of which results in increased or decreased costs to the FSMC, then the financial terms of this Agreement shall be adjusted to reflect the change in cost retroactive to the commencement of the change. The obligations described in this paragraph shall survive any termination of this Agreement, and will continue until the applicable statute of limitations, including legal extensions, has expired. The SFA and the FSMC shall agree to remain responsible for any liability or assessment, including related interest and penalties, resulting from a tax responsibility of that party, and reasonable collection expense, attorney's fees, and costs incurred in connection with the collection of any such amount from that party.

SECTION 4: UNIFORM TERMS AND CONDITIONS

CONTRACT INTERPRETATION

A. Nevada Law. The law of Nevada applies to this Contract including, where applicable, the Uniform Commercial Code as adopted by the SFA, Lyon County School District Board Policies and Administrative Regulations, and Nevada Revised Statutes (NRS).

B. Implied Contract Terms. Each Provision of law and any terms required by law to be in this Contract are a part of this Contract as if fully stated in it.

C. Contract Order of Precedence. In the event of a conflict in the provisions of the Contract, the following shall prevail in the order set forth below:

(1) Special Terms and Conditions;

(2) Uniform Terms and Conditions;
(3) Statement of Scope of Work;
(4) Specifications;
(5) Attachments;
(6) Exhibits;
(7) Special Instructions to Offeror; and
(8) Uniform Instructions to Offeror

D. Relationship of Parties. The Contractor under this Contract is an independent Contractor. Neither party to this Contract shall be deemed to be the employee agent of the other party to the Contract.

E. Severability. The provisions of this Contract are severable. Any term or condition deemed illegal or invalid shall not affect any other term or condition of the Contract.

F. No Parole Evidence. This Contract is intended by the parties as a final and complete expression of their agreement. No course of prior dealings between the parties and no usage of the trade shall supplement or explain any terms used in this document.

G. No Waiver. Either party's failure to insist on strict performance of any term or condition of the Contract shall not be deemed waiver of that term or condition even if the party accepting or acquiescing in the nonconforming performance knows of the nature of the performance and fails to object to it.

H. No action involving this RFP or a resulting contract may be brought except in the district and federal courts located in Lyon County, Nevada, USA.

CONTRACT ADMINISTRATION AND OPERATION

A. Records. The Contractor shall retain and shall contractually require each Subcontractor to retain all data and other records ("records") relating to the acquisition and performance of the Contract for a period of at least seven (7) years after the completion of the Contract. All records shall be subject to inspection and audit at reasonable times. Upon request, the Contractor shall produce a legible copy of any or all such records.

B. Non-Discrimination. The Contractor shall comply with all applicable Federal and State laws, rules and regulations, including the Americans with Disabilities Act.

C. Audit. At any time during the term of this Contract and seven (7) years thereafter, the Contractor's or any Subcontractor's books and records shall be subject to audit by the SFA and, where applicable, NDA, the Federal Government, to the extent that the books and records relate to the performance of the Contract or Subcontract.

D. Inspection and Testing. The Contractor agrees to permit access to its facilities, Subcontractor facilities and the Contractor's processes for producing the materials, at reasonable time for inspection of the materials and services covered under this Contract. The SFA shall also have the right to test, at its own cost, the materials to be supplied under this Contract. Neither inspection at the Contractor's facilities nor testing shall constitute final acceptance of the materials. If the SFA determines non-compliance of the materials, the Contractor shall be responsible for the payment of all costs incurred by the SFA for testing and inspection.

E. Notices. Notices to the Contractor required by this Contract shall be made by the SFA to the person indicated on the Offer and Award form submitted by the Contractor unless otherwise stated in the Contract. Notices to the SFA required by the Contract shall be made by the Contractor to the Solicitation Contact Person indicated on the Solicitation cover sheet, unless otherwise stated in the Contract. An authorized Procurement Officer and an authorized Contractor representative may change their respective person to whom notices shall be given by written notice. An Amendment to the Contract shall not be necessary.

F. Advertising and Promotion of Contract. The Contractor shall not advertise or publish information for commercial benefit concerning this Contract without the prior written approval of the Procurement Officer.

G. Property of the SFA. Any materials, including reports, computer programs and other deliverables, created under this Contract are the sole property of the SFA. The Contractor is not entitled to a patent or copyright on those materials and may not transfer the patent or copyright to anyone else. The Contractor shall not use or release these materials without the prior written consent of the SFA.

COSTS AND PAYMENTS

A. Payments. Payments shall comply with the requirements for Net 30 days. Upon receipt and acceptance of goods or services, the Contractor shall submit a complete and accurate invoice for payment from the SFA within thirty (30) days.

B. Delivery. Unless stated otherwise in the Contract, all prices shall be F.O.B. destination and shall include delivery and unloading at the destinations.

C. Applicable Taxes.
(1) Payment of Taxes by the SFA. The SFA will pay only the rate and/or amount of taxes identified in the Offer and in any resulting Contract.
(2) State and Local Sales Taxes. The SFA is subject to all applicable state sales and use taxes. Sales taxes apply to the sale and are the responsibility of the seller to remit. Failure to collect taxes from the buyer does not relieve the seller from its obligation to remit taxes.
(3) Tax Indemnification. Contractor and all Subcontractors shall pay all federal, state, and local taxes applicable to its operation and any persons employed by the Contractor. Contractor shall and require all Subcontractors to hold the SFA harmless from any responsibility for taxes, damages and interest, if applicable, contributions required under federal, and/or state and local laws and regulations and any other costs including transaction privilege taxes, unemployment compensation insurance, Social Security and Worker's Compensation.
(4) IRS W-9. In order to receive payment under any resulting Contract, Contractor shall have a current I.R.S. W-9 Form on file with the SFA.

D. Availability of Funds for the Next Fiscal Year. Funds may not presently be available for performance under this Contract beyond the current fiscal year. No legal liability on the part of the SFA for any payment may arise under this Contract beyond the current fiscal year until funds are made available for performance of the Contract. The SFA will make reasonable efforts to secure such funds.

CONTRACT CHANGES

A. Amendments. This Contract is issued under the authority of the Lyon County School District Board of Trustees and has been signed by an authorized designee. The RFP and any resulting contract is managed and monitored by Executive Director of Operations. Changes to the contract may be modified only through a Contract Amendment within the scope of the Contract signed by SFA's authorized designee. Changes to the Contract, including the addition of work or materials, the revision of payment terms, or the substitution of work or materials, directed by an unauthorized employee or made unilaterally by the Contractor are violations of the Contract and of applicable law. Such changes, including unauthorized written Contract Amendments, shall be void and without effect, and the Contractor shall not be entitled to any claim to this Contract based on those changes.

B. Subcontracts. The Contractor shall not enter into any Subcontract under this Contract without the advance written approval of the Procurement Officer. The Subcontract shall incorporate by reference the terms and conditions of this Contract.

B. Assignment and Delegation. The Contractor shall not assign any right nor delegate any duty under this Contract without the prior written approval of the Procurement Officer. The Procurement Officer shall not unreasonably withhold approval.

RISK AND LIABLITY

A. Risk of Loss. The Contractor shall bear all loss of conforming material covered under this Contract until received by authorized personnel at the location designated in the purchase order or Contract. Mere receipt does not constitute final acceptance. The risk of loss for nonconforming materials shall remain with the Contractor regardless of receipt.

B. General Indemnification. To the extent permitted, the SFA shall be indemnified and held harmless by the Contractor for its vicarious liability as a result of entering into this Contract. Each party to this Contract is responsible for its own negligence.

C. Indemnification - Patent and Copyright. To the extent permitted, the Contractor shall indemnify and hold harmless the SFA against any liability, including costs and expenses, for infringement of any patent, trademark, or copyright arising out of

Contract performance or use by the SFA of materials furnished or work performed under this Contract. The SFA shall reasonably notify the Contractor of any claim for which it may be liable under this paragraph.

D. Force Majeure.

(1) Except for payment of sums due, neither party shall be liable to the other nor deemed in default under this Contract if and to the extent that such party's performance of this Contract is prevented by reason of force majeure. The term "force majeure" means an occurrence that is beyond the control of the party affected and occurs without its fault or negligence. Without limiting the foregoing, force majeure includes acts of God; acts of the public enemy; war; riots; strikes; mobilization; labor disputes; civil disorders; fire; flood; lockouts; injections-intervention-acts; or failures or refusals to act by government authority; and other similar occurrences beyond the control of the party declaring force majeure which such party is unable to prevent by exercising reasonable diligence.

(2) Force Majeure shall not include the following occurrences:

(a) Late delivery of equipment or materials caused by congestion at a manufacturer's plant or elsewhere, or an oversold condition of the market; or

(b) Late performance by a Subcontractor unless the delay arises out of a force majeure occurrence in accordance with this force majeure term and condition; or

(c) Inability of either the Contractor or any Subcontractor to acquire or maintain any required insurance, bonds, licenses, or permits.

(3) If either party is delayed at any time in the progress of the work by force majeure, the delayed party shall notify the other party in writing of such delay, as soon as is practicable and no later than the following working day, of the commencement thereof and shall specify the causes of such delay in such notice. Such notice shall be delivered or mailed certified-return receipt requested, and shall make a specific reference to this article, thereby invoking its provisions. The delayed party shall cause such delay to cease as soon as practicable and shall notify the other party in writing when it has done so. The time of completion shall be extended automatically for a period of time equal to the time that results or effects of such delay prevent the delayed party from performing in accordance with this Contract.

(4) Any delay or failure in performance by either party hereto shall not constitute default hereunder or give rise to any claim for damages or loss of anticipated profits if, and to the extent that such delay or failure is caused by force majeure.

E. Third Party Antitrust Violations. The Contractor assigns to the SFA any claim for overcharges resulting from antitrust violation the extent that those violations concern materials of services supplied by third parties to the Contractor toward fulfillment of this Contract.

WARRANTIES

A. Liens. The Contractor warrants that the materials supplied under this Contract are free of liens.

B. Quality. Unless otherwise modified elsewhere in these terms and conditions, the Contractor warrants that for one year after acceptance by the SFA of the materials or services, they shall be:

(1) Of a quality to pass without objection in the trade under the Contract description;

(2) Fit for the intended purposes for which the materials or services are used;

(3) Within the variations permitted by the Contract and are of even kind, quality, and quality within each unit and among all units;

(4) Adequately contained, packaged and marked as the Contract may require; and

(5) Conform to the written promises or affirmations of fact made by the Contractor.

C. Fitness. The Contractor warrants that any material or service supplied to the SFA shall fully conform to all requirements of the Solicitation and all representations of the Contractor, and shall be fit for all purposes and uses required by the Contract.

D. Inspection/Testing. The warranties set forth in subparagraphs A through C of this paragraph are not affected by inspection testing of or payment for the materials or services by the SFA.

E. Exclusions. Except as otherwise set forth in this Contract, there are no express or implied warranties or merchant ability fitness.

F. Compliance with Applicable Laws. The materials and services supplied under this Contract shall comply with all applicable federal, state and local laws, and the Contract shall maintain all applicable licenses and permits.

G. Survival of Rights and Obligations after Contract Expiration or Termination.

(1) Contractor's Representations and Warranties. All representations and warranties made by the Contractor under this Contract shall survive the expiration of termination hereof. In addition, the parties hereto acknowledge that, the SFA is not subject to or barred by any limitations of actions.
(2) Purchase Orders. The Contractor shall, in accordance with all terms and conditions of the Contract, fully perform and shall be obligated to comply with all purchase orders received by the Contractor prior to the expiration or termination hereof, unless otherwise directed in writing by the Procurement Offices, including, without limitation, all purchase orders received prior to but not fully performed and satisfied at the expiration or termination of this Contract.

SFA CONTRACTUAL REMEDIES

A. Right to Assurance. If the SFA in good faith has reason to believe that the Contractor does not intend to, or is unable to perform or continue performing the Contract, the Procurement Officer may demand in writing that the Contractor give a written assurance of intent or ability to perform. Failure by the Contractor to provide written assurance within the number of days specified in the demand may, at the SFA option, be the basis for terminating the Contract under the Uniform General Terms and Conditions.

B. Stop Work Order.
(1) The SFA may, at any time, by written order to the Contractor, require the Contractor to stop all or any part, of the work called for by this Contract for a period of up to ninety (90) days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage.
(2) If a stop work order issued under this clause is canceled or the period of the order or any extension expires, the Contractor shall resume work. The Procurement Officer shall make an equitable adjustment in the delivery schedule or Contract price, or both, and the Contract shall be amended in writing accordingly.

C. Non-exclusive Remedies. The rights and the remedies of the SFA under this Contract are not exclusive.

D. Nonconforming Tender. Materials supplied under this Contract shall fully comply with the Contract. The delivery of materials or a portion of the materials in an installment that do not fully comply constitutes a breach of Contract. On delivery of nonconforming materials, the SFA may terminate the Contract for default under applicable termination clauses in the Contract, exercise any of its remedies under the Uniform Commercial Code, or pursue any other right or remedy available to it.

E. Right to Offset. The SFA shall be entitled to offset against any sums due the Contractor, any expenses or costs incurred by the SFA or damages assessed by the SFA concerning the Contractor's nonconforming performance or failure to perform the Contract, including expenses, costs and damages described in the Uniform General Terms and Conditions.

CONTRACT TERMINATION

A. Cancellation for Conflict of Interest. The SFA may cancel this Contract any time after Contract execution without penalty or further obligation if any person significantly involved in initiating, negotiating, securing, drafting, or creating the Contract on behalf of the SFA is, or becomes at any time while the Contract or an extension the Contract is in effect, an employee of or a consultant to any other party to this Contract with respect to the subject matter of the Contract. The cancellation shall be effective when the Contractor receives written notice of the cancellation unless the notice specifies a later time.

B. Gratuities. The SFA may, by written notice, terminate this Contract, in whole or in part, if the SFA determines that employment or gratuity was offered or made by the Contractor or a representative of the Contractor to any officer or employee of the SFA for the purpose of influencing the outcome of the procurement or securing the Contract, an Amendment to the Contract, or favorable treatment concerning the Contract, including the making of any determination or decision about Contract performance. The SFA, in addition to any other rights or remedies, shall be entitled to recover exemplary damages in the amount of three (3) times the value of the gratuity offered by the Contractor.

C. Suspension or Debarment. The SFA may, by written notice to the Contractor, immediately terminate this Contract if the SFA determines that the Contractor has been debarred, suspended or otherwise lawfully prohibited from participating in any public procurement activity, including but not limited to, being disapproved as a Subcontractor of any public procurement unit or other governmental body.

D. Termination for Convenience. The SFA reserves the right to terminate the Contract, in whole or in part at any time, with a 120-day notice when in the best interests of the SFA without penalty or recourse. The Contractor shall stop all work, as directed in the notice, notify all Subcontractors of the effective date of the termination and minimize all further costs to the SFA. In the event of termination under this paragraph, all documents, data and reports prepared by the Contractor under the Contract shall become the property of and be delivered to the SFA. The Contractor shall be entitled to receive just and equitable compensation

for work in progress, work completed, and materials accepted before the effective date of the termination. The cost principles and procedures provided shall apply.

E. Termination for Default.
(1) In addition to the rights reserved in the Uniform Terms and Conditions, the SFA reserves the right to terminate the Contract in whole or in part due to the failure of the Contractor to comply with any term or condition of the Contract, to acquire and maintain all required insurance policies, bonds, licenses and permits, or to make satisfactory progress in performing the Contract. The Procurement Officer shall provide written notice of the termination and the reasons for it to the Contractor. At the SFA's sole discretion, the SFA may offer a period of time for the Contractor to cure the breach. If such a period of time is offered, the contract will be terminated only if the Contractor fails to cure the breach in the time specified by the SFA.
(2) Upon termination under this paragraph, all documents, data and reports prepared by the Contractor under the Contract shall become the property of and be delivered to the SFA.
(3) The SFA may, upon termination of this Contract, procure, on terms and in the manner that it deems appropriate, materials and services to replace those under this Contract. The Contractor shall be liable to the SFA for any excess costs incurred by the SFA re-procuring the materials or services.

F. Continuation of Performance through Termination. The Contractor shall continue to perform, in accordance with the requirements of the Contract, up to the date of termination, as directed in the termination notice.

GIFT POLICY

A. The SFA will accept no gifts, gratuities or advertising products from vendors. The SFA has adopted a zero-tolerance policy concerning vendor gifts. The SFA may request product samples from vendors for official evaluation with disposal of those said samples at the discretion of the Procurement Officer.

INTEGRITY OF OFFER

A. By signing this Offer, the Offeror affirms that the Offeror has not given, nor intends to give any time hereafter any economic opportunity, future employment, gift, loan gratuity, special discount, trip favor, or service to any employee of the School District/Pubic Entity in connection with the submitted Offer. Failure to sign the Offer, or signing it with a false statement, shall void the submitted offer or any resulting contract.

OFFSHORE PERFORMANCE

A. Due to security and identity protection concerns, direct services under any subsequent contract shall be performed within the borders of the United States. Any services that are described in the specifications or scope of work that directly serve the school district(s) or charter school(s) or its clients and may involve access to secure or sensitive data or personal client data or development or modification of software for the school district/charter school shall be performed within the borders of the United States. Unless specifically stated otherwise in the specifications, this definition does not apply to indirect or "overhead" services, redundant back-up services or services that are incidental to the performance of the contract. This provision applies to work performed by subcontractors at all tiers.

CONTRACTOR'S EMPLOYMENT ELIGIBLITY

A. By entering the contract, contractor warrants compliance with the Federal Immigration and Nationality Act (FINA), and all other federal immigration laws and regulations.

B. The SFA may request verification of compliance from any contractor or subcontractor performing work under this contract. The SFA reserves the right to confirm compliance in accordance with applicable laws.

C. Should the SFA suspect or find that the contractor or any of its subcontractors are not in compliance, the SFA may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the contract for default, and suspension and/or debarment of the contractor. All costs necessary to verify compliance are the responsibility of the contractor.

TERRORISM COUNTRY DIVESTMENTS

A. The SFA is prohibited from purchasing from a company that is in violation of the Export Administration Act.

FINGERPRINT AND BACKGROUND CHECKS

A. Any contractor, subcontractor or vendor or any employee of a contractor, subcontractor or vendor who is contracted to provide services on a regular basis at Lyon County School District may be required to obtain a valid fingerprint clearance card and/or pass a background check conducted by the district.

B. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the School District.

C. Contractor shall comply with the Governing Body fingerprinting and/or background check process.

CLARIFICATIONS

A. Clarification means communication with Offeror for the sole purpose of eliminating minor irregularities, informalities, or apparent clerical mistakes in the Offer. It is achieved by explanation or substantiation, either in a written response to an inquiry from the District/Public Entity or as initiated by Offeror. Clarification does not give Offeror an opportunity to revise or modify its Offer, except to the extent that correction of apparent clerical mistakes results in a revision.

CONFIDENTIAL/PROPRIETARY INFORMATION

A. If a firm believes specific information contained in their proposals are trade secret, propriety business information or otherwise confidential under the Nevada Revised Statutes (NRS), the firm should designate that specific information as confidential with the specific NRS citation, which is the basis for the confidential designation. The LYON COUNTY SCHOOL DISTRICT will not accept for consideration a proposal that is entirely or substantially marked confidential. A public records request for any documents that are part of this RFP will be processed by the LYON COUNTY SCHOOL DISTRICT Office of the General Counsel and in accordance with the Nevada public records laws. LYON COUNTY SCHOOL DISTRICT does not sign a confidential or non-disclosure agreements as part of the RFP process.

B. Pricing: The LYON COUNTY SCHOOL DISTRICT will not consider pricing to be confidential or proprietary.

C. Public record: All Offers submitted in response to this solicitation shall become the property of the School District/Public Entity. They will become a matter of public record available for review, unless properly marked as confidential as outlined in 18A. above, subsequent to award notification, under the supervision of the Purchasing Official by appointment.

SECTION 5: SPECIAL INSTRUCTIONS TO OFFEROR

AUTORIZED SIGNATURE

A. For any document that requires the Offeror's signature, the signature provided must be that of the Owner, Partner or Corporate Officer duly authorized to sign contractual Agreements. Additionally, if requested by SFA, disclosure of ownership information shall be submitted.

(1) Privately Owned: The Owner must sign the contract.
(2) Partnership: A Partner must sign the contract.
(3) Corporation: A Corporate Officer must sign the contract.

B. If a person other than these specified individuals signs the contract, a Power of Attorney indicating the employee's authority must accompany the contract.

PRE-PROPOSAL CONFERENCE

A Pre-Proposal Conference will be held in conjunction with this solicitation. Please refer to the cover page of this solicitation for details concerning this meeting. Attendance at this meeting is **MANDATORY.** A FSMC may only submit a proposal response if it attended the mandatory Pre-Proposal Conference unless otherwise exempted by the SFA.

Proposers are required to submit questions or clarifications by the question deadline via email only. Please refer to the cover page of this solicitation for details concerning the question deadline. Question must be submitted to the attention of Harman Bains, Executive Director of Operations and Kyle Rodriguez, Fiscal Services Officer via email, referencing the solicitation number. It is the responsibility of the Offeror to submit questions or clarifications by the deadline identified on the cover page of this solicitation. Unless the contact person for this solicitation issues a solicitation amendment, the requirements stated in this solicitation stand and are to be provided by any FSMC. All questions will be answered and posted on the SFA website.

Prospective companies will be permitted to inspect a representative sample of District facilities and equipment prior to submitting an offer in order to determine all requirements associated with the proposed contract. This will occur at the mandatory Pre-Proposal Conference which will include a tour of select elementary, middle, and high schools in Fernley NV.

OFFER OPENING

As this is a Request for Proposals, Offers shall be opened publicly at the time and place designated on the cover page of this document. The name of each Offeror shall be read publicly and recorded. Prices will not be read. Offers will not be subject to public inspection until after a letter of intent is published.

AWARD OF CONTRACT

Award of a contract will be made to the a responsive and responsible Offeror whose offer is determined to be the most advantageous to the SFA based on the evaluation criteria set forth in the Solicitation.

INCLUSIVE OFFEROR

Per 2 CFR 200.231, Offeror(s) are encouraged to make every effort to utilize subcontractors that are small, women-owned and/or minority owned business enterprises. Offerors who are committing a portion of their work to such subcontractors shall do so by identifying the type of service and work to be performed by providing detail concerning your organization's utilization of small, women-owned and/or minority-owned business enterprises. Emphasis should be placed on specific areas that are subcontracted and percentage of contract utilization and how this effort will be administered and managed, including reporting requirements.

FEDERAL IMMIGRATION AND NATIONALITY ACT

By submission of the Offer, the Offeror warrants that both it and all proposed subcontractors are and shall remain in compliance with all federal, state and local immigration laws and regulations relating to the immigration status of their employees. The SFA may, at its sole discretion require evidence of compliance during the evaluation process. Should the SFA request evidence of compliance, the Offeror shall have five (5) days from receipt of the request to supply adequate information. Failure to comply with this instruction or failure to supply requested information within the time frame specified shall result in the Offer not being considered for contract award.

OFFER FORMAT AND CONTENT

A. FSMCs shall submit one (1) bound proposal clearly marked original, eleven (11) bound identical copies of the proposal, and one (1) identical electronic response in Microsoft Word, Microsoft Excel, or Adobe PDF, on a CD or flash drive in a sealed package or envelope. Subcategories of information in each of the volumes should be highlighted for ease of evaluating the information contained therein. All substantive exceptions and supporting rationale shall be identified as such and consolidated on the attachment. The SFA may accept or reject any such exceptions at its sole discretion.

B. To facilitate evaluation, the Offer must be specific, and complete to clearly and fully demonstrate the Offeror has a thorough understanding of the requirement, can provide detailed information and relate experience concerning previous performance of similar services. Statements that the Offeror understands, can or will comply with the Scope of Work, statements paraphrasing the Scope of Work or parts thereof, and phrases such as “standard procedures will be employed” or “well-known techniques will be used”, etc., will be considered unacceptable. Offerors should note that data previously submitted shall not be relied upon nor incorporated in the Offer by reference. Only data in the sealed proposal will be considered during the evaluation process.

C. Binding and Labeling. Each copy of the Offer shall be presented in a bound form with the cover indicating the Solicitation number, the Offeror’s name and address and copy number (i.e. Copy 2 of 4). To be considered, each Offeror must submit a complete response and all forms included in this RFP must be provided in each proposal. In the event that Offeror modifies, revises, or changes the RFP and/or Contract in any manner, the SFA may reject the offer as non-responsive.

D. Indexing. The sections of the original and each copy of the Offer shall be indexed to indicate the applicable parts and elements. Orderliness of the Offer, readability and similar factors should be considered in Offer preparation.

E. Format. The mandatory information to be placed in each copy of the Offer is listed below. Each copy shall furnish sections for information discussed in the Scope of Work. Lack of these submissions may cause the Offer to be declared unacceptable.

(1) Section One of the Offer shall be titled **Executive Summary.** This section shall include a signed copy of the Offer and Award Form.

(2) Section Two of the Offer shall be titled **Pricing.** This section shall include the information described in Section 7: FSMC Offer Requirements of the RFP. **All Pricing information must be submitted in a separate, sealed envelope and shall not be contained in the proposal itself.**

(3) Section Three of the Offer shall be titled **Method of Approach and Implementation Plan.** This section shall provide a narrative on the methodology to be used to accomplish Scope of Work responsibilities to the extent possible for evaluation purposes. The language of the narrative should be straightforward and limited to facts, solutions to problems and proposed plans of action.

(a) The FSMC must submit a comprehensive plan on how the FSMC will provide input to purchase food for the menus that will keep costs low and quality high. In the plan, the FSMC must describe the methodology it will use to document the market value of the USDA Foods or commodities *used* on the invoice. The FSMC shall provide a sample invoice in the proposal that will meet all the information listed in the Special Terms and Conditions that pertain to USDA requirements

(b) Provide a 21-day breakfast menu that will meet the USDA requirements.

(c) Provide a 21-day lunch menu for all applicable age grade groups that will meet the USDA requirements.

(d) Provide detailed information about the FSMC's philosophy regarding promotion (increasing awareness and participation) of the school food service program.
(e) Provide a comprehensive plan on how the Offeror shall implement Hazard Analysis and Critical Control Point (HACCP) principles to meet the USDA guidance effective July 1, 2006. Public Law 108-265.
(f) Provide detailed information about the FSMC internal accounting program.
(g) Provide a detailed marketing plan for the Nutrition Services program.
(h) The FSMC must demonstrate in this section that it understands the depth and breadth of LYON COUNTY SCHOOL DISTRICT 's Nutrition Services program and that it can successfully manage the food service program and grow the program.
(i) Provide a detailed implementation plan for this project

(4) Section Four of the Offer shall be titled **Offeror's Experience, Expertise and Reliability.** This section shall provide information which reflects the Offeror's experience and reliability. This section shall specifically address or include:
(a) At least three (3) verifiable professional references must be provided regarding services provided by the Offeror similar to those required under this Solicitation.
(b) Provide a detailed description of all FSMC management positions being proposed along with résumés of all FSMC management staff.
(c) A proposed daily staffing schedule of food service employees. The staffing schedule will include a daily listing of position by school, the daily hours scheduled to work for each position and the corresponding wage rate for position. Each school-staffing schedule describe the total daily hours and daily cost.

(f) A description of the training plan that the FSMC will give to employees.
(g) A list of all food service operations. Please highlight those operations that are of similar size and scope to LYON COUNTY SCHOOL DISTRICT .
(h) A list of school districts where food services contracts have been terminated in the past five (5) years. This information should be provided on Attachment 7.16.

(4) Section Five of the Offer shall be titled **Required Documents**. This section shall include complete and signed copies of Attachment 1, Offeror's Drug Free Workplace; Attachment 2, Certification of Debarment/Suspension; Attachment 3, Certification Regarding Lobbying; Attachment 4, Independent Price Determination; Attachment 5, Non-Collusion Affidavit; and Attachment 6, IRS W-9).

EVALUATION AND SELECTION

A. Evaluation of Offers may be accomplished in four steps.

1. Step One. Initial review of Offer to determine basic responsiveness to the Solicitation, where offers will be reviewed to ensure they include all required information.

2. Step Two. Evaluation of offer to assess the Offeror's capability to deliver the required services in accordance with the terms and conditions set forth in the Solicitation and requirements of the Scope of Work. This step may include presentation from selected finalists (see D. Oral Presentations/Interview below).

3. Step Three. (Optional) Discussions with Offerors concerning their offers. This step includes requests for Final Proposal Revisions from finalists still considered susceptible of winning contract award(s).

4. Step Four. Contract award(s) made to the responsive and responsible Offeror(s) whose offer is determined to be the most advantageous to the SFA, based on the following criteria (in bold print below), which are listed in descending order of importance.

   - **Overall Financial Results to LCSD:** Demonstrated capability to meet the needs of the SFA food operations using the most cost-effective method. Also, the Offeror must meet the pricing information as described in the Pricing Section. This includes administrative fees, management fees, labor costs, and the guaranteed return to the fund. **All Pricing information must be submitted in a separate, sealed envelope and shall not be contained in the proposal itself.**
   - **Technical Approach and Grasp of the Project Including Implementation Plan:** Demonstrated capability to meet the needs of the SFA food operation service as described in the Method of Approach and Implementation Plan section of the Scope of Work. This shall include information on how Offeror plans on conducting business in the SFA. The FSMC must demonstrate it understands the depth and breadth of this project.

- **Offeror's Experience, Expertise and Reliability In Conducting Similar Work:** Demonstrated experience in operating a food service operation in a SFA of similar size and scope as LCSD. This can be Nevada experience, or another food service program, and may include evaluation of references submitted.
- **Adequacy of Resources Included Staff Proposed:** Experience and background of staff being proposed and adequacy of the number and type of staff being proposed. Consideration will also be given to amount and type of corporate resources that are available when needed.
- **Participation and Marketing Plan:** Marketing plan for food service program which includes a detailed plan for increasing participation in the National School Lunch Program and Summer Food Service Program. The plan should be specific and achievable.

B. Evaluation of Optional Terms. The SFA will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate SFA to exercise the option(s).

C. Discussions. The SFA reserves the option to conduct discussions with those Offerors who submit Offers determined by the SFA to be reasonably susceptible of being selected for award.

D. Oral Presentation/Interview**.** If the SFA elects to select those identified as being in the competitive range from the written evaluation for an oral presentation/interview prior to final determination of contract award, the SFA will contact the top-scoring Offeror(s) to schedule a date, time and location. Notification shall be in writing and include the date, time, and location of the firm's scheduled presentation.
   - Commitments made by the FSMC at the oral presentation/interview, if any, will be rendered in writing and considered binding.

FINAL PROPOSAL REVISIONS

A. In the event the Procurement Officer determines discussions are required, discussions on the areas, items, and factors specified in this Solicitation may be held an Offeror or Offerors determined to be in the competitive range.

B. The Offeror is permitted to make revisions during negotiations. Offerors should be aware that a complete understanding as to pricing, technical, and all other terms and conditions of the proposed contract must exist between the Offeror and SFA at the conclusion of negotiations (best and final offer).

C. Discussions will be concluded when a mutual understanding has been reached with each Offeror remaining in the competitive range. This mutual understanding will become the basis for the Offeror's Final Proposal Revision.

D. The Final Proposal Revision must be returned, signed and dated by the Offeror within the time and date specified to be eligible for award.

SECTION 6: UNIFORM INSTRUCTIONS TO OFFEROR

INQUIRIES

A. Duty to Examine: It is the responsibility of each Offeror to examine the entire Solicitation, seek clarification in writing, and check its Offer for accuracy before submitting. Lack of care in preparing an Offer shall not be grounds for withdrawing the Offer after the offer due date and time nor shall it give rise to any Contract claim.

B. Solicitation Contact Person: Any inquiry related to a Solicitation, including any requests for or inquiries regarding standards referenced in the Solicitation shall be directed solely to the Solicitation contact person and must be received by the deadline indicated on the cover page. The Offeror shall not contact or direct inquiries concerning this Solicitation to any other employee or Board Trustee. Communication regarding this solicitation with any other District employee or Trustee may result in rejection of proposal.

C. Submission of Inquiries: All inquiries must be submitted in writing via email by the deadline. Please refer to the cover page of this solicitation for the deadline and appropriate email address. Any inquiry related to this Solicitation shall refer to the appropriate Solicitation number, page, and paragraph.

D. No Right to Rely on Verbal Responses: Any inquiry that results in changes to the Solicitation shall be answered solely through a written Solicitation Amendment or Addendum. An Offeror may not rely on verbal responses to its inquiries.

E. Solicitation Amendments/Addenda: The Solicitation shall only be modified by a Solicitation Amendment or Addendum. Unless otherwise stated in the Solicitation, each Solicitation Amendment shall be acknowledged by the person signing the Offer. Failure to acknowledge a material Solicitation Amendment or to follow the instructions for acknowledgement of the Solicitation Amendment may result in rejection of the Offer.

F. Pre-Proposal Conference: If a Pre-Proposal Conference has been scheduled under this Solicitation, the date, time, and location must appear on the Solicitation cover sheet or elsewhere in the Solicitation. An Offeror should raise any questions about the Solicitation, the procurement process, or the operation at that time. Offerors are strongly encouraged to submit any question raised during the Pre-Proposal Conference in writing to the email address on the cover page to ensure they are answered in an Addendum. An Offeror may not rely on any verbal responses to questions at the conference. Material issues raised at the conference that result in changes to the Solicitation shall be answered solely through a written Solicitation Amendment or Addendums.

G. Persons with Disabilities: Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the appropriate Solicitation contact person. Requests shall be made at least 72 hours in advance to allow time to arrange the accommodation.

OFFER PREPARATION

A. Forms: An Offer shall be submitted either on the forms provided in this Solicitation or their substantial equivalent. Any substitute document for the forms provided in this Solicitation will be legible and contain the same information requested on the form. A facsimile, telegraphic or mailgram offer shall be rejected.

B. Typed or Ink / Corrections: The Offer, and all other correspondence must be typed or in ink. Erasures, interlineations or other modifications in the Offer must be initialed in ink by the person signing the Offer. Modifications shall not be permitted after Offers have been opened except as otherwise provided under applicable law.

C. Evidence of Intent to be Bound: The Offer and Acceptance form within the Solicitation must be submitted with the Offer and must include a signature by a person authorized to sign the Offer. The signature shall signify the Offeror's intent to be bound by the Offer and the terms of the Solicitation and that the information provided is true, accurate, and complete. Failure to submit verifiable evidence of intent to be bound, such as an original signature, may result in rejection of the Offer.

D. Subcontracts: Offeror shall clearly list any proposed subcontractors and the subcontractor's proposed responsibilities in the Offer. Per 7CFR§3017.200 debarment verification shall be completed on subcontracts/subcontractors. This will be completed by the subcontractor prior to contract approval.

E. Cost of Offer Preparation: The School District/Public Entity will not reimburse any Offeror for the cost of responding to a Solicitation or for attending an oral presentation/interview.

F. Solicitation Amendments/Addenda: Unless otherwise stated in the Solicitation, each Solicitation Amendment or Addendum shall be signed with an original signature by the person signing the Offer and shall be submitted with the sealed Offer no later than the offer due date and time. Failure to return a signed copy of a material Solicitation Amendment or Addendum or to follow the instructions for acknowledgement of the Solicitation Amendment/Addendum may result in rejection of the Offer.

G. Federal Excise Tax: School Districts/Public Entities are exempt from Federal Excise Tax on manufactured goods. Exemption Certificates will be prepared upon request.

H. Provision of Tax Identification Numbers: Offerors are required to provide their Nevada Sales & Use Tax number, State of Nevada Vendor ID number and/or Federal Tax Identification number, if applicable, in the space provided on the Offer and Award Form and provide the tax rate and amount, if applicable, on the Price Sheet.

I. Identification of Taxes in Offer: School Districts/Public Entities are subject to all applicable state and local transaction privilege taxes. If Nevada resident Offerors do not indicate taxes on a separate item in the Offer, the SFA will conclude that the price(s) offered includes all applicable taxes. At all times, payment of taxes and the determination of applicable taxes and rates are the sole responsibility of the Offeror.

