Churchill County School District

Regular Meeting

Wednesday, September 11, 2019 6:00 PM
A Regular Meeting of the Churchill County Board of School Trustees will be held September 11, 2019, beginning at 6:00 PM in the Churchill County School District Administration Office, Old High School, 690 South Maine Street, Fallon, Nevada 89406.

Notes:
1. These meetings are subject to the provisions of Nevada Open meeting Law (NRS Chapter 241). Except as otherwise provided for by law, these meetings are open and public.
2. Action may be taken on all agenda items, unless otherwise noted.
3. The agenda is a tentative schedule. The Churchill County Board of School Trustees may act upon agenda items in a different order than is stated in this notice—so as to effect the people’s business in the most efficient manner possible.
4. Public comment will be allowed prior to the vote on all action items. Public comment will also be allowed for matters not listed on the agenda, usually at the beginning and end of the meeting, although it may be returned to at any time during the meeting. No action will be taken on any item until it is properly agendized. In the interest of time, the Churchill County Board of School Trustees reserves the right to impose uniform time limits on each person providing public comment.
5. Any statement made by a member of the Churchill County Board of School Trustees during the public meeting is absolutely privileged and does not impose liability for defamation or constitute a ground for recovery in a civil action.
6. The Churchill County Board of School Trustees may combine two or more agenda items for consideration.
7. The Churchill County Board of School Trustees may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.
8. The Board may discuss all items on the agenda, including those that are described on the agenda as "report," "presentation," or "update."

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. VERIFICATION OF POSTING OF AGENDA
4. ROLL CALL
5. REVIEW AND ADOPTION OF AGENDA
   Action to approve the agenda as submitted or revised
6. PUBLIC COMMENT (See Note 4 above)
   Members of the public who speak are asked to state their name for the record and will be limited to a uniform number of minutes. For matters on
the agenda, the Board will conduct public comment after discussion of each
agenda action item, but before the Board takes any action.

7. SUPERINTENDENT UPDATE
   A. Update regarding District-related matters

8. BUSINESS SERVICES UPDATE
   A. Update on the Financial Audit
   B. Update on Northside Funding needs
   C. Update regarding other business items

9. UPCOMING BOARD EVENTS
   A. Friday-Saturday, November 22-23, 2019 NASB Annual Conference,
      Atlantis Casino Resort Spa, Reno

10. CONSENT AGENDA
    A. Approval of Recommended Personnel Action (Attachment A)  
       6
    B. Approval of Vouchers  
       8
    C. Approval of August, 2019, Payroll  
       24
    D. Approval of August 14, 2019, Regular Board Meeting Minutes  
       25
    E. Approval of Students 19-10, 19-11, 19-12 for Exemption from Receiving
       Immunizations based on Religious Reasons (NRS 392.435)
    F. Approval of Students 19-08, 19-09, and 19-13 to Enter the GED Program
    G. Approval of CCHS Volleyball Fundraiser for Banner Churchill
       Community Hospital  
       32
    H. Approval of New Policy 1520.0 - Volunteers  
       33
       1. For Review Only: Modifications to Regulation 1620.0 - Volunteers
          (previously Regulation 6120.0)  
          37
    I. Approval of Modifications to Policy 3010.0 - Budget Development  
       43
       1. For Review Only: Modifications to Regulation 3010.1 - Budget
          Development  
          55
       2. For Review Only: Regulation 3010.2 - Budget Advisory Committee  
          56
    J. Approval of Modifications to Policy 3020.0 - Budget Administration  
       59
       1. For Review Only: Modifications to Regulation 3020.1 - Budget
          Administration  
          60

11. REPORTS BY BOARD MEMBERS

12. NEW BUSINESS
    A. For Discussion and Possible Action: Approval to hire the law firm of
       Allison MacKenzie, Ltd. to represent Churchill County School District in
       negotiations, mediation and interest arbitration with District Associations
       which declare impasse.
B. For Discussion and Possible Action: Approval to renew for a second year the Grazing Lease for the Rio Vista Property to Myles Getto, to be leased in the annual amount of $4,000.
  Presenter: Dr. Stephens

C. For Discussion and Possible Action: Approval of ChurchillCSD application for the Nevada Department of Education Competency-Based Learning Cohort #2.
  Presenter: Dr. Stephens

13. PUBLIC COMMENT (See Note 4)
   Members of the public who speak are asked to state their name for the record and will be limited to a uniform number of minutes.

14. DISCUSSION AND POSSIBLE ACTION REGARDING FUTURE AGENDA ITEMS AS REQUESTED BY THE BOARD OF TRUSTEES AND CLARIFICATION OF REQUESTED AGENDA ITEMS

15. SET DATE AND TIME FOR NEXT BOARD "AGENDA SETTING" MEETING

16. CLOSED SESSION
   A. Discussion of negotiations and strategies regarding Churchill County Administrators' Association, Churchill County Education Association, and the Nevada Classified School Employees Association pursuant to NRS 288.220.

17. RECONVENE OPEN SESSION

18. ADJOURNMENT

LITIGATION CONFERENCE WITH LEGAL COUNSEL
The Board will meet in Litigation Conference to receive information from Legal Counsel regarding potential or existing litigation.

To request supporting materials for the meeting, members of the public can contact Debra Shyne (Executive Assistant to the Superintendent/Board of Trustees) at the District's Administration Office, 690 South Maine Street, Fallon, Nevada (775-423-5184).

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to contact Debra Shyne, Executive Assistant to the Superintendent/Board of Trustees, by calling 775-423-5184 prior to the meeting date.

State of Nevada
County of Churchill

I, Debra Shyne, Executive Assistant to the Superintendent, do hereby affirm that I posted or caused to be posted, a copy of this notice of public meeting, on or before the 6th Day of September, 2019, at the following locations in Churchill County, Nevada.
City Hall;
Churchill County Law Enforcement Facility;
Churchill County Administration Offices;
Churchill County School District Administration Office;
Fallon Paiute-Shoshone Tribe Administration Office;
Churchill County School District website: www.churchilcsd.com;
State of Nevada website: https://notice.nv.gov/

______________________________________________
Debra Shyne, Executive Assistant
to the Superintendent/Board of Trustees

Subscribed and Sworn to before me this 6th Day of September, 2019

______________________________________________
Notary Public
RECOMMENDED PERSONNEL ACTION
September 11, 2019

I. CLASSIFIED PERSONNEL – HIRING
* Tessa Holcomb - Data Specialist SS (B. Rossback)
* Rachael Guevara - Maintenance Technician-HVACR MAINT (M. Compagnoni)

II. CLASSIFIED PERSONNEL – APPROVAL FOR ADDITION TO SUB LIST
* Joseph Knapp - Substitute Instructional Assistant/Library Assistant
* Stephanie Johnson - Substitute School Bus Driver/School Bus Monitor

III. CLASSIFIED PERSONNEL – RESIGNATION
* Mary Favstritsky - School Bus Driver (effective 8/28/19)

IV. EXTRACURRICULAR ACTIVITIES
* Karl Marsh - Academic Team
* Joe Wood - Advanced Placement Coordinator
* Matt Reibsamen - Athletic Director, Assistant
* Jan Bice - Band, Assistant
* Chelle Dalager - Block F, High School
* Chase Johnson - Class Advisor – Freshman
* Jessica Beyer - Class Advisor – Sophomore
* Chelle Dalager - Class Advisor – Junior
* Monica Fairbanks - Class Advisor – Senior
* Monica Fairbanks - Secondary Department Chair – English
* Erick Gremlich - Secondary Department Chair – Math
* Steve Johnson - Secondary Department Chair – Science
* Keith Lund - Secondary Department Chair – Social Studies
* Tiffany Wright - Secondary Department Chair – Special Ed
* Elaine Adams - Secondary Department Chair – Vocational
* Glen Perazzo - Drama
* Tami Harmon - Exploratory Teaching Coordinator
* Tamra Herschbach - FFA, Head
* Tedd Ott - FFA, Assistant
* Monica Fairbanks - Graduation Coordinator
* Elaine Adams - HOSA Advisor, High School
* Chelle Dalager - Intramurals, Boys High School
* Chelle Dalager - Intramurals, Girls High School
* Monica Fairbanks - National Honor Society, High School
* Tami Harmon - Pep Club, High School
* Keith Bryska - Rifle Team 50%
* Robert Kerman - Rifle Team 50%
* Terri Pearson - Student Council, High School
* Lucas Koenig - Band, Summer 50%
* Chip Rutledge - FCCLA
* Rebecca Mayer - Yearbook, High School