J. Disclosure: If the Firm, business, or person submitting this Offer has been debarred, suspended, or otherwise lawfully precluded from participating in any public procurement activity, including being disapproved as a subcontractor with any federal, state, or local government, or if any such preclusion from participation from any public procurement activity is currently pending, the Offeror must fully explain the circumstances relating to the preclusion or proposed preclusion in the Offer. The Offeror shall include a letter with its Offer setting forth the name and address of the governmental unit, the effective date of this suspension or debarment, the duration of the suspension or debarment, and the relevant circumstances relating the suspension or debarment. If suspension or debarment is currently pending, a detailed description of all relevant circumstances including the details enumerated above must be provided.

K. Solicitation Order of Precedence: In the event of a conflict in the provisions of this Solicitation, and any subsequent contracts, the following shall prevail in the order set forth below:

(1) Special Terms and Conditions;
(2) Uniform Terms and Conditions;
(3) Statement of Scope of Work;
(4) Specifications;
(5) Attachments;
(6) Exhibits;
(7) Special Instructions to Offerors; and
(8) Uniform Instructions to Offerors

L. Delivery: Unless stated otherwise in the Solicitation, all prices shall be F.O.B. Destination and shall include all delivery and unloading at the destination(s).

SUBMISSION OF OFFER

A. Sealed Envelope or Package: Each Offer shall be submitted to the submittal location identified in this Solicitation, in a sealed envelope or package that identifies its contents as an Offer and the Solicitation number to which it responds. The appropriate Solicitation number shall be plainly marked on the outside of the envelope or package. A sealed proposal (offer) delivered to the address on the coverer page by the date and time specified on the cover page shall be the only acceptable means of submitting proposal.

B. Offer Amendment or Withdrawal: An Offer may not be amended or withdrawn after the offer due date and time except as otherwise provided under applicable law.

C. Public Record: Under applicable law, all Offers submitted and opened are public records and must be retained by the School District/Public Entity. Offers shall be open to public inspection after Contract award, except for such Offers deemed to be confidential by the School District/Public Entity. If a firm believes specific information contained in their proposals are trade secret, propriety business information or otherwise confidential under the Nevada Revised Statutes (NRS), the firm should designate that specific information as confidential with the specific NRS citation, which is the basis for the confidential designation. The LYON COUNTY SCHOOL DISTRICT will not accept for consideration a proposal that is entirely or substantially marked confidential. A public records request for any documents that are part of this RFP will be processed by the LYON COUNTY SCHOOL DISTRICT Office of the General Counsel and in accordance with the Nevada public records laws. LYON COUNTY SCHOOL DISTRICT does not sign a confidential or non-disclosure agreements as part of the RFP process.

D. Non-collusion, Employment, and Services: By signing the Offer and Award form or other official contract form, the Offeror certifies that:

(1) The prices have been arrived at independently, without consultation, communication or Agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Offeror or with any competitor; the prices which have been quoted have not been, nor will not be, disclosed directly or indirectly to any other Offeror or to any competitor; no attempt has been made or will be made to induce any person or firm to submit or not to submit, an Offer for the purpose of restricting competition. It did not engage in collusion or other anti-competitive practices in connection with the preparation or submission of its Proposal; and
(2) It does not discriminate against any employee, applicant for employment, or person to whom it provides services because of race, color, religion, sex, national origin, or disability, and that it complies with all applicable federal, state, and local laws and executive orders regarding employment; and
(3) By submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded from participation in this transaction by any Federal department or

agency, or otherwise lawfully prohibited from participating in any public procurement activity, including but not limited to, being disapproved as a subcontractor of any public procurement unit or other governmental body; and

(4) By submission of this proposal, that no Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a Cooperative Agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

ADDITIONAL OFFER INFORMATION

A. Unit Price Prevails: Where applicable, in the case of discrepancy between the unit price or rate and the extension of that unit price or rate, the unit price or rate shall govern.

B. Taxes: All applicable taxes in the Offer will be considered by the School District/Public Entity when determining the lowest bid or evaluating solicitations; except when a responsive Offeror which is otherwise reasonably susceptible for award is located outside of Nevada and is not subject to a sales or use tax of a political subdivision of this state. In that event, all applicable taxes which are obligations of Offerors in state and out of state, shall be disregarded in the contract Award. At all times, payment of taxes and the determination of applicable taxes and rates are the sole responsibility of the Contractor. Nevada Sales and use taxes shall not be considered when evaluating Offers.

C. Late Offers: A submitted Offer received after the exact offer due date and exact time **shall be rejected**. The time clock at the exact location for Offer submission listed on the cover page is the official time, without exception. LYON COUNTY SCHOOL DISTRICT is not responsible for proposer's method of delivery. If using a third-party carrier to deliver Offer, Offerors are strongly encouraged to ship proposals early in case of a delay by the carrier. Such a delay resulting in delivery of Offer after the exact day and time Offers are due will result in rejection of Offer.

D. Disqualification: The Offer of an Offeror who is currently debarred, suspended or otherwise lawfully prohibited from any public procurement activity shall be rejected.

E. Offer Acceptance Period: An Offeror submitting an Offer under this Solicitation shall hold its Offer open from the submission date until a decision is made by the LYON COUNTY SCHOOL DISTRICT Board of Trustees. Award of contract is estimated to be March 25, 2025 but may be earlier or later at LYON COUNTY SCHOOL DISTRICT 's discretion. LYON COUNTY SCHOOL DISTRICT will provide successful Offeror with the actual date of anticipated award prior to fully executing contracts. If a Best and Final Offer is requested pursuant to a Request for Proposals, an Offeror shall hold its Offer open until LYON COUNTY SCHOOL DISTRICT 's Board of Trustees makes a final determination on award.

F. Payment: Payments shall comply with the requirements of Net 30 days. Upon receipt and acceptance of goods or services, the Contractor shall submit a complete, detailed, and accurate invoice, including all rebates, credits, and discounts for payment within thirty (30) days.

G. Waiver and Rejection Rights: Notwithstanding any other provision of the solicitation, the SFA reserves the right to:

(1) Waive any minor informality;
(2) Reject any and all offers or portions thereof; or
(3) Cancel a solicitation.

AWARD

A. Number or Types of Awards: Where applicable, the SFA, reserves the right to make multiple awards or to award a Contract by individual line items, by a group of line items, or to make an aggregate award, whichever is deemed most advantageous to the SFA. If the Procurement Officer determines that an aggregate award to one Offeror is not in the School District/Public Entity's interest, "all or none" Offers shall be rejected.

B. Contract Commencement: An Offer does not constitute a Contract nor does it confer any rights on the Offeror to the award of a Contract. A Contract is not created until the Offer is accepted in writing by LYON COUNTY SCHOOL DISTRICT with an authorized signature on the Offer and Award Form. A letter or other notice of award or of the intent to award shall not constitute acceptance of the Offer.

C. Effective Date: The effective date of this Contract shall be July 1, 2025.

D. Governing Board Approval: Final acceptance for the SFA will be contingent upon the approval by the LYON COUNTY SCHOOL DISTRICT Board of Trustees which is estimated to be March 25, 2025 but may be earlier or later at LYON COUNTY SCHOOL DISTRICT 's discretion.

PROTESTS

A. Any unsuccessful Proposer may protest a pending Recommendation for Award in strict accordance with NRS 332.
B. Appellant must submit a written letter of protest to the Director of Procurement and Contracts no later than six (6) calendar days after Recommendation for Award is posted. The letter must include the name, address, telephone number and email address of the protestor. Additionally, the letter must identify solicitation number, the form of relief requested, and it must be signed by the protestor or its representative
C. Pursuant to NRS 332, the notice of protest must include a written statement setting forth with specificity the reasons the person filing the notice of protest believes the applicable provisions of the law were violated.
D. Appellant will be required to post a bond with a good and solvent surety company authorized to do business in the state of Nevada or submit other security in a form approved by Lyon County School District , which will hold the bond or other security until a determination is made on the protest. Such bond must be submitted with the written protest to the Director of Procurement and Contracts by the deadline.
E. The bond or other security shall be in the amount of twenty-five percent (25%) of the total dollar value of appellant's bid, up to a maximum bond or other security amount of two hundred fifty thousand ($250,000).
F. Appellant will not seek any type of judicial intervention until LYON COUNTY SCHOOL DISTRICT of Trustees has rendered its final decision on the protest.
G. LYON COUNTY SCHOOL DISTRICT is not liable for any costs, expenses, attorney's fees, and loss of income or other damages sustained by appellant in proposal appeal process.
H. LYON COUNTY SCHOOL DISTRICT will stay any award action until after the Board of Trustees renders a final decision.
I. If a protest is granted or upheld, the full amount of the posted bond will be returned to the appellant.
If the protest is denied or not upheld, a claim may be made against the bond for expenses suffered by LYON COUNTY SCHOOL DISTRICT because of the unsuccessful protest.

SECTION 7: FSMC OFFER REQUIREMENTS

QUALIFICATION OF OFFEOR

A. Qualification data must be submitted by each FSMC along with the sealed offer, and include the information as follows:
    1. Any interested FSMC must be presently operating a comparable, successful school food service program or be able to effectively demonstrate sufficient experience and knowledge in operating a school food service program.

    2. Submit (A) Balance Sheets, (B) Income Statements and (C) Statement of Cash Flow (if available) for the last three (3) consecutive years of operation. If the requested documents (A and B, at minimum) are not provided with Proposal, then LCSD reserves the right to reject proposal as "non-responsive." These reports and financial statements must be certified by a licensed public accountant and must be included in the pre-qualification data

    3. An authorized representative of the interested company must certify acceptance of the basis for criteria and the basis for selection of an interested FSMC.

    4. Information about the other districts and/ or charter the FSMC is currently working with in Nevada. Details should include district/charter name, district size, number of sites, contract start date, and date and findings noted on the most recent administrative review.

OFFEROR REFERENCES

A. FSMC offeror must provide at least three verifiable professional references regarding services provided by the offeror similar to those required under this solicitation. References must include:
    1. District/ Public Entity Name

2. Address
3. Contact Name
4. Contact Information
5. Description of Services

CONTRACT PRICING SUMMARY

A. Fixed Fee. The FSMC will be paid at a fixed rate per meal. Do not submit a proposal with a monthly flat rate because it will not be evaluated and will not be approved by NDA.
B. Fixed-meal Rate Bid: the FSMC must bid and will be paid at a fixed rate per meal. The offer amount should be based on assumption that no donated commodities will be available for use. The SFA will not permit the FSMC to pre-credit for USDA Foods.

LABOR COSTS

A. Initially, there will be 1 FSMC Nutrition Director, 1 FSMC Nutrition Asst. Director, 1 FSMC Administrative Secretary, and 56 non-management food service employees who shall become employees of the FSMC. There will be 21 food service employees who shall remain employees of the SFA. The FSMC Food Service Director may direct the SFA food service employees. SFA's managerial and operational staff at the School level shall be directly supervised on SFA's behalf by FSMC Management employees; provided, however, that SFA shall retain the exclusive right to control the terms and conditions of the employment of such supervisory and non-supervisory employees, including, but not limited to, control over their promotions, disciplinary action, dismissal, levels of compensation and work duties. The FSMC shall retain present SFA employees without a reduction in salary, hours worked or benefits.
B. SFA will, at its sole discretion, retain all School Nutrition Program employees currently on the SFA's payroll and shall pay the salaries and benefits and all other personnel Costs currently applicable to these positions (FICA, taxes, etc.) for these individuals. Employees of the SFA assigned to the School Nutrition Program will be entitled to all salary and benefits applicable to employees in their respective positions as determined by the SFA. The SFA shall retain present SFA employees without a reduction in salary, hours worked or benefits. FSMC shall maintain its own personnel and benefits policies for its employees, subject to review by SFA.
C. SFA and FSMC may transition SFA's School Nutrition employees to FSMC's payroll. If this transition occurs, SFA shall not pay the Cost of transferring SFA employees to FSMC payroll. However, after the transition occurs and the position(s) is removed from the SFA's system and the FSMC may invoice the SFA for actual payroll Costs associated with the new FSMC position. Such invoicing of payroll Costs to cover the Direct Cost of transitioned positions from the SFA to the FSMC constitutes an Allowable expense to the Non-profit School Nutrition Program Account. The invoicing of transitioned payroll Costs will take place on a quarterly basis to coincide with the SFA's filing of their quarterly School Nutrition Program financial report.
D. FSMC shall comply with all wage and hours of employment requirements of Federal and State laws. Supervision activities include employee and labor relations, personnel development, and hiring, disciplinary action and termination of FSMC Management staff. FSMC shall also be Responsible for the hiring and termination of non-Management staff who are employees of FSMC.
E. Employees hired by the FSMC to replace SFA employees who leave employment or are reassigned to non-School Nutrition Program duties, are subject to such salary and benefits as the FSMC provides. The SFA shall employ sufficient staff to complete all non-delegable duties and manage the FSMC Contract as an expense for the SFA's Non-profit School Nutrition Program budget.
F. FSMC shall maintain its own personnel and fringe benefits policies for its employees, subject to review by SFA. Under a cost-reimbursable contract, fringe benefits, as well as the basis for any salary increases, must be specified in the Offer and approved by SFA in order for these to be Allowable Costs. Salary increases, if any, shall be awarded, in part, on the basis of criteria mutually established by SFA and FSMC. Such criteria, at a minimum, shall reflect measurable and substantive improvements in operating efficiencies, such as unit costs for food, labor and direct items or specific and identifiable increase in such areas as the total numbers of students and staff participating in food service programs, and the total number of identified students for free and reduced meal reimbursements.
G. FSMC shall assign to duty on SFA's premises only employees acceptable to SFA. Staffing patterns shall be mutually agreed upon.
H. FSMC must conduct, at its own expense, criminal background checks and sex offender registries on any employee of the FSMC who will work at any SFA site.
I. FSMC will remove any employee who violates health requirements or conducts himself or herself in a manner that is detrimental to the health, safety or well-being of the students, provided such Request is not in violation of any Federal, State or local employment laws. In the event of the removal or suspension of any such employee, FSMC shall immediately restructure the School Nutrition staff to avoid disruption of service.

J. SFA may request, in writing, the removal of an employee of the FSMC who conducts himself/herself in a manner that appears detrimental to the physical, mental or moral well-being students or School personnel. FSMC shall immediately restructure staff in order to avoid a disruption of services. SFA shall not be liable for the personnel actions of the FSMC.

SCHEDULE OF TERMSFOR THE FSMC GUARANTEE

A. The FSMC offeror must describe in detail the Guarantee Return conditions, forecasting of cost, and settlement of losses and/ or surpluses.
B. Guaranteed Minimum Return: FSMC guarantees the SFA a return no less than a certain dollar amount for the operation of the food service program.
C. The FSMC must state what the Guarantee Minimum Return amount will be for the SFA for Year 1 of the contract and the estimated guarantee minimum return to the SFA for years 2-5.

FINANCIAL PROJECTED WORKSHEET

A. Based on the information provided in Exhibit A and B of the RFP, the FSMC must provide projected revenues and expenditures. Offer must provide estimates for contract years 1-5. The following information must be included in projections submitted:
    1. Revenues
        - Cash Sales
            - Student Breakfast Sales
            - Student Lunch Sales
            - A-La-Carte Sales
            - Adult Sales
            - Special Event sales
        - Federal Reimbursement (based on current rates)
            - Breakfast
            - Lunch
            - Snacks
            - Summer Food Service Program
            - USDA Foods Credit
    2. Expenses
        - SFA Food Costs
            - Gross Food Costs
            - Food Delivery Costs
            - USDA Foods Used
            - USDA Foods Delivery
            - USDA Foods Processing
        - Labor Costs
        - FSMC Fees
            - Administrative Fee
            - Management Fee
        - Direct Costs
            - Paper and Disposable Goods
            - Replacement/Small Wares
            - Auto Expenses
            - Insurance Expense
            - Telephone
            - Office Supplies
            - Postage
            - Bank Deposit Services
            - Uniforms and Laundry
            - Other Delivery and Freight/ Non-Food
            - Advertising, Promotions & Menu
            - Marketing/franchise and Décor
            - Equipment Purchases
            - Depreciation of Equipment
            - Equipment Repair
            - Licenses
            - Employee Travel
            - Security background check

- Miscellaneous-Specify

OFFEROR'S 21 DAY CYCLE MENU

A. The food-based menu planning approach requires specific food group components to be served in an established age/grade group. At a minimum, schools must offer all food group components in the quantities specified for breakfast and lunch. The five food group components established are meat/meat alternate, grain, vegetable, fruit, and fluid milk. (See Exhibit C: Meal Patterns – School Breakfast and School Lunch)

B. FSMC Offeror must provide a 21 Day Cycle menu all applicable age grade groups for breakfast, lunch, snack, and summer food service.

OFFEROR'S INTERNAL ACCOUNTING PROCESS

A. Give detailed information regarding your internal accounting process. At minimum offeror must provide the following information:
1. Detailed inventory control for storage areas, including USDA Foods
2. Accounting controls
3. Method of recording, checking and reporting sales
4. Internal control of cash handling
5. Internal audit system
6. All regular accounting forms used, with detailed explanation of their operation and importance
7. Account periods
8. Detailed description of showing credits and rebates on invoices and the method used to reach those amounts
9. Data collection for purposes of evaluating the effectiveness of new and current programs

OFFEROR'S ORGANIZATION CHART

A. Each offeror must provide a Company Organization Chart. Identify the Project Personnel who will be working with the SFA and include what the FSMC's plan is for the administrative, management and the supervision proposed under the specifications of this contract.

OFFEOR'S PERSONNEL INFORMATION

A. Each offeror must describe the FSMC's experience as managers and consultants of food service operations in general and public/charter schools in particular.

B. Submit résumés of all personnel who will be working with the SFA. The résumés shall include the following:
1. Education
2. Number of years of experience, number of years with the company
3. Specific related experience
4. Availability of the person to work with LYON COUNTY SCHOOL DISTRICT
5. Current and proposed time commitments of this person
6. Associates or outside consultants and previous work experience with proposed outside sources (if any)
7. Depth of management and support resources

OFFEROR'S TRAINING PROGRAM

A. Submit a detailed description of the FSMC's training program for employees, Directors, managers and support at all levels. Training program description should include:
1. How the FSMC will train its employees to abide by all policies, rules and regulations with respect to its use of LYON COUNTY SCHOOL DISTRICT premises
2. Detail on the training areas as required for USDA Professional Standards Requirements
3. How the FSMC attempts to improve employee morale and reduce turnover

OFFEROR'S FOOD SERVICES PROGRAM LIST

A. The FSMC must have extensive experience as food service operators and consultants of food service programs in general, and in public/charter schools. The FSMC shall have specific strategies for increasing both student and adult participation, while at the same time providing high quality, nutritional food. The FSMC shall have experience with this in other schools.

B. Offeror must provide a list of all Nevada, as well as, other nationwide operations where you are operating food service programs. The list should include:
1. School District/Charter Name
2. Population
3. Location
4. Client Contract
5. Phone Number
6. Scope of Services

7. % of Participation
8. % of Free and Reduced Lunch

OFFEROR'S DISCONTINUED OR TERMINATED SERVICES

A. List the school districts where your services have been discontinued or terminated in the past insert number years. You must indicate the following:
   1. Name of School District/ Public Entity
   2. Contact Name of School District/ Public Entity
   3. Telephone number of contact
   4. Number of sites served
   5. Length of the relationship
   6. Reason for termination

OFFEROR'S DRUG FREE WORKPLACE POLICY

A. The FSMC will abide by the Drug Free, Alcohol Free rules and regulations of LYON COUNTY SCHOOL DISTRICT and all local policies. Preference will be given to vendors submitting a signed certification with their proposal certifying they have a drug free workplace. (Attachment 1)

OFFEROR'S CERTIFICATION OF DEBARMENT/SUSPENSION

A. All offerors must submit a signed certification of Debarment/Suspension. (Attachment 2)

OFFEROR'S CERTIFICATION REGARDING LOBBYING

A. All offerors must submit s signed certification regarding lobbying. (Attachment 3)

OFFEROR'S CERTIFCATION OF INDPENDENT PRICE DETERMINATION

A. All offerors must submit a signed certificate of independent price determination. (Attachment 4)

OFFEROR'S SIGNED NON-COLLUSION AFFIDAVIT

A. All offerors must submit a signed non-collusion affidavit. (Attachment 5)

OFFEROR'S IRS W-9 FORM

A. All offerors must submit an IRS W-9 form. (Attachment 6)

ATTACHMENT 1: OFFEROR'S DRUG FREE WORKPLACE POLICY

The FSMC will abide by the Drug Free, Alcohol Free rules and regulations of LYON COUNTY SCHOOL DISTRICT and all local policies. Preference will be given to vendors submitting a certification with their proposal certifying they have a drug free workplace. The FSMC shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of controlled substance is prohibited in the workplace and specifies the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business policy of maintain a drug free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement in subsection (1).

4. In the statement specified in the subsection (1) notify the employees that as a condition of working on the commodities or contractual services that are under proposal, the employee will abide by the terms of the violation of any controlled substance law of the United States or any state, for the a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As a person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Company Name: _____

Vendors Signature: _____

ATTACHMENT 2: CERTIFICATION OF DEBARMENT/SUSPENSION

Instructions for Certification

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the No procurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Organization Name

PR/Award Number Project Name

Name(s) and Title(s) Authorized Representative(s)

Signature(s)

Date

ATTACHMENT 3: CERTIFICATION REGARDING LOBBYING

Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts Exceeding $100,000 in Federal Funds.

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative Agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative Agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative Agreement, the undersigned shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying”, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards exceeding $100,000 in Federal funds at all appropriate tiers and that all sub recipients shall certify and disclose accordingly.

_____

Name/Address of Organization

_____

Name/Title of submitting Official

_____ _____

Signature Date

DISCLOSURE OF LOBBYING ACTIVITIES
INSTRUCTIONS FOR COMPLETION OF SF-LLL

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or Agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Sub awards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative Agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
    (b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4)10 the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached.
16. The certifying official shall sign and date the form; print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other, aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington. D.C. 20503.

DISCLOSURE OF LOBBYING ACTIVITIES

☐ Check this box if not applicable

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

(See reverse for public burden disclosure.)

1. Type of Federal Action: ☐ a. contract ☐ b. grant ☐ c. cooperative agreement ☐ d. loan guarantee ☐ e. loan insurance	2. Status of Federal Action: ☐ a. bid/offer/application ☐ b. initial award ☐ c. post-award	3. Report Type: ☐ a. initial filing ☐ b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity ☐ Prime ☐ Subawardee Tier _____, if known Congressional District, *if known:*	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, *if known*:	
6. Federal Department/Agency:	7. Federal Program Name/Description CFDA Number, *if applicable*: _____	
8. Federal Action Number, *if known*:	9. Award Amount, *if known: $* $	
10. a. Name and Address of Lobbying Entity (if individual, last name, first name, MI): (attach continuation sheet(s) SF-LLL-A, if necessary)	b. Individuals Performing Services (including address if different from No. 10a.) (last name, first name, MI): (attach continuation sheet(s) SF-LLL-A, if necessary)	
11. Amount of Payment *(check all that apply):* $ _____ ☐ actual ☐ planned	13. Type of Payment (*check all that apply*): ☐ a. retainer ☐ b. one-time fee ☐ c. commission	
12. Form of Payment (*check all that apply*): ☐ a. cash ☐ b. in-kind; specify: nature _____ value _____	☐ d. contingent fee ☐ e. deferred ☐ f. other; specify: _____	
14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), of Member(s) contracted, for payment indicated on item 11: (attach Continuation Sheet(s) SF-LLL-A, if necessary)		
15. Continuation Sheet(s) SF-LLL-A attached: ☐ Yes ☐ No		
16. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____	

Federal Use Only:

ATTACHMENT 4: CERTIFICATION OF INDEPENDENT PRICE DETERMINATION

Both the School Food Authority and the Food Service Management Company (Offeror) shall execute this Certificate of Independent Price Determination.

Name of Food Service Management Company

Name of School Food Authority

(A) By submission of this Offer, the Offeror certifies and in the case of a joint Offer, each party thereto certifies as to its own organization, that in connection with this procurement:

(1) The prices in this Offer have been arrived at independently, without consultation, communication or Agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Offeror or with any competitor;

(2) Unless otherwise required by law, the prices which have been quoted in this Offer have not been knowingly disclosed by the Offeror and will not knowingly be disclosed by the Offeror prior to opening in the case of an advertised procurement, or prior to award in the case of a negotiated procurement, directly or indirectly to any other Offeror or to any competitor; and

(3) No attempt has been made or will be made by the Offeror to induce any person or firm to submit or not to submit, an Offer for the purpose of restricting competition.

(B) Each person signing this Offer on behalf of the Food Service Management Company certifies that:

(1) He or she is the person in the Offerors organization responsible within the organization for the decision as to the prices being Offered herein and has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above; or

(2) He or she is not the person in the Offeror's organization responsible for the decision as to the prices being Offered herein, but that he or she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate, in any action contrary to (A)(1) through (A)(3) above, and as their agent does hereby so certify; and he or she has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above.

To the best of my knowledge, this Food Service Management Company, its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

Signature of Food Service Management Company's Authorized Representative

Title

Date

In accepting this Offer, the SFA certifies that no representative of the SFA has taken any action which may have jeopardized the independence of the Offer referred to above.

Signature of School Food Authority Authorized Representative

Title

Date

Note: Accepting a bidder's Offer does not constitute award of the contract.

ATTACHMENT 5: NON- COLLUSION AFFIDAVIT

State of Nevada)
) ss.
County of)

_____ , affiant,
(Name of Person Authorized to Sign Offer)

the _____
(Title)

of _____
(Contractor/Offeror)

the persons, corporation, or company who makes the accompanying Proposal, having first been duly sworn, deposes and says:

That such Proposal is genuine and not sham or collusive, nor made in the interest of, or behalf of, any persons not herein named, and that the Offeror has not directly or indirectly induced or solicited any other Offeror to put in a sham Proposal, or any other person, firm or corporation to refrain from submitting a Proposal, and that the Offeror has not in any manner sought by collusion to secure for itself an advantage over any other Offeror.

_____
(Signature of Person Authorized to Sign Offer)

_____
(Title)

Subscribed and sworn to before me

this _____ day of _____ , 20_____

_____
Signature of Notary Public in and for the

State of _____

County of _____

ATTACHMENT 6: IRS W-9 FORM

Form **W-9**
(Rev. August 2013)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:
☐ Individual/sole proprietor ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____

☐ Other (see instructions) ▶

Exemptions (see instructions):
Exempt payee code (if any) _____
Exemption from FATCA reporting code (if any) _____

Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

City, state, and ZIP code

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
☐☐☐ - ☐☐ - ☐☐☐☐

Employer identification number
☐☐ - ☐☐☐☐☐☐☐

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below), and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶ Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. The IRS has created a page on IRS.gov for information about Form W-9, at *www.irs.gov/w9*. Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

Cat. No. 10231X Form **W-9** (Rev. 8-2013)

EXHIBIT A: LYON COUNTY SCHOOL DISTRICT STUDENT POPULATIONS SERVED

The student populations served and participation figures for previous school year here are as follows:

List the population of each school (school name and total enrollment)

List the grade levels served at each school

List the location of each school

Attachment 8

List the staffing levels and hours for each school. Include the following information:

- Site Name,
- Position Name,
- Number of hours per workday,
- Number of days per work year,
- Hourly wage,
- etc.

Attachment 9

Include/Attach the District Calendar for the previous 2 school years (note days where school is in session, but food service will not be provided)

Attachment 10a. 2024-2025 School Year Calendar
Attachment 10b. 2023-2024 School Year Calendar
Attachment 10c. 2022-2023 School Year Calendar

EXHIBIT B: LYON COUNTY SCHOOL DISTRICT MEAL PRICES/INCOME

The prices for previous school year are as follows:

Breakfast	$1.75
Lunch ES	$2.90
Lunch MS	$3.00
Lunch HS	$3.10
After School Snack	$2.10

The income for the Fiscal Year 2024 school year is as follows:

Total Local Revenue	$ 73,675.32
Total Reimbursements	$ 6,524,170.83

List the number of entrees served per school.
See attachment 1.
List the number of students eligible for free and reduced meals served at each school and the percentage.

School #Free #Reduced Total Free & Reduced Total Enrollment Percentage (Total F & R/Total Enrollment)
See attachment #2
List the number of special provision or community eligibility sites
See attachment #3
List the a la carte offerings (include serving size and cost per serving) and the number of a la carte meals served.
See attachment #4
List the number of adult meals served.
See attachment #5
List the Point of Sale software and version used.
Lyon County School uses Titan Linq Solutions

Include/Attach the district and school claims information for the previous two school years and the current school year to date.
See attachment #6

Include/Attach the two most recent Food Service Annual Financial Reports (AFR) available.
See attachment #7a & 7b

EXHIBIT C: MEAL PATTERNS SCHOOL BREAKFAST AND SCHOOL LUNCH

Nutrition Standards in the School Breakfast Program

(Effective July 1, 2025)

Amount of Food[1] per Week (minimum per day)

Meal Components	Grades K-5	Grades 6-8	Grades 9-12
Fruits (cups)[2]	5 (1)	5 (1)	5 (1)
Vegetables (cups)[2]	0	0	0
• Dark green subgroup	0	0	0
• Red/orange subgroup	0	0	0
• Beans, peas, and lentils subgroup	0	0	0
• Starchy subgroup	0	0	0
• Other vegetables subgroup	0	0	0
Grains or meats/meat alternates (oz. eq.)[3]	7-10 (1)	8-10 (1)	9-10 (1)
Fluid milk (cups)[4]	5 (1)	5 (1)	5 (1)

Daily Amount Based on the Average for a 5-Day Week[5]

Dietary Specifications	Grades K-5	Grades 6-8	Grades 9-12
Minimum-maximum calories (kcal)	350-500	400-550	450-600
Saturated fat (% of total calories)	<10	<10	<10

Added sugars (% of total calories) - must be implemented by July 1, 2027	<10	<10	<10
Sodium limit - in place through June 30, 2027	≤540 mg	≤600 mg	≤640 mg
Sodium limit - must be implemented by July 1, 2027	≤485 mg	≤535 mg	≤570 mg

Endnotes

[1] Food items included in each group and subgroup and amount equivalents.
[2] Minimum creditable serving is 1⁄8 cup. Schools must offer 1 cup of fruit daily and 5 cups of fruit weekly. Schools may substitute vegetables for fruit at breakfast as described in paragraphs (c)(2)(i) and (ii) of this section.
[3] Minimum creditable serving is 0.25 oz. eq. School may offer grains, meats/meat alternates, or a combination of both to meet the daily and weekly ounce equivalents for this combined component. At least 80 percent of grains offered weekly at breakfast must be whole grain-rich as defined in § 210.2 of this chapter, and the remaining grain items offered must be enriched.
[4] Minimum creditable serving is 8 fluid ounces. All fluid milk must be fat-free (skim) or low-fat (1 percent fat or less) and must meet the requirements in paragraph (d) of this section.
[5] By July 1, 2027, schools must meet the dietary specification for added sugars. Schools must meet the sodium limits by the dates specified in this chart. Discretionary sources of calories may be added to the meal pattern if within the dietary specifications

Nutrition Standards in the National School Lunch
(Effective July 1, 2025)

Amount of Food[1] per Week (minimum per day)

Meal Components	Grades K-5	Grades 6-8	Grades 9-12
Fruits (cups)[2]	2 1⁄2 (1⁄2)	2 1⁄2 (1⁄2)	5 (1)
Vegetables (cups)[2]	3 3⁄4 (3⁄4)	3 3⁄4 (3⁄4)	5 (1)
• Dark green subgroup[3]	1/2	1/2	1/2
• Red/orange subgroup[3]	3/4	3/4	1 1⁄4
• Beans, peas, and lentils subgroup[3]	1/2	1/2	1/2
• Starchy subgroup[3]	1/2	1/2	1/2
• Other vegetables subgroup[3,4]	1/2	1/2	3/4
• Additional vegetables from any subgroup to reach total	1	1	1 1⁄2
Grains (oz. eq.)[5]	8-9 (1)	8-10 (1)	10-12 (2)
Meats/meat alternates (oz. eq.)[6]	8-10 (1)	9-10 (1)	10-12 (2)
Fluid milk (cups)[7]	5 (1)	5 (1)	5 (1)

Daily Amount Based on the Average for a 5-Day Week[8]

Dietary Specifications	Grades K-5	Grades 6-8	Grades 9-12
Minimum-maximum calories (kcal)	550-650	600-700	750-850
Saturated fat (% of total calories)	<10	<10	<10
Added sugars (% of total calories) - must be implemented by July 1, 2027	<10	<10	<10
Sodium limit - in place through June 30, 2027	≤1,110 mg	≤1,225 mg	≤1,280 mg

Sodium limit - must be implemented by July 1, 2027	≤935 mg	≤1,035 mg	≤1,080 mg

Endnotes

[1] Food items included in each group and subgroup and amount equivalents.
[2] Minimum creditable serving is 1⁄8 cup. One quarter-cup of dried fruit counts as 1⁄2 cup of fruit; 1 cup of leafy greens counts as 1⁄2 cup of vegetables. No more than half of the fruit or vegetable offerings may be in the form of juice. All juice must be 100 percent full-strength.
[3] Larger amounts of these vegetables may be served.
[4] This subgroup consists of "Other vegetables" as defined in paragraph (c)(2)(ii)(E) of this section. For the purposes of the NSLP, the "Other vegetables" requirement may be met with any additional amounts from the dark green, red/orange, and bean, peas, and lentils vegetable subgroups as defined in paragraph (c)(2)(ii) of this section.
[5] Minimum creditable serving is 0.25 oz. eq. At least 80 percent of grains offered weekly (by ounce equivalents) must be whole grain-rich as defined in § 210.2 of this chapter, and the remaining grains items offered must be enriched.
[6] Minimum creditable serving is 0.25 oz. eq.
[7] Minimum creditable serving is 8 fluid ounces. All fluid milk must be fat-free (skim) or low-fat (1 percent fat or less) and must meet the requirements in paragraph (d) of this section.
[8] By July 1, 2027, schools must meet the dietary specification for added sugars. Schools must meet the sodium limits by the dates specified in this chart. Discretionary sources of calories may be added to the meal pattern if within the dietary specifications

Lyon County School District

Board of Trustees
President Tom Hendrix | Clerk Dawn Carson
Elmer Bull | | Darin Farr
Sherry Parsons | Bridget Peterson | James Whisler

Superintendent
Tim Logan
Deputy Superintendent
Dawn Huckaby

Food Service Management Company (FSMC) Request for Proposal – Q&A Document

Fixed Fee Solicitation

School District/Public Entity Name:	**Lyon County School District**
Solicitation Number:	**RFP# 290-02-2025**
Solicitation Release Date:	**February 3, 2025**
Solicitation Due Date:	**March 13, 2025**
Solicitation Due Time:	**11:00am PCT**
Submittal Location:	**25 E. Goldfield Ave., Yerington, NV 89447**
Mandatory Pre-Proposal Conference Date:	**February 14, 2025**
Pre-Proposal Conference Time:	**09:00am PCT**
Pre-Proposal Conference Location:	**1100 Jasmine Ln, Fernley, NV 89408**
Question Deadline:	**February 24, 2025 (2:00pm PCT)**

All Questions must be submitted by email to both the following individuals no later than 2:00pm PCT on the deadline date.

Harman Bains
Executive Director of Operations
Hbains@lyoncsd.org

Kyle Rodriguez
Fiscal Services Officer
krodriguez@lyoncsd.org

1. Please provide a copy of your December 2024 detailed meal claims by building including breakfast, lunch, and snack meal program.
    a. Please see attachments in supporting documentation at the end of the Q&A.
2. Please provide the Supper program claims that are run through the Boys and Girls Club from 2024.
    a. Lyon CSD does not provide meals to the Boys and Girls Club.
3. Are the dairy products being purchased by the FSMC or LCSD? Will this continue for next year?
    a. Dairy is purchased by the FSMC, and this will continue for future fiscal years.
4. If you are planning to participate in summer feeding, please provide the following:
        i. Summer claims for the 2023/2024 school year:
        ii. Summer labor schedule
        iii. Number of sites participating and their service days
    b. Lyon CSD is planning on participating in summer feeding, please see attachments in supporting documentation at the end of the Q&A.

5. Please provide a copy of your 2024-2025 commodity allocation total and what foods were ordered including DOD, Brown Box and (NOI) Pounds allocated for processing?
    a. Please see attachments in supporting documentation at the end of the Q&A.

6. Please share if current food service department employees participate in a collective bargaining agreement and if so, please provide the name of the union and a copy of the most recent CBA.
    a. Yes, District Food Service staff can be apart of the LCCSEA
    b. Please see attachments in supporting documentation at the end of the Q&A.

7. Will the district accept electronic signatures in our response or will wet signatures be required.
    a. Electronic signatures are acceptable.
8. Do any schools have open campus for lunch?
    a. High Schools are open campus for lunch.
9. Please provide your total catering sales for the 2023/2024 school year.
    a. Please see attachments in supporting documentation at the end of the Q&A.
10. Will the FSMC need to provide a delivery vehicle(s) for food service operations?
    a. Currently the District provides the vehicles for the food service operation.
11. Is the POS/IT system provided by LCSD?
    a. Yes, Titan. However, this should be calculated into the annual guarantee.
12. Are there any schools that that are not CEP where paid students pay for meals? If so, please provide which schools.
    a. Lyon CSD is 100% CEP.
13. What is the total budgeted LCSD labor amount each FSMC should use in their guarantee calculations? Are there any other LCSD costs that FSMCs should consider in the guarantee?
    a. Please use $841K for Salaries and Benefits.
14. How many total days are the current FSMC employees being paid including PTO, Vacation, Holiday, etc?
    a. Excluding the Food Service Secretary, which is 12 months and accrues vacation days,19 employees are 195, and 1 employee is 198 days. Each employee can accrue up to 2 personal days each fiscal year, which can be carried forward but not exceed a total of 5 personal days; employees also accrue sick leave monthly.
15. What is the current average daily attendance by building?
    a. Please see attachments in supporting documentation at the end of the Q&A.

16. How long has Lyon County School District been CEP/Free meals for all?
    a. With support from the State of Nevada, Lyon CSD provided free meals through the pandemic (2021-2024). The district transitioned to 100% CEP in fiscal year 2025.
17. When will the district reauthorize CEP/Free meals for all?
    a. April 2025.P
18. Length of contract: Pg 14 Contract Terms sections B&C contradict all other terms specifying a 5-year contract. Can you clarify the length of the contract (4 or 5 years?)
    a. 1 year contract with 4 additional possible extensions.
    b. Year 1: July 1 2025 (initial year)
    c. Year 2: July 1 2026 (ext #1)
    d. Year 3: July 1 2027 (ext #2)
    e. Year 4: July 1 2028 (ext #3)
    f. Year 5: July 1 2029 which would end June 30, 2030 (ext #4)
19. Could you please clarify the number of SFA employees: Pg 8 shows 1; Pg 20 shows
    a. The District employs 21 employees for FSMC. Please refer to question 14 for the breakdown.
20. For budget purposes, please provide the LCSD Food Service Hourly budgeted total expense for the 2025-26 school year, including fringe (all associated costs), for ***all vendors to include in their budgets***. Also, what are the anticipated annual raises for the remaining years 2-5 for projection purposes?
    a. Lyon CSD enters negotiations every two years with the bargaining units. At this time, we can not provide the anticipated raises for any future fiscal years. Please refer to the number in question 13 for fiscal year 2026 numbers.

Copyright © 2025 (Chartwells) · All rights reserved


chartwells
serving up happy & healthy

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: James Gianotti, Executive Director for Educational Services

Re: Adult Education

Recommendation

That the Board of Trustees approve a report on Lyon County Adult Education.

Background Information

Adult Education has grown from two locations with 3 employees (Fernley and Yerington) back in 2017 to four locations with 5 employees (Fernley, Silver Springs, Yerington, and Dayton) currently. The number of students enrolled has increased from approximately 130 in 2020-21 to more than 140 currently, with a peak of more than 150 in 2023-24. This is due to the successful completion of credits and the number of graduates that Lyon County Adult Education (LCAE) produces annually. LCAE Students have earned an average of more than 500 credits per year over the past five years.

LCAE works with students to determine their individual needs, the number of credits and courses they have completed previously and what they need to obtain in order to complete an Adult Diploma of High School Equivalency.

We are excited that the district now has the opportunity to establish a classroom space separate from the Dayton High School, so adults can access classes without having to be on the DHS campus.

These locations are of significant benefit to our communities as they assist adults with completing their diplomas and enable many to gain higher paying jobs, resulting in stronger communities. LCAE is the only free program in Lyon County for adults who did not graduate with a diploma. Adult education students are normally not financially stable, and the increased transportation cost is a factor in student enrollment. By opening sites in the major population centers of Lyon County, the adult education program can minimize the barriers that a student encounters when enrolling and pursuing their education.

We are proud of the growth of our LCAE program and look forward to continued growth.

Budget Considerations

N/A

Discussed at Previous Meeting

N/A

Attachment(s)

Lyon County School District – Adult Education V2

LYON COUNTY SCHOOL DISTRICT - ADULT EDUCATION

777



Portrait of a Lifelong Learner: Meeting You Where You Are - and Beyond

LYON COUNTY SCHOOL DISTRICT: ADULT EDUCATION (LCAE)

LCAE offers adult education services to Nevada residents aged 18 and older who did not complete their high school diploma.

We support students through two flexible, accessible pathways:

- High School Equivalency (HSE)
- Adult High School Diploma



HIGH SCHOOL EQUIVALENCY (HSE)

The HSE is a state-approved exam recognized by the Nevada Department of Education as a diploma-equivalent credential.

It allows adult learners to demonstrate high school-level academic proficiency in a test-based format.

ADULT HIGH SCHOOL DIPLOMA

Most of our learners choose to pursue their diplomas.

780

Our program is built around flexibility and support, combining **distance education** with **one-on-one mentorship** to help each student succeed — on their schedule, at their own pace.

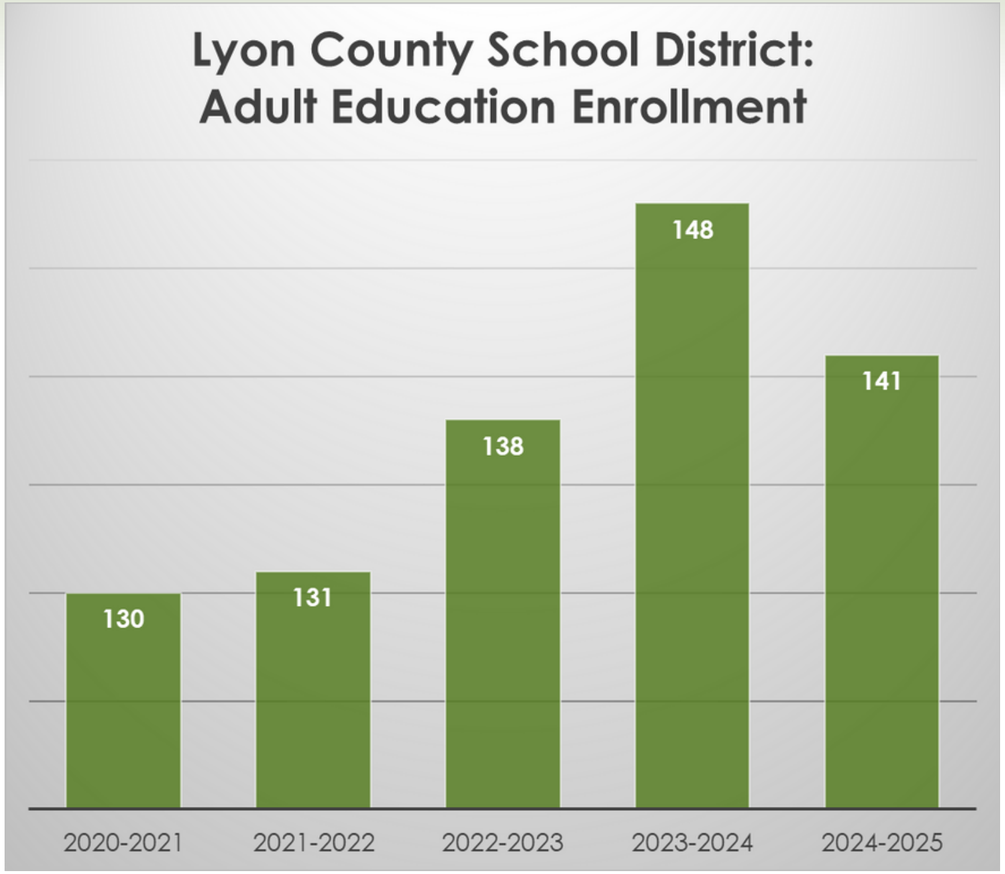


UNDERSTANDING ENROLLMENT

Adult education enrollment is calculated differently than in K–12.

Students must complete **12 documented hours** of instruction before they are officially enrolled.

This means our enrollment numbers continue to grow throughout the year as more students reach that threshold.



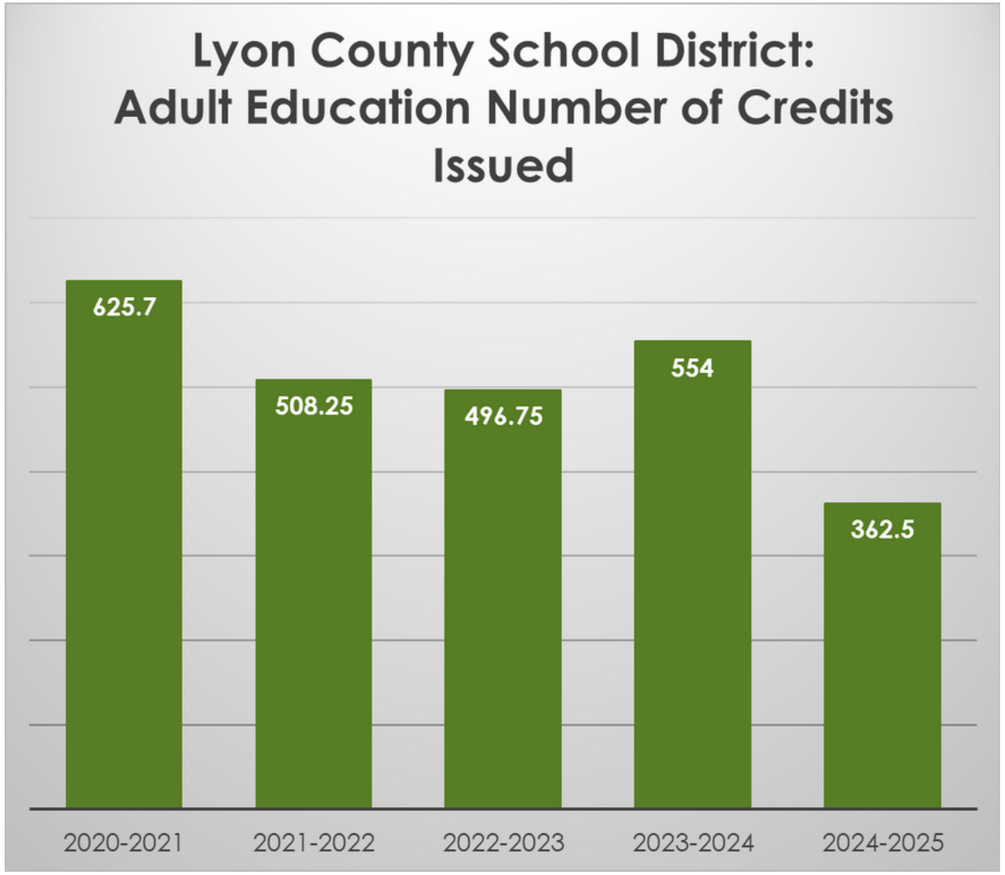
NOTE: 2024–2025 ENROLLMENT DATA IS STILL IN PROGRESS. THE ADULT EDUCATION SCHOOL YEAR CONCLUDES JUNE 13, 2025. STUDENTS MAY CONTINUE TO REACH THE 12-HOUR ENROLLMENT THRESHOLD THROUGH THE FINAL DAY.

CREDITS EARNED BY LCAE STUDENTS

LCAE is recognized as one of Nevada's most effective adult education programs.

Our students consistently earn significantly more credits per learner than the statewide average.

While there has been a slight decline in recent years, due to staff vacancies and limited summer school hours, overall performance remains strong.



NOTE: 2024–2025 ENROLLMENT DATA IS STILL IN PROGRESS. THE ADULT EDUCATION SCHOOL YEAR CONCLUDES JUNE 13, 2025. STUDENTS MAY CONTINUE TO EARN CREDITS THROUGH THE FINAL DAY.

SATELLITE SITE ENROLLMENT GROWTH

A Decade of Growth and Access

In 2014–2015, our satellite sites served just a handful of learners:

- Silver Springs: 7 students
- Yerington: 9 students
- Dayton: 3 students

783

In 2024–2025, we've grown dramatically:

- Silver Springs: 24 students
- Yerington: 21 students
- Dayton: 20 students

Despite this growth, Dayton's enrollment still trails the other communities. The difference? Dayton Adult Education is still located inside Dayton High School.

WHY THIS EXPANSION MATTERS

Removing Barriers. Reaching More Learners.

Adult learners need spaces built for them, not classrooms that remind them why traditional school didn’t work.

A dedicated site in Dayton allows for:

- Private testing and proctoring
- Expanded mentor availability
- Flexible scheduling
- Safe, welcoming, adult-focused environments
- Ensures the separation of Adult Education students and DHS students

Growth is happening.
Now it’s time to match that growth with access, equity, and belonging.

MARKETING AND AWARENESS

The Nevada Department of Education has strongly recommended that adult education programs invest in professional marketing to improve public awareness and access.

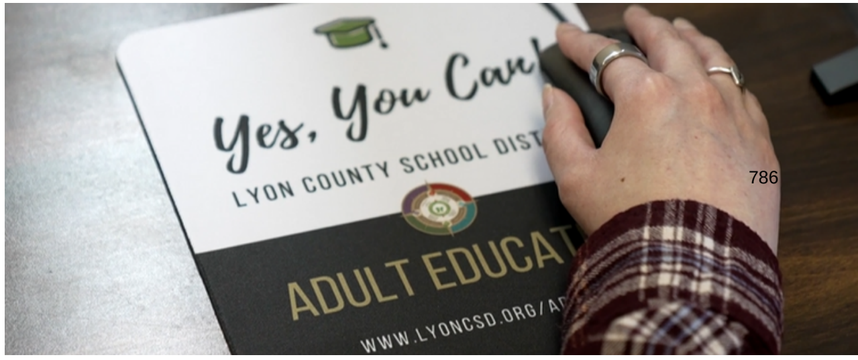
LCSD AE is utilizing grant funds for:

- New brand messaging and visual assets
- Photography and video storytelling
- A summer social media campaign
- Web content refresh (in development)
- Targeted digital advertising and radio ads and PSAs beginning July 2025

This is a **multi-year effort** to increase **visibility, reduce stigma, and grow enrollment**.




THANK
YOU!


Yes, You Can!
LYON COUNTY SCHOOL DIST
ADULT EDUCAT
WWW.LYONCSD.ORG/A




FERNLEY
ADULT EDUCATION CENTER
775-575-3409
LYON COUNTY SCHOOL DISTRICT
ADULT ED
It's your turn!
Start Today.



Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: Harman Bains, Executive Director of Operations

Re: LCSD Perimeter Fencing and Site Concrete Improvements

Recommendation:
The Board of Trustees authorizes the approval of Golden Bay Fence and Iron Works Inc. bid of $749,731.52 for the Perimeter Fencing and Spanish Springs Construction Inc. bid of $744,368.00 for site concrete improvements resulting in a combined total of $1,494,099.52 for the LCSD Perimeter Fencing, and Site Concrete Improvements project.

Background Information:
At the April 22, 2025, meeting, the LCSD Board of Trustees approved the district to move forward with the Perimeter Fencing and Site Concrete Improvements project for Fernley, Dayton, and Yerington High Schools. In collaboration with Paul Cavin Architect LLC, a Request for Proposal (RFP) was developed and published April 23, 2025 and bids were subsequently opened on May 20, 2025.

For the Perimeter Fencing project LCSD received one bid from Golden Bay Fence and Iron Works Inc. Bid. For Site Concrete Improvements projects LCSD received 4 bids ranging from $744,368 to 848,546. With Spanish Springs Construction Inc. being the lowest qualified bidder by $53.

The proposed Perimeter Fencing and Site Improvement projects offer numerous benefits, with a primary focus on enhancing the overall safety and security of all high school campuses. The installation of upgraded fencing and secure exterior doors will deter unauthorized access, providing a safer environment for students, staff, and visitors. These improvements will support controlled access to school grounds, reduce the risk of intrusions, and ensure safer entry and exit during emergencies. In addition to safety benefits, modern fencing will also contribute to the visual appeal of each campus, promoting a more welcoming yet secure atmosphere.

Budget Considerations:
The district plans to utilize a combination of funding sources to efficiently cover project costs. These sources include the Capital Projects Fund 340, the General Fund, and the remaining balances from Bond Series A 2022, Bond Series B 2022, and Bond Series 2024. By leveraging multiple funding streams, the district seeks to ensure timely payment for completed work while optimizing the returns from the invested bond proceeds.

Discussed at Previous Meeting:
January 17, 2025

Attachment(s):
Golden Bay Fence and Iron Works Inc. bid document
Spanish Springs Construction Inc. bid document

Bid Award

Lyon County School District
24034 LCSD DHS, FHS, and YHS Site Fencing Improvements
PWP-LY-2025-348

Date and Time: May 20, 2025, 9:30am

Attendees: Darrell Bluhm, Jeff Purcell, Paul Cavin

Based on bids received on May 20, 2025, 9:30am, we are recommending Bid Award to the following General Contractor.

24034 LCSD DHS, FHS, and YHS Site Fencing Improvements (PWP-LY-2025-348):

Golden Bay Fence Plus Iron Works, Inc.
Total Base Bid: $749,731.52

Attachments: Project Bid Tabulation 24034 LCSD DHS, FHS, and YHS Site Fencing Improvements
Golden Bay Fence Plus Iron Works, Inc. Bid Documents

1575 Delucchi Lane Suite 120 • Reno • Nevada • 89502 • mobile: 775-842-0261 • office: 775-284-7083
paul@paulcavindesign.com • www.paulcavindesign.com

PROJECT BID TABULATION

Bid Date: May 20, 2025
Bid Location: Paul Cavin Architect, LLC
1575 Delucci Lane #120
Reno, NV 89502

Project Number: 24034
Project Manager: Darrell Bluhm

Project Name: LCSD DHS and FHS Site Fencing Improvements PWP-LY-2025-348
Location: Yerington, Nevada

Consultant: Paul Cavin Architect, LLC **Bid Opening Time:** 9:30 am

Base Bid Estimate: $ 695,672.71

Name of Bidder	Taurus Construction	Z7 Development	JP Fence	Garden Shop Landscaping	Golden Bay Fence	Tahoe Fence Company	Artistic Fence Company
Principal office location					STOCKTON		
Bid Form							
Addenda #1 acknowledged							
Bid Bond (included with bid)							
Nevada's Contractor's Licence							
Nevada's Business License							
Local Preferential Bidder Status Affidavit							
Local Preferential Bidder Certificate of Eligility							
5% Subcontractor list (included with bid)							
Affidavit of Non-Collusion							
Apprenticeship Utilization Act Form							
Dayton High School					163254.00		
Fernley High School					312398.78		
Yerington High School					274078.74		
TOTALS							
Apparent low bid ranking (1,2,3,...)					$749,731.52		

Bids opened by:
Witnessed by:

e Fencing Improvements
for
Fernley High School
Dayton High School
Yerington High School
PWP #: LY-2025-348

Bid Date: 5/20/25
Bid Time: 9:30 AM



Golden Bay Fence Plus Iron Works Inc.
4104 S B Street
Stockton, CA 95206
664905, 0086023, 0083465, 0083464

790

00 41 13 BID FORM

1.1 BID INFORMATION

A. Bidder: Golden Bay Fence Plus Iron Works, Inc.

B. Project Name: 24034 Lyon County School District DHS, FHS, YHS Site Fencing Improvements.

C. Project Location:

1. Fernley High School, 1300 US-95 ALT, Fernley, Nevada
2. Dayton High School, 335 Dayton Valley Road, Dayton, Nevada
3. Yerington High School, 114 Pearl Street, Yerington, Nevada

D. Owner: Lyon County School District.

E. Owner Project Number: LY-2025-348

F. Architect: Paul Cavin Architect, LLC.

G. Architect's Project Number: 24034.

791

1.2 CERTIFICATIONS AND BASE BID

Dayton High School

A. Base Bid, Dayton High School Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Paul Cavin Architect LLC and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

1. One hundred sixty-three thousand, two hundred fifty-four Dollars ($163,254.00).

Fernley High School

A. Base Bid, Fernley High School Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Paul Cavin Architect LLC and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

1. Three hundred twelve thousand, three hundred ninety-eight and seventy eight Dollars ($312,398.78).

Yerington High School

A. Base Bid, Yerington High School Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Paul Cavin Architect LLC and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby

agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

1. Two hundred seventy-four thousand, seventy-eight dollars and seventy four Dollars ($274,078.74).

1.3 BID GUARANTEE

A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above:

1. Thirty seven thousand, four hundred eighty-six, and fifty seven Dollars ($37,486.57).

B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

792

1.4 SUBCONTRACTORS AND SUPPLIERS

A. The following companies shall execute subcontracts for the portions of the Work indicated:

1. None.
2. _____.
3. _____.

1.5 TIME OF COMPLETION

A. The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by Architect and shall fully complete the Work within 180 calendar days.

1.6 ACKNOWLEDGEMENT OF ADDENDA

A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

1. Addendum No. 1, dated 5/12/25.
2. Addendum No. 2, dated 0.

1.7 BID SUPPLEMENTS

A. The following supplements are a part of this Bid Form and are attached hereto.

1. Bid Form Supplement - Bid Bond Form.
2. Bid Form Supplement - Schedule of Values

1.8 CONTRACTOR'S LICENSE

A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in The State of Nevada and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

1. A current copy of the State of Nevada Contractor's License shall be attached hereto.

1.9 SUBMISSION OF BID

A. Respectfully submitted this 20 day of May, 2025

B. Submitted By: Golden Bay Fence Plus Iron Works, Inc. (Name of bidding firm or corporation).

C. Authorized Signature: _____ (Handwritten signature).

D. Signed By: Paul W. Chavez (Type or print name).

E. Title: President (Owner/Partner/President/Vice President).

F. Witnessed By: _____ (Handwritten signature). 793

G. Attest: _____ (Handwritten signature).

H. By: Nicholas Chavez (Type or print name).

I. Title: V. President.

J. Street Address: 4104 S. B. Street.

K. City, State, Zip: Stockton CA 95206.

L. Phone: 209-944-9754.

M. Nevada Business License No.: NV20171396901.

N. Nevada Contractors License No.: 0083464, 0083465, 0086023.

END OF DOCUMENT 00 41 13

Paul Cavin Architect LLC

Bid Award

Lyon County School District
24034 LCSD DHS, FHS Site Concrete Improvements
PWP-LY-2025-349

Date and Time: May 20, 2025, 9:00am

Attendees: Darrell Bluhm, Jeff Purcell, Laura Bennett, Paul Cavin, Representative from Spanish Springs Construction, Inc., Taurus Construction, Z7 Development, and King Construction

Based on bids received on May 20, 2025, at 9:00am, we are recommending Bid Award to the following General Contractor.

24034 LCSD DHS, FHS Site Concrete Improvements (PWP-LY-2025-349):

Spanish Springs Construction, Inc.
Total Base Bid: $744,368.00

Attachments: Project Bid Tabulation 24034 LCSD DHS, FHS Site Concrete Improvements
Spanish Springs Construction, Inc. Bid Documents

1575 Delucchi Lane Suite 120 • Reno • Nevada • 89502 • mobile: 775-842-0261 • office: 775-284-7083
paul@paulcavindesign.com • www.paulcavindesign.com

PROJECT BID TABULATION

Bid Date: May 20, 2025
Bid Location: Paul Cavin Architect, LLC
1575 Delucci Lane #120
Reno, NV 89502

Project Number: 24034
Project Manager: Darrell Bluhm

Project Name: LCSD DHS and FHS Site Concrete Improvements PWP-LY-2025-349
Location: Yerington, Nevada

Consultant: Paul Cavin Architect, LLC

Bid Opening Time: 9:00 am

Base Bid Estimate: $ 860,123.00

Name of Bidder	Taurus Construction	Z7 Development	~~Morgan Construction~~	M4 Engineering	Spanish Springs Construction	KING CONSTRUCTION
Principal office location	SPARKS	PARADISE VALLEY	SPANISH SPRINGS			FERNLEY
Bid Form	✓	✓	✓			✓
Addenda #1 acknowledged	✓	✓	✓			✓
Bid Bond (included with bid)	✓	✓	✓			✓
Nevada's Contractor's Licence	✓	✓	✓			✓
Nevada's Business License	✓	✓	✓			✓
Local Preferential Bidder Status Affidavit	✓	✓	✓			✓
Local Preferential Bidder Certificate of Eligility	✓	✓	✓			✓
5% Subcontractor list (included with bid)	✓	✓	✓			✓
Affidavit of Non-Collusion	✓	✓	✓			✓
Apprenticeship Utilization Act Form	✓	✓	✓			✓
Dayton High School	$236,021	$594,335	$221,426			$196,885
Fernley High School	$508,400	$234,070	$522,942			$651,661 $848,546
TOTALS						
Apparent low bid ranking (1,2,3,...)	$744,421 #2	$828,405	$744,368 #1			$848,546 $53

Bids opened by:
Witnessed by:

& FHS SITE CONCRETE IMPROVEMENTS
PWP #LY-2025-349

SUBMITTED TO:
LYON COUNTY SCHOOL DISTRICT
C/O Paul Cavin Architect, LLC
1575 Delucci Lane, Suite 120
Reno, NV 89502

May 20, 2025
8:39 am

SPANISH SPRINGS CONSTRUCTION, INC.
A TEICHERT FAMILY COMPANY
595 Double Eagle Ct., Suite 2001
Reno, NV 89521
NV Lic. 59511B, A (Unlimited)

796

00 43 93 BID SUBMITTAL CHECKLIST

1.1 BID INFORMATION

A. Bidder: Spanish Springs Construction, Inc.

B. Project Name: 24034 Lyon County School District DHS and FHS Site Concrete Improvements.

C. Project Location:

1. Fernley High School, 1300 US-95 ALT, Fernley, Nevada.

2. Dayton High School, 335 Dayton Valley Road, Dayton, Nevada.

D. Owner: Lyon County School District

E. PWP Number: LY-2025-349

F. Architect: Paul Cavin Architect LLC

797

G. Architect's Project Number: 24034.

1.2 BIDDER'S CHECKLIST

A. In an effort to assist the Bidder in properly completing all documentation required, the following checklist is provided for the Bidder's convenience. The Bidder is solely responsible for verifying compliance with bid submittal requirements.

B. Attach this completed checklist to the outside of the Submittal envelope.

1. ✓ Use the Bid Form provided in the Project Manual.
2. ✓ Prepared the Bid Form as required by the Instructions to Bidders.
3. ✓ Indicated on the Bid Form the Addenda received.
4. ✓ Attached to the Bid Form: Bid Bond.
5. ✓ Proposed Schedule of Values.
6. ✓ Attached to the Bid Form: Nevada Contractor's License.
7. ✓ Attached to the Bid Form: Nevada Business License.
8. ✓ Attached to the Bid Form: Local Preferential Bidder Status Affidavit.
9. ✓ Attached to the Bid Form: Local Preferential Bidder Certificate of Eligibility
10. ✓ Attached to the Bid Form: Prime and Subcontractors 5% List.
11. ✓ Attached to the Bid Form: Affidavit of Non-Collusion.
12. ✓ Attached to the Bid Form: Apprenticeship Utilization Act Form.
13. ✓ Attached to the Bid Form: Letter from Surety that the Bidder can provide executed Performance Bond and Labor and Material Bond.
14. ✓ Bid envelope shows name and address of the Bidder (center of envelope).
15. ✓ Bid envelope shows the Bidder's Contractor's License Number (below Bidder's Name and Address).
16. ✓ Bid envelope shows name of Project being bid (upper left-hand corner).

END OF SECTION 00 43 93

00 41 13 BID FORM

1.1 BID INFORMATION

A. Bidder: Spanish Springs Construction, Inc.

B. Project Name: 24034 Lyon County School District DHS and FHS Site Concrete Improvements.

C. Project Location:

1. Fernley High School, 1300 US-95 ALT, Fernley, Nevada

2. Dayton High School, 335 Dayton Valley Road, Dayton, Nevada

D. Owner: Lyon County School District.

E. Owner Project Number: LY-2025-349

F. Architect: Paul Cavin Architect, LLC.

G. Architect's Project Number: 24034.

798

1.2 CERTIFICATIONS AND BASE BID

Dayton High School

A. Base Bid, Dayton High School Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Paul Cavin Architect LLC and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

1. TWO HUNDRED TWENTY ONE THOUSAND FOUR HUNDRED TWENTY SIX Dollars ($ 221,426.00).

Fernley High School

B. Base Bid, Fernley High School Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Paul Cavin Architect LLC and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

1. FIVE HUNDRED TWENTY TWO THOUSAND NINE HUNDRED FORTY TWO Dollars ($ 522,942.00).

1.3 BID GUARANTEE

A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above:

1. Five Percent of Total Bid Dollars ($ 5%).

B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

1.4 SUBCONTRACTORS AND SUPPLIERS

A. The following companies shall execute subcontracts for the portions of the Work indicated:

1. See 5% subcontractor listing (attached).
2. _____.
3. _____.

1.5 TIME OF COMPLETION

A. The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by Architect and shall fully complete the Work within 120 calendar days.

799

1.6 ACKNOWLEDGEMENT OF ADDENDA

A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

1. Addendum No. 1, dated 05/12/2025.
2. Addendum No. 2, dated _____.

1.7 BID SUPPLEMENTS

A. The following supplements are a part of this Bid Form and are attached hereto.

1. Bid Form Supplement - Bid Bond Form.
2. Bid Form Supplement - Schedule of Values

1.8 CONTRACTOR'S LICENSE

A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in The State of Nevada and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

1. A current copy of the State of Nevada Contractor's License shall be attached hereto.

1.9 SUBMISSION OF BID

A. Respectfully submitted this 20th day of May, 2025

B. Submitted By: Spanish Springs Construction, Inc. (Name of bidding firm or corporation).

C. Authorized Signature: _____(Handwritten signature).

D. Signed By: Leslie Skinner (Type or print name).

E. Title: Business Operations Manager (Owner/Partner/President/Vice President).

F. Witnessed By: Don Tranbarger (Handwritten signature).

G. Attest: Balinda Winters (Handwritten signature).

H. By: Balinda Winters (Type or print name).

I. Title: Construction Operations Assistant.

J. Street Address: 595 Double Eagle Court, Suite 2001.

K. City, State, Zip: Reno, NV 89521.

L. Phone: 775-425-4000.

M. Nevada Business License No.: NV20041662117.

N. Nevada Contractors License No.: 59511B.

800

END OF DOCUMENT 00 41 13

AARON D. FORD
Attorney General

CRAIG A. NEWBY
First Assistant Attorney General

CHRISTINE JONES BRADY
Second Assistant Attorney General

STATE OF NEVADA
OFFICE OF THE ATTORNEY GENERAL
1 State of Nevada Way, Suite 100
Las Vegas, Nevada 89119

TERESA BENITEZ-THOMPSON
Chief of Staff

LESLIE NINO PIRO
General Counsel

HEIDI PARRY STERN
Solicitor General

April 16, 2025

Via U.S Mail

James M. Davis
[redacted]

Clarice E. Meshberger
[redacted]

Sandy Harrison
[redacted]

Deanne M. Davis
[redacted]

Frank M. Schroeder
[redacted]

Paul E. Meshberger
[redacted]

James L. Lawheed
[redacted]

Re: Open Meeting Law Complaint, OAG File No. 13897-488
Lyon County School District Board of Trustees

Dear Mr. Davis, Mrs. Davis, Mr. Meshberger, Mrs. Meshberger, Mr. Schroeder, Mr. Lawheed and Mrs. Harrison:

The Office of the Attorney General ("OAG") is in receipt of your complaints ("Complaints") alleging violations of the Open Meeting Law, NRS Chapter 241, ("OML") by the Lyon County School District Board of Trustees ("Board") regarding its June 27 and July 25, 2023, meetings.

The OAG has statutory enforcement powers under the OML and the authority to investigate and prosecute violations of the OML. NRS 241.037; NRS 241.039; NRS 241.040. The OAG's investigation of the Complaints included a review of the Complaints, the Responses on behalf of the Board, and the agendas, minutes and recordings of the Board's June 27 and July 25, 2023, meetings. After investigating the Complaints, the OAG determines that the Board did not violate the OML as alleged in the Complaints.

FACTUAL BACKGROUND

The Board held a public meeting on June 27, 2023. Prior to the meeting, a quorum of the Board attended an attorney-client session with its legal counsel and some staff members. The purpose of this session was to receive information from the Board's attorney related to potential litigation involving roof warranty issues at one of the district's schools and to discuss labor negotiations. Item 12 on the Board's agenda related to the roof warranty issue.

During one of the meeting's public comment periods, the Board President's wife made public comment including a statement that Board members were prohibited from responding to public comments. She also made statements regarding other public commenters. No public commenter was stopped from making their comments.

The Superintendent's assistant took notes for the meeting, intended to be used for minutes. Complainant Deanne Davis made a request for the minutes of the June 27 meeting on July 24 and was informed that they were not available due to the Superintendent's assistant being on an unanticipated medical leave. She was offered the recording of the meeting at that time.

The Board held a public meeting on July 25, 2023. Prior to the meeting, a quorum of the Board attended an attorney-client session with its legal counsel regarding labor relations matters. Agenda Item #11 read:

> 11. CONSENT AGENDA (FOR POSSIBLE ACTION): Per LCSD Board Policy BDD: Board Meeting Procedures, all matters listed under the consent agenda are considered routine and may be acted upon by the Board of School Trustees with one action and without discussion. During this meeting, any member of the Board may request that an item be removed from the consent agenda, discussed, and acted upon separately.
>
> 11.A. Trustee Questions and Answers - No questions were submitted by noon, 7/24/23.
> 11.B. Request for Early Graduation/HSE (confidential)
> 11.C. Request for Leave (confidential)
> 11.D. Annual Report of Sportsmanship Violations (confidential)
> 11.E. Personnel Reports
> 11.F. Travel
> 11.G. Quarter 4 Class Size Reduction

11.H. Excess Worker's Compensation Renewal - Warren Reed Insurance
11.I. School Bus Purchase
11.J. Special Services AB 56 Physical Mechanical Restraint Report
11.K. District Financial Report

During Item 11, Trustee Hendrix made a motion to discuss Item 11.E and Item 11.J from the consent agenda separately. The motion was seconded by Trustee Parsons. The Board voted 2-5 against the motion. Trustee Peterson made a motion to approve the consent agenda as presented. It was seconded by Trustee McIntyre. The Board voted 4-3 for the motion and it passed.

Complainants filed the instant complaints alleging: (1) the closed gathering prior to the June 27 meeting violated the OML; (2) failure to stop the President's wife from making her comments during the June 27 meeting violated the OML; (3) minutes of the June 27 meeting were not made available within the time required by the OML; (4) the closed gathering prior to the July 25 meeting violated the OML; (5) the Board's use of consent agendas in general violates the OML; (6) failure to remove an item from the consent agenda violated the OML; and (7) agenda Item 11.A of the July 25 meeting was not clear and complete.