V. CURRENT OPEN POSITIONS
Licensed 2019-20
2nd Grade Teacher ECB (K. Golden/L. Rasmussen)
4th Grade Teacher NU (K. Driesenga)
6th Grade Teacher CCMS (B. Hargis)
Math Teacher CCMS (S. Francisco)
Music Teacher CCHS (T. Fleming)
Counselor CCHS (new, instead of Dean)

Classified 2019-20
Paraprofessional Instructional Assistant-ECE NELC 5.5 hrs/day (J. Williams-Blackwater)
P/T Paraprofessional Instructional Assistant ECB (S. Tipp)
School Nurse RN/LPN ECB (L. Martin)
Signer/Interpreter NU (M. Rodriguez)
P/T Paraprofessional Instructional Assistant NU (D. Irvin)
P/T Paraprofessional Instructional Assistant NU (D. Irvin)
Paraprofessional Instructional Assistant-Sp Ed CCMS (new)
21st Century Site Coordinator ED SRVCS (A. Moss)
School Bus Driver (M. Favstritsky)
P/T Paraprofessional Instructional Assistant ADULT ED (new)

*denotes action required

***DISCLAIMER: This Recommended Personnel Action List is for discussion by the Churchill County School District Board of Trustees. It is neither a guarantee of employment nor a guarantee that any individual on the list will be employed.
<table>
<thead>
<tr>
<th>Check Number</th>
<th>Date</th>
<th>Voucher</th>
<th>Payee</th>
<th>Account</th>
<th>Description</th>
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<td>MAP Growth Math, Reading, &amp; Language (incl. English &amp; MAP Reading Fluency Add–on for Bundle Price</td>
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<td>LP Insurance Services</td>
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<td>2019–09 Monthly Agency Fee</td>
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<td>Oasis Online</td>
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<td>ECB – Campus Security Camera System</td>
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<td>Timeclock Plus</td>
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<td>Software Support (08/01/19 – 07/31/20)</td>
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<td>Jeff's Digitex Printing</td>
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<td>Printing bell schedules for staff</td>
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<td>Aramark Uniform Service</td>
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<td>Just In Time Heating &amp; Air, LLC</td>
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<td>Really Good Stuff, LLC</td>
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<td>Book Pouches/Lables–Neon Unifix Cubes</td>
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<td>Really Good Stuff, LLC</td>
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<td>Managerplus Solutions, LLC</td>
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<td>Manager Plus software, fleet maintenance program.</td>
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<td>Install power for oven equipment at NELC</td>
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<td>Bell Photographers, Inc.</td>
<td>100.000.000.100.100.610.01205.19.0000.205</td>
<td>EC Best 8.5 x 5.5 small (no custom pages) GENERIC</td>
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<td>Staples for the copier</td>
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<td>First Independent Bank</td>
<td>100.000.000.000.2520.629.01099.00.0000.099</td>
<td>Tires for box truck to be used at warehouse</td>
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<td>Room Reservation: Green Valley Ranch Resort, Spa &amp; Conference Registration</td>
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<td>SouthWest Airfare for Dr. Stephens to attend</td>
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<td>2019 STN Expo – Conference Registration</td>
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## Disbursement Detail Listing

**Churchill County School District**

**Fiscal Year:** 2019-2020  
**Bank Name:** FIRST INDEPENDENT BANK - BUSINESS ACCOUNT  
**Date Range:** 08/24/2019 - 09/11/2019  
**Sort By:** Check Number  
**Dollar Limit:** $0.00

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<th>Payee</th>
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<td>Registration for Michelle Richardson to attend 2019</td>
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## Churchill County School District

### Disbursement Detail Listing

**Bank Name:** FIRST INDEPENDENT BANK - BUSINESS ACCOUNT  
**Date Range:** 08/24/2019 - 09/11/2019  
**Voucher Range:** 2022 - 2027  
**Account:**  
**Description:**  
**Amount:**

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<td>NSSRA</td>
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**Report:** rptAPInvoiceCheckDetail  
**Page:** 7
## Disbursement Detail Listing

**Fiscal Year:** 2019-2020  
**Bank Name:** FIRST INDEPENDENT BANK - BUSINESS ACCOUNT  
**Date Range:** 08/24/2019 - 09/11/2019  
**Voucher Range:** 2022 - 2027  
**Sort By:** Check  
**Dollar Limit:** $0.00  

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**Report:** rptAPInvoiceCheckDetail  
**2019.3.09**  
**Page:** 8
### Churchill County School District

#### Disbursement Detail Listing

**Bank Name:** FIRST INDEPENDENT BANK - BUSINESS ACCOUNT  
**Date Range:** 08/24/2019 - 09/11/2019  
**Sort By:** Check  
**Dollar Limit:** $0.00  
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**Voucher Range:** 2022 - 2027

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**Check Total:** $41,455.81

Install commercial dishwasher and drain: $0.48

Install commercial dishwasher and drain: $5,564.52
## Churchill County School District

### Disbursement Detail Listing

**Bank Name:** FIRST INDEPENDENT BANK - BUSINESS ACCOUNT  
**Date Range:** 08/24/2019 - 09/11/2019  
**Date Range:** 2022 - 2027  
**Bank Name:** FIRST INDEPENDENT BANK - BUSINESS ACCOUNT

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**Report:** rptAPInvoiceCheckDetail  
**Page:** 10  
**Date:** 2019.3.09
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Fiscal Year: 2019-2020

Bank Name: FIRST INDEPENDENT BANK - BUSINESS ACCOUNT

Date Range: 08/24/2019 - 09/11/2019

Voucher Range: 2022 - 2027

Sort By: Check

Dollar Limit: $0.00

Printed: 09/06/2019 11:34:59 AM  Report: rptAPInvoiceCheckDetail  2019.3.09
## Disbursement Detail Listing

**Bank Name:** FIRST INDEPENDENT BANK - BUSINESS ACCOUNT  
**Date Range:** 08/24/2019 - 09/11/2019  
**Voucher Range:** 2022 - 2027  
**Sort By:** Check  
**Dollar Limit:** $0.00

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$599.00

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**2019.3.09**  
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### Disbursement Detail Listing

**Churchill County School District**

**Fiscal Year:** 2019-2020

**Bank Name:** FIRST INDEPENDENT BANK - BUSINESS ACCOUNT

**Date Range:** 08/24/2019 - 09/11/2019

**Voucher Range:** 2022 - 2027

**Sort By:** Check

**Dollar Limit:** $0.00

**Account:** 100.000.0000.000.2630.430.01003.00.0000.003

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**Bank Total:** $1,160,788.90

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**Fund Totals:** $1,160,788.90

**End of Report**

**Disbursements Grand Total:** $1,160,788.90
## Disbursement Detail Listing

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Check Total: $1,156.00
Bank Total: $1,156.00

## Fund Totals:

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Fund Totals: $1,156.00

End of Report

Disbursements Grand Total: $1,156.00
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For the Month of August

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<td>Social Security</td>
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<td>Medicare</td>
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The undersigned members of the Governing Board of Churchill County School District do hereby certify that the payrolls enumerated above were approved, allowed, and ordered paid by a regular meeting held by said board.

<table>
<thead>
<tr>
<th>Officer</th>
<th>Date</th>
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<tbody>
<tr>
<td>President of the Board</td>
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<tr>
<td>Clerk of the Board</td>
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<tr>
<td>Reviewed By</td>
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<td>Prepared By</td>
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9/3/2019, 10:04 AM
CALL TO ORDER
President Whitaker called to order the regular meeting of the Churchill County School District Board of Trustees at approximately 4:36 p.m. at the Churchill County School District Administration Office, 690 South Maine Street, Fallon, Nevada.

PLEDGE OF ALLEGIANCE
Trustee Hyde led the pledge of allegiance.

VERIFICATION OF POSTING OF AGENDA
President Whitaker confirmed the posting of the agenda pursuant to NRS 241.