LEGAL ANALYSIS

The Lyon County School District Board of Trustees, as the governing body of a public school district in Nevada, is a "public body" as defined in NRS 241.015(4) and is subject to the OML.

As a preliminary matter, allegations 5 and 6 fail to state a claim under the OML. Consent agendas are an organizational tool expressly permitted by the OML. NRS 241.020(3)(d)(6)(II) ("The public body may combine two or more agenda items for consideration..."). Because the OML contains no requirement that any particular item be discussed or the level to which items are discussed, any item listed on an agenda as an action item, whether it be listed as a "consent agenda" item or not, may be acted upon by the public body. Thus, neither use of a consent agenda nor a vote not to remove an item for discussion violates the OML.

A. The OAG does not find evidence of an OML violation concerning the closed gatherings of the Board prior to the June 27 and July 25 meetings. (Allegations 1 and 4)

Except as otherwise provided in specific statute, the OML requires all meetings of public bodies to be open and public, and all persons must be permitted to attend any meeting of these public bodies at a physical location or by means of a remote technology system. NRS 241.020(1). A meeting held for the purpose of having an attorney-client discussion regarding potential or existing litigation is not a meeting for purposes of the OML. NRS 241.015(3)(b)(2). Additionally, no agenda is required to be posted and no notice is required to be provided to any member of the public. *See* OMLO 2002-21 (May 20, 2002).

A public body may deliberate "collectively to examine, weigh and reflect upon the reasons for or against the action," which connotes collective discussion in an attorney-client conference. *See* NRS 241.015(2); *Dewey v. Redevelopment Agency*, 119 Nev. 87, 97, 64 P.3d 1070, 1077 (2003), OMLO 2001-09 (March 28, 2001). However, NRS 241.015(3)(b)(2) does not permit a public body to take action in an attorney-client conference.

Further, any meeting of the governing body of a local government employer with its management representative or representatives is not subject to any provision of NRS which requires a meeting to be open or public. NRS 288.220(4). The Board, as the governing body of a public school district in Nevada is a "local government employer" for purposes of this exemption. NRS 288.060.

Prior to the June 27 meeting, the Board met with its counsel to discuss potential contract litigation and labor negotiation issues. The Board acted on the contract issue during the public meeting under Item 12. Prior to the July 25 meeting, the Board met with its counsel regarding labor negotiations. The complaints allege that the failure of the Board to announce the reasons for the closed gatherings violated the OML. The OAG does not possess evidence that anything was discussed during the closed gatherings other than those items specifically exempt from the OML's requirements. Thus, since there was no "meeting" under the OML, there was no requirement to notice the gatherings or open any part of them to the public. As such, the OAG does not find a violation of the OML.

B. The Board did not violate the OML by allowing the Board President's wife to speak during public comment at the June 27 meeting. (Allegation 2)

The OML provides that a public body may not inform the public that it legally is prohibited from discussing public comments, either among themselves, or with speakers from the public. NRS 241.020(2)(d)(3) clearly allows discussion with members of the public. *See* § 7.04 of the Open Meeting Law Manual (2019). Also, the OML allows considerable discretion to the public body as to length of time allowed to speakers. *See* § 7.05 of the Open Meeting Law Manual (2019). Furthermore, any restrictions on comments made by the public may not be based on viewpoint. NRS 241.020(7).

Here, a public commenter, not the Board, informed the public that the Board was prohibited from discussing public comment. As the Board did not make this statement, the OAG does not find it to be in violation of the OML. Additionally, although the speaker's comments were not favorable to some members of the public, the Board is statutorily prohibited from restricting comments based upon viewpoint. In fact, no public commenter was stopped from speaking during the meeting. Thus, the OAG does not find a violation of the OML in this respect.

C. The Board did not violate the OML by failing to have draft minutes of the June 27 meeting available within 30 days as the Board made the recording of the meeting available within that time frame. (Allegation 3)

The OML provides that "Unless good cause is shown...a public body shall approve the minutes of a meeting within 45 days after the meeting or at the next meeting of the public body, whichever occurs later." NRS 241.035(1)(e). Minutes or an audio recording of a meeting...must be made available for inspection by the public within 30 working days after the adjournment of the meeting. NRS 241.035(2) A copy of the minutes *or audio recording* must be made available to a member of the public upon request at no charge. *Id.*

Here, while the minutes were not provided within 45 days after the June 27 meeting or at the July 25 meeting, given the unanticipated medical leave of the Superintendent's assistant, the sole keeper of the minutes for the meeting, the OAG finds good cause for the delay. Moreover, an audio recording was provided to Complainant Deanne Davis through the YouTube link. The OAG notes that while some portions of the audio recording were inaudible, the Board

nevertheless did comply with NRS 241.035(2). The OAG further cautions the Board to ensure that future meetings are adequately recorded.

D. Agenda Item 11.A of the July 25 meeting agenda met the clear and complete standard and did not violate the OML. (Allegation 7)

The OML requires public body agendas to include clear and complete statements of the topics scheduled to be considered during the meeting and a list describing the items on which action may be taken and clearly denoting that action may be taken on those items by placing the term "for possible action" next to the appropriate item. NRS 241.020(d)(1)-(2). Any action taken by a public body is required to be made by a majority of the members present. NRS 241.015(1).

The Complaints allege that Item 11.A of the July 25 meeting agenda did not meet this standard. Item 11.A read: "Trustee Questions and Answers - No questions were submitted by noon, 7/24/23." While Item 11.A was acted upon along with the other consent agenda items in a block vote, it was not discussed and it does not appear that any substantive action was taken on the item. Thus, the OAG does not find a violation of the OML.

CONCLUSION

Upon review of your Complaints and available evidence, the OAG has determined that no violation of the OML has occurred. The OAG will close the file regarding this matter.

Sincerely,

AARON D. FORD
Attorney General

By: /s/ Rosalie Bordelove
ROSALIE BORDELOVE
Chief Deputy Attorney General

cc: Donald A. Lattin, Esq., counsel to the Board
Maupin Cox Legoy
P.O. Box 30000
Reno, NV 89520

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: Heather Moyle, Executive Director of Educational Services

Re: i-Ready ELA Assessment Suite for Grades K-8

Recommendation:
That the Board of Trustees approve the purchase of the iReady ELA Assessment Suite for grades K-8 for 5 years, at $217,336 from the General Fund annually.

Background Information:
The iReady ELA Assessment Suite was designed using both criterion- and normative-based measures, providing teachers with clear, actionable data that can be filtered down to the level of NV Academic Content Standards. This tool allows educators to adjust their Tier 1 instruction, supporting all learners and offering progress monitoring at the classroom, school, and district levels. It also allows teachers to use an additional data point to identify students who are placed on a Reading Acceleration Plan (RAP) under the Nevada Read by Grade Three Act.

iReady's individualized pathways will help students address their next instructional steps through adaptive and engaging lessons aligned with academic content standards. Teachers also have access to a library of personalized instructional lessons that correlate with Tier 1 content, which can be assigned to the whole class or specific student groups.

Additionally, while the digital platform helps accelerate student learning, the Teacher Toolbox offers K-8 supplemental materials to support spiraling learning targets throughout the year. These lessons are available for previewing or review later in the year. Small group resources and teacher-led centers will also be accessible.

Budget Considerations:
$217,336 to be funded from General Fund annually

Discussed at Previous Meeting:
NA

Attachment(s):
Curriculum Associates (iReady) Cost Proposal

Curriculum Associates

Prepared For:
Heather Moyle
Lyon Co SD
25 East Goldfield Ave.,
Yerington, NV 89447

5/19/2025

Dear Heather Moyle,

Thank you for requesting a price quote from Curriculum Associates. The chart below provides a summary of the products and i-Ready Partner Services included. If you have any questions or would like any changes, please contact us.

Implementation Starting: 2025-2026 Quote ID: 404015.11 Quote Valid through: 12/31/2025

Product	List Price	Net Price
i-Ready	$155,270.00	$147,506.50
Toolbox	$44,270.00	$37,629.50
Professional Learning	$39,200.00	$32,200.00
i-Ready Partners Services	$0.00	$0.00
	List Total:	$238,740.00
	Savings:	$21,404.00
	Shipping/Tax/Other:	$0.00
	Total:	**$217,336.00**

Thank you again for your interest in Curriculum Associates.

Sincerely

Sarah Swallia

sswallia@cainc.com

i-Ready Partners Services Includes:

- *Initial Implementation Services: Provisioning, Initial Rostering, Hosting, Technology Assessment*
- *Implementation Management: Partner Success Manager You Know On A First Name Basis, Implementation Guidance, Realtime Achievement Data After Every Assessment, Ongoing Data Management*
- *Staff Development Consultation and Resources: Consultative services to help you plan and make the most of Professional Learning sessions; Access to Online Educator Learning (OEL) Digital Courses, and i-Ready Central Self-Service Resources*
- *Technical Support: Proactive Network Monitoring & Issue Notification, Annual Health Check, Technical Support*

Please submit this quote with your purchase order

Curriculum Associates

Quote ID: 404015.11 **Date:** 5/19/2025 **Quote Valid through:** 12/31/2025

Prepared For:
Heather Moyle
Lyon Co SD
25 East Goldfield Ave.,
Yerington, NV 89447
hmoyle@lyoncsd.org
7754636800

Your Representative:
Sarah Swallia

sswallia@cainc.com

Cottonwood ES 925 Farm District Rd, Fernley, NV 89408

Total Building Enrollment: 551, Grade Range: PK - 4

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Compliment Professional Learning Sessions	Multiple	40124.0	1	$500.00	$0.00	$0.00
Professional Learning Session (up to 6 hours) AY 25-26	Multiple	38558.0	1	$2,300.00	$2,300.00	$2,300.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	$0.00	$0.00	$0.00
Teacher Toolbox Access Reading + Writing Per Site 501-800 students 1 Year	K-8	28348.0	1	$4,080.00	$3,468.00	$3,468.00
i-Ready Assessment and Personalized Instruction Reading Site License 501-800 Students 1 Year	K-8	14974.0	1	$14,330.00	$13,613.50	$13,613.50
					Subtotal:	$19,381.50
					Shipping:	$0.00
					Tax:	$0.00
					School Subtotal:	$19,381.50

Dayton ES 285 Dayton Valley Rd, Dayton, NV 89403

Total Building Enrollment: 435, Grade Range: K - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Compliment Professional Learning Sessions	Multiple	40124.0	1	$500.00	$0.00	$0.00
Professional Learning Session (up to 6 hours) AY 25-26	Multiple	38558.0	1	$2,300.00	$2,300.00	$2,300.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	$0.00	$0.00	$0.00
Teacher Toolbox Access Reading + Writing Per Site 351-500 students 1 Year	K-8	28347.0	1	$3,550.00	$3,017.50	$3,017.50
i-Ready Assessment and Personalized Instruction Reading Site License 351-500 Students 1 Year	K-8	14973.0	1	$12,180.00	$11,571.00	$11,571.00
					Subtotal:	$16,888.50
					Shipping:	$0.00
					Tax:	$0.00
					School Subtotal:	$16,888.50

Dayton IS 315 Dayton Valley Rd, Dayton, NV 89403

Total Building Enrollment: 340, Grade Range: 7 - 8

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Compliment Professional Learning Sessions	Multiple	40124.0	1	$500.00	$0.00	$0.00
Professional Learning Session (up to 6 hours) AY 25-26	Multiple	38558.0	1	$2,300.00	$2,300.00	$2,300.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	$0.00	$0.00	$0.00
Teacher Toolbox Access Reading + Writing Per Site 201-350 students 1 Year	K-8	28346.0	1	$2,360.00	$2,006.00	$2,006.00
i-Ready Assessment and Personalized Instruction Reading Site License 201-350 Students 1 Year	K-8	14972.0	1	$8,550.00	$8,122.50	$8,122.50
					Subtotal:	$12,428.50
					Shipping:	$0.00
					Tax:	$0.00
					School Subtotal:	$12,428.50

East Valley ES 4180 Farm District Rd, Fernley, NV 89408

Total Building Enrollment: 495, Grade Range: PK - 4

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Compliment Professional Learning Sessions	Multiple	40124.0	1	$500.00	$0.00	$0.00
Professional Learning Session (up to 6 hours) AY 25-26	Multiple	38558.0	1	$2,300.00	$2,300.00	$2,300.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	$0.00	$0.00	$0.00
Teacher Toolbox Access Reading + Writing Per Site 351-500 students 1 Year	K-8	28347.0	1	$3,550.00	$3,017.50	$3,017.50
i-Ready Assessment and Personalized Instruction Reading Site License 351-500 Students 1 Year	K-8	14973.0	1	$12,180.00	$11,571.00	$11,571.00
					Subtotal:	$16,888.50
					Shipping:	$0.00
					Tax:	$0.00
					School Subtotal:	$16,888.50

Fernley ES 450 Hardie Ln, Fernley, NV 89408

Total Building Enrollment: 426, Grade Range: PK - 4

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Compliment Professional Learning Sessions	Multiple	40124.0	1	$500.00	$0.00	$0.00
Professional Learning Session (up to 6 hours) AY 25-26	Multiple	38558.0	1	$2,300.00	$2,300.00	$2,300.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	$0.00	$0.00	$0.00
Teacher Toolbox Access Reading + Writing Per Site 351-500 students 1 Year	K-8	28347.0	1	$3,550.00	$3,017.50	$3,017.50
i-Ready Assessment and Personalized Instruction Reading Site License 351-500 Students 1 Year	K-8	14973.0	1	$12,180.00	$11,571.00	$11,571.00
					Subtotal:	$16,888.50
					Shipping:	$0.00
					Tax:	$0.00
					School Subtotal:	$16,888.50

Fernley IS 320 Us Highway 95a S, Fernley, NV 89408

Total Building Enrollment: 613, Grade Range: 5 - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Compliment Professional Learning Sessions	Multiple	40124.0	1	$500.00	$0.00	$0.00
Professional Learning Session (up to 6 hours) AY 25-26	Multiple	38558.0	1	$2,300.00	$2,300.00	$2,300.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	$0.00	$0.00	$0.00
Teacher Toolbox Access Reading + Writing Per Site 501-800 students 1 Year	K-8	28348.0	1	$4,080.00	$3,468.00	$3,468.00
i-Ready Assessment and Personalized Instruction Reading Site License 501-800 Students 1 Year	K-8	14974.0	1	$14,330.00	$13,613.50	$13,613.50
					Subtotal:	$19,381.50
					Shipping:	$0.00
					Tax:	$0.00
					School Subtotal:	$19,381.50

Riverview ES 1200 Ferretto Pkwy, Dayton, NV 89403

Total Building Enrollment: 430, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Compliment Professional Learning Sessions	Multiple	40124.0	1	$500.00	$0.00	$0.00
Professional Learning Session (up to 6 hours) AY 25-26	Multiple	38558.0	1	$2,300.00	$2,300.00	$2,300.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	$0.00	$0.00	$0.00
Teacher Toolbox Access Reading + Writing Per Site 351-500 students 1 Year	K-8	28347.0	1	$3,550.00	$3,017.50	$3,017.50
i-Ready Assessment and Personalized Instruction Reading Site License 351-500 Students 1 Year	K-8	14973.0	1	$12,180.00	$11,571.00	$11,571.00
					Subtotal:	$16,888.50
					Shipping:	$0.00
					Tax:	$0.00
					School Subtotal:	$16,888.50

Silver Stage ES 3800 W Spruce Ave, Silver Spgs, NV 89429

Total Building Enrollment: 317, Grade Range: PK - 4

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Compliment Professional Learning Sessions	Multiple	40124.0	1	$500.00	$0.00	$0.00
Professional Learning Session (up to 6 hours) AY 25-26	Multiple	38558.0	1	$2,300.00	$2,300.00	$2,300.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	$0.00	$0.00	$0.00
Teacher Toolbox Access Reading + Writing Per Site 201-350 students 1 Year	K-8	28346.0	1	$2,360.00	$2,006.00	$2,006.00
i-Ready Assessment and Personalized Instruction Reading Site License 201-350 Students 1 Year	K-8	14972.0	1	$8,550.00	$8,122.50	$8,122.50
					Subtotal:	$12,428.50
					Shipping:	$0.00
					Tax:	$0.00
					School Subtotal:	$12,428.50

Silver Stage MS 3800 W Spruce Ave, Silver Spgs, NV 89429

Total Building Enrollment: 344, Grade Range: 5 - 8

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Compliment Professional Learning Sessions	Multiple	40124.0	1	$500.00	$0.00	$0.00
Professional Learning Session (up to 6 hours) AY 25-26	Multiple	38558.0	1	$2,300.00	$2,300.00	$2,300.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	$0.00	$0.00	$0.00
Teacher Toolbox Access Reading + Writing Per Site 201-350 students 1 Year	K-8	28346.0	1	$2,360.00	$2,006.00	$2,006.00
i-Ready Assessment and Personalized Instruction Reading Site License 201-350 Students 1 Year	K-8	14972.0	1	$8,550.00	$8,122.50	$8,122.50
					Subtotal:	$12,428.50
					Shipping:	$0.00
					Tax:	$0.00
					School Subtotal:	$12,428.50

Silverland MS 1100 Jasmine Ln, Fernley, NV 89408

Total Building Enrollment: 675, Grade Range: 7 - 8

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Compliment Professional Learning Sessions	Multiple	40124.0	1	$500.00	$0.00	$0.00
Professional Learning Session (up to 6 hours) AY 25-26	Multiple	38558.0	1	$2,300.00	$2,300.00	$2,300.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	$0.00	$0.00	$0.00
Teacher Toolbox Access Reading + Writing Per Site 501-800 students 1 Year	K-8	28348.0	1	$4,080.00	$3,468.00	$3,468.00
i-Ready Assessment and Personalized Instruction Reading Site License 501-800 Students 1 Year	K-8	14974.0	1	$14,330.00	$13,613.50	$13,613.50
					Subtotal:	$19,381.50
					Shipping:	$0.00
					Tax:	$0.00
					School Subtotal:	$19,381.50

Smith Valley School 20 Day Ln, Smith, NV 89430

Total Building Enrollment: 137, Grade Range: K - 12

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Compliment Professional Learning Sessions	Multiple	40124.0	1	$500.00	$0.00	$0.00
Professional Learning Session (up to 6 hours) AY 25-26	Multiple	38558.0	1	$2,300.00	$2,300.00	$2,300.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	$0.00	$0.00	$0.00
Teacher Toolbox Access Reading + Writing Per Site 200 or fewer students 1 Year	K-8	28345.0	1	$1,290.00	$1,096.50	$1,096.50
i-Ready Assessment and Personalized Instruction Reading Site License 200 or fewer Students 1 Year	K-8	14971.0	1	$5,000.00	$4,750.00	$4,750.00
					Subtotal:	$8,146.50
					Shipping:	$0.00
					Tax:	$0.00
					School Subtotal:	$8,146.50

Sutro ES 190 Dayton Village Pkwy, Dayton, NV 89403

Total Building Enrollment: 440, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Compliment Professional Learning Sessions	Multiple	40124.0	1	$500.00	$0.00	$0.00
Professional Learning Session (up to 6 hours) AY 25-26	Multiple	38558.0	1	$2,300.00	$2,300.00	$2,300.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	$0.00	$0.00	$0.00
Teacher Toolbox Access Reading + Writing Per Site 351-500 students 1 Year	K-8	28347.0	1	$3,550.00	$3,017.50	$3,017.50
i-Ready Assessment and Personalized Instruction Reading Site License 351-500 Students 1 Year	K-8	14973.0	1	$12,180.00	$11,571.00	$11,571.00
					Subtotal:	$16,888.50
					Shipping:	$0.00
					Tax:	$0.00
					School Subtotal:	$16,888.50

Yerington ES 112 N California St, Yerington, NV 89447

Total Building Enrollment: 420, Grade Range: PK - 4

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Compliment Professional Learning Sessions	Multiple	40124.0	1	$500.00	$0.00	$0.00
Professional Learning Session (up to 6 hours) AY 25-26	Multiple	38558.0	1	$2,300.00	$2,300.00	$2,300.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	$0.00	$0.00	$0.00
Teacher Toolbox Access Reading + Writing Per Site 351-500 students 1 Year	K-8	28347.0	1	$3,550.00	$3,017.50	$3,017.50
i-Ready Assessment and Personalized Instruction Reading Site License 351-500 Students 1 Year	K-8	14973.0	1	$12,180.00	$11,571.00	$11,571.00
					Subtotal:	$16,888.50
					Shipping:	$0.00
					Tax:	$0.00
					School Subtotal:	$16,888.50

Yerington IS 215 Pearl St, Yerington, NV 89447

Total Building Enrollment: 303, Grade Range: 5 - 8

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Compliment Professional Learning Sessions	Multiple	40124.0	1	$500.00	$0.00	$0.00
Professional Learning Session (up to 6 hours) AY 25-26	Multiple	38558.0	1	$2,300.00	$2,300.00	$2,300.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	$0.00	$0.00	$0.00
Teacher Toolbox Access Reading + Writing Per Site 201-350 students 1 Year	K-8	28346.0	1	$2,360.00	$2,006.00	$2,006.00
i-Ready Assessment and Personalized Instruction Reading Site License 201-350 Students 1 Year	K-8	14972.0	1	$8,550.00	$8,122.50	$8,122.50
					Subtotal:	$12,428.50
					Shipping:	$0.00
					Tax:	$0.00
					School Subtotal:	$12,428.50

Total	
List Total:	$238,740.00
Savings:	$21,404.00
Merchandise Total:	$217,336.00
Voucher/Credit:	$0.00
Estimated Tax:	$0.00
Estimated Shipping:	$0.00
Total:	**$217,336.00**

Special Notes

5% discount applied to i-Ready based on scope of quote.
All i-Ready purchases require professional learning.
15% i-Ready Partnership Discount applied to Toolbox contingent upon purchase of i-Ready.

F.O.B.: N. Billerica, MA 01862
Shipping: Shipping based on MDSE total
Terms: Net 30 days, pending credit approval
Fed. ID: #26-3954988

Please submit this quote with your purchase order

Y14

Curriculum Associates®

Information on Professional Learning Sessions and COVID-19

Protecting the health and safety of the educators we serve and their students, as well as the health and safety of our employees, is of paramount importance to Curriculum Associates. While it is our preference to deliver PL sessions in person, circumstances related to COVID-19 may require us to provide sessions virtually instead. Curriculum Associates' policy is to only provide PL sessions in person where one of our employees can reach the session site by car and where adequate safety measures are in place to protect the health of our session leaders and participants. Curriculum Associates reserves the right to switch any session from in-person to virtual if we cannot reach a session site by car, if adequate safety measures cannot be put in place, or if Curriculum Associates determines that it would otherwise put it employees at risk to provide an in-person session.

If your school or district will not permit visitors at the time of a scheduled session, Curriculum Associates would be happy to provide an equivalent live, virtual session via videoconference. Similarly, Curriculum Associates will comply with your school or district's health and safety requirements regarding on-site visitors if we are given adequate advance notice. Our PL Operations team will work with school or district personnel to hold sessions in a manner that protects the safety of educators and your school community as well as Curriculum Associates employees.

We are pleased to be able to serve you in these challenging times and look forward to providing productive learning sessions to your staff. Any questions regarding scheduling in-person or virtual training sessions should be directed to pdoperations@cainc.com.

Curriculum Associates®

Notice for Usage of Teacher Toolbox Materials

Thank you for your interest in Teacher Toolbox! Teacher Toolbox is a digital collection of instructional materials, designed to support teachers in delivering research-based instruction, remediation, and enrichment to students in Grades K–8.

Your Teacher Toolbox subscription provides access to Teacher Toolbox content for Grades K–8. During this time, educators may use Teacher Toolbox materials during whole class and small group instruction, for individual assignments, and may post student-facing Teacher Toolbox PDFs on a password-protected learning management system (LMS). Please be aware that files expire on June 30 of each year for purposes of Teacher Toolbox maintenance and updates. If you add files to an LMS, this expiration date may require that you re-load these files after this date.

i-Ready Partners

Unparalleled Service and Educator Support

The *i-Ready Partners* team was born from our core value: the quality of our services is as important as the quality of our products. Know that when you implement our programs, your local *i-Ready Partners* will be there to support your team every step of the way.

Service Components

Our *i-Ready Partners* team is tasked with helping you implement our programs to meet ambitious district goals. *i-Ready Partners* support includes:

- **An Account Manager You Know on a First-Name Basis:** Dedicated account managers are your point of connection to a powerful network of *i-Ready* experts focused on making your implementation successful.
- **Consultative Professional Development Planning:** Tailored professional development plans ensure that PD is tied to your implementation goals and that educators are equipped to optimize the use of our programs from day one.
- **Real-Time Achievement Data after Every Assessment:** Detailed student achievement analytics to empower data-driven practices in classrooms.
- **Educational Consultants to Help You Know What's Coming Next:** Educational consultants to keep you up to speed on our latest research, development, and best practices.
- **Technical Support and Health Checks:** Proactive support that anticipates and heads off issues before they start—and is there for you should they arise.



Account Management



Professional Development



Educational Consultants



Achievement Analytics



Technical Support

Your *i-Ready Partners* Team

Dedicated to helping you implement *i-Ready* programs and achieve your district goals



© 2021 Curriculum Associates, LLC. All rights reserved. | 08/21 0K

Curriculum Associates®

Placing an Order

Email: Orders@cainc.com
Fax: 1-800-366-1158
Mail:
ATTN: CUSTOMER SERVICE DEPT.
Curriculum Associates LLC
153 Rangeway Rd
North Billerica, MA 01862-2013

Please visit CurriculumAssociates.com for more information about placing orders or contact CA's customer service department (1-800-225-0248) and reference quote number for questions.
Please attach quote to all signed purchase orders.
If tax exempt, please submit a valid exemption certificate with PO and quote in order to avoid processing delays. Exemption certificates can also be submitted to exempt@cainc.com.

Shipping Policy

Unless otherwise noted, shipping costs are calculated as follows:

Order Amount	Freight Amount
$74.99 or less	Max charge of $12.75
$75.00 to $999.99	12% of order
$1,000 to $4,999.99	10% of order

Order Amount	Freight Amount
$5,000.00 to $99,999.99	9% of order
$100,000 and more	7% of order

Please contact your local CA representative or customer service (1-800-225-0248) for expedited shipping rates. The weight limit for an expedited order is 500lbs.

The enhanced shipping and handling services listed below are available upon request subject to the availability of our carrier partners. Please notify us of these delivery requests prior to submitting your PO so that we can include the service on your quote appropriately:

- White Glove Delivery Service $500/shipment location

If our carrier partners are unable to deliver to the location instructed on the PO or you need to change the time or location of delivery, one or more of the following fees may be applicable:

- Delivery Address Change $400/shipment location
- Freight Storage $600 /shipment location
- Freight Carrier Redelivery $100/pallet

Unless otherwise expressly indicated, the shipping terms for all deliveries is FOB CA's Shipping Point (whether to a CA or third party facility). Risk of loss and title is passed to purchaser upon transfer of the goods to carrier, standard shipping charges (listed above) are added to the invoice or included in the unit price unless otherwise specified.

Supply chain challenges outside of Curriculum Associates' control may impact inventory availability for print product. We recommend submission of purchase orders as soon as possible to help ensure timely delivery.

Payment Terms

Payment terms are as follows:

- With credit approval: Net 30 days
- Without credit approval: payment in full at time of order
- Accounts must be current before subsequent shipments are made

To ensure payment processing is timely and environmentally conscious, CA encourages ACH payments. If you would like to pay via ACH, please request remittance information by emailing AR@cainc.com.
Please send any payment notifications to payments@cainc.com. Credit card payments are only accepted for purchases under $50,000.

Invoice Receipt Preference

CA is pleased to offer electronic invoice delivery. Electronic invoice delivery allows CA to deliver your invoice in a timely and environmentally friendly manner. To request electronic invoice delivery please contact the CA Accounts Receivable team at invoices@cainc.com or by fax (1-800-366-1158). Please reference your quote number, provide a valid email address where the invoice should be directed, and indicate you would like to opt into electronic invoice delivery.

Terms of Service

Customer's use of i-Ready® shall be subject to the i-Ready Terms and Conditions of Use, which can be found at i-ready.com/support. Customer's professional-learning sessions will expire two years following the date of your purchase order or the implementation year noted on your quote, whichever comes first and are subject to the Professional Learning Terms of Service, which can be found at i-ready.com/support.

Return Policy

For any non-print products - your subscription may be terminated and you may request a pro-rata refund for unused services within 90 days of license start date. For Professional Learning services, you may request a refund for unused services within 90 days of purchase date. After 90 days, your non-print products and Professional Learning purchase shall be final and no refunds are available. Except for materials sold on a non-refundable basis, purchaser may return, at purchaser risk and expense, purchased print materials with pre-approval from CA's Customer Service department within 12 months of purchase. Please examine your order upon receipt. Before returning material, call CA's Customer Service department (1-800-225-0248 option 2) for return authorization and documentation. When returning material, please include your return authorization number and the return form that will be provided to you by CA's Return department. We do not accept returns on unused i-Ready or Toolbox licenses®, materials that have been used and/or are not in "saleable condition," and individual components of kits or sets including but not limited to BRIGANCE® Kits, Ready® student and teacher sets, Ready Classroom® student and teacher sets, and Magnetic Reading classroom kits.

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: James Gianotti, Executive Director for Educational Services

Re: The approval of Star Academy and the addition of one certified FTE for 8th grade at Silver Stage Middle School for the 2025-2026 through 2027-2028 school years.

Recommendation

Subject to the approval of Star Academy grant funding, the Board of Trustees approve the implementation of the Star Academy and the addition of 1 Certified FTE for 8th grade at Silver Stage Middle School for the 2025-26 through 2027-2028 school years.

Background Information

In collaboration with Board President Tom Hendrix, Star Academy was explored as a possible school within a school program for the Lyon County School District.

"The Star Academy program approaches student development in a holistic way. While rapidly advancing students academically, the program also imparts social skills such as responsibility, respect, collaboration, and timeliness – setting them up for a lifetime of success in school, the workforce, and as citizens of their communities. Star Academy is all-inclusive, providing materials, technology, furnishings, and ongoing support. Schools supply only the educators and classrooms. Star Academy incorporates robust curricula for science, math, English language arts, and social studies that meet or exceed standardized test knowledge – using a project-based approach widely proven to re-engage even the most disengaged students. Additionally, a research and development lab area acts as a 'flex space' for collaborative projects, both for Academy students and the school community at large. All learning is infused with hands-on and engaging multimedia experiences. Star Academy students explore over 50 career paths as they work through focused modules that align with their academic and job skill objectives. They're exposed to nearly 100 more in the course of their active, hands-on lessons. Star Academy is one of the only all-inclusive intervention programs in the U.S. It includes all student technologies, project equipment, materials, even furnishings. Custom classroom environments make a fresh and invigorating difference the moment students enter. They invite interest and collaboration, a stark difference from the traditional lecture-based classroom that has left them disengaged and falling behind."

After conferring with representatives from Star Academy as well as discussions with members of the Elko County School District, it was determined that Silver Stage Middle School (SSMS) would be a good fit for the program and could be implemented starting in the 2025-2026 School Year.

We have submitted a letter of interest with the state of Nevada in hopes of obtaining the needed funds to start a program at Silver Stage Middle School and are seeking Board approval for this program to be established at SSMS.

The funding obtained would allow the program to be established and run for 3 years, including Professional Development, training and ongoing support from the Star Academy Educational Support Staff (ESS). After the

three years, the Lyon County School District (LCSD) will be responsible for the fiscal support needed, which could be up to $70,000 per year to receive the same supports.

Budget Considerations
$1,000,000 to be paid from grant funding if approved by the State of Nevada.

General fund cost being approximately $120,000/yr (certified teacher salary and benefits) with an additional $70,000/yr beginning year 4 for continued program costs.

Discussed at Previous Meeting
N/A

Attachment(s)
https://www.staracademyprogram.com/

Lyon County School District

Board of Trustees
President Tom Hendrix | Clerk Dawn Carson
Elmer Bull | | Darin Farr
Sherry Parsons | Bridget Peterson | James Whisler

Superintendent
Tim Logan
Deputy Superintendent
Dawn Huckaby

May 27, 2025

The Honorable Joe Lombardo, Governor
Attn: Ryan Cherry, Chief of Staff
State of Nevada
401 South Carson Street
Carson City, NV 89701

Dear Governor Lombardo:

Within the Lyon County School District, we face significant challenges with student engagement, career opportunities and loss of learning with non-traditional learners and at-risk learners. Due to various factors, these students are further behind than before. Our staff has been introduced to the Star Academy Program through our colleagues at the Elko County School District, and we believe this program could make a significant and timely impact in our school district. The goals and objectives align with our strategic plan and support our learning objectives for the students at Silver Stage Middle School.

The Star Academy program has been successfully operating across the country for nearly 20 years. Strong student performance has provided evidence of success for our targeted population and goals. Star Academy uses a hands-on, workforce development approach that links standardized curriculum with career opportunities. The program focuses on over-aged, academically challenged, and at-risk students, which is where our staff has persevered to engage and provide relevant academic curriculum.

With our student population suffering from various challenges, we believe a curriculum solution focused on instructional recovery and acceleration for our students will have a much-needed impact with getting our students back on track long-term. Our goal is to address eighth grade students with this program.

While we are very interested in the Star Academy Program, local funding is a challenge. We respectfully request assistance from the State of Nevada with identifying available funding to move forward with this innovative approach. Our team is ready and eager to commit our school and staffing resources and to begin implementation as soon as possible. Your consideration of our request is much appreciated.

Sincerely,

Tim Logan, Superintendent Lyon County School District

25 E. Goldfield Ave Yerington NV 89447 ~~~ 775-463-6800

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: BillieJo Hogan, Executive Director of Human Resources

Re: Critical Labor Shortage Designation Requests — CTE Teachers, Substitutes and Bus Drivers

---

Recommendation:

That the Board of Trustees approve to designate a critical labor shortage for CTE Teacher, Substitute and Bus Drivers effective June 25, 2025 to allow applications from retired employees to fill the positions as permitted under NRS 286.523

Background Information:

Every two years, various staff positions are reviewed and recommended for designation as critical labor shortage areas, based on current hiring challenges and staffing needs.

For the 2024–2026 cycle, the following positions were approved: Elementary Teachers, English Learner Teachers, Special Education Teachers, Occupational Therapists, Speech Pathologists/Therapists, School Nurses, Licensed Practical Nurses, Health Aides, Secondary Teachers, Paraprofessionals, School Counselors, Custodians, Interventionists, Maintenance, and Classified Instructors/Specialists.

For the upcoming 2025–2027 cycle, an updated request is being submitted for the following positions to be designated as critical labor shortage areas: Career and Technical Education (CTE) Teachers, Substitute Teachers, and Bus Driver**s.**

History has shown that we typically must use long-term substitutes or hire independent contractors to fill these positions due to the fact that there are diminishing qualified candidates available. According to NRS 286.523, a school board may deem a position as a critical labor shortage, therefore allowing the district to employ former retirees to work in a one-year position.

If the Board approves the critical labor shortage areas requested, it allows retired employees to return to work for the District as a regular employee and receive all of their benefits and salary while still retaining their ability to draw on their retirement from PERS. Although this is a great benefit to a retiree, it does not require any additional funding from the District to maintain a retiree for an additional year. The benefit to the District is that the District is able to employ an experienced licensed teacher in a hard-to-fill position and a retired classified employee in a hard-to-fill position without any added cost to the District. This helps the District to have a licensed teacher in the classroom and classified employees to support students and avoid having to use long-term substitutes. It also saves the District the costly expense of having to hire independent contractors to provide services to our students.

The process to hire a retiree under the critical labor provision is that we must exhaust all avenues of recruiting and hiring prior to allowing a retired employee to work in a critical labor shortage position.

The designation of critical needs positions is valid for two years and then a new application must be completed, approved by the board, and accepted by PERS.