ROLL CALL
Trustee Kathryn Whitaker, President  Dr. Summer Stephens, Superintendent  Sharla Hales, Legal Counsel  Phyllys Dowd, Director of Business Services  Debra Shyne, Executive Assistant  (Interested Staff/Community Members per Attached List)
Trustee Matt Hyde, Vice President
Trustee Carmen Schank, Clerk
Trustee Phil Pinder, Acting Clerk
Trustee Tricia Strasdin
Trustee Amber Getto
Trustee Fred Buckmaster

REVIEW AND ADOPTION OF AGENDA
Trustee Schank moved to adopt the agenda as presented, seconded by Trustee Buckmaster. There were no public comments. The motion passed unanimously.

PUBLIC COMMENT
There were no public comments.

GRIEVANCE HEARING
The Board will hold a grievance hearing and will take action on the Level 3 Grievance brought by the Nevada Classified School Employees Association regarding rotating assignments for Maintenance Technicians to clean the Maintenance Department bathrooms every eight weeks.

President Whitaker reviewed the grievance procedures.

Mr. Langton, attorney for the Nevada Classified School Employees Association (NCSEA), commented that the Association was trying to avoid going to arbitration and that they went
through steps one and two of the grievance process. Mr. Langton introduced Gaylene Drinkut, the president of Churchill’s NCSEA chapter. Mr. Langton stated that the District initially denied the grievance based on it being untimely filed. It is the Association’s position that this is a continual contract violation. Mr. Langton presented the Association’s case. Superintendent Stephens presented the District’s case.

Dr. Stephens questioned Ozzie Henke, Director of Maintenance. The Association cross-examined Mr. Henke. Dr. Stephens questioned Kevin Lords, Director of Human Resources. The Association did not have any questions of Mr. Lords. The Association presented its rebuttal. The District presented its rebuttal. Board members asked questions.

At approximately 5:46 p.m., Trustee Strasdin requested the Board move into closed litigation session. The meeting reconvened at approximately 5:56 p.m. Ms. Hales explained that before the litigation session began, she reminded Board members that they have the responsibility to look at all of the evidence and make their own independent judgment. Open meeting law allows Ms. Hales to provide the Board with information and answer questions about potential litigation.

The Board deliberated prior to the motion. Trustee Strasdin moved to deny the Level III Grievance brought by the Nevada Classified School Employees Association regarding rotating assignments for Maintenance Technicians to clean the Maintenance Department bathrooms every eight weeks, seconded by Trustee Schank. There were no public comments. The motion passed unanimously.

[The Board took a break at approximately 6:14 p.m. and returned at approximately 6:36 p.m.]

SUPERINTENDENT UPDATE

A. Mr. Derild Parsons will provide an update regarding the pre-kindergarten program.

Derild Parsons reported receiving clarification of the legislative intent provided by the Nevada Department of Education regarding the pre-kindergarten funding. On June 26, the State agreed to provide funding for 82 seats at $7,875 per seat, so staff moved forward and began to recall staff and prepare Northside. On July 11, Mr. Parsons received an email from the State indicating that funding had changed. They received clarification that the legislative intent was to fund programs using fiscal year 2019 expenditures, not including transportation, indirect, and classroom improvement grants. The State will provide funding amounts as soon as possible. On July 31, Mr. Parsons received a memo from the State requesting costs to operate Northside. Though previously provided, the District submitted operating costs to the State. The memo identified our District’s allocation to be $8,969 per seat, which is more than previously, but they lowered the fully funded seats from 82 to 52 and provided for 80 partially funded seats at $4,485 per seat.

Board members asked questions about funding. There were some funds available through current District grants, but it will likely cost the District approximately $30,000 more out of the general fund. Mr. Parsons explained that he called and emailed State Superintendent Jhone Ebert and others to inform them of the impact of funding on our District.
B. Update regarding District-related matters

Dr. Stephens reported that a number of district level administrators and licensed staff would be attending a conference to observe and learn more about competency learning programs. The conference paid for Dr. Stephens and Amy Word’s registration. President Whitaker will attend as a representative of the Board. Also attending the conference will be a teacher and principal from E.C. Best and Numa, two teachers and the principals from the middle and high schools, Nate Waite (through RPDP), and Michelle Richardson. Title II and Block Grant funding will pay expenses.

There were over 80 education legislation bills that passed, some of which involved:

- Sun protection and encouraging kids to wear hats on the playground.
- Suicide prevention.
- Suspension of students – a change to policy and procedures requiring Board approval if a student is suspended for more than one day.
- Equity and opportunity for military students.
- Military-connected spouses can be employed by the school districts in Nevada in a more streamlined fashion.
- Legislation surrounding early childhood and special education.
- NEPF evaluations for teachers and administrators scores based on Student Learning Goal worth 15% instead of 40%.
- Evaluation process about learning and growth instead of so punitive.
- English Language Learners.
- Mandatory reporting.
- Pest management.
- Bullying incidents.
- Safety plan.
- New funding model.
- Sales tax changes and excise tax from marijuana sales added to education funds.
- Open meeting law changes.
- Purchasing requirements
- Variance for pupil-teacher class sizes
- Accountability model.

Dr. Stephens and President Whitaker will work together to determine legislation that impact policies and regulations.

BUSINESS SERVICES UPDATE

A. Update regarding other business items.

Phyllis Dowd reported on the recent surplus online public auction where buyers paid approximately $9,000 and another $700 at last week’s auction at West End. Ms. Dowd was happy that the District raised more money than projected, which covers the cost of having someone work to prepare the items for auction.

Debra Shyne and Selena Gomes assisted the Business Office by sending communications to parents requesting they complete their free and reduced meal applications through their
Infinite Campus Parent Portal. Applications received electronically through the portal take Business Office staff ten seconds to approve the family, versus the paper process where parents turn in their application, the school sends it to the Business Office, and staff manually reviews and processes the application. Incomplete applications are returned to the parent for correction. The automated program does not allow parents to submit an incomplete application.

**UPCOMING BOARD EVENTS**

A. Friday, August 16, 8:00 a.m., Welcome Back All Staff Meeting, Churchill County High School Auxiliary Gym (This was moved to the Main Gym)
B. Monday, August 19, First Day of School
C. Friday-Saturday, November 22-23, 2019, NASB Annual Conference, Atlantis Casino Resort Spa, Reno

**CONSENT AGENDA**

A. Approval of Recommended Personnel Action (Attachment A)
   THERE WILL BE ADDITIONAL NAMES RECOMMENDED FOR HIRE AT THE MEETING.
B. Approval of Vouchers
C. Approval of July, 2019, Payroll
D. Approval of June 17, 2019, Regular Board Meeting Minutes
E. Approval of Modifications to Policy 5119.1 - Attendance Policy – Churchill County School District
   a. For Review Only: Regulation 51191. – Attendance Regulation – All Churchill County Schools
F. Approval of Class Size Reduction Report, Quarter 4
G. Approval of the District’s List of Surplus items to sell
H. Approval to modify the District’s contract with Chartwells with a new guarantee amount
I. Approval of contract with Oasis Online regarding funding a Technician utilizing grant funds

Trustee Hyde moved to approve consent agenda A with revisions, and B-I, seconded by Trustee Pinder. There were no public comments. The motion passed unanimously.

**REPORTS BY BOARD MEMBERS**

Trustees Pinder and Schank reported on their attendance at the Policy Committee Meeting. The Committee is working on policies and regulations related to budget development and stress the importance that Board members review those policies and regulations when they come to the for review and approval.

Trustee Schank reported that she, Trustee Getto, and Trustee Strasdin submitted five nominations for the NASB awards.
NEW BUSINESS

A. For Discussion and Possible Action: The Board shall consider all efforts made by the school district to fill the positions through other means and designate our vacant teaching positions as critical positions – (1) Auto Mechanics Teacher, (1) Counselor, (3) Elementary School Teachers, (1) English Teacher, (1) Math Teacher, (1) Music Teacher, and (1) Special Education Teacher, pursuant to NRS 286.523.

Kevin Lords reported that his letter of recommendation is in BoardBook. They filled the auto mechanics and English teacher positions and have plans to fill other positions with either critical needs or long-term subs, with the exception of the counselor position, as the District does not have any applications at this time. Mr. Lords requested approval by the Board so that he could notify the Nevada Public Employee Retirement System and the Department of Education, and then, fill these positions.

Trustee Schank asked about the process of filling critical needs positions. Mr. Lords explained that if the District cannot find a qualified person then the District could hire a retired teacher. This does not affect the retired teacher’s retirement. The retired teacher must receive their first PERS paycheck to be eligible for hire. A couple of retired teachers have agreed to teach, but they cannot start work until September 25, the date of their first retirement paycheck. Others have been retired longer and can start teaching immediately.

President Whitaker inquired whether these positions meet the criteria in Steve Canavero’s memo. Mr. Lords commented that he did not have a new letter, but these positions were recognized by the State.

Trustee Buckmaster moved to designate the positions that the District has not filled as critical positions for Churchill County School District including one counselor, three elementary school teachers, one math teacher, one music teacher, and one special education teacher pursuant to NRS 286.523, seconded by Trustee Hyde. There were no public comments. The motion passed unanimously.

B. Approval to hire labor law attorney to represent Churchill County School District in negotiations, mediation and interest arbitrations with the Nevada Classified School Employees Association, which has declared impasse in negotiations.

Sharla Hales, the District’s legal counsel, reported that the Board has been updated regarding negotiations with the Nevada Classified School Employees Association. In June, the Association declared impasse, after which a few more sessions occurred to try to come to an agreement. Those meetings did not resolve into an agreement. The Association reiterated that they had the impasse letter and that they wanted to choose arbitrators. Ms. Hales’ contract specifically excludes interest arbitration; however, the Board needs representation by an experienced attorney in interest arbitration. Dr. Stephens asked Ms. Hales to provide recommendations and information about who the District might retain to represent the Board. After some phone calls and discussions with colleagues, Ms. Hales recommended the law firm of Allison MacKenzie. Joel Locke is a partner in that firm and was at the meeting. Mr. Locke works closely with Charlie Cockerill, an attorney of counsel to the firm. Ms. Hales and Dr. Stephens had a long conversation with Mr. Locke and Mr. Cockerill regarding where the District is currently at with the Association. They talked about the history of this year’s negotiations. Allison MacKenzie’s letter of representation was...
provided to the Board. Ms. Hales stated that she read it carefully and that nothing concerns her. The typical rate for Allison MacKenzie is $350 to $400, but they offer a discount rate for public entities at $275, which is within range of what any other attorney who could do this work would charge. They have clarified that if both Mr. Locke and Mr. Cockerill are working on this matter at the same time, they would charge for just one attorney.

Ms. Hales stated that her understanding is that a 1% salary increase for all employees would be approximately $270,000. None of the current Board members has been on board during interest arbitration. The total estimated amount for attorney fees would be $20,000 to $40,000, dependent upon how far the proceedings go.

Mr. Locke reported that he is a shareholder and partner in the Allison MacKenzie law firm, formed in 1968 in Carson City by three founding members. One of the founding members, George Allison, still works with them four or five days a week. Their firm has a history of representing local governments and school boards for counties and towns in Nevada at a reduced rate, mostly in the rural areas. In the vast majority of the cases, the two sides come to an agreement before or during a binding arbitration or prior to the decision. It is less expensive for both parties if a decision is reached prior to arbitration. Each party pays one-half of the arbitrator’s fee.

Trustee Hyde commented that he has prior experience with Charlie Cockerill and that the District would be in good hands. The Board’s budget would pay for Allison MacKenzie and for the cost of the arbitrator. Ms. Hales stated that if the Board approves Allison MacKenzie’s contract, they could meet in negotiations right after the meeting.

Trustee Schank moved to hire labor law attorneys Allison McKenzie to represent the school district in negotiations, mediation, and interest arbitrations with the Nevada Classified School Employees Association and to approve their August 16, 2019 contract. Trustee Pinder seconded the motion. Walt Henderson inquired whether the District could afford arbitration. The motion passed unanimously.

PUBLIC COMMENT

Nate Waite thanked the Board, and provided Board members with stickers in support of the strategic plan to hand out to constituents. The stickers help the District focus efforts in communicating information about our strategic plan more clearly with the public. Trustee Hyde suggested that the Profile of a Learner information be placed on the District’s home page.

DISCUSSION AND POSSIBLE ACTION REGARDING FUTURE AGENDA ITEMS AS REQUESTED BY THE BOARD OF TRUSTEES AND CLARIFICATION OF REQUESTED AGENDA ITEMS

Trustee Buckmaster requested an agenda item to discuss bringing back the Warehouse Worker at West End, and a report of the first couple of weeks of school at the high school.

SET DATE AND TIME FOR NEXT BOARD “AGENDA SETTING” MEETING

Trustees Whitaker, Hyde, and Strasdin will meet on August 19 at 4:00 p.m.
CLOSED SESSION

A. Discussion of negotiations and strategies regarding Churchill County Administrators’ Association, Churchill County Education Association, and the Nevada Classified School Employees Association pursuant to NRS 288.220.

Trustee Hyde moved to go into closed session for negotiations and strategies regarding Churchill County Administrators’ Association, Churchill County Education Association, and the Nevada Classified School Employees Association pursuant to NRS 288.220, seconded by Trustee Buckmaster. There were no public comments. The motion passed unanimously.

RECONVENE OPEN SESSION

The meeting reconvened at 7:43 p.m.

ADJOURNMENT

The meeting adjourned at approximately 7:43 p.m.

Prepared by Debra Shyne

Carmen Schank, Clerk of the Board
Charitable Fundraiser Approval Form

Sponsoring individual or group: CCHS Volleyball

Entity to receive the proceeds of the fundraiser: Banner Churchill Community Hospital

Description of the fundraiser (please include dates, locations, and other specific information, including groups being solicited): October 9, 2019 the Lady Greenwave will be making gift baskets, selling baked goods and raffling off various items. This will take place during the Fallon/Truckee volleyball game in the main gym.

Description of the learning or other benefits to students, if any:

Description of the benefit to the community, state or nation: All proceeds raised by the girls will be donated to the breast cancer funds at BCCH.

Number of other fundraisers planned for your school during the current school year: None

If relevant, description of products being sold: Gift baskets, baked goods

Description of involvement of teachers and classified employees:

Coaches and some school staff will be helping set up and run the raffle in the main gym at CCHS during the Fallon/Truckee volleyball game.

By submitting this approval form, I acknowledge that I have reviewed Policy and Regulation 5135 (Student Fundraising and Crowdfunding) and Regulation 3200.6 (Accountability for the Control and Administration of School Activity Funds). I agree to abide by the requirements contained in them if this fundraiser is approved.

Applicant Signature: Taylor deBraga Date: 09/05/19

Applicant Name, Position and Contact Info: Taylor deBraga 970-986-9159 CCHS Head Volleyball Coach

Principal Approval: [Signature] Date: 9-6-19

Superintendent Approval: [Signature] Date: 9-6-19
The Board of Trustees recognizes volunteers can make valuable contributions to the District’s educational, athletic, and extra-curricular programs. The use of community volunteers to assist with instruction, supervision, or other like educational activities at the request of a District employee is encouraged by the Board of Trustees subject to certain requirements and procedures set forth in this policy.

**DEFINITION OF A VOLUNTEER**

“Volunteer” means any person who, without compensation, works at, assists with, or oversees any activity or event conducted or sponsored by Churchill County School District during or outside of school hours. The term:

1. Includes, without limitation, a coach, assistant coach, director of in-school or extracurricular activities and chaperone of an overnight trip.

2. Does not include a student who is enrolled at an institution of higher education and is:
   a. Taking a course which requires the student to be present in the classroom of the public school on a limited basis to observe and to be observed in the classroom; and
   b. Under direct supervision of a teacher or his or her professor at all times while in the classroom.

A volunteer is an unsalaried person (i.e. parent, guardian, family, or community member), 18 years of age or older not attending a Churchill County School District school, who has an ongoing presence in the school for the purpose of supporting the educational goals of the District and whose role requires them to have routine interaction with students in a supervised or occasionally unsupervised basis. Examples of volunteers include, but are not limited to:

- Regularly or periodically scheduled classroom assistants
- Playground, library, or cafeteria assistants
- Academic support or tutors
- Field trip chaperones
- Band chaperones
- Athletic event volunteers
- Assistant or volunteer coaches
DEFINITION OF A VOLUNTEER

“Volunteer” means any person who, without compensation, works at, assists with, or oversees any activity or event conducted or sponsored by Churchill County School District during or outside of school hours. The term:

3. Includes, without limitation, a coach, assistant coach, director of in-school or extracurricular activities and chaperone of an overnight trip.