Budget Considerations:
NA

Discussed at Previous Meeting:
June 27, 2023

Attachment(s):
NRS 286.523 Critical Needs Law
Critical Need Position Designation Form CTE
Critical Need Position Designation Form Bus Driver
Critical Need Position Designation Form Substitutes

NRS 286.523 Employment of retired employee: Exception for reemployment of certain retired employees to fill positions for which critical labor shortage exists; determination and designation of such positions; limitation on length of designation of position.

1. It is the policy of this State to ensure that the reemployment of a retired public employee pursuant to this section is limited to positions of extreme need. An employer who desires to employ such a retired public employee to fill a position for which there is a critical labor shortage must make the determination of reemployment based upon the appropriate and necessary delivery of services to the public.

2. The provisions of subsections 1 and 2 of NRS 286.520 do not apply to a retired employee who accepts employment or an independent contract with a public employer under the System if:

(a) The retired employee fills a position for which there is a critical labor shortage; and

(b) At the time of the retired employee's reemployment, the retired employee is receiving:

(1) A benefit that is not actuarially reduced pursuant to subsection 6 of NRS 286.510; or

(2) A benefit actuarially reduced pursuant to subsection 6 of NRS 286.510 and has reached the required age at which the retired employee could have retired with a benefit that was not actuarially reduced pursuant to subsection 6 of NRS 286.510.

3. A retired employee who is reemployed under the circumstances set forth in subsection 2 may reenroll in the System as provided in NRS 286.525.

4. Positions for which there are critical labor shortages must be determined in an open public meeting held by the designating authority as follows:

(a) Except as otherwise provided in this subsection, the State Board of Examiners shall designate positions in State Government for which there are critical labor shortages.

(b) The Supreme Court shall designate positions in the Judicial Branch of State Government for which there are critical labor shortages.

(c) The Board of Regents shall designate positions in the Nevada System of Higher Education for which there are critical labor shortages.

(d) The board of trustees of each school district shall designate positions within the school district for which there are critical labor shortages.

(e) The governing body of a charter school shall designate positions within the charter school for which there are critical labor shortages.

(f) The governing body of a local government shall designate positions with the local government for which there are critical labor shortages.

(g) The Board shall designate positions within the System for which there are critical labor shortages.

5. In determining whether a position is a position for which there is a critical labor shortage, the designating authority shall make findings based upon the criteria set forth in this subsection that support the designation. Before making a designation, the designating authority shall consider all efforts made by the applicable employer to fill the position through other means. The written findings made by the designating authority must include:

(a) The history of the rate of turnover for the position;

(b) The number of openings for the position and the number of qualified candidates for those openings after all other efforts of recruitment have been exhausted;

(c) The length of time the position has been vacant;

(d) The difficulty in filling the position due to special circumstances, including, without limitation, special educational or experience requirements for the position; and

(e) The history and success of the efforts to recruit for the position, including, without limitation, advertising, recruitment outside of this State and all other efforts made.

6. A designating authority that designates a position as a critical need position shall submit to the System its written findings which support that designation made pursuant to subsection 5 on a form prescribed by the System. The System shall compile the forms received from each designating authority and provide a biennial report on the compilation to the Interim Retirement and Benefits Committee of the Legislature.

7. A designating authority shall not designate a position pursuant to subsection 4 as a position for which there is a critical labor shortage for a period longer than 2 years. To be redesignated as such a position, the designating authority must consider and make new findings in an open public meeting as to whether the position continues to meet the criteria set forth in subsection 5.

(Added to NRS by 2001, 2400; A 2003, 2062; 2005, 1077; 2009, 1549; R 2009, 1550; A 2011, 90; 2015, 2739, 2740)

Public Employees Retirement System of Nevada
693 W. Nye Lane, Carson City, NV 89703 (775) 687-4200 Fax (775) 687-5131
5740 S. Eastern Ave. Suite 120, Las Vegas, NV 89119 (702) 486-3900 Fax (702) 678-6934
Toll Free 1-866-473-7768 Website: www.nvpers.org Email: nvpers@nvpers.org

Critical Need Position Designation Form

Reemployment of a retired public employee pursuant to NRS 286.523 is limited to positions of extreme need. An employer who desires to employ a retired public employee to fill a position for which there is a critical labor shortage must make the determination of reemployment based upon appropriate and necessary delivery of services to the public. The critical need designation must be made by the designating authority of the agency in an open meeting. The designated authority shall not designate a position for more than 2 years. To be redesignated, the designating authority must consider and make new findings in an open public meeting as to whether the position continues to meet the criteria established by law. PERS will compile the forms received from each designating authority and provide a biennial report to the Interim Retirement and Benefits Committee (IRBC) of the Legislature.

Agency Contact: BillieJo Hogan - HR Director Agency Phone: (775) 463-680

Agency Name: Lyon County School District

Critical Need Position Title: Career and Technical Education (CTE)

Effective Date of Critical Need Designation: 6/23/2025

In an open meeting the designating authority shall make findings based upon the below criteria that supports the designation using this form provided by PERS. Before making a designation, the designating authority shall consider all efforts made by the public employer to fill the position through other means. The written findings to be made by the designating authority must include:

History of the rate of turnover for the position: The District seems to experience a few CTE teacher vacancies each year due to relocation or retirement.

Number of openings for the position and the number of qualified candidates for those openings after all other efforts of recruitment have been exhausted: We currently have 6 openings for CTE for the upcoming school year.

At this time there are not enough qualified candidates available for all of these positions and they have been open since mid March.

Length of time the position has been vacant: These positions have been open since mid March.

Difficulty in filling the position due to special circumstances, including special education or experience required for the position: CTE classes are a unique position as they have specialized licenses through Nevada Department of Education.

With the basic teaching degrees already lower nationwide, these specialized positions are even more challenging to fill.

History and success of the efforts to recruit for the position, including advertising, out-of-state recruitment and all other efforts made (include copies of advertising or electronic recruitment notices, specifying targeted geographic areas): LCSD continues to post vacancies across a variety of websites and through online advertising.

We have attended numerous job fairs even going out of state as years prior to try and recruit. We also continue to offer incentive bonuses and utilize the Alternative Route to Licensure (ARL) to help fill vacancies.

Public Employees Retirement System of Nevada
693 W. Nye Lane, Carson City, NV 89703 (775) 687-4200 Fax (775) 687-5131
5740 S. Eastern Ave. Suite 120, Las Vegas, NV 89119 (702) 486-3900 Fax (702) 678-6934
Toll Free 1-866-473-7768 Website: www.nvpers.org Email: nvpers@nvpers.org

Critical Need Position Designation Form

Reemployment of a retired public employee pursuant to NRS 286.523 is limited to positions of extreme need. An employer who desires to employ a retired public employee to fill a position for which there is a critical labor shortage must make the determination of reemployment based upon appropriate and necessary delivery of services to the public. The critical need designation must be made by the designating authority of the agency in an open meeting. The designated authority shall not designate a position for more than 2 years. To be redesignated, the designating authority must consider and make new findings in an open public meeting as to whether the position continues to meet the criteria established by law. PERS will compile the forms received from each designating authority and provide a biennial report to the Interim Retirement and Benefits Committee (IRBC) of the Legislature.

Agency Contact: BillieJo Hogan - HR Director Agency Phone: (775) 463-68(

Agency Name: Lyon County School District

Critical Need Position Title: School Bus Driver

Effective Date of Critical Need Designation: 6/23/2025

In an open meeting the designating authority shall make findings based upon the below criteria that supports the designation using this form provided by PERS. Before making a designation, the designating authority shall consider all efforts made by the public employer to fill the position through other means. The written findings to be made by the designating authority must include:

History of the rate of turnover for the position: The District has had a difficult time filling the bus driver positions for quite some time now.

There has been a shortage across the nation and does not seem to be improving as our rural district is no exception.

Number of openings for the position and the number of qualified candidates for those openings after all other efforts of recruitment have been exhausted: We have 7 vacancies that have been open for the last few years.

Unfortunately, we have limited qualified candidates available for these positions at this time.

Length of time the position has been vacant: We have to constantly reopen the position as we experience a constant shortage from 4-7 positions.

Difficulty in filling the position due to special circumstances, including special education or experience required for the position: To be a school bus driver a CDL is the minimum requirement. These positions have unique hours and vary per route.

With the flexible schedules, travel, and hours needed for this position it can also deter potential applicants.

History and success of the efforts to recruit for the position, including advertising, out-of-state recruitment and all other efforts made (include copies of advertising or electronic recruitment notices, specifying targeted geographic areas): LCSD continues to post vacancies across a variety of websites and through online advertising.

We have attended numerous job fairs even going out of state as years prior to try and recruit. We also continue to offer

our employee referral program and hiring bonuses for bus drivers hoping to attract candidates to apply.

Public Employees Retirement System of Nevada
693 W. Nye Lane, Carson City, NV 89703 (775) 687-4200 Fax (775) 687-5131
5740 S. Eastern Ave. Suite 120, Las Vegas, NV 89119 (702) 486-3900 Fax (702) 678-6934
Toll Free 1-866-473-7768 Website: www.nvpers.org Email: nvpers@nvpers.org

Critical Need Position Designation Form

Reemployment of a retired public employee pursuant to NRS 286.523 is limited to positions of extreme need. An employer who desires to employ a retired public employee to fill a position for which there is a critical labor shortage must make the determination of reemployment based upon appropriate and necessary delivery of services to the public. The critical need designation must be made by the designating authority of the agency in an open meeting. The designated authority shall not designate a position for more than 2 years. To be redesignated, the designating authority must consider and make new findings in an open public meeting as to whether the position continues to meet the criteria established by law. PERS will compile the forms received from each designating authority and provide a biennial report to the Interim Retirement and Benefits Committee (IRBC) of the Legislature.

Agency Contact: BillieJo Hogan - HR Director Agency Phone: 775-463-6800

Agency Name: Lyon County School District

Critical Need Position Title: Substitute

Effective Date of Critical Need Designation: 6/23/25

In an open meeting the designating authority shall make findings based upon the below criteria that supports the designation using this form provided by PERS. Before making a designation, the designating authority shall consider all efforts made by the public employer to fill the position through other means. The written findings to be made by the designating authority must include:

History of the rate of turnover for the position: Average daily fill rate for substitutes is 73%. Substitues often called last minute and have inconsistent schedules with a variety of schools. This is a challenge.

Number of openings for the position and the number of qualified candidates for those openings after all other efforts of recruitment have been exhausted: School needs substitutes year around to help fill staff vacancies/absences. Average daily fill rate for substitutes is 73%. Our need for substitutes is extremely high in all classifications.

Length of time the position has been vacant: All substitue positions are open year-round

Difficulty in filling the position due to special circumstances, including special education or experience required for the position: Depending on the specific needs of the classroom - special education, strategies, CTE, English Language Learners, etc. is a challenge for stubstitues to fill. Several subs have preferences to grade level and the inconsistencies hinder finding coverage.

History and success of the efforts to recruit for the position, including advertising, out-of-state recruitment and all other efforts made (include copies of advertising or electronic recruitment notices, specifying targeted geographic areas): LCSD continues to post vacancies across a variety of websites and through online advertising. We also have posted in local areas and even in schools to try to recruit parents who are great applicants and familiar with the schools. We have attended numerous job fairs even going out of state as years prior to try and recruit.

Rev. 4/16

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: Tim Logan, Superintendent

Re: Board Meeting Proposed Schedule for January 2026 through December 2026

Recommendation

That the LCSD Board of Trustees approve the LCSD Board of Trustees meeting schedule for January 2026 through December 2026.

Background Information

The following meeting schedule for the Lyon County School District Board of Trustees is being presented for your consideration. We make every effort to forecast out over one year in advance so that Trustees and the public can plan accordingly. Please note that the meeting schedule accounts for Thanksgiving and Christmas by holding the meeting on the third Tuesday of November and December since both holidays occur during the fourth week of their respective month.

Budget Considerations

None

Discussed at Previous Meeting

No

Attachment:

2026 LCSD Board of Trustees Meeting Schedule

		2026			
January	27	2026	Fernley Elementary School	6:30pm	
February	24	2026	Silver Stage High School	6:30pm	
March	24	2026	Smith Valley Schools	6:30pm	
April	28	2026	Dayton Elementary School	6:30pm	
May	26	2026	Fernley Intermediate School	6:30pm	***Open Public Hearing to provide citizens an opportunity for input and comment on the District's FY2026-2027 budget.***
June	23	2026	Professional Learning Center	6:30pm	
July	28	2026	Yerington - District Office	6:30pm	
August	25	2026	Sutro Elementary School	6:30pm	
September	22	2026	Silverland Middle School	6:30pm	
October	27	2026	Silver Stage Elementary School (PLC)	6:30pm	
November	17	2026	Yerington Intermediate School	6:30pm	This is the 3rd Tuesday of the month since the 4th Tuesday (24th) is the week of Thanksgiving.
December	15	2026	Dayton High School	6:30pm	This is the 3rd Tuesday of the month since the 4th Tuesday (22rd) is Christmas week.

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: James Gianotti, Executive Director for Educational Services

Re: Revision of Policy IK: Grading, Interventions, Course Exemptions and Class Ranking

---

Recommendation

That the Board of Trustees approve revisions to policy IK: Grading, Interventions, Course Exemptions and Class Ranking as a first reading.

Background Information

Lyon County School District (LCSD) has recently become a Community Eligibility Program (CEP) district. This allows all students to eat breakfast and lunch free of charge. Due to this designation, the LCSD is no longer able to collect Free and Reduced Lunch (FRL) Applications or designate students as Free and Reduced Lunch Recipients. Policy IK covers the Jump Start and Dual Enrollment program, specifically in regards to payment criteria. Since the LCSD can no longer request students to complete a Free and Reduced Lunch application, we are changing the qualifier to "Direct Certification".

Budget Considerations

N/A

Discussed at Previous Meeting

N/A

Attachment(s)

Policy IK – Grading Revised

Grading, Interventions, Course Exemptions and Class Ranking

The Lyon County School District is committed to providing fair, accurate, specific, and timely feedback in order to identify student areas of strength and needs of improvement to ensure successful completion of all courses and ultimately success in college and career. Therefore, all grading practices in Lyon County schools will adhere to the following principles:

Truthfulness	Grades students receive must meet worthwhile goals informed by current standards and understandings in the education community. Grades should reflect how well a student has mastered a set of learning targets and give students timely feedback and opportunities to remediate and reassess their knowledge and skills. Behavior is modified outside of the gradebook so grades simply reflect learning.
Reliability	Grades have reliability when similar performance between two students receives the same grade from one classroom teacher as it would another teaching a similar course.
Impartiality	Grades are not based on any non-academic criteria such as the student's gender, race, ethnicity, parental involvement, etc.
Understandability	Grades students receive must convey clarity as to what the student knows and is able to do along with the student's next steps in learning.

Because many application forms require grade point averages and/or rank-in-class, secondary schools shall compute these statistics using the following guidelines:

Course Point Range	Grade	Value-Standard courses
90-100	A	4.0
80-89	B	3.0
70-79	C	2.0
60-69	D	1.0
<60	F	0.0

The grading scale must be weighted as follows, in accordance with NAC 389.6625:

a. For completion of an honors (H) course with a grade of A, B, C or D, a value of 0.025 must be added to the value of the grade.

b. For completion of an advanced placement (AP), International Baccalaureate (IB) or approved dual credit (DC) course with a grade of A, B, C or D, a value of 0.050 must be added to the value of the grade.
c. Only grades of A, B, C, D or F are recognized for dual credit courses by LCSD and will be assigned the appropriate value of 0.050. Grades of P, S and U are not recognized by LCSD and will not be transcripted. LCSD will transcript the grade that is associated with the percentage earned (based on the grading scale adopted by LCSD) in the course at the time of transcripting.

Teachers must notify the student and the parent/guardian before assigning a failing grade on a progress report or an official transcript to identify strategies for improving the grade.

Coursework completed during a semester must be applied to the grade in that semester.

If final examinations are administered, the total value must not exceed 20% of the semester grade.

Reference: NAC 389.6625

Policy #IK
Revised ~~8/24/21~~6/24/25

Guiding Questions for Grading

Truthfulness:

- Do grades strongly communicate an acceptable level of accuracy related to content knowledge and skill ability to students, parents, subsequent teachers/counselors and other stakeholders?
- Do grades separate student behaviors from student content/skill demonstration?
- Are grades based primarily on student evidence and mastery of tasks, assignments, assessments, etc. that are focused on and directly aligned to Nevada Academic Content Standards?
- Are grades determined using a J-Curve with more weight given for the more recent student evidence of learning?
- Are there multiple opportunities for students to demonstrate mastery?

Reliability:

- Are grades for similar product/performance demonstration similar across classrooms of like courses in the same school?
- Do teachers collaboratively focus on effective and accurate grading practices through:
- Collaborative / analysis of assessments and tasks?
- Collaborative scoring of student work?
- Do teachers of like courses in the same school agree with consistency on the acceptance of late work, stipulated second chances, homework, etc.?

Impartiality:

- Does parental involvement, or lack thereof impact/alter grades and expectations?
- Is grade distribution consistent with other assessments or benchmarks (CRT's, ACT, MAP, EOC, etc.)?
- Is grade distribution monitored according to subgroups such as gender, race, ethnicity, FRL, etc.?

Understandability:

- Do teachers and school leaders ensure that students, parents, subsequent teachers, counselors and other stakeholders understand what student grades reflect in terms of the student's next learning steps?

- Are the categories in the student information system (SIS) consistent throughout the department or school?
- Are grades updated on a weekly basis to provide timely and specific feedback regarding the student's progress?

Guiding Questions for Interventions

The following guidelines should be used to prevent unnecessary student failure of courses. Schools should combine both early monitoring with specific plans and actions for interventions.

- Do administrators and teachers, while collaborating or in department meetings, collect and analyze failure and potential failure data at least 3-4 times per semester?
- Do administrators monitor failure and potential failure reports early during each semester and throughout the semester?
- Do teachers or departments develop action plans to address failures with specific strategies as well as monitoring measures and dates to determine if strategies are working (preventing/reducing course failures and increasing student achievement)?
- Did the teacher inform the student **and** the parent/guardian before assigning a failing grade on a progress report or an official transcript?

Exemptions from Course Requirements

1. Students may be excused from physical education for the following reasons:
   a. Non-enrollment for physical reasons as certified by a physician's statement.
   b. Non-enrollment for religious reasons as certified by written statement.

2. Those students presenting parental statements relative to excusing students from specific units of instruction on the human reproductive system, related communicable diseases, and sexual responsibilities in any class may be excused.

3. Those students who present a signed parental statement requesting that the student be excused from the dissection of preserved specimens shall be excused and assigned an alternative activity.

4. SB 147 provides school districts ways to assist students in foster care and/or experiencing homelessness to accrue credits and obtain their high school diploma. SB 147 aligns with existing federal law that requires each state to have procedures which: ensure that homeless children and youths, including unaccompanied youths, are accorded equal access to appropriate secondary education and support services; and

remove barriers that prevent such youths from receiving credit for coursework previously completed. For the specifics requirements regarding the exemptions, the granting of full/partial credit for coursework, the process for determining credits or course completion, and the graduation requirements outlined in SB 147, please see Policies JH, JHB, and IKF.

Class Ranking

Computation of grade point averages must be calculated to the fourth decimal place and rounded to the third decimal place. A grade point average that is less than 0.0005 must be rounded down; and one that is 0.0005 or higher must be rounded up. (For example: 3.1256 would round to 3.126 and a GPA of 2.3421 would round to 2.342.)

Rank-in-class shall be determined by the accumulation of grade point averages for course grades that earn one-half credit or more per semester.

Designation of Honors and Advanced Placement Courses

College and university admission offices, as well as future employers, are most interested in students who have completed a rigorous academic program. Therefore, honors and advanced placement courses may be designated by the superintendent or designee to assure viability throughout the District for all coursework and shall include increased rigor and increased expectations of student performance. The same rigor and performance expectations shall be consistently held at each school within the District. Additionally, each school principal will conduct an annual review of all honors and advanced placement courses to make sure they meet the rigorous standards.

The courses which the superintendent or designee can designated as Honors (H) and Advanced Placement (AP) are (effective for the Class of 2020):

Career and Technical (CTE)
1) Completer/Terminal Courses: H
2) Computer Science: AP

Mathematics
1) Calculus: AP
2) Pre-Calculus: H

Science
1) Anatomy & Physiology: H
2) Chemistry: AP
3) Physics: H
4) Biology: AP

5) Environmental Science: AP

World Languages and English Language Arts
1) English: 1-4 H
2) English Language and Composition: AP
3) English Literature and Composition: AP
4) Spanish Language: AP
5) Spanish Literature: AP

Social Studies
1) Honors U.S. History: AP
2) U.S. Government: AP
3) European History: AP
4) World History: AP

Fine Arts
1) Art Studio: AP
2) Studio Art 2-D Design: AP

All Advanced Placement courses and all honors classes will be designated on official transcripts and student records.

Western Nevada College (WNC) Jump Start Dual Enrollment Program

LCSD and WNC have developed a partnership allowing students to earn both high school and college credit while attending an LCSD high school (dual enrollment program). It is the intention of the Board of Trustees that all students participating in dual enrollment programs are working toward an associate degree or certification.

The following guidelines have been established for all students entering a WNC dual enrollment program:

1. Permission to enter a WNC program will be granted based on a student's prior academic history and successfully passing prescribed assessments, as determined by WNC and LCSD.
2. Students enrolled during their junior year are required to participate with the cohort available at their school site. All exceptions must receive prior approval from the principal and superintendent or designee.
3. LCSD will assist in paying tuition for WNC pre-approved college classes, up to 17 credits per semester and 64 total credits over the student's high school experience. Any exceptions must be approved by the principal and superintendent or designee.
4. All dual enrollment classes will be posted on the student's transcript. Only grades of A, B, C, D or F are recognized for dual credit courses by LCSD and will be assigned the appropriate value of 0.050. Grades of P, S and U are not recognized by LCSD and will

not be transcripted. LCSD will transcript the grade that is associated with the percentage earned (based on the grading scale adopted by LCSD) in the course at the time of transcripting.

5. Students are responsible for providing enrollment and schedule information to their principal and Counselor for approval prior to any portion of tuition being paid by the district.
6. Students are responsible for providing WNC grade reports every three weeks to their high school counselor and appropriate WNC staff.
7. LCSD tuition credit payment will be based under the following criteria:
    a. All credits paid for partially or in full by the district must be taken for credit.
    b. LCSD will pay for all credit costs for students qualifying for ~~Free/Reduce Lunch~~ Direct Cert.
    c. LCSD will pay for half of credit costs for students not qualifying for ~~Free/Reduced Lunch~~ Direct Cert.
    d. LCSD will only pay for each class one time. If a student wishes to retake a class previously paid by the district, then they will be responsible for all tuition and fees associated with that class.
    e. The student/family will be responsible for reimbursing the district in full for any credits for which the student drops or audits. Students' families failing to reimburse the district for a dropped or audited class will not be eligible for future tuition support as described above.
8. If a student fails a WNC/dual enrollment course, or drops a WNC/dual enrollment course without principal and counselor approval, they will be removed from the program. The principal and superintendent or designee may approve a student to remain in the WNC dual enrollment program when extenuating circumstances exist.
    a. If a student fails a WNC course, and is given permission by the principal and superintendent or designee to remain in the dual enrollment program, then they will be responsible for 100% payment of all future credits for the next semester. Should the student receive passing grades the next semester, then the principal and superintendent or designee may reinstate their paid participation in the program as outlined above for the final year or semester as applicable. Should the student fail a second course while in the WNC dual enrollment program, they will be removed permanently without exception.

Non WNC Jump Start Dual Enrollment Courses

1. Students taking dual enrollment college courses/credits to count towards their high school diploma must receive pre-approval from their counselor and principal and superintendent or designee.
2. Students and families are responsible for paying for all other approved dual enrollment courses not affiliated with the WNC Jump Start program.
3. All pre-approved dual enrollment college courses will be placed on the student's transcript and calculated into overall GPA, as outlined in this policy.

Calculations of Class Rank

1. Credit received for District approved classes shall be included in computing class rank and must be posted by the end of the seventh semester if they are to be counted in the calculation of achievement honors related to graduation ceremonies.

2. Students may repeat a class to improve upon a grade and have that grade calculated into their grade point average provided that the first attempt continues to appear on the transcript with a designation of NG (no grade) to indicate that the course was repeated. A student may not receive credit twice for a repeated course and the original grade will not be calculated into the overall cumulative grade point average.

3. In computing and determining rank-in-class, all students at a given grade level shall be included.

4. If a student's record includes courses that are marked in non-traditional fashion, for instance a pass/ fail or credit/no credit basis, the computation of rank-in-class shall be based on those courses with traditional marks only.

5. The methods used to compute rank-in-class shall be reported to students, parents, and any authorized transcript recipient.

6. Rank-in-class information shall be released in accordance with District policy.
   a. To appropriate personnel or;
   b. At the written request or consent of the student and/or parent;
   c. In response to formal legal processes.

7. Rank-in-class shall be reported on a numerical basis.

8. The LCSD will recognize a Valedictorian and Salutatorian in addition to students achieving Cum Laude ("with honor") status. Calculation of Valedictorian and Salutatorian shall be calculated using a cumulative, weighted GPA formula for grades 9-12, must include the required core courses as listed in policy IKF and must be immediately posted upon completion of the seventh semester to be included in the calculation.

9. The Valedictorian of the class will be the student who has attained the highest overall grade point average calculated on credit posted immediately following the seventh semester of coursework. The Salutatorian will be the student with the second highest rank in class who has met the above criteria. In case of a tie, the highest ACT score will be used as the tiebreaker. In case of a further tie, school principals may designate co-Valedictorians and/or co-Salutatorians. Co-Valedictorians and/or co-Salutatorians may also be designated by the principal when extenuating circumstances exist.

10. Students who have completed four (4) or more semesters in Lyon County schools and met the aforementioned criteria will be eligible for the honors of Valedictorian and Salutatorian and Cum Laude ("with honor") status.

11. Recognition will be given to graduating students based on the following overall weighted GPA, and if the student has successfully completed a minimum of 4 H, AP, IB and/or DC classes:

3.7-3.799	Cum Laude ("with honor") Status
3.8-3.899	Magna Cum Laude ("with great honor") Status
3.9+	Summa Cum Laude ("with highest honor") Status

12. The senior class advisor and principal will develop a committee comprised of students and staff to select graduates who will address their peers during the graduation ceremony. Of these, the Valedictorian and Salutatorian will first be given the opportunity to address their peers during the graduation ceremony. Should either student decline the opportunity, the committee may select another student.

13. Grade point average (GPA) will be calculated by the following method:
    a. convert the letter grades to a numerical value (e.g. A=4.0, B= 3.0, C=2.0, D=1.0, F=0)
    b. add the total grade points (e.g. 20 A's = 80; 2 B's = 6; 1 C = 2; 1 D=1; 1 F= 0, totaling 89)
    c. divide the total grade points by the total number of classes on the official transcript (e.g. 89/25 = 3.560)
    d. add the weighted grade for each of the H, AP, IB and DC courses that were successfully completed with an A, B, C or D:
        1. For each H course, add .025 (e.g. 2 H courses = .025 x 2 = .050)
        2. For each AP course add .050 (e.g. 2 AP courses = .050 x 2 = .1)
        3. For each IB course add .050 (e.g. 2 IB courses = .050 x 2 = .1)
        4. For each DC course, add .050 (e.g. 8 DC courses = .050 x 8 = .4)
        5. Add the total weighted grade to the GPA (e.g. 3.560 +.05 H +.1 AP +.1 IB +.4 DC= 4.210)
    6. The GPA will be calculated to the 4th decimal place and rounded to the 3rd decimal place.

14. Students enrolled in middle school may have the opportunity to earn high school credit in Algebra/Geometry, Computers, Foreign Language and other courses that are pre-approved by the superintendent or designee. The credits earned will be posted to the high school transcript but will not be included in the GPA for grades 9-12.

See below, attached WNC and Non-WNC permission forms.

Western Nevada College (WNC) Jump Start Dual Enrollment Program Permission Form

LCSD and WNC have developed a partnership allowing students to earn both high school and college credit while attending a LCSD high school (dual enrollment program). It is the intention of the Board of Trustees that all students participating in dual enrollment programs are working toward an associate degree or certification.
The following guidelines have been established for all students entering a WNC dual enrollment program:

1. Permission to enter a WNC program will be granted based on a student's prior academic history and successfully passing prescribed assessments, as determined by WNC and LCSD.
2. Students enrolled during their junior year are required to participate with the cohort available at their school site. All exceptions must receive prior approval from the principal and superintendent or designee.
3. LCSD will assist in paying tuition for WNC pre-approved college classes, up to 17 credits per semester and 64 total credits over the student's high school experience. Any exceptions must be approved by the principal and superintendent or designee.
4. All dual enrollment classes will be posted on the student's transcript.
5. Only grades of A, B, C, D or F are recognized for dual credit courses by LCSD and will be assigned the appropriate value of 0.050. Grades of P, S and U are not recognized by LCSD and will not be transcripted. LCSD will transcript the grade that is associated with the percentage earned (based on the grading scale adopted by LCSD) in the course at the time of transcripting.
6. Students are responsible for providing enrollment and schedule information to their principal and Counselor for approval prior to any portion of tuition being paid by the district.
7. Students are responsible for providing WNC grade reports every three weeks to their high school counselor and appropriate WNC staff.
8. LCSD tuition credit payment will be based under the following criteria: a. All credits paid for partially or in full by the district must be taken for credit.
    b. LCSD will pay for all credit costs for students qualifying for ~~Free/Reduce Lunch~~ Direct Cert.
    c. LCSD will pay for half of credit costs for students not qualifying for ~~Free/Reduced Lunch~~ Direct Cert.
    d. LCSD will only pay for each class one time. If a student wishes to retake a class previously paid by the district, then they will be responsible for all tuition and fees associated with that class.
    e. The student/family will be responsible for reimbursing the district in full for any credits for which the student drops or audits. Students' families failing to reimburse the district for a dropped or audited class will not be eligible for future tuition support as described above.
9. If a student fails a WNC/dual enrollment course, or drops a WNC/dual enrollment course without principal and counselor approval, they will be removed from the program. The principal and superintendent or designee may approve a student to remain in the WNC dual enrollment program when extenuating circumstances exist. a. If a student fails a WNC course, and is given permission by the principal and superintendent or designee to remain in the dual enrollment program, then they will be responsible for 100% payment of all future credits for the next semester. Should the student receive passing grades the next semester, then the principal and superintendent or designee may reinstate their paid participation in the program as outlined above for the final year or semester as applicable. Should the student fail a second course while in the WNC dual enrollment program, they will be removed permanently without exception.

I have read and agree to the above guidelines:

Student's signature _____ Date_____

Parent's signature _____ Date_____

Principal's signature_____ Date_____

Counselor's signature_____ Date_____

Reference: Lyon County School District Board Policy IK

Non WNC Jump Start Dual Enrollment Courses Permission Form

1. Students taking dual enrollment college courses/credits to count towards their high school diploma must receive pre-approval from their counselor and principal and superintendent or designee.

2. Students and families are responsible for paying for all other approved dual enrollment courses not affiliated with the WNC Jump Start program.

3. All pre-approved dual enrollment college courses will be placed on the student's transcript and calculated into overall GPA.

I have read and agree to the above guidelines:

Student's signature_____ Date_____

Parent's signature_____ Date_____

Principal's signature_____ Date_____

Counselor's signature_____ Date _____

Reference: Lyon County School District Board Policy IK

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: BillieJo Hogan, Executive Director of Human Resources

Re: Revisions to LCSD Board Policy GBBS: Protection of Employees from Blood-Borne Pathogens.

Recommendation
That the Board of Trustees approve revisions to LCSD Board Policy GBBS: Protection of Employees from Blood-Borne Pathogens as a first reading.

Background Information
The Lyon County School District Policy GBBS: Protection of Employees from Blood-Borne Pathogens is an existing policy that was last revised in 2018. Although the policy previously referenced an Exposure Control Plan, there was never a written plan developed.

Policy Overview
This revision aligns the Lyon County School District's Bloodborne Pathogens Administrative Regulations with federal OSHA standards by formally incorporating a comprehensive Exposure Control Plan (ECP). The ECP outlines roles and responsibilities, identifies job classifications with occupational exposure risks, and details engineering controls, personal protective equipment (PPE), training, and procedures for post-exposure evaluation and follow-up. While the District has historically maintained practices to protect staff, this update ensures full compliance through clearly defined exposure controls, updated training protocols, and annual review requirements.

Budget Considerations
None

Discussed at Previous Meeting
No

Attachment(s)
LCSD Board Policy GBBS: Protection of Employees from Blood-Borne Pathogens

PROTECTION OF EMPLOYEES FROM BLOOD-BORNE PATHOGENS

It shall be the policy of the Lyon County School District to offer appropriate protections ~~deemed necessary~~ to ~~protect~~ shield ~~all~~ employees, particularly those deemed "at-risk", from the health hazards associated with the Hepatitis B virus and other blood-borne pathogens. An employee is considered "at-risk" if their normal job duties subject them to frequent contact with blood or other bodily fluids in the course of their employment, or if their employment is in a medical-related field such as nursing or ~~first~~ school health aid. The Exposure Control Plan (ECP) outlined in the administrative regulations of this policy will eliminate or minimize occupational exposure to bloodborne pathogens in accordance with 29 CFR 1910.1030.

In accordance with guidelines and standards provided by the Occupational Safety and Health Administration (OSHA) in 29 CFR 1910.1030, the District will offer preventative measures to protect employees from blood-borne pathogens. These measures shall include, but are not limited to:

1. Training employees in the use of universal precautions, both at the beginning of their employment and on a~~n "as needed"~~ regular basis as outlined in the administrative regulations.
2. Making protective devices that reduce or eliminate exposure such as gloves, gowns, face masks, appropriate disposal containers, and disinfectants available to employees.
3. Offering to provide, at District expense, protective vaccinations to reduce or eliminate exposure. However, no employee will be required to submit to vaccination as a condition of employment with the District. If, while in the performance of their duties, an unvaccinated employee experiences an "exposure incident" such as a needle stick or other cross-contamination they will be offered, at District expense, a confidential medical evaluation and appropriate follow-up care from a licensed health care professional. A screening of the employee's blood will also be conducted if the employee consents.

All information gathered by the health care professional, other than whether or not the vaccination is recommended and if it was received by the employee, shall remain confidential and may not be released to the District by the health care professional. The Superintendent or their designee will periodically revise the procedures developed to execute this policy.

Reference: 29 CFR 1910.1030

Policy #GBBS
Revised ~~9/25/18~~ 6/24/25

DRAFT

PROTECTION OF EMPLOYEES FROM BLOOD-BORNE PATHOGENS - ADMINISTRATIVE REGULATIONS

Lyon County School District Exposure Control Plan (ECP)

1. Roles and Responsibilities

A. The Benefits and Risk Manager in conjunction with the Chief Nurse are responsible for:

(1) Implementing, maintaining, reviewing, and, as necessary, updating this plan. This plan will be reviewed annually and whenever necessary to accommodate new or modified tasks and/or procedures.
(2) Providing and maintaining Personal Protective Equipment (PPE), engineering controls, labels, and regulated waste containers.
(3) Ensuring that medical actions required by the plan are performed and that employee and OSHA records are appropriately maintained.
(4) Providing training, documenting training, and making this plan available to employees and/or OSHA representatives, upon request.

B. Those employees determined to have occupational exposure to blood or other potentially infectious materials (OPIM) must comply with the procedures and work practices outlined in this ECP.