4. Does not include a student who is enrolled at an institution of higher education and is:
   a. Taking a course which requires the student to be present in the classroom of the public school on a limited basis to observe and to be observed in the classroom; and
   b. Under direct supervision of a teacher or his or her professor at all times while in the classroom.

UNSUPERVISED CONTACT

“Unsupervised contact” means direct contact or interaction with one or more pupils who are not under the direct supervision of an employee of a school district or other person designated by a public school as the person responsible for pupils.

1. A pupil is under the direct supervision of an employee of a school district or other person designated by a public school as the person responsible for the pupil if the employee or other person:
   a. If indoors, is present in the same room as the pupil or has visual contact with the pupil.
   b. If outdoors, is within 30 yards of the pupil or has visual contact with the pupil.

2. A person shall not be deemed to have unsupervised contact with pupils if he or she has the potential for only incidental unsupervised contact with pupils in commonly used areas on the grounds of a public school.

VOLUNTEER APPLICATION

Volunteers shall complete a volunteer application and undergo a screening process to include a local background check and approval by the principal of the school.
Volunteers with Supervised Access:

The volunteer will submit his/her completed application and photo identification to the office of the school where they wish to volunteer. School office staff will ensure the application is complete and make a copy of the volunteer’s photo identification. School office staff will annotate completion of reference checks, ensure the principal has annotated approval on the application, and send the completed application to the District office for processing.

Refer to Regulation 1520.0 for additional information about the application process.

Volunteers with Unsupervised Access or chaperones on an overnight trip:

In addition to the preceding guidelines: The volunteer must also deliver his/her fingerprints with the application and pay $29.25 for the FBI Criminal Background check. This background check must be renewed every five (5) years.

Any volunteer who works for an agency that requires the FBI Criminal Background check may provide evidence of that in lieu of providing fingerprints pursuant to NRS 391.104.

Refer to Regulation 1520.0 for additional information about the application process.

RESPONSIBILITIES OF A VOLUNTEER

Volunteers of the Churchill County School District are mandatory reporters. Any volunteer who has a reasonable belief that a child has been abused or neglected is required to report that belief to an agency providing child welfare services or to a law enforcement agency no later than twenty-four (24) hours after they know or have reasonable cause to believe abuse or neglect has occurred. Failure to comply with the requirements of mandatory reporting is punishable by law under NRS 432B.240.

Volunteers are required to abide by all Board policies and District guidelines while acting as a volunteer. This includes, but is not limited to the volunteers’ obligations to keep confidential and not release or permit access to any and all student personally identifiable information to which they are exposed, except as authorized by law.

Volunteers will be covered under the District’s liability policy, but the District does not provide any type of health insurance to cover illness or accident incurred while serving as a volunteer.

Volunteers may not accept compensation from any third party or source, including, but not limited to booster, parent or other District support organizations, for the performance of their official duties as volunteers on behalf of the District.
Failure to follow direction of a supervisor or to follow applicable laws, rules, and District policies may warrant termination of volunteer services.

Volunteer coaches must meet all the requirements of the Nevada Interscholastic Activities Association’s Nevada Coaches Education Program (NCEP) and the District prior to volunteering with a team and have the approval of the Athletic Director and the Board of Trustees.

ADOPTED:  
REVISED:  
LEGAL REFERENCE: SB 185  
REVIEW RESPONSIBILITY: Director of Human Resources
Volunteers shall complete a volunteer application and undergo a screening process to include a local background check and approval by the principal of the school.

Volunteers with Supervised Access:

Volunteers will submit their completed application and photo identification to the office of the school where they wish to volunteer. School office staff will ensure the applications are complete and make a copy of the volunteers’ photo identification. School office staff will annotate completion of reference checks, ensure the principal has annotated approval on the applications, and send the completed applications to the District office for processing.

Volunteers with Unsupervised Access or chaperones on an overnight trip:

Volunteers must also deliver their fingerprints with their application and pay $29.25 for the FBI Criminal Background check. This must be renewed every five (5) years.

Volunteer who works for an agency that requires the FBI Criminal Background check may provide evidence of that in lieu of providing fingerprints pursuant to NRS 391.104.

Volunteers shall comply with the following screening requirements:

- Submit to a state criminal records check upon initial application and every five years thereafter.
- Submit to and pay for a federal criminal records check if chaperoning an overnight trip or will have unsupervised contact with students.
- Be sponsored or approved by a school site or district employee.
- Complete and submit for approval the CCSD Volunteer Application Packet.
- Be able to present some form of current government-issued photo identification (driver’s license, passport, military ID, US or other government identification).
- Sign in at the main office.
Thank you for your interest in volunteering in Churchill County School District. In an effort to keep our children safe, we require all who wish to volunteer to complete a Volunteer Application. Return this completed application to the school office where you intend to volunteer.

Volunteers who will be at the school 4 or more times in a 4-week period at schools where the principal has determined that they could have unsupervised access to students, or volunteers who attend an overnight trip must be fingerprinted under the Adam Walsh Act once every 5-five years. You need to Volunteers must provide two copies of their fingerprints and $29.25 for the FBI criminal background check.

If you have a disability and believe you require accommodation for the disability during the selection process, please contact us to make appropriate arrangements.

**Application Checklist**

- [ ] Volunteering 1-3 times in a 4-week period with Supervised Access
  - Volunteer Application (fill out and submit to school)
  - Local Background Check Form (Fill out and submit to the school that one of your children currently attends)
  - Picture I.D. (Bring in with your application to be scanned by office staff)

- [ ] Volunteering 4 or more times in a 4-week period at ONE SCHOOL SITE with possible Unsupervised Access or Volunteers who attend overnight trips
  - Volunteer Application (Fill out and submit to school with all required attachments)
  - Local Background Check Form (Fill out and submit to the school that one of your children currently attends)
  - Picture I.D. (Bring in with your application)
  - Fingerprint Request Form (Fill out, bring to Sheriff’s Office or Police Department – cost is $10.00 EXACT CASH ONLY – then attach to Volunteer Application) – Obtain two fingerprint cards
  - FBI Criminal Background (Fill out and attach to application)
  - Background check fee: $29.25 check made out to the school or EXACT CASH (Submit to school with volunteer application)

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**Name:** _________________________________________________ **Date:** ________________________

**Address:**  
City: ________________________ State: ______ Zip Code: ______ Telephone: (____) ______________

**Are you 18 years of age or older?**  Yes [ ]  No [ ]

**Volunteer Site Applied For:** ____________________________ **Department:** ______________

I am a (check all that apply):  [ ] Parent/Guardian of a District student  [ ] Other Family Member/Caretaker

  [ ] Community Volunteer

If you are a parent/guardian, please list students and schools attending: ____________________________

If you are volunteering as a community member, list the name(s) of the organization or business:

_____________________________________________________________________________________________
REFERENCES (please provide two (2) non-relative references)

(Name)  (Relationship)  (Phone)  (Initial Reference Checked)

OTHER INFORMATION

If you are not a current employee of CCSD, have you previously worked for CCSD?
Yes □ No □ When? ________________________________________________________________________

You must ALWAYS disclose criminal information no matter how long it has been since the offense/arrest. Have you EVER been arrested (even if charges were dropped), or convicted, pled guilty or pled no contest to:

• A criminal offense, other than a minor traffic violation, which includes, but is not limited to a felony, gross misdemeanor, misdemeanor, DUI, etc.) Yes □ No □
• A drug or sexual related offense or act of violence? Yes □ No □
• A child abuse/sexual activity claim involving a student or minor or had charges filed against you by a school district, state / county agency, police or court? Yes □ No □

If “Yes”, please explain the type(s) of offense(s), Location(s) and date(s) in the space below. Attach a sheet if necessary.

<table>
<thead>
<tr>
<th>Date</th>
<th>Charge/Offense</th>
<th>Disposition</th>
<th>Penalty</th>
<th>Explanation</th>
</tr>
</thead>
</table>

Note: Any applicant on an active “Wants and Warrants List”, Registered Sex Offender, terrorist list or on Parole or Probation WILL NOT BE ALLOWED TO VOLUNTEER at Churchill County School District. The Churchill County School District reserves the right to deny any individual from serving as a volunteer.

VOLUNTEER COMMITMENT AND PROCEDURES
READ THE FOLLOWING CAREFULLY BEFORE SIGNING AND DATING THIS APPLICATION

Confidentiality: What you hear and observe about students, families, and staff while volunteering in a school is confidential. Repeating a seemingly harmless comment can lead to misunderstandings and hurt feelings. For schools to provide the best environment for learning, everyone’s privacy must be respected.

Child neglect and abuse reporting: School volunteers are obligated under mandatory child reporting laws to report any suspected child neglect or abuse. Volunteers perform under the direction and supervision of school personnel. Volunteers should know and follow school policies and rules.

Student / Volunteer relationships: Volunteers function in a position of trust, and Churchill County School District does not extend that volunteer / student trust relationship outside of the supervised school environment. It is the responsibility of the volunteer to notify the site administrator immediately if he/she becomes involved with a student / family outside the CCSD environment in any capacity, such as scouts, other organizations, etc.
ACKNOWLEDGMENTS

Please READ ALL of the following statements and INITIAL EACH of the boxes to indicate you have read and understand each of the statements.

☐ This is a volunteer application only. No statement by the District establishes a property right to perform volunteer work.

☐ The District, in its discretion and without a statement of reasons, may suspend any volunteer from further volunteer activities pending any background check.

☐ I authorize CCSD to contact any employer or individual that I have listed on my volunteer application and to obtain any relevant information regarding my previous employment, volunteer services, education, certificates, licenses, military service, criminal history, characteristics or traits, or other qualifications for volunteering with CCSD.

☐ In exchange for CCSD's consideration of my volunteer application, I authorize anyone possessing this information to furnish it to CCSD upon request, and I release the individual company or institution and all individuals providing the information or acquiring the information, including CCSD, from all claims, liability, and damages whatsoever in furnishing, obtaining, or using said information including, but not limited to, claims for defamation, libel, slander, infliction of emotional distress, and interference with current or prospective economic relations.

☐ I declare that I am offering to volunteer to provide services for civic, charitable, or humanitarian reasons and am doing so freely and without coercion, direct or implied, from CCSD. I recognize that I will not receive nor do I expect compensation for the services I am offering, other than possible nominal fees, paid expenses, or reasonable benefits which may be provided to me at the sole discretion of CCSD for performing the offered services. It is not my purpose nor my expectation that my services are in preparation for employment with CCSD.

☐ I understand and agree that CCSD will do a background check with law enforcement upon site approval as a volunteer.

The facts set forth in my volunteer application are true and complete. I understand that if asked to volunteer, any false statement on this application may result in my dismissal.

Signature of Applicant: __________________________________ Date: _____________________

FOR SCHOOL USE: Date: _____________________ Picture ID Check ________ (initial)

Site Admin. Approval ______ (initial)

☐ Volunteer 1-3 times per month- Supervised Access (pages 1-4 are required)

☐ Volunteer 4 or more times per month- Unsupervised Access or overnight (page 1-5 are required)

FOR DISTRICT USE: Fingerprint/Background Check ________________ (date/initial)

Administrator Only: I have reviewed the disclosed information above and ☐ accept ☐ do not accept this this applicant as a volunteer on our campus(es). If accepted, the background check and/or fingerprint check will be performed.

___________________________________
Principal Signature
The undersigned applicant of Churchill County School District gives his/her permission for the Churchill County Sheriff’s Department and/or the Fallon Police Department to run a local background check for the purpose of volunteering in the school district.

This information will remain confidential and will be maintained in the applicant’s file.

There will be no fee for this service.

Applicant Name (PRINTED)  [Signature]

Date of Birth

Please return fax to (775) 423-2959.

If any questions or concerns, please call the CCSD at 423-5184

Thank you.
FINGERPRINT REQUEST FORM

Please provide this form to the fingerprint technician/official at the time the fingerprints are taken to ensure that all fields contain the required/authorized information needed for processing. Volunteers without a Fingerprint Request Form or with an incomplete Fingerprint Request Form may be denied fingerprinting until all applicable information is received.

Fingerprint technician/official, please ensure that you see photo ID for identity verification purposes prior to fingerprinting.

Volunteer Information:

Name (Last, First, MI): __________________________________________________________________
Address: ______________________________________________________________________
City, State, and Zip: ________________________________________________________________
Date of Birth: ___________________ Place of Birth: ________________________________
SSN (if required): ___________________ Citizenship: __________________________________
Sex: ___ Race: ___ Height: ___ Weight: ___ Eyes: ____ Hair: _________________________________

Authorized Entity Information:

Account Number (MNU): ___________________ ORI: ________
Volunteer Responsible for Fees: Yes
Reason Fingerprinted (NRS or Public Law): Adam Walsh Act - Volunteer
Submit Fingerprints Electronic LiveScan: Yes ☐ No ☐
If NO, please print hard cards and return to applicant for manual submission

Fingerprint Site Information:

Signature of Technician/Official taking prints: __________________________Date: __________

From the SO:

• Effective January 1, 2018, New fees will apply: County Residents $10, Out of the County $20
• New hours: Tuesday: 6:30 am – 1:00 pm, Wednesday: 12:30 pm – 3:30 pm and Thursday: 9:00 am – 12:00 pm

Please return this form to the Churchill County School Site that you wish to volunteer with your volunteer paperwork.
The Board considers the preparation of an annual budget to be one of its most important functions as the budget is the financial reflection of the educational plan for the District. The budget shall be designed to carry out that plan, which broadly stated is to provide knowledgeable teachers, a Board approved rigorous curriculum, to maintain school facilities, and to honor the vision, goals and obligations of the District.

The budget development process shall include the following aims:

1. Inform and involve the community, Board, staff and administration through scheduled Board meetings and Budget Committee meetings, media and school web site, at appropriate stages during the tentative, final, and amended budget preparations thus promoting transparency and a better understanding of the budget.

2. Include the community, Board, staff and administration with an opportunity to provide input in the development of the budget through the District Budget Committee.

3. Involve the Board in all major decision-making stages.

4. Incorporate long-range planning, when feasible.

5. Provide a fiscally sound program with a balance of services for the entire district that meets the goals of the Board.

The final approval of the district budget rests with the Board of Trustees.

In the General and Special Education Fund, a contingency account must be included for each fund. These contingency accounts shall be established in these two funds to provide for unforeseen expenditures or for anticipated expenditures of an uncertain amount. NRS 354.608 limits the contingency to 3% of funds otherwise appropriated in the fund, exclusive of any amounts to be transferred to other funds. In preparation of District budgets for any given year, the General Fund and Special Education funds should have contingency accounts of no less than 1%, and no more than 3%, of fund appropriations less fund transfers.

In order to ensure adequate time for the preparation and review of the proposed budget, the Board requests that the Director of Business Services present to the Board all available information associated with the budget in February, or as soon as possible, for budgetary development and the final budget by the end of May.
In preparing the budget, all revenues and other resources shall be carefully estimated. To provide a safeguard against variances between budgeted and actual enrollment, budget estimates of enrollment shall be more conservative than other projections of enrollment. All anticipated expenditures for the upcoming budget year shall be carefully estimated and incorporated into the budget as planned. Estimated resources and expenditures are to be categorized in a manner that complies with the appropriate NRS, policies and regulations.

All district funds are to have adequate and appropriate budgeted ending fund balances by maintaining budget to actual records. Adequate balances must be budgeted in order to maintain the School District’s credit rating, to minimize interest costs to taxpayers, to meet seasonal cash flow needs, to facilitate a financially sound transition between fiscal years, and to protect the District financially against fluctuation or unforeseen reductions in revenue and unforeseen expenditures in excess of the budgeted contingency. The following should be taken into consideration in formulating budgeted ending fund balances:

1. Cash flow requirements needed to support operating expenses;
2. The relative stability of the fund’s revenue from year to year;
3. Susceptibility of the fund to emergency or large unanticipated expenditures;
4. The credit worthiness and capacity of the fund to support debt service requirements;
5. Legal or regulatory requirements relative to revenues, disbursements, and fund balances; and
6. Such other factors as the Board, in its discretion, shall determine.