2. Employee Exposure Determination

A. The following job classifications (listed in no particular order) at the LCSD are designated "at-risk" for occupational exposure by virtue of the primary job duties:

(1) Athletic Trainer
(2) Bus Driver
(3) Chief Nurse
(4) CTE Teacher
(5) Custodian (including Lead Custodian)
(6) Nurse (2-year RN and LPN)
(7) Paraprofessional
(8) School Nurse (4-year RN)
(9) School Health Aide (including CNA)
(10) Special Education Teacher

DRAFT

B. Some employees in the following job classifications (listed in no particular order) at LCSD may have occupational exposure by virtue of providing first aid services only as a collateral duty:

(1) Administrator
(2) Coach
(3) Counselor
(4) Maintenance
(5) Principal Secretary
(6) School Secretary
(7) Secretary Aide
(8) Special Services Aide
(9) Teacher

C. The following tasks and procedures create occupational exposure for the employees listed above:

(1) Rendering first aid services and health related support to students and staff;
(2) Care of students who need assistance in daily living skills (such as toileting, dressing, hand-washing, feeding, menstrual needs);
(3) Care of students with medical needs (such as tracheotomy, colostomy, injections);
(4) Care of students who exhibit behaviors that may injure themselves or others (such as biting, hitting, scratching);
(5) Care of students who receive training or therapy in a home-based setting; and/or
(6) Cleaning tasks associated with blood or OPIM.

3. Methods of Implementation and Control

A. Universal Precaution

(1) All employees will utilize universal precautions. Under the concept of Universal Precautions, all human blood and other potentially infectious material (OPIM) are treated as if known to be infectious for HIV, HBV, and other bloodborne pathogens.

B. Exposure Control Plan

(1) Employees covered by the bloodborne pathogens standard receive an explanation of this ECP during their new-hire training. It will also be reviewed in the annual refresher training. All employees can review this plan at any time during their shifts by contacting their supervisor.

DRAFT

(2) The Benefits and Risk Manager in conjunction with the Chief Nurse are responsible for reviewing and updating the ECP annually, or more frequently, if necessary, to reflect any new or modified standards, policy, or procedure that affects occupational exposure and to reflect new or revised employee positions with occupational exposure.

C. Engineering and Work Practice Controls.

(1) Engineering and Work Practice Controls are used to prevent or minimize exposure to bloodborne pathogens.

(a) Engineering Controls.

(i) Handwashing Facilities are located throughout all district buildings.
(ii) Where potable water or a sink is not available or practical, prepackaged antiseptic or water-less antiseptic hand cleaner will be available.
(iii) Eyewash stations or kits are located in mechanic shops, maintenance shops, science classrooms, CTE classrooms, and nurses offices.
(iv) Sharps Disposal Containers are located in all LCSD nurses offices.

(b) Workplace Controls.

(i) Employees must wash their hands immediately or as soon as feasible after removal of gloves or other PPE. ***DO NOT reuse disposable gloves.***
(ii) Employees must wash hands and any other skin with soap and water, or flush eyes and mucous membranes with water, immediately or as soon as feasible following contact of such areas with blood or OPIM.
(iii) Eating, drinking, applying cosmetics or lip balm, and handling contact lenses are prohibited in work areas with a reasonable likelihood of occupational exposure.
(iv) Food and drink shall not be kept in refrigerators, freezers, shelves, cabinets, or on countertops where blood or OPIM is present.
(v) Mouth pipetting/suction of blood or OPIM is prohibited.
(vi) Any procedure involving blood or OPIM shall be performed in a manner that minimizes splashing, spraying, spattering, and generation of droplets.

D. Personal Protective Equipment (PPE)

(1) The LCSD provides PPE to employees at no cost whenever there is potential for occupational exposure. PPE will be chosen based on anticipated exposure to blood or OPIM. Training in the use of the appropriate PPE for specific tasks or procedures is provided by the Benefits and Risk Manager or Chief Nurse.

DRAFT

(2) PPE available to employees consists of:

(a) Gloves, including puncture resistant gloves, are to be worn when working in areas where it is anticipated that employees will have hand contact with blood, OPIM, or sharps.
(b) Safety glasses/goggles, or face shields will be worn in those areas where splashes of sewage or waste could enter the eye.
(c) Infection Control and Clean-up Kits, located in custodial closets in each building.

(3) All employees using PPE must observe the following precautions:

(a) Wash hands immediately or as soon as feasible after removing PPE.
(b) Remove PPE after it becomes contaminated and before leaving the work area.
(c) Used PPE may be disposed of in red, regulated waste bags or appropriately color-coded or labeled biohazard buckets.
(d) Wear appropriate PPE where there is potential for contact with blood, OPIM, or contaminated sharps.
(e) Puncture-resistant or other utility gloves may be decontaminated for reuse if their integrity is not compromised and will be discarded if they show signs of tearing, puncturing, or other deterioration.
(f) Disposable gloves must be discarded and replaced if torn, punctured, contaminated, or if their ability to function as a barrier is otherwise compromised. Never wash or decontaminate disposable gloves for reuse.
(g) Wear appropriate face and eye protection when splashes, sprays, spatters, or droplets of blood or OPIM pose a hazard to the eye, nose, or mouth.
(h) Remove immediately or as soon as feasible any garment contaminated by blood or OPIM, in such a way as to avoid contact with the outer surface.

E. Housekeeping

(1) LCSD facilities will be maintained in a clean and sanitary condition. Schedules for cleaning and decontamination are maintained by site administration.
(2) Used or contaminated disposable PPE will be placed in regulated waste containers such as bags, buckets, or sharps disposal containers. Regulated waste containers will be closed prior to removal to prevent spillage or protrusion of contents during handling. Regulated waste containers will be closable, constructed to prevent leakage, and color coded or clearly labeled in accordance with 29 CFR 1910.1030(d)(4)(iii)(B)(1).
(3) Contaminated sharps are discarded immediately or as soon as possible in sharps disposal containers. Sharps disposal containers will be closable, puncture-resistant, leakproof on sides

DRAFT

and bottoms, and be clearly labeled as such in accordance with 29 CFR 1910.1030(d)(4)(iii)(A)(1).

(4) Sharps disposal containers will be disposed of by the contracted vendor with the LCSD at regularly scheduled intervals (e.g., every 6 months, annually) or, at a minimum, when full.

(5) Other regulated waste, such as bags or buckets, will be disposed of as needed through the contracted vendor with the LCSD.

(6) Any other contaminated bins, buckets, and/or basins will be cleaned and decontaminated as soon as feasible after visible contamination.

(7) Broken glassware that may be contaminated is only picked up using mechanical means, such as a brush and dustpan.

F. Laundry

(1) Contaminated laundry shall be handled as little as possible. Gloves must be worn when handling contaminated laundry. Contaminated laundry shall be bagged or containerized at the location where it was used and shall not be sorted or rinsed in the location of use. Containers must be leak-proof if there is a reasonable likelihood of soak-through or leakage. All contaminated laundry shall be placed and transported in bags or containers that are biohazard-labeled and/or colored red, including laundry sent for cleaning or disposal.

G. Labels

(1) Where color coded bags or containers are not used for the collection, storage, transport, or disposal of regulated waste, contaminated sharps, or other contaminated items, the container shall be labeled in fluorescent orange or orange-red with the following legend:



BIOHAZARD

(2) Employees are to notify their supervisor who will then notify the Benefits and Risk Manager as soon as possible if regulated waste containers are discovered without proper labels or color-coding.

DRAFT

4. Hepatitis B Vaccination

A. The Chief Nurse will provide training to employees on hepatitis B vaccinations addressing safety, benefits, efficacy, methods of administration, and availability.
B. The hepatitis B vaccination series is available at no cost after initial employee training and within 10 days of initial assignment to all employees identified in the exposure determination section of this plan. Vaccination is encouraged unless (1) documentation exists that the employee has previously received the series; (2) antibody testing indicates that the employee is immune; or (3) medical evaluation shows that the vaccination is contraindicated.
C. If an employee declines the vaccination, the employee must sign a declination form. Employees who decline may request and obtain the vaccination later at no cost. Documentation of refusal of the vaccination is kept by the Benefits and Risk Manager in conjunction with the Chief Nurse.
D. Vaccinations will be provided by a licensed healthcare provider contracted by the District.
E. Following a vaccination evaluation, a copy of the licensed healthcare professional's written opinion will be obtained and provided to the employee within fifteen (15) days of the completion of the evaluation. The opinion is limited to whether the employee requires the hepatitis vaccine and whether the vaccine was administered.

5. Post-Exposure Evaluation and Follow Up

A. Should an exposure incident occur, immediately contact the supervisor who will then contact the Benefits and Risk Manager and Chief Nurse.
B. A confidential medical evaluation and follow-up will be conducted by a licensed, healthcare provider contracted by the District.
C. Following initial first aid (clean the wound, flush eyes, or other mucous membrane, etc.), the following activities will occur:

(1) Document the routes of exposure and how the exposure occurred.
(2) Identify and document the source individual (unless the employer can establish that identification is not feasible or prohibited by state or local law).
(3) Obtain consent and arrange to have the source individual tested as soon as possible to determine HIV, HCV, and HBV infectivity. Document that the source individual's test results were conveyed to the employee's healthcare provider. If the source individual is already known to be HIV, HCV, and/or HBV positive, new testing need not be performed.
(4) Ensure that the exposed employee is provided with the source individual's test results and with information about applicable disclosure laws and regulations concerning the identity and infectious status of the source individual (e.g., laws protecting confidentiality).
(5) After obtaining consent, collect exposed employee's blood as soon as feasible after exposure incident and test blood for HBV and HIV serological status.

DRAFT

(6) If the employee does not give consent for HIV serological testing during collection of blood for baseline testing, preserve the baseline blood sample for 90 days. If the exposed employee elects to have the baseline sample tested during this waiting period, perform testing as soon as feasible. Otherwise, the sample will be appropriately discarded.

6. Administration of Post-Exposure Evaluation and Follow Up

A. The Benefits and Risk Manager in conjunction with the Chief Nurse ensures that the licensed healthcare professional(s) responsible for employee's hepatitis B vaccination and post-exposure evaluation and follow up are given a copy of OSHA's bloodborne pathogen standard.

B. The Benefits and Risk Manager in conjunction with the Chief Nurse ensures that the licensed healthcare professional evaluating an employee after an exposure incident receives the following:

(1) A description of the employee's duties related to the incident.
(2) Documentation of the route of exposure and exposure circumstances.
(3) Available source blood testing results.
(4) A copy of, or information regarding, all available medical records relevant to the treatment of the employee, including vaccination status, which are the employer's responsibility to maintain.

C. The Benefits and Risk Manager in conjunction with the Chief Nurse will obtain a written opinion from the licensed healthcare provider following an exposure incident. The opinion shall only include (1) that the employee was informed of the evaluation results and (2) that the employee was informed of any medical conditions resulting from exposure to blood or OPIM that require further evaluation or treatment. The Benefits and Risk Manager will provide the employee with a copy of the evaluation within 15 days of its completion.

D. All employee medical records shall be kept confidential.

7. Procedures for Evaluating the Circumstances Surrounding an Exposure Incident

A. The Benefits and Risk Manager in conjunction with the Chief Nurse will review the circumstances of all exposures and complete a Bloodborne Pathogen Exposure Report. The investigation and report will seek to determine:

(1) Engineering controls in use at the time.
(2) Work practice controls in place and followed at the time.
(3) A description of the device being used (including type and brand).

(4) PPE or clothing that was used at the time of the exposure incident (i.e. gloves, eye shields, etc.)
(5) Location of the incident.
(6) Procedure being performed when the incident occurred.
(7) Employee training.

B. If revisions to this ECP are needed, the Benefits and Risk Manager in conjunction with the Chief Nurse will ensure that appropriate changes are made (*e.g.*, adding employees to the exposure determination list, adding PPE, adding engineering controls, etc.).

8. Employee Training

A. All employees who have occupational exposure to bloodborne pathogens will receive initial and annual training. The Benefits and Risk Manager in conjunction with the Chief Nurse will keep and make available training materials.

B. Training will consist of epidemiology, symptoms, and transmission of bloodborne pathogen diseases. Additionally, training will cover the following elements:

(1) A copy and explanation of the OSHA bloodborne pathogen standard.
(2) An explanation of this ECP and how to obtain a copy.
(3) An explanation of methods to recognize tasks and other activities that may involve exposure to blood and OPIM, including what constitutes an exposure event.
(4) An explanation of the use and limitations of engineering controls, work practice controls, and PPE.
(5) An explanation of the types, uses, location, removal, handling, decontamination, and disposal of PPE.
(6) An explanation of the basis of PPE selection.
(7) Information on the hepatitis B vaccine, including information on its efficacy, safety, method of administration, the benefits of being vaccinated, and that the vaccine will be offered free of charge.
(8) Information on the appropriate actions to take and people to contact in an emergency involving blood or other OPIM.
(9) An explanation of the procedure to follow if an exposure incident occurs, including the method of reporting the incident and the medical follow up that will be made available.
(10) Information on the post-exposure evaluation and follow up that the employer is required to provide for the employee following an exposure incident.
(11) An explanation of the signs and labels and/or color-coding required by the standard and used at this facility.
(12) An opportunity for interactive questions and answers with the person conducting the training session.

DRAFT

9. Recordkeeping

A. Training Records

(1) Training records are completed for each employee upon completion of training and will be maintained for at least three (3) years by the Benefits and Risk Manager.
(2) Training records include dates of the training session, contents or summary of the training, names and qualifications of persons conducting the training, and names and job titles of all persons attending the training.
(3) Training records are provided upon request to the employee or the employee's authorized representative.

B. Medical Records

(1) Medical records are maintained for each employee with occupational exposure in accordance with 29 CFR 1910.1020, "Access to Employee Exposure and Medical Records."
(2) Medical records for each employee must include

(a) The name of the employee;
(b) A copy of the employee's hepatitis B vaccination status including the dates of all the hepatitis B vaccinations and any medical records relative to the employee's ability to receive vaccination as required;
(c) A copy of all results of examinations, medical testing, and follow-up procedures as required;
(d) A copy of the licensed, healthcare professional's written opinion that the Benefits and Risk Manager received; and
(e) A copy of the information provided to the licensed healthcare professional.

(3) The LCSD Human Resources Department is responsible for maintaining required medical records. These confidential records are kept for at least the duration of employment plus 30 years.
(4) Medical records are provided to the employee or the employee's authorized representative upon request.

C. OSHA Recordkeeping

(1) An exposure incident is evaluated to determine if the case meets OSHA's Recordkeeping Requirements (29 CFR 1904). This determination and recording activities are performed by the Benefits and Risk Manager in conjunction with the Chief Nurse.

DRAFT

(2) In addition to 29 CFR 1904 Recordkeeping Requirements, all percutaneous injuries from contaminated sharps are recorded in a Sharps Injury Log. All incidents must include at least:

(a) Date of injury.
(b) Type and brand of the device involved.
(c) Department or work area where the incident occurred.
(d) Explanation of how the incident occurred.

(3) These logs are reviewed as part of the annual program evaluation and maintained for at least five (5) years following the end of the calendar year covered. If a copy is requested by anyone, or used by the Safety Committee, any personal identifying information must be removed.

10. Definitions

"Blood" means human blood, human blood components, and products made from human blood. 29 CFR 1910.1030(b).

"Bloodborne Pathogens" means pathogenic microorganisms that are present in human blood and can cause disease in humans. These pathogens include, but are not limited to, hepatitis B virus (HBV) and human immunodeficiency virus (HIV). 29 CFR 1910.1030(b).

"Contaminated" means the presence or the reasonably anticipated presence of blood or other potentially infectious materials on an item or surface. 29 CFR 1910.1030(b).

"Contaminated Laundry" means laundry which has been soiled with blood or other potentially infectious materials or may contain sharps. 29 CFR 1910.1030(b).

"Contaminated Sharps" means any contaminated object that can penetrate the skin including, but not limited to, needles, scalpels, broken glass, broken capillary tubes, and exposed ends of dental wires. 29 CFR 1910.1030(b).

"Decontamination" means the use of physical or chemical means to remove, inactivate, or destroy bloodborne pathogens on a surface or item to the point where they are no longer capable of transmitting infectious particles and the surface or item is rendered safe for handling, use, or disposal. 29 CFR 1910.1030(b).

"Engineering Control" means a physical change to the workplace that removes a hazard or creates a barrier between an employee and a hazard. See NRS 618.7304; The National Institute

for Occupational Safety and Health (NIOSH), https://www.cdc.gov/niosh/engcontrols/ (as viewed Nov. 19, 2021).

"Exposure Incident" means a specific eye, mouth, other mucous membrane, non-intact skin, or parenteral contact with blood or other potentially infectious materials that results from the performance of an employee's duties. 29 CFR 1910.1030(b).

"Handwashing Facilities" means a facility providing an adequate supply of running potable water, soap, and single-use towels or air-drying machines. 29 CFR 1910.1030(b).

"Licensed Healthcare Professional" is a person whose legally permitted scope of practice allows him or her to independently perform the activities required by paragraph (f) Hepatitis B Vaccination and Post-exposure Evaluation and Follow-up. 29 CFR 1910.1030(b).

"HBV" means hepatitis B virus. 29 CFR 1910.1030(b).

"HIV" means human immunodeficiency virus. 29 CFR 1910.1030(b).

"Occupational Exposure" means reasonably anticipated skin, eye, mucous membrane, or parenteral contact with blood or other potentially infectious materials that may result from the performance of an employee's duties. 29 CFR 1910.1030(b).

"Other Potentially Infectious Materials" means:

(1) The following human body fluids: semen, vaginal secretions, cerebrospinal fluid, synovial fluid, pleural fluid, pericardial fluid, peritoneal fluid, amniotic fluid, saliva in dental procedures, any body fluid that is visibly contaminated with blood, and all body fluids in situations where it is difficult or impossible to differentiate between body fluids;

(2) Any unfixed tissue or organ (other than intact skin) from a human (living or dead); and

(3) HIV-containing cell or tissue cultures, organ cultures, and HIV- or HBV-containing culture medium or other solutions; and blood, organs, or other tissues from experimental animals infected with HIV or HBV. 29 CFR 1910.1030(b).

"Regulated Waste" *means liquid or semi-liquid blood or OPIM; contaminated items that would release blood or OPIM in a liquid or semi-liquid state if compressed; items that are caked with dried blood or OPIM and are capable of releasing these materials during handling; contaminated sharps; and pathological and microbiological wastes containing blood or OPIM.* 29 CFR 1910.1030(b).

"Source Individual" means any individual, living, or dead, whose blood or other potentially infectious materials may be a source of occupational exposure to the employee. 29 CFR 1910.1030(b).

"Work Practice Control" means a practice, procedure, or rule that is used to reduce the risk of a hazard in the workplace. See NRS 618.7310; Occupational Safety and Health Administration (OSHA), https://www.osha.gov/ergonomics/control-hazards (as viewed Nov. 19, 2021).

"Universal Precautions" is an approach to infection control. According to the concept of Universal Precautions, all human blood and certain human body fluids are treated as if known to be infectious for HIV, HBV, and other bloodborne pathogens. 29 CFR 1910.1030(b).

DRAFT

Appendix A -

LCSD Hepatitis B Vaccination Program Record

Lyon County School District has a Board Policy to offer appropriate protection deemed necessary to shield at-risk employees from the health hazards associated with the Hepatitis B virus and other bloodborne pathogens.

You can schedule an appointment to receive the Hepatitis B virus inoculation series from any of the three Public Health Nurses listed below:

Public Health Nurse 26 Nevin Way Yerington, NV 89447 Phone: 775-463-6539 (Monday-Fridays for immunizations)	Public Health Nurse 5 Pine Cone, Suite #103 Dayton, NV 89403 Phone: 775-246-6211	Public Health Nurse 555 E. Main Street Fernley, NV 89408 Phone: 775-575-3363 (call first for appointment)

Name: SSN: Job Title: School:	Date of First Vaccine	Date of Second Vaccine	Date of Third Vaccine	Done

Please take this form with you to your scheduled appointment.

Public Health Nurse: After each vaccine, make a copy for your billing office. When the series has been completed, please return this form to Blake Smith or Shannon Nelson at the District Office, 25 E. Goldfield Avenue, Yerington, NV 89447, for our billing purposes.

_____ _____

Blake Smith, Benefits & Risk Manager Date

DRAFT

Hepatitis B Vaccine Declination

I understand, due to my occupational exposure to blood or other potentially infectious materials, I may be at risk of acquiring the Hepatitis B virus (HBV) infection. I have been given the opportunity to be vaccinated with Hepatitis B vaccine, at no charge to me. However, I decline the Hepatitis B vaccination at this time.

I understand by declining this vaccine, I continue to be at risk of acquiring Hepatitis B. If, in the future, I continue to experience occupational exposure to blood or other potentially infectious materials and I wish to be vaccinated with the Hepatitis B vaccine, I can receive the vaccination series at no charge to me.

_____ _____

Employee Signature Date

_____ _____

Management Signature Date

DRAFT

NOTICE OF AT-RISK EMPLOYEES FOR BLOOD-BORNE PATHOGENS EXPOSURE

Lyon County School District has a Board Policy to offer appropriate protection deemed necessary to shield at-risk employees from health hazards associated with the Hepatitis B virus and other bloodborne pathogens. (Reference is made to Lyon County School District's Policy GBBS).

Employees in the following classifications are eligible for Hepatitis B virus vaccinations:

A. Athletic Trainer
B. Bus Driver
C. Chief Nurse
D. CTE Teacher
E. Custodians (including Lead Custodian)
F. Nurse (2-year RN and LPN)
G. Paraprofessional
H. School Nurse (4-year RN)
I. School Health Aide (including CNA)
J. Special Education Teacher

If you are a new hire, or an employee in one of the above categories and have not had or been offered these immunizations, please see your school secretary for an appointment form, or you may find the appropriate documents on the Benefits webpage. You will need to schedule an appointment with the Public Health Nurse listed on the form.

PLEASE POST and/or DISTRIBUTE

DRAFT

Appendix B -

Bloodborne Pathogen Incident Exposure Form

In the event of an incident involving the exposure of a staff person, student and/or infant/toddler to blood or other potentially infectious materials, this form, as required by the Occupational Safety and Health Administration (OSHA), shall be completed as soon as possible. The information collected below is intended to assist with evaluating the control methods used and with preventing future exposures.

Name of Person(s) Exposed: _____

_____

Location: _____

Incident Date: _____ **Time:** _____

Incident: Check in each box, as appropriate:

Exposure:	**Injury Type/Exposure Route:**	**Body Part Injured:**
☐ Blood	☐ Abrasion	☐ Finger
☐ Other Body Fluids	☐ Laceration	☐ Hand
Specify: _____	☐ Puncture	☐ Arm
Was blood seen in body fluid?	☐ Mucous Membrane	☐ Eye
Yes____ No____	☐ Human Bite	☐ Other: _____
☐Other Infectious Material	☐ Other: _____	
Specify: _____		

***Description of Incident*:** _____

_____

_____

_____

_____

Protective equipment in use at time of incident:

☐ Gloves	☐ Protective Sleeves	☐ Other: _____
☐ Goggles	☐ Lab Coat	
☐ Face Mask/shield	☐ Gown	

Referred to: _____

☐ No Medical Treatment sought ☐ Emergency Treatment Center

DRAFT

"Universal Precautions, Infection Control and Post-Exposure Management":

☐ All staff are trained and familiar with policy. - or - Number of staff not currently trained:_____

Describe below the engineering controls in place at the time of the exposure incident:

(The term "engineering controls" includes all control measures that isolate or remove a hazard from the workplace, encompassing not only sharps with engineered sharps injury protections and needleless systems but also other medical devices designed to reduce the risk of percutaneous exposure to bloodborne pathogens. Examples include blunt suture needles and plastic or mylar-wrapped glass capillary tubes, as well as controls that are not medical devices, such as sharps disposal containers and biosafety cabinets.)

Describe below the work practices and protective equipment or clothing used at the time of the exposure incident:

Describe below any notation of any "failures to control" at the time of the exposure incident:

Describe below any changes that need to be made to prevent reoccurrence of an incident?

Report prepared by (Name and Title):_____

Signature _____ Date:

DRAFT

Appendix C –

Sharps Injury Log

Lyon County School District				**Year:**	
Date	**Case/Report Number**	**Type of Device** (e.g., syringe, broken glass)	**Brand Name of Device**	**Work Area Where Injury Occurred** (e.g., detention center, park)	**Brief Description of How Incident Occurred** (i.e., action being performed, body part injured)

29 CFR 1910.1030(h)(5), OSHA's Bloodborne Pathogens Standard, requires an employer to establish and maintain a Sharps Injury Log for recording all percutaneous injuries in a facility occurring from contaminated sharps. The purpose of the Log is to aid in the evaluation of devices being used in facilities and to identify problem devices or procedures requiring additional attention or review. This Log must be kept in addition to the injury and illness log required by 29 CFR 1904. The Sharps Injury Log should include all sharps injuries occurring in a calendar year. The log must be retained for five years following the end of the year to which it relates. The Log must be kept in a manner that preserves the confidentiality of the affected employee.

DRAFT

Appendix D –

Sharps/Biohazard Disposal Log

Lyon County School District				Year:	
Date	**Waste Description**	**Location/Site**	**Comments**	**Person Responsible**	**Initials**

DRAFT

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: BillieJo Hogan, Executive Director of Human Resources

Re: New LCSD Board Policy JA: Inflatable Play Equipment (and other Rental Equipment)

Recommendation
That the Board of Trustees approve new LCSD Board Policy JA: Inflatable Play Equipment (and other Rental Equipment) as a first reading.

Background Information
The Lyon County School District Policy JA: Inflatable Play Equipment (and other Rental Equipment) is a new policy that ensures student safety, limits district liability, and aligns with legal and insurance standards. In past years, LCSD has experienced incidents where students were injured while using inflatable play equipment at school events. These incidents, while unintentional, revealed gaps in oversight, safety practices, and accountability related to the use of rental entertainment equipment.

Policy Overview
This policy establishes mandatory safety and risk management procedures for the use of inflatable play equipment and other entertainment rentals at LCSD-sponsored events. It requires all rentals to be pre-approved by the LCSD Benefits and Risk Manager and mandates that only licensed and insured vendors may be used, with contracts subject to legal and risk review. Vendors must meet district insurance standards, and parent-signed waivers are required for all student participants and must be retained for five years. The policy outlines strict site and setup requirements, including proper installation on safe, level ground and adherence to weather and trip hazard precautions. Equipment must be continuously supervised by trained attendants, and all manufacturer safety guidelines must be followed. LCSD employees are not permitted to use the equipment. Schools are required to plan for emergencies and inclement weather, with consideration of on-site EMS based on event size. Permanent ownership or donation of inflatable equipment is prohibited. The policy includes a required parental release form that outlines risk assumption, emergency consent, indemnification, and media permissions.

Budget Considerations
None

Discussed at Previous Meeting
No

Attachment(s)
LCSD Board Policy JA: Inflatable Play Equipment (and other Rental Equipment)

INFLATABLE PLAY EQUIPMENT (AND OTHER RENTAL EQUIPMENT)

NOTE: The provisions of this policy apply to the rental of any equipment used for the entertainment of students, and as applicable to the specific purpose of the equipment. Administrators must contact the Benefits and Risk Manager before renting or allowing a sponsor agency to rent any equipment on behalf of the school.

Inflatable slides, games, and bounce houses are used frequently as part of school rewards, carnivals, fundraisers, and other special events. While inflatables appear to be soft and risk free, safety precautions must be put in place to ensure participants can enjoy the games without incident or injury. Whether schools within the Lyon County School District (LCSD) are renting inflatable equipment, allowing a vendor to operate the equipment, or allowing a sponsor entity (i.e. PTA, Booster Club, etc.) to operate the equipment, the following guidelines, rules, and regulations must be followed.

1. Vendor Selection

a. Rent only from experienced and reputable operators who carry insurance sufficient to meet the requirements of the LCSD and who are licensed by the State of Nevada. The LCSD Benefits and Risk Manager can assist with this.

i. Submit vendor contract to legal counsel for review. POOL/PACT will also assist with review of the contract for insurance, indemnification, and related provisions.

2. Renting Bounce Houses and Inflatable Play Equipment

a. Ensure that the terms and conditions are appropriate and that they transfer risk to the rental agency (including naming the LCSD, vendor, and/or sponsor entity as an additional insured).
b. Ensure that the rental agency's insurance limits comply with the LCSD's insurance requirements for contracts/agreements.
c. Determine the primary age group that will be using the bounce house and inflatable play equipment. Inflatable equipment designed for older children and adults will have different standards than equipment designed for younger children.
d. Obtain written and verbal instructions for operating the equipment from the rental company or product distributor.
e. Ask the rental company for documented operating instructions, engineering profile, and safety rules prior to signing a rental contract.
f. Evaluate all equipment for quality, condition, and sanitation.
g. Purchasing a bounce house and other inflatable play equipment for permanent use in the LCSD is prohibited.

DRAFT

h. Accepting a bounce house and other inflatable play equipment as a donation or gift for permanent use in the LCSD is prohibited.

3. Prior to the Event

Obtain Parent/Guardian Waiver and Release of Liability agreements for all students/minors using the equipment. Students/minors may not use the equipment absent an appropriately signed agreement/waiver. School administrators are responsible for collecting and keeping copies of the student/minor agreements/waivers and maintaining them for five years.

4. Site Selection

a. The rental company, sponsoring entity, or LCSD personnel (if renting directly) must set up the inflatable and related equipment according to manufacturer's instructions. Do not relocate the equipment after installation.
b. Inflatable play equipment must be set on a flat surface. Do not set up equipment on uneven surfaces, wet surfaces, or surfaces with debris.
c. If the inflatable equipment will be set on a hard surface, place safety mats around the entrance/exit. Mats should be placed tightly together and not be torn, in order to prevent trips, falls, or other injuries.
d. Identify and mark any gas, water/lawn sprinklers, fire sprinklers, power lines or other equipment that may interfere with installation.
e. Verify that the equipment is properly weighted (e.g. with sandbags) or staked down prior to use. Stakes sticking out of the ground must be appropriately padded and/or rendered safe from trips and falls.
f. Trip Hazards: In order to minimize trip hazards associated with inflatable equipment, cords and stakes should be covered and/or clearly marked and visible.
g. Inclement Weather: Have a plan in place to monitor the weather and to react should inclement weather occur. As a general rule, in case of a thunderstorm or if winds should exceed 20 mph the blowers should be disconnected, and the inflatables allowed to deflate. Check with the vendor supplying the inflatable or the manufacturer for the specific maximum allowable wind for the inflatable being used (this information is also often on a warning label on the inflatable).
h. Inflatables using water (i.e. water slides): Ensure the rental company, sponsoring entity, or LCSD personnel keeps the power supply to the blower far enough from the water supply so that the power cords, junction boxes, blowers, and any other electrical components does not come in contact with water from the equipment.

5. Capacity

Follow manufacturers guidelines. All structures have a participant capacity that must be followed at all times. The capacity is determined by the size of the equipment, age and size of the participants, and the number of participants.

DRAFT

6. Rules

a. Obey all manufacturer's safety guidelines.
b. A trained attendant must be present when the equipment is in use.
c. Post all safety rules.
d. The attendant will make all students/minors and their parents/guardians aware of rules posted on the inflatable.
e. Supervision by a trained vendor, sponsoring entity, or district employee (if renting directly) is required at all times. Never leave the inflatable play equipment unattended.
f. To minimize the associated risks, allow one person on/in it at a time. If more than one person will be on/in the equipment at the same time:

i. Be aware of the occupancy limit (the manufacturer or rental agency will provide this information) and limit the number of people allowed on/in the equipment accordingly.
ii. Do not allow children in the bounce house whose heights and weights greatly differ. Ensure that children inside the bounce house are similar in age, height and weight according to manufacturer guidelines. If students/minors over the age of 12 use the equipment:

1. The attendant must verify (through the manufacturer or rental agency) that students/minors over the age of 12 are allowed to use the equipment.
2. Adjust occupancy limit accordingly for older students/minors (per manufacturer's guidelines).
3. Older/Larger children must use the equipment at separate times from younger/smaller children.

g. Participants must remove any accessories (jewelry, glasses, items in pockets, etc.) and shoes before they are allowed to enter or use the inflatable equipment. No food, drinks, gum, pets, silly string, confetti, etc. is allowed in/on the inflatable.
h. All users must remove shoes, but wear socks.
i. Do not allow rough housing or gymnastics such as somersaults, back- flips, etc.
j. Do not allow students/minors to rock the inflatable from side to side, as this may cause tipping and injuries.
k. Do not allow persons to play or linger in front of entrances/exits or to climb up exterior walls.
l. Do not allow anyone to use the inflatable when wet (unless it is an approved inflatable water slide).
m. Keep students/minors away from the blower at all times.
n. Inflatables should not be used during high winds or inclement weather.

DRAFT

o. Ensure that the equipment is fully inflated according to the manufacturer's specifications while in use.
p. Regularly inspect for holes and areas of sagging. Ensure that no part of the stitching is undone and that there are no rips or tears.
q. In the event that play equipment begins unexpectedly deflating during use:

i. Immediately evacuate persons in an orderly fashion one at a time.
ii. Turn off and unplug the blower.
iii. Close the attractions and keep users away from the equipment.

NOTE: Adults, specifically LCSD employees, are prohibited from using inflatable play equipment located on LCSD property or at LCSD sponsored events.

7. Emergencies

a. Alert public safety personnel of the type and location of the event.
b. It is recommended that trained EMS personnel be on-site in case of emergencies, depending on the number of people attending the event.

8. State Regulations

Follow all local and state regulations. Consult with your legal counsel to ensure all local and state regulations are followed.

DRAFT

Policy #JA
Adopted 6/24/25

APPENDIX A -

PARENTAL/LEGAL GUARDIAN RELEASE, WAIVER OF LIABILITY, EXPRESS ASSUMPTION OF RISK, AND PHOTO/VIDEO RELEASE

PLEASE READ THE ENTIRE RELEASE BEFORE SIGNING AS IT HAS A SIGNIFICANT IMPACT ON YOUR LEGAL RIGHTS. THIS DOCUMENT IS INTENDED TO PROTECT THE RELEASED PARTIES FROM LIABILITY RELATING TO YOUR CHILD'S/CHILDREN'S PARTICIPATION IN THE EVENT.

1. The Lyon County School District requires a parent/legal guardian to sign this Release, Waiver, and Express Assumption of Risk, Photo/Video Release ("Waiver"), as a condition of allowing children (under the age 18 years old) to participate in activities associated with this event.

2. By signing this Release and Waiver of Liability, and for consideration of my child/children's participation in the inflatable play equipment on (DATE(S)), at (LOCATION), I fully and completely waive, release, discharge, and promise not to sue the Lyon County School District, (ORGANIZER, SPONSOR, COORDINATOR, MANAGER), their directors, officers, administrators, employees, volunteers, agents, supervisors, participants, assigns, sponsors, their representatives (collectively, the "Releasees"), for any and all liability, claims, demands, actions, and any other causes of action whatsoever (whether direct or derivative), arising out of or related to any loss, damage, or injury that I may have, whether caused by the negligence of the Releasees or otherwise, while my child/children are participating in such activity, (including those outlined below) or while in, on, or upon the premises where the activity is being conducted, including but not limited to: recovering for my injuries, loss of consortium, child's companionship, comfort, and society, loss of income, non-economic damages, (including, but not limited to medical bills and expenses related to the treatment of injuries), my pain and suffering caused by mental anguish, emotional distress, and physical injuries suffered by my child/children. This waiver does not inhibit my rights relating to pursuit of claims for willful or intentional actions which are the proximate cause of such injury or damage.

3. I am aware of the inherent and potential risks and injuries relating to the use of the inflatable play equipment and voluntarily assume these risks. These risks include, but are not limited to the following, concussions and other head injuries, broken bones, ligament and tendon damage, neck injuries (potentially leading to paralysis), and possible death.

4. I agree and consent to emergency medical care and transportation of my child/children in the event of injury as medical professionals may deem appropriate.

DRAFT

5. I agree and understand that I am responsible for any harm, damage, or injury caused by my child/children.

6. I agree to indemnify and hold harmless Releasees from any loss, liability, damage, or costs, including court costs and attorney's fees, that they may incur due to my child/children's participation in these activities.

7. Dispute Resolution: Any unresolved dispute arising out of, or relating to, this Release and Waiver of Liability, shall be decided in Nevada under Nevada law, by binding arbitration and judgment upon the award rendered by the arbitrator shall be final and may be entered in any court having jurisdiction thereof in accordance with the provisions of Chapter 38 of the Nevada Revised Statutes.