ADOPTED: 10/12/95
REVIEWED: 07/31/07
REVISED: 10/24/13
REVIEW RESPONSIBILITY: Board of Trustees / Director of Business Services
BUDGET DEVELOPMENT

PURPOSE

The Board of Trustees (“Board”) believes the annual budget of the Churchill County School District (“District”) must be reflective of the educational goals and policy priorities of the Board within the scope of funds available from all sources. The adoption of the annual budget is one of the Board’s most important responsibilities. State law requires that the District adopt a balanced budget, where resources equal expenditures. However, a budget that is balanced by the State’s definition may not necessarily be sustainable because on-going expenditures could be supported by temporary or highly volatile revenues, including but not limited to grants and one time funding. This policy supports the on-going financial sustainability of the District by requiring a structurally balanced budget. Through this policy and any associated governing documents, the guidelines through which the annual budget is created and approved shall be established.

POLICY

A. Definitions

1. **Budget** is defined as a plan of financial operation embodying an estimate of proposed expenditures and expenses for a given period and the proposed means of financing them. (NRS 354.492)

2. **Recurring expenditures** appear in the budget each year. Salaries, benefits, materials and services, and asset maintenance/replacement costs are common examples of recurring expenditures.

3. **Recurring revenues** are the portion of the District’s revenues that can reasonably be expected to continue year to year, with some degree of predictability.

4. **Structurally balanced budget** is a budget in which recurring revenues equal or exceed recurring expenditures.

5. **Zero-based budgeting** is a method of budgeting in which all expenses must be justified for each new period. The process of zero-based budgeting starts from a "zero base," and every function within an organization is analyzed for its needs and costs.

6. **Base budget** is the ongoing funding to keep the District functioning. This does not include enhancements or reductions to current operations.

4.7. **Sunset budget review** is to review programs with the objective of identifying those that are not aligned with priorities (goals), not cost-effective, or that are
B. Governing Principles

1. The District’s Strategic Plan and Site School Performance Plans shall drive the budget process, expressing clear goals for how resources are allocated. Tracking these plans’ progress or making tough budget decisions to prioritize programs and strategies are impossible without specific goals, objectives, and data.

2. Decisions shall be learner-centered. Budget decisions should be based on what is best for students, not the interests of adult stakeholders.

3. Decisions shall be data-informed. The District shall prioritize funding of programs and services based on outcomes and proven cost-effectiveness. Program evaluation practices will be utilized to understand effectiveness and results.

4. The District shall examine patterns of spending on a regular basis, ensuring that efficiencies are being realized including, but not limited to, the following consideration:
   a. School district budgets often consider last year’s spending for the basis of the next year’s budget. However, past patterns of spending may no longer be affordable or even relevant given changing needs of the community and the goals of the Strategic Plan.
   b. The District shall utilize periodic or sunset reviews, priority-based budgeting, zero-based budgeting, or other types of bottom-up reviews of programs and services.
   c. The District shall develop and adhere to a process to identify and revise or discontinue programs that are not achieving stated objectives or that are not as cost effective as available alternatives.
   d. The District shall conduct efficiency studies to identify areas in which cost-savings and time-loss savings could be realized.

5. The District shall ensure equity of opportunity for students. Every student shall be provided an equal chance to succeed. As it relates to the budget process, this means promoting equity in funding among all students, providing extra support for students in a variety of ways. To achieve educational equity, the District will provide additional and differentiated resources to support the success of all students.

6. A long-term perspective shall be followed. The District may not be able to make large changes to the established educational strategy and resource allocation.
patterns within a single year. Further, a consistent application of proven strategies over a multi-year period will deliver better results. Therefore, to the degree possible, the District shall develop a multi-year funding plan for those strategies, with the goal of fully funding and realigning resources where necessary to fund high priority elements of the strategies.

7. The District shall be transparent in the budgeting process. Effective budgeting requires valid information about the true costs of serving students and the outcomes produced for students. The budget process should be informed by valid and reliable data on fiscal and academic performance. The District should:

   a. Seek community input and awareness in the budgeting process, ensuring transparency;

   b. Be clear on what activities or programs are being funded and how they help the district reach its goals – not just line items and broad expenditure categories.

C. Governing Practices

1. A budget for the District shall be prepared annually for review by the Board of Trustees. The preparation of the formal budget shall be the responsibility of the Superintendent, in consultation with the Director of Business Services. The Superintendent shall present the Board of Trustees a proposed budget showing the financial needs of the District for the ensuing fiscal year.

2. The Board will engage in a thorough training of the District’s budget model once a year prior to the first Budget committee Advisory Committee meeting in January or February of each school year, ensuring the members understand the development of priorities based on the policy as well as reviewing the data needed to make sound, evidence-based decisions for the final budget each year.

2-3. Determination of Budgetary Priorities

Through the creation and implementation of the District’s Strategic Plan and School Performance Plans, the Board shall determine criteria for determining budgetary priorities, which shall serve to improve the achievement of students and meet the District’s goals. Programs and practices that most closely align to the Strategic Plan and School Performance Plans should receive an emphasis in the budgeting process. These plans shall be continually updated to support the needs of the students and the District.

4. The District shall maintain a structurally balanced budget for the General Fund, in which recurring revenues are equal to or greater than recurring expenses.
expenditures beginning no later than the Fiscal Year 2020-21 budget and ongoing thereafter.

a. One-time or non-recurring funds (such as grant funds) should not be used to fund ongoing operational costs, except within the context of a larger plan to balance ongoing revenues and costs over a multi-year period. Such a plan could involve short-term use of one-time funds to preserve essential public services while working to establish longer-term funding sources.

b. The appropriation of ending fund balances and one-time funding sources shall be managed with care. These sources are most appropriately used to fund one-time expenses such as capital expenditures, start-up costs for new programs, or to build reserves.

c. In the event that actual recurring expenses are expected or forecasted to exceed recurring revenues for the current and/or following fiscal year, the Superintendent, in consultation with the Director of Business Services, shall make a recommendation to the Board that includes the following:

i. The reasons for the imbalance; and

ii. A plan explaining the steps that will be taken to re-establish a structurally balanced budget, either at mid-year or during the normal budget process depending on when this determination is made.

iii. Annual Revenue forecasting forecasts will be undertaken annually to through a review of historical revenue trends and analysis of available state and local economic projections. Revenue forecasts shall not be based on straight-line assumptions.

iii.iv. The identification of known implications.

d. Data Analysis. Quantitative analysis shall serve as the underpinning of budgetary analysis and decisions. In other words, data (to the extent it is available) shall inform support budgetary decisions. This analysis largely falls on District staff but shall be presented to the Board and public in a way that is transparent and understandable. The following approaches are examples of the types of quantitative analysis of programs and budget requests that may be used:

i. Benchmarking – comparisons to comparable agencies with regards to costs, efficiency and effectiveness measures, and outcomes can be valuable in assessing the performance of functions other than academic programs and identifying other, more cost-effective service models. When feasible, core academic programs and services that have a direct
connection to academic performance and Strategic Plan goals, should be reviewed and compared to other comparable agencies, considering the academic return on investment (A-ROI) measures to evaluate programs. In accordance with guidelines of the Government Finance Officers Association (GFOA), A-ROI should be used after systems are designed to measure performance. A-ROI should not be used to evaluate operational areas or areas where there is an indirect benefit to academic performance. In short, the District must utilize appropriate methods to measure effectiveness of various areas of the District’s programs and services.

- Program and policy analysis, including cost-benefit analysis.
- Root cause analysis for academic programs that have a direct benefit to academic performance.
- Historical trend analysis, which may include analysis of statistical workload or performance data over time and staffing changes relative to workload measures.
- Organizational assessments or periodic fundamental/strategic reviews may be conducted either by District staff or by consultants.
- Avoidance of Incremental Budgeting Practices — school districts and other governments’ budget processes are typically incremental, where last year’s spending becomes the basis for the next year’s budget, with incremental changes made around the margin. The District’s budget process should re-examine patterns of spending, either through priority-based budgeting or through a rolling zero-based budgeting process.
- Involve and promote effective communications with stakeholders — governmental budgeting best practices have emphasized the importance of community and stakeholder input in the budget process. However, incorporating public input in a meaningful and constructive way can be challenging. Because the general public does not have access to the same level of information as staff, it is important to recognize that while the community’s input is important, it is only one component of the public policymaking process inherent in the budget process and should not solely drive the process. Budget development shall also provide for informing and involving the community and staff at appropriate stages, to promote understanding of the budget. The District shall utilize the Budget Advisory Committee, which will meet at least twice during the budget development process. Community input and awareness during the budget process can also be achieved by any of the following methods:
i. Conducting a community survey on budget priorities and other financial issues. The survey should be conducted before the first Board hearing on the following year’s budget.