I understand that I am waiving my right to jury trial.

Parent/Guardian Printed Name: _____

Parent/Guardian Signature: _____

(Alternative Resolution/Remedies Provision: Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including, without limitation, actual damages, and to a prevailing party reasonable attorneys' fees and costs.)

8. I understand that the LCSD will not waive and intends to assert available NRS Chapter 41.035 liability limitations in all cases.

9. I understand and agree that this Release and Waiver of Liability is binding on me and my heirs, executors, administrators, legal representatives, and assigns. I have carefully read this agreement and fully understand its contents. I am aware that by signing this agreement, I am waiving certain legal rights, including the right to sue.

10. I will not allow my child/children to participate in any event if he/she/they have any physical/emotional condition which may increase the likelihood of injury.

11. I agree that if my child/children fail/fails to follow the event, local, state, and federal law, and/or should his/her/their behavior endanger their own safety or safety of others, or property of any kind, event officials may remove my child/children from the event.

12. Governing Law; Jurisdiction. This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada, without giving effect to any principle of conflict-of-interest that would require

DRAFT

the application of the law of any other jurisdiction. I consent to the jurisdiction of the Nevada district courts for enforcement of this Contract.

13. I consent to allowing (ORGANIZER, SPONSOR, COORDINATOR, MANAGER) to use photographs, voice recordings, or video taken of me and/or my child/children during games and events associated with the program, the use of which is limited to supporting or publicizing the activities of the program. I understand that neither I nor my child/children will receive any compensation for such use and the images are the property of (ORGANIZER, SPONSOR, COORDINATOR, MANAGER).

14. I certify that I am the parent/legal guardian of the child/children listed below and have the mental capacity and legal authority to sign this Release and Waiver of Liability on behalf of the child(ren).

Child's Name:	Date of Birth:
Emergency Contact Name:	Emergency Contact No.:
Relationship to Child(ren):	
Parent/Guardian Signature:	Date:
Printed Name:	

DRAFT

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: BillieJo Hogan, Executive Director of Human Resources

Re: Policy ICA: Development of Master Calendar

Recommendation
That the Board of Trustees approve the LCSD Policy ICA: Development of Master Calendar as a third and final reading.

Background Information
At the February 25, 2025 board meeting, Trustee Whisler requested Board Policy ICA be brought forward for discussion. Trustees Peterson and Whisler have discussed and submitted recommendations to start school before Labor Day each year. There is a potential change to the Spring break schedule. Additional changes allow for the Lyon County bargaining units to present a calendar by November 1 of each year for consideration in development of the master calendar to be approved two years in advance and adding two days to the Thanksgiving break making it a full week.

Budget Considerations
None

Discussed at Previous Meeting
February 25, 2025
March 25, 2025 first reading
April 22, 2025 second reading

Attachment(s)
LCSD Board Policy ICA: Development of Master Calendar

DEVELOPMENT OF SCHOOL MASTER CALENDAR

The Lyon County School District Board of Trustees believes that it has a fundamental responsibility to provide its students the highest quality education. Therefore, to maximize student learning a school master calendar will be developed two years in advance and presented by the Superintendent and/or designee to the board. The Lyon County ~~Educators'~~ Associations ~~(LCEA)~~ may present a calendar two years in advance to the district by November 1st for consideration in the development of the master calendar that will be presented to the board. ~~to the Board by October 1st of the preceding school year~~. The second-year calendar is subject to change due to unforeseen circumstances.

The Superintendent and/or designee will present the master calendar to the school board for approval.

Reference: NRS 236.015, 388.080, 388.090, and 388.110.

Policy #ICA
Revised ~~11/15/22~~
5/27/25

ADMINISTRATIVE REGULATIONS

1. Schedule Christmas Vacation for two (2) full weeks if possible.

2. Schedule Spring Break for one (1) full week, five (5) school days, ~~the first full week in April~~ either the last week of March or the first week of April.

3. Schedule the first day of school ~~immediately after Labor Day each year as possible~~ prior to Labor Day each year.

4. Schedule Thanksgiving Break for one (1) full week, five (5) school days to begin the Monday before Thanksgiving.

5. Calendars will be approved annually.

~~6. A two-year calendar may be submitted by the Lyon County Educators' Association (LCEA) in an effort to provide stakeholders with the opportunity for long-term planning. However, the second year is subject to change due to unforeseen circumstances.~~

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: BillieJo Hogan, Executive Director of Human Resources

Re: Revisions to LCSD Board Policy AB: Non-Discrimination on the Basis of Sex Under Title IX

Recommendation
That the Board of Trustees approves revisions to LCSD Board Policy AB: Non-Discrimination on the Basis of Sex Under Title IX 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. Please note that POOL/PACT expects school districts to adapt their recommended changes to meet the specific needs of the district, so long as the adaptations are consistent with the new NRS and federal employment laws. Therefore, the recommended changes from district administration may not match word for word with POOL/PACT's recommended language.

Policy Overview: LCSD's Policy AB: Non-Discrimination on the Basis of Sex Under Title IX prohibits discrimination based on sex in any of its educational programs or activities, in accordance with Title IX of the Education Amendments of 1972. This includes prohibitions against sexual harassment, sexual assault, dating and domestic violence, and stalking. Title IX applies to both students and employees and encompasses both on-campus and off-campus conduct.

The minor revisions in this policy has better defined terms, outlining sexual harassment under federal regulations mandatory reporting responsibilities for all district employees. Reports must be made promptly to the district's Title IX Coordinator. The policy ensures that all reports and formal complaints of sexual harassment are addressed promptly and equitably through a grievance process that meets federal Title IX requirements.

Budget Considerations
None

Discussed at Previous Meeting
April 22, 2025

Attachment(s)
Lyon County School District Board Policy AB: Non-Discrimination on the Basis of Sex Under Title IX

NON-DISCRIMINATION ON THE BASIS OF SEX UNDER TITLE IX

Notice of Nondiscrimination on the Basis of Sex Under Title IX

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

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

I. Sexual Harassment Defined Under Title IX

Sexual harassment is defined under the federal Title IX regulations as conduct on the basis of sex that satisfies one or more of the following:

a. A school employee, agent, or other person authorized by the District to provide ~~conditioning the provision of~~ an aid, benefit, or service ~~of the school district~~ under the District's education program or activity explicitly or impliedly conditioning the provision of an aid, benefit, or service of the District on an individual's participation in ~~unwelcome~~ sexual conduct (i.e., *quid pro quo*); or

b. Unwelcome sex-based conduct determined by a reasonable person to be so severe, pervasive, and is subjectively and objectively offensive that it ~~effectively~~ limits or denies a person's ability to participate in or benefit from equal access to the school district's education program or activity; or

c. Sexual assault as defined in the federal Clery Act, or dating violence, domestic violence, or stalking as defined in the federal Violence Against Women Act (VAWA).

II. Reports and Complaints of Sexual Harassment

The school district must respond whenever any employee has notice of sexual harassment, including allegations of sexual harassment. Notice to a Title IX Coordinator, or notice to an

official with authority to institute corrective measures on the school district's behalf, or notice to any school district employee charges a school with actual knowledge and triggers the school district's response obligations.

Because the school district must respond whenever any employee has notice of sexual harassment, including allegations of sexual harassment, **all school district employees are required to report possible incidents of sexual harassment involving students and/or employees directly to the school district's Title IX Coordinator as soon as practicable, but not later than a time during the same day on which the employee became aware of an incident of sexual harassment, including allegations of sexual harassment. Reports by school district employees must be made in person, by telephone, and/or by email**. Failure to report such incidents may result in disciplinary action.

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

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

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

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

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

DRAFT

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

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

III. Title IX Sexual Harassment Mandatory Response Obligations

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

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

DRAFT

IV. Title IX Sexual Harassment Grievance Process

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

- The school district treats complainants equitably by providing remedies any time a respondent is found responsible, and treats respondents equitably by not imposing disciplinary sanctions without following the grievance process.
- The school district provides remedies, which are required to be provided to a complainant when a respondent is found responsible, that are designed to maintain the complainant's equal access to education and may include the same individualized services described as supportive measures; however, remedies need not be non-disciplinary or non-punitive and need not avoid burdening the respondent.
- The school district requires objective evaluation of all relevant evidence, inculpatory and exculpatory, and avoids credibility determinations based on a person's status as a complainant, respondent, or witness.
- The school district requires Title IX personnel (Title IX Coordinator, investigators, decision-makers, people who facilitate any informal resolution process) to be free from conflicts of interest or bias for or against complainants or respondents.
- The school district provides training of Title IX personnel to include training on the definition of sexual harassment in Title IX regulations, the scope of the school district's education program or activity, how to conduct an investigation and how to conduct hearings, appeals, and informal resolution processes, as applicable, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias.
- The school district provides training of decision-makers and investigators to include training on issues of relevance, including how to apply the rape shield protections provided only for complainants.
- The school district includes a presumption that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.
- The school district posts materials used to train Title IX personnel on its website.

DRAFT

- The school district includes reasonably prompt time frames for concluding the grievance process, including appeals and informal resolutions, with allowance for temporary, short term, good cause delays or extensions of the time frames.
- The school district describes the range, or list, of the possible remedies that may be provided to a complainant and disciplinary sanctions that may be imposed on a respondent, following determinations of responsibility.
- The school district has chosen to use the preponderance of the evidence standard for all formal complaints of sexual harassment (including where employees are respondents).
- The school district has described its appeal procedures, and the range of supportive measures available to complainants and respondents.
- The school district's grievance process does not use, rely on, or seek disclosure of information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.
- Any provisions, rules, or practices other than those required by Title IX regulations that the school district has adopted as part of its grievance process for handling formal complaints of sexual harassment apply equally to both parties.

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

V. Related Policies and Administrative Regulations

This policy and administrative regulation address sexual harassment as that term is defined under Title IX. The school district also prohibits bullying and cyber-bullying as those terms are defined under Nevada Revised Statutes ("NRS") 388.121 et seq. ("Provision of Safe and Respectful Learning Environment"). The prohibitions on bullying, ~~and~~ cyber-bullying, discrimination based on race, and procedures to address conduct that does not include sexual harassment as defined under Title IX are addressed in *LCSD Board Polic~~y~~ies GBBA - Prevention of Sexual Misconduct Towards Students, Mandatory Reporting of Child Abuse and Neglect, and Corporal Punishment; GBBC - Employee Bullying;* and ~~Policy~~ *JFCC - Safe and Respectful Learning Environment*.

The school district also prohibits employee bullying, harassment, sexual harassment, intimidation, discrimination and/or retaliation. The prohibitions and grievance procedures for this conduct that does not include sexual harassment as defined under Title IX are addressed in *LCSD Board Polic~~y~~ies GBBC - Employee Bullying* and ~~Policy~~ *GL - Staff Complaints*.

If an employee or volunteer has reasonable cause to believe that sexual harassment in violation of Title IX arises to abuse or neglect under NRS 432B and/or NRS 392.275 et seq., such

misconduct will be reported to law enforcement officials and/or Child Protective Service agency personnel in accordance with the procedures set forth in Board policies and regulations concerning mandatory reporting. These procedures are addressed in *LCSD Board Policy ~~JHG~~ GBBA - Prevention of Sexual Misconduct Towards Students, Mandatory Reporting of Child Abuse and Neglect, and Corporal Punishment*.

Legal Reference(s): Title IX of the Education Amendments of 1972, 20 USC 1681-1683 Title IX federal regulations, 34 CFR Part 106 NRS 388.1251 et seq., Provision of Safe and Respectful Learning Environment Nevada Revised Statutes, 392.275 et seq., Reports of Abuse, Neglect and Other Illegal Conduct NRS 432B.010 et seq., Protection of Children from Abuse and Neglect

DRAFT

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

Recognizing and Reporting Sex-Based Discrimination and Harassment

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

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

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

I. Definitions

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

A. "Actual knowledge" means notice of sexual harassment or allegations of sexual harassment to the school district's Title IX Coordinator, or to any official of the recipient who has authority to institute corrective measures on behalf of the District, or to any employee of an elementary or secondary school in the school district. Imputation of knowledge based solely on vicarious liability or constructive notice is insufficient to constitute actual notice. This standard is not met when the only official of the school district with actual knowledge is the respondent. The mere ability or obligation to report sexual harassment or to inform a student about how to report sexual harassment, or having been trained to do so, does not qualify an individual as one who has authority to institute corrective measures on behalf of the school district.

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

DRAFT

B. "Complainant" is an individual who is alleged to be the victim of conduct that could constitute sexual harassment. The school district treats a person as a complainant and refers to a person as a complainant any time the school district has notice that the person is alleged to be the victim of conduct that could constitute sexual harassment, regardless of whether the person reported, or a third party reported the sexual harassment, and irrespective of whether the complainant ever chooses to file a formal complaint.

C. "Education program or activity" includes locations, events, or circumstances over which the school district exercises substantial control over both the respondent and the context in which the sexual harassment occurs.

D. "Formal complaint" is a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the school district investigate the allegation of sexual harassment. There is no time limit or statute of limitations on a complainant's decision to file a formal complaint.

At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in the education program or activity of the school district with which the formal complaint is filed.

The phrase **"document filed by a complainant"** means a document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by the school district) that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint.

Where the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or otherwise a party under Title IX regulations.

E. "Respondent" is an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

F. "Sexual harassment" means conduct on the basis of sex that satisfies one or more of the following:

1. A school employee conditioning the provision of an aid, benefit, or service of the school district on an individual's participation in ~~unwelcome~~ sexual conduct (i.e., quid pro quo); or

DRAFT

2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and is subjectively and objectively offensive that it effectively denies a person equal access to the school district's education program or activity; or

3. Sexual assault as defined in the federal Clery Act, or dating violence, domestic violence, or stalking as defined in the federal Violence Against Women Act (VAWA).

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

"Dating violence" as defined in the Violence Against Women Act (VAWA) means violence committed by a person:

(a) who is or has been in a social relationship of a romantic or intimate nature with the victim; and

(b) where the existence of such a relationship will be determined based on a consideration of the following factors:

(i) The length of the relationship.

(ii) The type of relationship.

(iii) The frequency of interaction between the persons in the relationship.

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

"Stalking" as defined by the VAWA means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

(a) fear for his or her safety or the safety of others; or

(b) suffer substantial emotional distress.

G. "Supportive measures" means:

- Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, without fee or

DRAFT

charge, to the complainant or respondent, before or after the filing of a formal complaint or where no formal complaint has been filed.

- Supportive measures are designed to restore or preserve access to the school district's education program or activity, without unreasonably burdening the other party; protect the safety of all parties and the recipient's educational environment; or deter sexual harassment.
- Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of campus, and other similar measures.
- The school district will maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the school district to provide the supportive measures.

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

II. Title IX Grievance Procedures

A. Reporting Sexual Harassment, Including Allegations of Sexual Harassment

1. School district employees who have reason to believe that a student or employee has been subjected to sexual harassment, including allegations of sexual harassment, are required to promptly make a report to the school district's Title IX Coordinator. The report must be made as soon as practicable, but not later than a time during the same day on which the employee became aware of an incident of sexual harassment, or an allegation of sexual harassment. Reports by school district employees must be made in person, by telephone, and/or by email to the Title IX Coordinator. Failure to report such incidents may result in disciplinary action.

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

DRAFT

3. A report of sexual harassment may be made at any time, including during nonbusiness hours.

4. Title IX complaints may also be made directly to the Regional Civil Rights Director, U.S. Department of Education, Office for Civil Rights, Region X, 915 Second Ave., Room 3310, Seattle, WA 98174-1099.

5. Individuals will not be retaliated against for reporting sexual harassment or for participating in an investigation. Retaliation is illegal under Title IX and any retaliation will result in disciplinary actions, up to and including discharge for employees or expulsion for students.

B. Addressing Supportive Measures

If the individual making the report is the complainant[1] or if the complainant is identified by the individual making the report, the Title IX Coordinator will meet with the complainant to discuss supportive measures that may be appropriate in the particular circumstances and explain the process for filing a formal complaint.

1. Supportive measures are individualized measures designed to ensure the complainant (alleged victim) can continue to access educational program and activity, including employment (such as requiring no contact between individuals or changing classes)

2. Supportive measures may be continued even if the complainant chooses not to file a formal complaint, if appropriate under the circumstances

C. Filing a Formal Complaint

1. A complainant may file a formal written complaint requesting investigation of alleged Title IX sexual harassment with the Title IX Coordinator. A formal written complaint may be filed by the parent/legal guardian of a student complainant. The written complaint must include basic information concerning the allegation of sexual harassment, including date, time, location, individual(s) who allegedly engaged in sexual harassment, and a description of the allegation. Students or employees who need assistance in preparing a formal written complaint should contact the school district's Title IX Coordinator.

[1] A "complainant" is defined under Title IX as an individual who is alleged to be the victim of conduct that constitute sexual harassment, regardless of whether that person is the person who makes a report of sexual harassment, and regardless of whether the complainant ever chooses to file a formal complaint.

DRAFT

2. In certain circumstances, the Title IX Coordinator may file a formal complaint even when the complainant chooses not to file. Examples include if the respondent (person alleged to have engaged in sexual harassment) has been found responsible for previous sexual harassment or there is a safety threat within the school. In such cases, the complainant (alleged victim) is not a party to the case, but will receive notices as required by the Title IX regulations at specific points in the complaint process.

3. The Title IX Coordinator must dismiss a formal complaint under this procedure if:

(a) the conduct alleged in the formal complaint does not constitute sexual harassment under the Title IX regulations and this policy; or
(b) if the conduct alleged did not occur within the scope of the school district's education program and activity, or
(c) the conduct did not occur in the United States.

4. The Title IX Coordinator may dismiss a formal complaint under this procedure if:

(a) a complainant withdraws the formal, or withdraws particular allegations within the complaint;
(b) the respondent is no longer employed by or enrolled in the school district; or
(c) there are specific circumstances that prevent the school district from gathering evidence sufficient to reach a determination regarding the formal complaint. However, if the conduct potentially violates other policies or laws, it may be addressed through the applicable Board policy/procedure.

5. If a formal complaint is dismissed under this procedure, the Title IX Coordinator will promptly and simultaneously send written notices to the parties explaining the reasons. Parties may appeal dismissals in accordance with the *Appeals Procedure (J)* below.

D. Emergency Removal or Administrative Leave

~~The Superintendent or designee may remove a respondent from an education program or activity on an emergency basis during the grievance process, as follows:~~

1. The Superintendent or designee will undertake an individualized safety and risk analysis to determine whether there is an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual

harassment. Examples may include, but are not limited to, a continued threat of violence against a complainant by a respondent, or a respondent's threat of self-harm due to the allegations.

2. If the Superintendent or designee determines that an immediate threat exists, a respondent may be immediately removed from the education program or activity. The Superintendent or designee will provide the respondent with notice and an opportunity to challenge the decision immediately following the removal. This is an opportunity to be heard, not a hearing.

3. The school district may place a non-student employee respondent on administrative leave during the pendency of the grievance process.

4. Any decision to remove a respondent from an education program or activity, or to place a non-student employee on administrative leave, must comply with school district policies and administrative regulations, collective bargaining agreements, and applicable federal or state law, including but not limited to student discipline laws and the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act.

E. Notice to Parties of Formal Complaint

1. **Within five business days after the filing of a formal complaint** (filed by the complainant or signed by the Title IX Coordinator), the Title IX Coordinator will provide to the parties written notice of the formal complaint and allegations of sexual harassment potentially constituting prohibited conduct under Title IX. The notice will include:

a. Notice regarding the complaint procedure and the availability of an informal resolution process if the Title IX Coordinator believes the circumstances are appropriate.
b. Sufficient details known at the time (including identities of parties, if known; the conduct alleged; and the date and location of the alleged incident, if known), with sufficient time to prepare before any initial interview. **No interview will be conducted until at least five business days after the date notice has been provided to the parties.**
c. A statement that the respondent is presumed not responsible for the alleged conduct and that a determination of responsibility will be made at the conclusion of the grievance process.

DRAFT

d. Notice that the parties may each have an advisor of their choice (who may be an attorney), and that the parties may inspect and review evidence.
e. Notice that knowingly making false statements or submitting false information during the grievance process is prohibited and may result in disciplinary action.
f. Notice of the name of the investigator, with notice that parties must raise concerns of conflict of interest or bias **within two business days after the date notice has been provided to the parties**. The Title IX Coordinator will resolve concerns of conflict of interest or bias **within two business days after receipt of a party's objections**.

2. If additional allegations become known at a later time, notice of the additional allegations will be provided to the parties.

3. The Title IX Coordinator will initiate or continue discussions with the complainant and the respondent regarding the provision of supportive measures.

F. Informal Resolution Process

After a formal complaint has been filed, if the Title IX Coordinator believes the circumstances are appropriate, the Title IX Coordinator may offer the parties the opportunity to participate in an informal resolution process to resolve the complaint without completing the investigation and determination process. Informal resolutions cannot be used to resolve a formal complaint where a student is the complainant and the respondent is an employee.

Informal resolutions can take many forms, depending on the particular case. Examples include, but are not limited to, facilitated discussions between the parties; mediation; restorative justice; acknowledgement of responsibility by a respondent; apologies; or supportive measures.

If the Title IX Coordinator determines that informal resolution is available to the parties, the Title IX Coordinator will provide the parties a written notice disclosing the allegations in the formal complaint, and stating the following:

1. The Title IX Coordinator has determined that informal resolution is available to the parties.

2. The parties must voluntarily agree in writing to participate in an informal resolution process.

DRAFT

3. At any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint.

4. If an informal resolution agreement is reached, it must be signed by both parties and the Title IX Coordinator.

5. Any such signed agreement is final and binding according to its terms. Once an agreement has been reached, the school district will not resume the formal complaint process, nor initiate or allow either party to initiate another formal complaint process addressing any allegations resolved in the informal resolution process or arising out of the same facts or circumstances as any allegations resolved in the informal resolution process.

6. If an informal resolution process does not resolve the formal complaint, nothing from the informal resolution process will be considered as evidence in the subsequent investigation or determination.

G. Investigation

1. The formal complaint will be investigated by a trained internal or external individual designated by the Title IX Coordinator. Any complaint about an employee who holds a supervisory position will be investigated by a person who is not subject to that supervisor's authority. Any complaint about the Superintendent will be submitted to the President of the Board, who will consult with legal counsel concerning the handling and investigation of the complaint.

2. The investigator will consult with the Title IX Coordinator as necessary during the investigation process.

3. If the complaint is against an employee of the school district, rights conferred under an applicable collective bargaining agreement will be applied, to the extent they do not conflict with the federal Title IX regulatory requirements.

4. Privacy rights of all parties to the complaint will be maintained in accordance with applicable state and federal laws.

5. The investigator will:

DRAFT

a. Meet with each party after they have received appropriate notice of any meeting and its purpose, with sufficient time to prepare.
b. Allow parties to have their advisor at all meetings related to the complaint, although advisors may not speak on behalf of a party or interfere with the process.
c. Allow parties a reasonable opportunity to identify witnesses and submit favorable and unfavorable evidence.
d. Interview witnesses and conduct such other activities that will assist in ascertaining facts (e.g., site visits, review of documents, etc.).
e. Consider evidence that is relevant and directly related to the allegations in the formal complaint.
f. During the course of the investigation, provide both parties with an equal opportunity to inspect and review any evidence that is obtained in the investigation that is directly related to the allegations in the formal complaint (including evidence which the school district does not intend to rely upon in reaching a determination of responsibility), and favorable and unfavorable evidence.
g. **Within 10 business days of resolving any objection to the investigator**, and prior to the completion of the investigation report, provide each party and advisor (if any) the evidence subject to inspection and review, **and provide the parties with ten business days to submit a written response**. The evidence subject to inspection and review includes any evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint, including the evidence upon which the school district does not intend to rely in reaching a determination regarding responsibility, and inculpatory or exculpatory evidence whether obtained from a party or other source.
h. Consider the parties' written responses to the evidence prior to completing the investigation report.
i. **Within 10 business days of receiving the parties' written responses to the evidence**, create an investigative report that fairly summarizes relevant evidence and send the report to the parties and advisors (if any) for them to **review and provide written responses within ten business days of receipt of the investigative report**.
j. After receipt of the parties' written responses (if any), forward the investigation report and party responses to the assigned decision-maker.

6. The investigation report and party responses will be forwarded to the assigned decision-maker **within 60 business days of the date a formal complaint is filed,**

if practicable. A temporary, short-term delay or extension of time for good cause will be allowed.

H. Determination of Responsibility

1. The decision-maker cannot be the investigator or Title IX Coordinator.

2. **Within five business days of receiving the investigation report and party responses**, the decision-maker will provide notice to the parties that they have **five business days to submit written, relevant questions that the party wants asked of another party or witness**.

3. **Within five business days of receipt of all questions**, the decision-maker will provide relevant questions to parties/witnesses for response. A party/witness will be given **five business days to respond to the relevant questions asked by another party**. If the decision-maker excludes a question as not relevant, the decision-maker will explain that decision to the party who proposed the question.

4. **Within five business days of receipt of all responses**, the decision-maker will provide the responses to the parties. A party will be given **an additional five business days to ask limited written, relevant follow-up questions that the party wants asked of another party or witness**.

5. **Within five business days of receipt of all follow-up questions**, the decision maker will provide relevant questions to parties/witnesses for response. **A party/witness will be given five business days to respond to the follow-up questions asked by another party**. The decision-maker will send each party a copy of the responses to any follow-up questions.

6. The decision-maker will review the investigation report, the parties' responses and other relevant materials, and apply the preponderance of the evidence standard ("more likely than not") when making a determination.

7. **Within five business days of receipt of the responses to follow-up questions**, the decision-maker will issue a written determination, which will include the following:

a. Identification of all the allegations potentially constituting sexual harassment as defined in the Title IX regulations and this policy;

DRAFT

b. A description of the procedural steps taken from receipt of the formal complaint through the determination, including notifications to the parties, interviews with the parties and witnesses, site visits, methods used to gather evidence, and meetings held;
c. A determination regarding responsibility as to each allegation and findings of fact supporting the determination;
d. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions imposed on the respondent, and whether remedies designed to restore or preserve equal access to the school district's program and activity will be provided to the complainant; and
e. The school district's appeal procedure and permissible bases for the parties to appeal the determination.

8. The written determination will be provided to the parties simultaneously. The determination concerning responsibility becomes final either on the date that the school district provides the parties with the written determination of the results of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which the appeal would no longer be considered timely.

9. The written determination will be provided to the parties **within 45 business days of the date the investigation report was provided to the decision maker**. A temporary, short-term delay or extension of time for good cause will be allowed.

I. Remedies, Discipline and Other Actions

It is the intent of the Board that appropriate corrective action will be taken by the school district to stop the sexual harassment, prevent its recurrence and address negative consequences. The age and maturity of any student(s) involved and other relevant factors will be considered in determining appropriate action.

Any school employee or student that is found to have violated this policy will be subject to action including, but not limited to, warning, remedial training, education or counseling, suspension, exclusion, expulsion, transfer, termination or discharge. Students who violate this policy will be disciplined in accordance with school district policies and procedures for discipline, suspension, and expulsion (*LCSD Board Policy JG - Student Discipline*).

DRAFT

Any remedy, discipline, or other action imposed on a student or employee will comply with school district policies and administrative regulations, collective bargaining agreements, and applicable federal or state law.

1. Remedies

Remedies are measures used to ensure that the complainant has equal access to the school district's education program and activity following the decision maker's determination. Such remedies may include supportive measures, and may include other appropriate measures, depending upon the determination and the needs of the complainant. The Title IX Coordinator is responsible for implementing remedies and providing any needed assistance to the complainant.

2. Discipline and Other Actions – Students

Following are the types of discipline and other actions that may be imposed on a student when there is a determination that the student is responsible for one or more violations involving sexual harassment:

- In-school or out-of-school suspension
- Expulsion
- Restorative justice
- Requirement to engage in education or counseling program

3. Discipline and Other Actions – Employees

Following are examples of the types of disciplinary actions that may be imposed on an employee when there is a determination that the employee is responsible for one or more violations involving sexual harassment:

- Written warning
- Probation
- Demotion
- Suspension without pay
- Dismissal
- Performance improvement plan
- Counseling
- Training
- Loss of leadership/stipend positions

DRAFT

J. Appeals

The person deciding an appeal cannot be the decision-maker, investigator, or Title IX Coordinator.

The parties may appeal a determination regarding responsibility, and from dismissals of formal complaints. Appeals are allowed on the following grounds:

1. A procedural irregularity that affected the outcome of the matter;

2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal of the formal complaint was made, that could affect the outcome of the matter; or

3. The Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias for or against complainants or respondents generally, or the individual complainant or respondent, that affected the outcome of the matter.

An appeal must be filed in writing within five business days of receiving the determination, stating the grounds for the appeal and including any relevant documentation in support of the appeal. Appeals submitted after this deadline are not timely and will not be considered.

Appeals must be filed with the Superintendent, who will consider the appeal.

Within five business days of receipt of the appeal, the Superintendent will notify the other party in writing of the appeal and will allow both parties to submit a written statement in support of, or challenging, the determination of the decision-maker. **Parties will be given five business days to submit statements**.

The Superintendent will conduct an impartial review of the appeal, including consideration of the written record of the matter, and may consult with legal counsel or other school district officials in making the decision.

Within fifteen business days of receipt of the appeal, the Superintendent will issue a written decision describing the result of the appeal and rationale for the result, and provide the written decision simultaneously to the parties. The decision will either deny the appeal; grant the appeal and remand to the decision-maker for further consideration; or grant the appeal by revising the disciplinary or other action(s). A temporary, short-term delay or extension of time for good cause will be allowed.

DRAFT

K. Records

Records in connection with sexual harassment reports and the grievance process will be maintained for a **minimum of seven years**, including:

1. Any disciplinary sanctions imposed on the respondent and any remedies provided to the complainant designed to restore or preserve equal access to the school district's education program or activity;

2. Any appeal and the result therefrom;

3. Any informal resolution and the result therefrom; and

4. All materials used to train Title IX Coordinators, investigators, decisionmakers, and any person who facilitates an informal resolution process. The training materials will be made publicly available on the school district's website.

DRAFT

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: BillieJo Hogan, Executive Director of Human Resources

Re: Revisions to LCSD Board Policy GABE: Posting of Position Openings

Recommendation
That the Board of Trustees approves revisions to LCSD Board Policy GABE: Posting of Position Openings as a second and final reading.

Background Information 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. Please note that POOL/PACT expects school districts to adapt their recommended changes to meet the specific needs of the district, so long as the adaptations are consistent with the new NRS and federal employment laws. Therefore, the recommended changes from district administration may not match word for word with POOL/PACT's recommended language.

Policy Overview: This policy outlines the district's process for recruiting and selecting qualified candidates for licensed and classified positions. All job openings will be posted for current staff and advertised externally in alignment with applicable collective bargaining agreements. The Human Resources Department coordinates all applications and inquiries, and the Executive Director of Human Resources oversees the selection process in collaboration with appropriate personnel. LCSD Board Policies BDD and GBBH will govern Board approval for employment.

Budget Considerations
None

Discussed at Previous Meeting
April 22, 2025

Attachment(s)
Lyon County School District Board Policy Policy GABE: Posting of Position Openings

POSTING OF POSITION OPENINGS

The quality of the professional and support staff is of primary importance in achieving the District's educational objectives. In filling any licensed or classified position, the district will seek out and appoint the best qualified person available for the position.

The employment of candidates to fill licensed and classified positions will be approved by the Board upon the Superintendent's recommendation. The Superintendent will employ all classified employees, substitutes and part-time personnel as needed.

Notice of all regular job openings will be available to current staff members. Vacant positions will be posted in accordance with the applicable collectively bargained agreement. Vacant positions may also be advertised through professional and institutional placement agencies, appropriate employment agencies, and general ~~and~~ or specialized media.

Applications or inquiries concerning job openings will be directed to the Human Resources Department. The selection process will be coordinated and supervised by the Executive Director of Human Resources, with the involvement of other appropriate administrators, supervisors and support personnel.

Personnel selected for employment will be notified ~~following Board approval~~ by their administrator/supervisor. This notification will specify the assignment, the job classification, the salary or hourly rate, the length of the workweek and the length of the assignment. LCSD Board Policies BDD and GBBH will govern Board approval of employment. Unsuccessful applicants for a vacant position will be notified ~~by electronic mail~~.

Initial assignments will be made by the Superintendent or their designee.

The Superintendent will establish regulations governing the recruitment, selection and employment of personnel in accordance with this policy.

Policy #GABE
Revised ~~10/12/10~~ 5/27/25

DRAFT

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: BillieJo Hogan, Executive Director of Human Resources

Re: LCSD Board Policy GDE: Separation of Licensed Personnel

Recommendation
That the Board of Trustees approves revisions to LCSD Board Policy GDE: Separation of Licensed Personnel 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. Please note that POOL/PACT expects school districts to adapt their recommended changes to meet the specific needs of the district, so long as the adaptations are consistent with the new NRS and federal employment laws. Therefore, the recommended changes from district administration may not match word for word with POOL/PACT's recommended language.

Policy Overview: This newly developed policy formalizes the District's procedures for the separation of licensed personnel in accordance with **NRS 391.820** and related statutes. The policy outlines three primary categories of separation: resignation (including retirement and position abandonment), dismissal, and non-renewal of contract.
Key Components:

1. **Resignation:**
    - Licensed staff are expected to submit written notice at least 90 days in advance.
    - The Board of Trustees must approve all resignations.
    - Early resignation may result in repayment of signing bonuses or penalties for breach of contract.
2. **Probationary Employees – Dismissal or Non-Renewal:**
    - Probationary licensed staff are employed on annual contracts for up to three years with no expectation of continued employment beyond each year.
    - Procedures align with NRS 391.820–826 and are further supported by Board Policy GDBA.
3. **Post-Probationary Employees – Dismissal or Non-Renewal:**
    - Grounds for dismissal are specified under **NRS 391.750**, including causes such as inefficiency, immorality, insubordination, inadequate performance, misconduct, or statutory violations.
    - Employees are entitled to due process, including written notice, an opportunity to request a hearing, and timelines for hearing proceedings as outlined in NRS 391.775.

This policy brings the District into full alignment with Nevada Revised Statutes concerning licensed personnel separation, ensures legal compliance, and formalizes consistent and transparent procedures for all parties.

Budget Considerations
None

Discussed at Previous Meeting
April 22, 2025

Attachment(s)
Lyon County School District Board Policy GDE: Separation of Licensed Personnel

SEPARATION OF LICENSED PERSONNEL

Procedures for separation of licensed employees from service in the District cover three broad categories:

1. Resignation (including retirement and abandonment of position)
2. Dismissal
3. Non-renewal of Contract

DRAFT

Policy #GDE
Created 5/27/25

SEPARATION OF LICENSED PERSONNEL - ADMINISTRATIVE REGULATIONS

1. Resignation of Licensed Personnel (Including Retirement)

   General Resignation – Licensed staff are expected to tender their resignation in writing, to the Superintendent/designee at least three (3) months or ninety (90) days prior to their requested separation date. Resignations will then be presented to the Board of Trustees for final acceptance.

   If a licensed staff member submits a resignation which is to take effect prior to the completion of the contract and the Board of Trustees accepts the resignation, the Superintendent/designee shall make the necessary arrangements for payment of the pay due the employee based on the actual time of employment, but less any penalties for breach of contract and/or repayments for signing bonuses, etc.

2. Dismissal or Non-Renewal of Contract of Probationary Licensed Personnel

   A probationary employee is employed on a contract basis for three (3) one-year periods and has no right to employment after any of the three (3) probationary contract years (NRS 391.820(1)). (***NOTE:*** *See LCSD Board Policy GDBA: Performance Evaluations-Administrative Regulations (3) and NRS 391.820-826 for specific procedures of probationary licensed personnel dismissal and non-renewal of contract.*)

3. Dismissal or Non-Renewal of Contract of Post-Probationary Licensed Personnel

   Any licensed employee may be dismissed or not reemployed for one or more of the following reasons as provided in NRS 391.750.

   a. Inefficiency
   b. Immorality
   c. Unprofessional conduct
   d. Insubordination
   e. Neglect of duty
   f. Physical or mental incapacity
   g. A justifiable decrease in the number of positions due to decreased enrollment or District reorganization
   h. Conviction of a felony or of a crime involving moral turpitude
   i. Inadequate performance
   j. Evident unfitness for service
   k. Failure to comply with such reasonable requirements as the Board of Trustees may prescribe
   l. Failure to show normal improvement and evidence of professional training and growth

DRAFT

m. Advocating overthrow of the Government of the United States or of the State of Nevada by force, violence, or other unlawful means; or the advocating or teaching of communism with the intent to indoctrinate students to subscribe to communistic philosophy
n. Any cause which constitutes grounds for the revocation of a teacher's license
o. Willful neglect or failure to observe and carry out the requirements of NRS 391
p. Dishonesty
q. Intentional failure to observe and carry out the requirements of a plan to ensure the security of examinations adopted pursuant to NRS 390.270 or 390.275*
r. An intentional violation of NRS 388.497 or 388.499
s. Knowingly and willfully failing to comply with the provisions of NRS 388.1351, Reporting of Bullying and Cyberbullying**
t. Knowingly and willfully violating any provision of NRS 391.850 to 391.930
u. Gross misconduct
v. An intentional failure to report a violation of NRS 388.135 if the teacher or administrator witnessed the violation

** If a teacher or administrator is found, through an investigation of a testing irregularity, to have willfully breached the security or confidentiality of the questions and answer of examination administered pursuant to NRS 390.105, or the college and career readiness assessment administered pursuant to NRS 390.610, the board of trustees of a school district shall:*

- *Suspend, dismiss, or fail to reemploy the teacher, or*

- *Demote, suspend, dismiss, or fail to reemploy the administrator.*

***If an administrator, principal, or the designee of an administrator or principal of a school knowingly and willfully fails to comply with the provisions of NRS 388.1351, the Superintendent of the school district shall take disciplinary action against the employee by written admonishment, demotion, suspension, dismissal, or refusal to reemploy. If the employee is the holder of a license issued pursuant to Chapter 391 of NRS, the Superintendent of the school district may recommend to the board of trustees of the school district that the board submit a recommendation to the State Board for the suspension or revocation of license.*

In determining whether the professional performance of any licensed employee is inadequate, the administrator shall consider the regular and special evaluation reports prepared in accordance with the policies, regulations, or any written standards of performance which have been adopted by the Board of Trustees.

When it is deemed desirable to recommend dismissal or non-renewal of a contract for any post-probationary licensed employee, the Superintendent/designee shall fulfill the requirements specified for the notification of such licensed employee pursuant to the requirements of NRS 391.775.

DRAFT

3. Calendar for Action

In accordance with NRS 391, actions required for recommendation of demotion, dismissal, or non-reemployment for post-probationary licensed employees must take place within the time limits specified below, except as provided in section 4 below.

a. At least 15 days before recommending to the Board of Trustees that it demote, dismiss, or not reemploy a post-probationary employee, the District Superintendent/designee shall give written notice to the employee, by registered or certified mail, of the intention to make the recommendation.

b. The notice must:

- Inform the licensed employee of the grounds for the recommendation.
- Inform the employee that, if a written request therefore is directed to the District Superintendent/designee within 10 days after receipt of the notice, the employee is entitled to a hearing before a hearing officer.

i. If a request for a hearing is not made within the time allowed, the District Superintendent will file the recommendation with the Board of Trustees for their action. If a request for a hearing is made within the allocated time, the District Superintendent will not file the recommendation with the Board of Trustees until a report of the hearing officer is filed.

ii. If a post-probationary employee is being dismissed before the completion of the current school year, the employee may request an expedited hearing.

- Within 10 days of receipt of notice:

i. The employee must request, in writing to the District Superintendent/designee, a hearing before a hearing officer to be appointed by the State Superintendent of Public Instruction or a hearing officer from the American Arbitration Association.

ii. The District Superintendent/designee shall notify the State Superintendent of Public Instruction of the request for a hearing.

- Within 10 days of receipt of request for hearing:

i. The State Superintendent of Public Instruction shall request that the Hearings Division of the Department of Administration appoint a hearings officer OR the employee and the District Superintendent may mutually select an attorney who is a resident of Nevada, an arbitrator provided by the American Arbitration Association or a representative of an agency or

DRAFT

organization that provides alternative dispute resolution services to serve as a hearing officer.

ii. As soon as possible after the time of the designation, the hearing officer shall hold a hearing to determine if the grounds for the recommendation are substantiated.

- Within 30 days of the hearing officer's designation:

  The hearing shall be concluded.

- Within 15 days of conclusion of hearing:

  The hearing officer shall file a written report with the District Superintendent/designee and the employee, unless extended by the hearing officer, not to exceed 30 days from the date of the hearing.

- Within five days of receipt of report:

  The District Superintendent/designee will either withdraw the recommendation for dismissal or non-reemployment or file such recommendation with the Board of Trustees.

- Within 15 days after the receipt of the recommendation of the District Superintendent:

  The Board of Trustees shall either accept or reject the hearing officer recommendation and notify the licensed employee in writing of its decision.

4. Immediate Suspension

If a District Superintendent believes there is cause for dismissal and that the immediate suspension of the employee is necessary, an employee may be suspended without notice and without a hearing by following the requirements of NRS 391.760.

DRAFT

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: BillieJo Hogan, Executive Director of Human Resources

Re: Revisions to LCSD Board Policy GDG Admonition of a Licensed Employee

Recommendation
That the Board of Trustees approves revisions to LCSD Board Policy GDG: Admonition of a Licensed Employee as a second and final reading.

Background Information 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. Please note that POOL/PACT expects school districts to adapt their recommended changes to meet the specific needs of the district, so long as the adaptations are consistent with the new NRS and federal employment laws. Therefore, the recommended changes from district administration may not match word for word with POOL/PACT's recommended language.

Policy Overview:
The simple update to this policy is updating NRS and adding compliance with the LCSD Board Policy GB.

Budget Considerations
None

Discussed at Previous Meeting
April 22, 2025

Attachment(s)
Lyon County School District Board Policy Policy GDG: Admonition of a Licensed Employee

ADMONITION OF LICENSED ~~EMPLOYEE~~ PERSONNEL

In compliance with *LCSD Board Policy GB - Employment and Compensation*, ~~T~~the administrator or manager/supervisor charged with supervision of a licensed employee is responsible for the admonition of that employee, if necessary. In situations where an admonition of a licensed employee may lead to demotion, dismissal, or cause the employee not to be re-employed, the administrator shall follow the applicable procedures developed by the Superintendent/designee in compliance with NRS 391.~~311~~ 650 through 391.361 826~~, and NAC 391.500 through 391.555~~.

References: NRS 391.~~311~~ 302 through 361 and NRS 391.650 through ~~391.361~~ 930~~, NAC 391.500 through 391.555~~

DRAFT

Policy #GDG
Revised ~~10/25/11~~ 5/27/25

ADMONITION OF LICENSED ~~EMPLOYEE~~ PERSONNEL - ADMINISTRATIVE REGULATIONS

When an administrator or manager/supervisor charged with the supervision of a licensed employee believes it is necessary to admonish the employee for a reason ~~s/he believes~~ which may lead to demotion, dismissal, or cause the employee not to be re-employed under the provisions of NRS 391.~~312~~ 750, the administrator or manager/supervisor shall:

1. Bring the matter to the attention of the employee involved, in writing, stating the reasons for the admonition and that it may lead to ~~his/her~~ demotion, dismissal, or a refusal to re-employ ~~him/her~~ the employee, and make a reasonable effort to assist the employee to correct ~~whatever appears to be~~ the cause(s) for ~~his/her~~ the potential demotion, dismissal, or a potential recommendation not to re-employ; and

2. Allow reasonable time for improvement, which must not exceed three (3) months for the first admonition, except as~~. There is an exception~~ allowed ~~for~~ in NRS 391.~~314~~ 760 ~~for situations where~~ when the immediate suspension of an employee is in the best interests of the ~~pupils~~ students of the District. The admonition must include a description of the deficiencies of the teacher and the action that is necessary to correct those deficiencies.

An admonition issued to a licensed employee who, within the time ~~allowed~~ granted for improvement, has met the standards set ~~for him/her~~ by the administrator who issued the admonition, must be removed from the employee's records along with all notations and indications of it having been issued~~;~~. The admonition must be removed from the records of the employee not later than three (3) years after the admonition was issued.

A supervising administrator need not admonish a ~~P~~probationary employee~~s need not be admonished~~ if ~~their employment will be terminated pursuant to NRS 391.3197~~ the superintendent informs the administrator of the intent to recommend the dismissal of the employee to the board (NRS 391.755 and 391.822 through 826).

A licensed employee is subject to immediate dismissal or a refusal to re-employ according to the procedures provided in NRS 391.~~311~~ 650 through 391.~~3197~~ 820 without admonition required on grounds contained in NRS 391.~~312~~ 750 Subsection 1 ~~Items~~ (b) immorality, (f) physical or mental incapacity, (g) a justifiable decrease in the number of positions due to decreased enrollment or District reorganization, (h) conviction of a felony or a crime involving moral turpitude, (p) dishonesty, ~~and~~ (t) knowingly and willfully violating any provisions of NRS 391.850 through 930, and (u) gross misconduct.

DRAFT

~~Reference: NRS 391.311 through 391.361, NAC 391.500 through 391.555~~

DRAFT

Lyon County School District
Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: BillieJo Hogan, Executive Director of Human Resources

Re: Revisions to LCSD Board Policy GZ: Definition of Terms

Recommendation
That the Board of Trustees approves revisions to LCSD Board Policy GZ: Definition of Terms as a second and final reading.

Background Information 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. Please note that POOL/PACT expects school districts to adapt their recommended changes to meet the specific needs of the district, so long as the adaptations are consistent with the new NRS and federal employment laws. Therefore, the recommended changes from district administration may not match word for word with POOL/PACT's recommended language.

Policy Overview:
LCSD's Policy GZ – Definition of Terms provides updated and clarified terminology used across LCSD policies. Notable additions include definitions for *Consumer Reports* (specific to background checks and fingerprinting), *Protected Class/Protected Class Membership*, *Safety-Sensitive Positions*, *Exigency Leave/Qualifying Exigency*, and *Serious Health Condition*—all relevant to the administration of the Family and Medical Leave Act (FMLA), among others. The policy also formally identifies the District's designated *Title IX Coordinator* responsible for overseeing compliance with Title IX requirements.

Budget Considerations
None

Discussed at Previous Meeting
April 22, 2025

Attachment(s)
Lyon County School District Board Policy Policy GZ: Definition of Terms

DEFINITION OF TERMS

The terms used in these policies shall have the meanings defined below:

ADA Coordinator: Person designated by the District to investigate and facilitate the prompt and equitable resolution of complaints filed by qualified persons with disabilities.

Administrative Leave: Authorized leave for administrative purposes, such as for conducting an investigation which may be with or without pay, at the option of the District.

Administrator: An individual who is directly responsible to the Superintendent/designee for administration of a site or significant District operation.

Adulterated Specimens: A specimen is considered adulterated if it contains a substance that is not a normal constituent or contains an endogenous substance at a concentration that is not a normal physiological concentration.

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.

Allocation: The assignment of a single position to its proper classification on the basis of the duties performed and responsibility assigned.

Allow: To do nothing to prevent or stop the abuse or neglect of a child in circumstances where the person knows or has reason to know that a child is abused or neglected.

Anniversary Date: The date the employee is hired, appointed, promoted, reclassified or reallocated ~~(as defined below)~~ upward. ~~This is the date an employee becomes eligible for consideration for a salary increase.~~ The anniversary date may be adjusted as specifically provided elsewhere in the personnel policies or applicable collective bargaining agreement. *(Note: Federal regulations govern the anniversary date of employees returning from military leave.)*

Applicant: A person, including a current employee, who is applying for any position with the District. May also be referred to as a candidate.

Appointing Authority/District/Employer: The governing board, any elected official, or appointed official acting under the express authority of the governing board.

Appointment: The offer of and acceptance by a person to a position in accordance with the provisions of ~~this manual~~ these personnel policies.

As Soon as Reasonably Practicable: A person acts as soon as reasonably practicable if, in light of all the surrounding facts and circumstances which are known or which reasonably should be

known to the person at the time, a reasonable person would act within approximately the same period under those facts and circumstances.

At-Will: Employment status wherein the employee may be terminated at any time, with or without cause. An employee in an at-will status has neither a property right nor an expectation of continued employment with the District and is not covered by the provisions of the discipline, layoff, or dispute resolution sections of these personnel policies.

Authentication: For purposes of the Family and Medical Leave Act, providing the health care provider with a copy of the medical certification and requesting verification that the information contained on the certification form was completed and/or authorized by the health care provider who signed the document; no additional medical information may be requested.

Board or Board of Trustees: The elected governing body of the District.

Casual Worker/Hire: An employee hired on an as-needed basis, either as a replacement for permanent employees who are out on short- and long-term absences or to meet employer's additional staffing needs during peak business periods. ~~Exempt from policies covering~~ A casual worker has neither a property right nor an expectation of continued employment with the District and is not covered by the provisions of the discipline, hiring, layoff, and/or dispute resolution sections of these personnel policies.

Child: (Son or daughter) ~~For purposes of FMLA,~~ A biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis~~;~~. For purposes of the Family and Medical Leave Act and catastrophic leave, leave to care for a child with a serious health condition is limited to a child who is either under age 18, or age 18 or older and "incapable of self-care because of a mental or physical disability"; Exigency Leave and Military Caregiver Leave applies to a child of any age.

Clarification: For purposes of the Family and Medical Leave Act, contacting the health care provider to understand the handwriting on the medical certification or to understand the meaning of a response.

Class: A group of like positions assigned to the same title and pay grade based on similar duties and responsibilities and minimum qualifications. A class may only have one position allocated to it if there are no similar positions within the organization.

Class Series: Two or more classes which are similar as to the fundamental type of work but which differ as to degree of responsibility and difficulty, and which have been arrayed in a progression of level of responsibility and complexity of duties.

Class Specification: A description of the essential characteristics of a job class and the factors and conditions that make it unique from other classes, described in terms of duties, responsibilities, and qualifications.

Compensatory Time/Compensatory Time Off: Time off ~~granted to an employee~~ in lieu of monetary payment for overtime worked.

DRAFT

Conflicting Employment: Outside employment that interferes with the employee's ability to perform assigned job duties.

Consumer Reports: Any written, oral, or other communication of any information by a consumer reporting agency bearing on a consumer's credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living which is used or expected to be used or collected in whole or in part for the purpose of serving as a factor in establishing the consumer's eligibility for (A) credit or insurance to be used primarily for personal, family, or household purposes; (B) employment purposes; or (C) any other purpose authorized under 15 U.S.C. 1681a.

Contraband: Any item such as illegal drugs, prohibited substances, drug paraphernalia, or other related items whose possession is prohibited by these policies and/or law.

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 federal or state law.

Corporal Punishment: The intentional infliction of physical pain upon or physical restraint of a student for disciplinary purposes. The term does not include the use of reasonable and necessary force:

- To quell a disturbance that threatens physical injury to any person or the destruction of property;
- To obtain possession of a weapon or other dangerous object within a student's control;
- For the purpose of self-defense or the defense of another person; or
- To escort a disruptive student who refuses to go voluntarily with the proper authorities.

Corrective Action: Action taken to improve unacceptable behavior or performance; corrective action may include coaching sessions, counseling sessions, training, and disciplinary actions including verbal warnings, written reprimands, suspensions, demotions, pay reductions, and discharge.

Date of Hire/Hire Date: The actual date an employee first renders paid service in a regular position.

Day: Calendar days unless work days are specified.

Demotion: Involuntary movement of an employee from one job class to another job class having a lower maximum base rate of pay as a result of disciplinary action.

~~**Department Head/Department Manager:** An elected official or appointed official who is directly responsible to the Superintendent or to the Board or to a board established by the Board, for overall administration of an office or department of the employer.~~

Diluted Specimens: ~~Diluted specimens have creatinine and specific gravity values that are lower than expected for human urine. The HHS has determined that specimens with creatinine levels greater than or equal to 2.0 mg/dL and have a specific gravity greater than 1.0010 but less than~~

~~1.0030 are dilute. Individuals with creatinine levels greater than or equal to 2.0 mg/dL but less than 5.0 mg/dL are required to be retested under direct observation.~~ A urine specimen with a high concentration of water and has creatinine and specific gravity values that are lower than expected for human urine as determined by the U.S. Department of Health and Human Services.

Disability-Related Inquiry: A question (or series of questions) likely to elicit information about a disability. Generally, disability-related inquiries are ~~not allowed~~ restricted by the Americans with Disabilities Act during the hiring process. ~~Examples of disability-related inquiries not permitted include:~~

- ~~Asking whether the employee/applicant currently has or has ever had a disability, how s/he became disabled, or inquiring about the nature or severity of an employee's/applicant's disability.~~
- ~~Asking an employee/applicant a broad question about his/her impairments that is likely to elicit information about a disability.~~
- ~~Asking an employee/applicant whether s/he is currently taking any prescription drugs or medication; and~~
- ~~Asking about an employee's/applicant's genetic information.~~
- ~~Asking about an applicant's prior workers' compensation history.~~
- ~~Asking an employee's/applicant's coworker, family member, doctor, or other person about the employee's applicant's disability.~~

Discharge: Termination, separation, dismissal, or removal from employment for cause.

Discipline/Disciplinary Action: ~~A suspension (generally without pay), involuntary demotion, reduction in pay, discharge, or written reprimand or verbal warning.~~ A formal form of corrective action to improve unacceptable behavior or performance; discipline may include verbal warnings, written reprimands, suspension, involuntary demotion, reduction in pay, or discharge.

Discrimination: Employment decisions or actions which are inappropriately taken because of the applicant's or employee'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~~ protected class membership ~~in the Nevada National Guard, or union activity~~.

Dispute: Any disagreement between the District and an employee pertaining to the application of the District's personnel policies, or an allegation by an employee that the District has failed to provide a condition of employment established by the District's compensation plan.

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~~ and any other property owned or controlled by the District.

Domestic Partner: Persons who are registered ~~as~~ and have a valid domestic partnership ~~with the state of Nevada per~~ pursuant to NRS 122A~~.200~~ or have a legal union validly formed in another jurisdiction that is substantially equivalent.

Drug Test: A test to determine the presence of illegal drugs/prohibited ~~drugs~~ substances or their metabolites that includes specimen collection and testing by a U.S. 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.~~

Elected Official: An individual who has been chosen to represent the public in governmental roles through an election process. An elected official has neither a property right nor an expectation of continued employment with the District and is not covered by the provisions of the hiring, discipline, layoff, or dispute resolution sections of these personnel policies, or other specific provisions provided in federal, state, and local laws, charters, resolutions, and ordinances.

Eligible List: A list of names of persons who have satisfactorily completed an examination for a position and ~~have~~ are qualified for employment~~; also includes Reinstatement List (see below)~~.

Employee: A person employed in a budgeted position on a full- or part-time basis. ~~For purposes of those sections of these policies covering discipline, hiring, layoff, and dispute resolution, the term employee excludes administrators, casual/temporary/seasonal workers, and others specified.~~

- **Regular Full-Time Employee:** A person who has successfully completed a~~n initial~~ probationary/introductory period in a regular budgeted position with a normally scheduled workweek of at least 40 hours.
- **Regular Part-Time Employee:** A person who has successfully completed a~~n initial~~ probationary/introductory period in a regular budgeted position which requires a minimum number of hours per week, (typically 20 hours), but less than full-time employment.
- ~~**Probationary/**~~**Introductory Employee:** A non-licensed person who serves in an at-will status for a specified period of time during which ~~s/he~~ the employee is evaluated by the ~~employer~~ District to ensure that ~~s/he~~ the employee has demonstrated fitness for a position by actually performing the duties of the position.
- **Post-Probationary Employee:** An administrator or teacher who has completed the probationary period as provided in NRS 391.
- **Probationary Employee:** An administrator or teacher who is employed for a period set forth in NRS 391.
- **Exempt Employee:** An employee who is exempt from the minimum wage and overtime provisions of the Fair Labor Standards Act. ~~(Such determination is made on the basis of duties and responsibilities performed and the method of pay computation.)~~
- **Non-Exempt Employee:** An employee who is subject to the minimum wage and overtime provisions of the Fair Labor Standards Act.

Equal Employment Opportunity (EEO) Officer: The staff member assigned the responsibility and authority to post notices, provide training, and receive, investigate, and resolve complaints of alleged discrimination/harassment. ~~This individual also has the responsibility to provide training to the organization and assure appropriate notices are posted.~~

DRAFT

Essential Function: A fundamental job duty of the position held or desired. A function is essential if the job exists to perform that function, a limited number of other employees are available to perform the function, or the function requires special skill or expertise.

Examination/Test: Any measure, combination of measures, or procedures used as a basis for any employment decision~~. Examinations include the full range of assessment techniques from~~ , including traditional paper and pencil tests, performance tests, assessment centers, probationary/introductory periods, and evaluation of physical, educational, and work experience qualifications through ~~informal~~ interviews and scored application forms. ~~Open examinations are open to all applicants, internal and external. Promotional examinations are open only to selected categories of employees of the District.~~

Exigency Leave/Qualifying Exigency: For purposes of the Family and Medical Leave Act, a qualifying event for which eligible employees may take leave for a family member who is on covered active duty or under an impending call to covered active duty:

- Short-term notice deployment (deployment in seven or less calendar days)
- Military events and activities
- Childcare and school activities
- Family support or assistance programs
- Financial and legal arrangements
- Counseling
- Servicemember's rest and recuperation leave (limited to 15 calendar days for each instance)
- Post-deployment activities
- Parental leave for the spouse, son, daughter, or parent of a military member to care for the military member's parent who is incapable of self-care.
- Additional activities arising out of active duty upon which the District and employee agree.

Firearms: Any deadly weapon capable of expelling or propelling one or more projectiles by the action of an explosive or combustible propellant; includes an unloaded firearm, and any firearm that is inoperable but that can readily be rendered operable.

Full-Time: Work which requires hours of work as established by the District as full-time. A full-time employee is regularly scheduled to work a normal work week of forty (40) hours.

> ***Note:*** *For the purpose of determining eligibility for benefits and layoff, collective bargaining agreements may provide alternate definitions of full-time.*

Grade: The designation of a ~~salary~~ pay range for a class.

Gross Misconduct: As defined in NRS 391.~~312~~ 750. Gross misconduct includes any act or omission that is wanton, willful, reckless, or deliberate disregard of the interests of a school, the school district, or a pupil thereof.

DRAFT

Illegal Drugs: Any controlled substance or drug under federal or Nevada law, which is illegal to sell, possess, cultivate, transfer, use, purchase, or distribute. 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.

Incomplete or Insufficient Certification: For purposes of the Family and Medical Leave Act, a medical certification is considered incomplete if the District receives a certification, but one or more of the applicable entries have not been completed. A medical certification is considered insufficient if the District receives a complete certification, but the information provided is vague, ambiguous, or non-responsive.

In Loco Parentis: For purposes of the Family and Medical Leave Act, ~~A~~a relationship in which a person has put ~~him/herself~~ oneself in the situation of a parent by assuming and discharging the obligations of a parent to a child with whom ~~he or she~~ the employee has no legal or biological connection including day-to-day responsibilities to care for or financially support a child, or in the case of an employee, who had such responsibility for the employee when the employee was a child.

Introductory Period: A trial or working test period which ~~is an integral part of the examination and selection process during which and~~ a classified employee serves in an at-will status ~~and is required to demonstrate fitness for the position for which s/he was hired by actually performing the duties of the position~~ used to determine if an employee's performance meets the expectations of the position for which the employee was hired and if continued employment is warranted.

Invalid Specimens: An invalid specimen is one that contains an unidentified adulterant, contains an unidentified interfering substance, has an abnormal physical characteristic, or has an endogenous substance at an abnormal concentration that prevents the laboratory from completing testing or obtaining a valid drug test result.

Key Employee: A salaried Family and Medical Leave Act eligible employee who is among the highest paid 10 percent of all the employees employed by the District within 75 miles of the employee's worksite.

Layoff: ~~A separation from the District's service because of a shortage of funds, lack of work, abolishment of a position, reorganization, or for other reasons not reflecting discredit on an employee and for reasons outside of the employee's control.~~ See "**Reduction in Force**".

Leave Without Pay: Authorized leave in a non-paid status.

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.

Major Life Activities: For the purposes of the Americans with Disabilities Act, functions such as 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, working, and 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.

Manager: An employee~~, or an elected official~~ who has been authorized to select, train, schedule, and evaluate the work of other employees including supervisors, and to make decisions or effectively recommend actions related to the hiring, evaluation, and discipline of assigned employees, typically under the direction of an administrator or director. ~~This person may also serve as the department head.~~

Medical Examination: A procedure or test usually given by a healthcare professional or in a medical setting that seeks information about an individual's physical or mental impairments or health. ~~Medical examinations include, but are not limited to:~~

- ~~Vision tests conducted an analyzed by an ophthalmologist or optometrist;~~
- ~~Blood, urine, and breath analyses to check for alcohol use;~~
- ~~Blood pressure screening and cholesterol testing; nerve conduction tests;~~
- ~~Range-of-motion tests that measure muscle strength and motor functions;~~
- ~~Pulmonary function tests;~~
- ~~Psychological tests designed to identify a mental disorder or impairment;~~
- ~~Diagnostic procedures such as x-rays, CAT scans, and MRI's~~
- ~~Test to determine blood alcohol level (drug testing is not considered a medical exam)~~

Next of Kin: ~~Means~~ For the purposes of the Family and Medical Leave Act (FMLA), the nearest blood relative other than the covered service member's spouse, parent, son, or daughter, in the following order of priority:

- blood relatives who have been granted legal custody of the covered servicemember by court decree or statutory provisions;
- brothers and sisters;
- grandparents;
- aunts and uncles; and
- first cousins, unless the covered servicemember has specifically designated in writing another blood relative as ~~his or her~~ the nearest blood relative for purposes of Military Caregiver Leave under the FMLA. ~~When no such designation is made, and there are multiple family members with the same level of relationship to the covered service member, all such family members shall be considered the covered service member's next of kin and may take FMLA leave to provide care to the covered service member, either consecutively or simultaneously. When such designation has been made, the designated individual shall be deemed to be the covered service member's only next of kin.~~

Parent: For purposes of the Family and Medical Leave Act, includes a biological, adoptive, step or foster father or mother, or any other individual who stood in loco parentis to the employee or covered service member. The term does not include parents "in-law".

DRAFT

Pay Range: The minimum and maximum pay rates set for each classification, grade, or level as designated by the position compensation plans. (Also see "**Grade**".)

Personal Information: A natural person's first name or first initial and last name in combination with any one or more of the following elements, when the name and data elements are not encrypted:

- social security number;
- driver's license or identification card number;
- account number or credit/debit card number with security/access code or password;
- a username or email address in combination with a password, access code or security question and answer.

Personnel Action: Any action taken with reference to appointment, compensation, promotion, transfer, layoff, dismissal, or any other action affecting an employee's employment status.

Persons Responsible for Child's Welfare: The child's parent, guardian, or stepparent with whom the child lives, an adult person continually or regularly found in the same household as the child, or a person directly responsible or serving as a volunteer for or employed in a public or private home, institution or facility where the child actually resides or is receiving childcare outside of the home for a portion of the day.

Physical Injury: Includes, without limitation:

- A sprain or dislocation;
- Damage to cartilage;
- A fracture of a bone or the skull;
- An intracranial hemorrhage or injury to another internal organ;
- A burn or scalding;
- A cut, laceration, puncture or bite;
- Permanent or temporary disfigurement; or
- Permanent or temporary loss or impairment of a part or organ of the body.

Position: A group of duties and responsibilities requiring the ongoing services of one or more employees, which is listed in the authorized position list contained in the currently approved District's budget or established by formal action of the Superintendent.

Positive Drug or Alcohol Test: Any detectable level of prohibited drugs or their metabolites (in excess of trace amounts attributable to secondary exposure) in an employee's ~~urine or blood~~ specimen. With respect to alcohol, a blood alcohol concentration of 0.02 or higher constitutes a positive test.

Prohibited Substances: Medical and recreational marijuana (cannabis); prescription drugs not legally obtained, not being used in the manner, combination, or quantity prescribed, or by the individual for whom prescribed; over-the-counter medications used contrary to manufacturer instructions; or consumer products not meant for human consumption.

DRAFT

Promotion: The movement of an employee from one class to another class having a higher maximum base rate of pay~~, usually as a result of some type of examination~~.

Protected Class/Protected Class Membership: Individuals or groups of individuals protected from employment discrimination, harassment, and retaliation by federal and/or state laws. Protected classes include race, color, religion, age, gender, pregnancy, sexual orientation, national origin, ancestry, disability, veteran status, domestic partnership, genetic information, gender identity or expression, political affiliation, membership in the Nevada National Guard, victims of domestic violence or sexual assault, and any other class that becomes protected by federal and/or state law.

Protected Hairstyle: Includes, without limitation, hairstyles such as natural hairstyles, afros, bantu knots, curls, braids, locks, and twists.

Race: Traits associated with race, including, without limitation, hair texture and protected hairstyles.

Rate of Pay/Pay Rate: An employee's ~~salary~~ wages as shown in the District's compensation plan.

Reallocation: A change in the classification and pay grade of a ~~position~~ class to a higher or lower pay grade.

Reasonable Accommodation: A modification or adjustment

- ~~a modification or adjustment~~ to a job application process that enables a qualified applicant with a disability or a qualified female applicant with a condition relating to pregnancy, childbirth, or related medical condition to be considered for the position such qualified applicant desires; or
- ~~a modification or adjustment~~ to the work environment, or to the manner or circumstances under which the position held or desired is customarily performed, that enable a qualified individual with a disability, a female employee with a condition relating to pregnancy, childbirth, or a related medical condition, or an employee who is or has a family or household member who is a victim of an act which constitutes domestic violence or sexual assault, to perform the essential functions of that position; or
- ~~a modification or adjustment~~ that enables a ~~covered employee,~~ qualified individual with a disability or a female employee who has a condition relating to pregnancy, childbirth, or a related medical condition, to enjoy equal benefits and privileges of employment as are enjoyed by other similarly situated employees ~~without disabilities.~~; or
- To work in an environment that will allow the employee to practice one's own religion.

Reasonable Cause to Believe: A person has "reasonable cause to believe" if, in light of all the surrounding facts and circumstances which are known or which reasonably should be known to

DRAFT

the person at the time, a reasonable person would believe, under those facts and circumstances, that an act, transaction, event, situation or condition exists, is occurring or has occurred.

Reclassification: The change of a position to a different job class which results from changes in duties and responsibilities.

Reduction in Force: A separation from the District's service because of a shortage of funds, lack of work, abolishment of a position, reorganization, or for other reasons not reflecting discredit on an employee and for reasons outside of the employee's control.

Reduction in Pay: Disciplinary action ~~by the District~~ moving an employee to a lower pay level in the same class and same pay grade.

Regular Employee: See **"Regular Full-Time Employee"** and **"Regular Part-Time Employee"** listed under **"Employee".**

Regular Position: An authorized position which appears in the authorized position list contained in the District's budget documents or its amendments approved by the ~~School~~ Board of Trustees. ~~(Normally, a regular position consists of duties which must be performed at least twenty (20) hours per week on a regular, year-round basis.)~~

Reinstatement: The restoration of a laid-off employee or an employee rejected during a promotional probationary/introductory period to a position in a class in which the employee formerly served as a regular employee. For purposes of Family and Medical Leave Act, restoration to the same or equivalent position after returning from Family and Medical Leave Act.

Reinstatement List: A list of names of persons who have been laid off and are available for reinstatement ~~(rehire without examination)~~.

Reprimand: A written notice to an employee stating specific performance and/or behavioral deficiencies and the improvements in behavior and/or performance which the employee must make, and that further disciplinary action will follow if the employee does not make the required improvements. (A performance evaluation form shall not be considered a reprimand.)

Resignation: A written notice by an employee that ~~s/he~~ the employee intends to separate from the District's service. ~~The District may require that resignations be in writing.~~

Safety-Sensitive Positions: Positions which may, in the normal course of business:

- Require the employee to operate a vehicle or heavy equipment on a regular and recurring basis; and/or
- 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, 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.

DRAFT

Salary Range: The minimum and maximum annual salary set for ~~each classification, grade, or level as~~ designated ~~by the~~ positions within the District and as outlined by applicable collectively bargained agreements or individual employment contracts ~~compensation plans~~. ~~(Also see Grade.)~~

Seasonal Employee: See "**Casual Worker/Hire".**

Serious Health Condition: For purposes of the Family and Medical Leave Act, an illness, injury, impairment, or physical or mental condition of incapacity or treatment that involves:

- Inpatient care (overnight stay) in a hospital, hospice, or residential medical care facility.
- Continuing treatment by (or under the supervision of) a health care provider for a period of incapacity of more than three consecutive full calendar days, combined with at least two visits to a health care provider within 30 days of the first day of incapacity or one visit to a health care provider requiring a regimen of continuing treatment (e.g., prescription medication).

Son or Daughter ~~of a Covered Service member~~: ~~For purposes of FMLA, a biological, adopted, or foster child, stepchild, legal ward, or a child for whom the covered service member stood In Loco Parentis, and who is of any age.~~ See **"Child"**.

~~**Son or Daughter on Covered Active Duty or Call to Covered Active Duty Status:** For purposes of FMLA, employee's biological, adopted, or foster child, stepchild, legal ward, or a child for whom the employee stood In Loco Parentis, who is on covered active duty or call to covered active duty status, and who is of any age.~~

Spouse: A husband or wife as defined or recognized under State law for purposes of marriage.

Step: A specific rate of pay within the ~~salary~~ pay range established for a class. (Also see **"Rate of Pay"**.)

Substance Abuse Professional (SAP): A licensed physician or a licensed or certified psychologist, social worker, employee assistance professional, state-licensed or certified marriage and family therapist, or ~~addiction~~ drug and alcohol counselor (certified by ~~the National Association of Alcoholism and Drug Abuse Counselors Certification Commission~~ an organization listed at https://www.transportation.gov/odapc/sap) with knowledge of and clinical experience in the diagnosis and treatment of drug- and alcohol-related disorders.

Substituted Specimens: ~~Substituted~~ An employee's specimen not consistent with normal human specimen as determined by the U.S. Department of Health and Human Services (e.g. a urine specimen~~s have~~ with creatinine and specific gravity values that are so diminished or so divergent that they are not consistent with normal human urine). ~~The HHS has determined that specimens with creatinine levels of less than 2.0 mg/dL are substituted.~~

Supervisor: ~~See Manager~~ 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

DRAFT

related to the hiring, evaluation, and discipline of assigned employees typically under the direction of a manager, administrator, or director.

Suspension: The temporary separation from service, with or without pay, of an employee for disciplinary reasons or pending investigation of an employee's conduct.

Title IX Coordinator: Person designated by the District to coordinate the District's compliance with Title IX, including the District's grievance procedures for resolving associated complaints.

Temporary Employee: See **"Casual Worker/Hire"**.

Transfer: A lateral change of an employee from one position to another position in the same class or to a different class in the same ~~salary~~ pay range.

Transitional Duty: A temporary assignment of an employee who is unable to perform ~~the~~ one or more essential functions of the~~ir~~ assigned job, but has been cleared by a medical provider to perform other ~~assignments~~ duties for the ~~employer~~ District.

Volunteer: Any ~~individual~~ person who, ~~performs hours of service for a public agency for civic, charitable, or humanitarian reasons,~~ without promise, expectation, or receipt of compensation, ~~for services rendered. An individual is not considered a volunteer if the individual is otherwise employed for the same public agency to perform the same type of services as those for which the individual proposes to volunteer~~ works at, assists with, or oversees any activity or event conducted or sponsored by a school or the District, during or outside of school/District hours.

Warning: Verbal notice or counseling of an employee specifying required changes in work performance or on-the-job behavior.

DRAFT