ii. Conducting community forums or other meetings with community groups such as parent-teacher associations, business groups, and so on. These meetings should be scheduled either before and/or concurrent with the budget process. The public’s input on budget suggestions should be solicited through these meetings.

iii. Use of the District’s website and social media to build awareness provides transparency of the budget and financial issues and to provide updates on the budget process. All approved budgets and financial documents are available to the public on the District’s website.

iv. A town hall meeting may be conducted after budget recommendations are made to the Board in order to begin preparation of the Tentative Budget. The public’s input on budget recommendations should be solicited at this meeting.

h. This long-range financial plan will be shared with the Budget Advisory Committee as a piece of information to inform the Committee’s work, which will include:

i. Participating in the review of the evidence relative to various programs being considered for renewed funding or new funding based on clear criteria determined by the District Administration.

ii. Conducting a cost/benefit analysis of programs to be approved by the Board based on a system recommended by the Superintendent and Director of Business Services.

iii. Following the Guiding Principles established by the Board when reviewing all budget items, asking questions related to the implementation of various programs, and sharing various perspectives about suggested budget items.

iv. Serving as a soundboard for the District’s principals and directors regarding various spending plans introduced in the draft budget, asking questions, and provide feedback as necessary regarding the suggestions made for spending.
D. Tentative and Final Budgets

1. Prior to considering cost reductions or recommending expansions of existing programs and/or creation of new programs during the budget process, the Superintendent and Director of Business Services should prepare and present a base budget for the General Fund. A summary of the base budget and major changes to expenditure and revenue trends shall be presented to the Board, which includes a projection of the expected budget surplus or shortfall for the General Fund, no later than February of each year. The base budget should be based on:

   a. Salaries and benefit costs based on current staffing, but including negotiated salary increases and known increases to benefit costs, such as retirement contribution rate changes or, health insurance cost increases, and OPEB costs.

   b. Projected revenues for the upcoming fiscal year, based on sound forecasting methods.

   c. Known costs increases to for multi-year contracts, or other or operating supplies and expenses (materials or services), costs.

2. The Board shall participate in decision-making at all major stages in budget development.

3. The Superintendent and Director of Business Services shall prepare the final preparation of the annual budget of the District in compliance with State law such that:

   a. Estimates of resources and expenditures are categorized in a manner that complies with appropriate classifications and forms prescribed by the Department of Taxation.

   b. The tentative budget shall be presented to the Board of Trustees for approval and filed with the Clerk of the Board, the County Clerk, the State Department of Taxation, and the State Department of Education by the date set by applicable Nevada Revised Statute.

   c. Prior to approval of the final budget, a notice of public hearing shall be published, stating the time and place of such hearing, and listing places where copies of the proposed final budget are on file and available for inspection.

   d. The public hearing regarding the proposed final budget as referred to above shall be held on the date set by applicable Nevada Revised Statute.
d-e. The Board of Trustees shall adopt, by majority vote, a final budget on or before the date set by applicable Nevada Revised Statute, currently June 8. This budget shall be authenticated by the necessary signatures of Board members. The final budget shall be transmitted to the Department of Taxation and shall be distributed as determined by the department.

distributed to the same parties as the tentative budget as stated in item b above.

e.—An affidavit of proof of publication of notice of public hearing shall accompany the final budget.

E. Funding of New Programs and other Program Evaluation

1. Either as part of the annual operating budget process or as a mid-year request, the Board and District should consider proposed new programs carefully while at the same time encouraging innovative new concepts and best practices.

2. When considering the funding of new programs with an annual operating cost of over $50,000 or a significant expansion of an existing program, the District shall adhere to the following requirements:

   a. New programs will be considered, when possible, as “pilot programs” that are to be evaluated after a fixed period of time, generally no longer than three years. It should be made clear to persons employed or contracted for the program that the program may be discontinued.

   b. When a new program is proposed, the upfront and ongoing costs of the program will each be explicitly provided to the Board.

   c. The basis for evaluating the success of the new program, including outcome measures, will be explicitly stated prior to implementation of the program and measured at the end of the pilot program. The cost effectiveness of the program will also be evaluated at the end of the pilot period.

   d. Alternative service delivery models that may achieve the same outcomes will be considered and evaluated prior to implementation.

   e. A formal report or memorandum to the Board will be prepared summarizing the conclusions regarding the pilot program at the end of the pilot period.

   f. With existing programs, the Board shall determine measures to evaluate existing programs for performance and cost effectiveness before considering continuation of practices, programs, and services.
F. Long Range Financial Planning

1. Upon achieving a structurally balanced budget, the Superintendent shall cause to be created long-range revenue and expenditure forecasts (at least three years) as part of the budget process and will consider these forecasts during budget development in order to address the District’s future financial position. These forecasts will be based on any short and long term financial forecasts available as part of state and federal funding.

2. The long-range financial plan should include long-term enrollment forecasts in order to support financial decision-making, including, where practical, trend analysis for students in categories that cost more to educate such as at-risk students, students with special needs, GT students, and English Learners.

G. Desired Outcomes

1. This policy, and the associated documents, shall establish guidelines for the Board, Superintendent, and staff to use in making financial decisions that ensure educational and operational services are maintained and the District’s vision and mission is achieved.

2. This policy shall provide a level of security for the community by ensuring tax dollars are being used openly, legally, efficiently, and effectively, and in a manner that provides insulation from fiscal crisis and economic disruption.

3. The District shall have a structurally balanced budget by Fiscal Year 2021-2022 and will maintain that going forward.

4. Budget decisions will align with the Board’s and Superintendent’s priorities (including the Strategic Plan), and the budget will emphasize funding for programs with proven results.

5. The District will use best practices such as priority based budgeting, as outlined in this policy, in developing its budget.
IMPLEMENTATION GUIDELINES & ASSOCIATED DOCUMENTS

1. This policy reflects the goals of the District’s Strategic Plan and aligns/complies with the governing documents of the District, to include:

   a. Administrative Regulation 3010.1, Budget Development; and


ADOPTED: 10/12/95
REVIEWED: 07/31/07
REVISED: 10/24/13
LEGAL REFERENCE: Chapter 354, NRS 354.570-354.626, Chapter 387, NRS 387.300-387.303
REVIEW RESPONSIBILITY: Board of Trustees / Director of Business Services
The Director of Business Services shall assemble and distribute to the Board, Superintendent, and Budget Advisory Committee, prior to the development of the tentative budget, pertinent budget information, including a revenue projection and estimated ending fund balance. This information will identify the amount of cuts, if any, needed to balance the budget. The budgeted ending fund balance in the general fund shall not fall below 4% of the prior year expenditures (per NAC 354.650 and District Policy 3230.0). The suggested budget will also contain a contingency fund of at least 1% and no more than 3% of the budget year expenditures.

The Director of Business Services will work with all Directors and Administrators in developing site budget requests. The site budget requests will be shared with the Board, Superintendent, and Budget Advisory Committee along with other pertinent information. The Directors and Administrators are responsible for their site budgets and are encouraged to attend all meetings related to the budget process.

Budget Advisory Committee meetings will be posted and scheduled to ensure maximum transparency and participation of the community, Board, Superintendent, staff, and administration (see R3010.2).

Additional media resources will be utilized to gather input and provide budget information as deemed appropriate. This may include, but is not limited to, the District’s website, newspaper, surveys, social networks, and other comments.

The information gathered by the Budget Advisory Committee, Superintendent, Directors and Administrators will be consolidated into the Tentative Budget. It will be presented to the Board to ensure timely submission to the Department of Taxation by April 15th—the required deadline (NRS 354.596).—.

Discussions will continue and adjustments will be made to the Tentative Budget to draft the Final Budget—. The Final Budget will be presented to the Board on the third Wednesday in May in a public hearing, scheduled as required (NRS 354.596).

The Board is responsible for the entire district-District budget and can make changes to the budget at any time until submitted to the Department of Taxation. Changes to the budget can be made by placing a motion of action pertaining to budget change on the board-Board agenda. The budget must be approved by the majority of the board-Board members.
The following individuals and/or organization representatives will be invited to participate in an advisory role in the budget development process. The Director of Business Services will preside at all Budget Advisory Committee meetings and ensure that members are notified of all committee meetings. The meetings will follow open meeting laws and will be open to the public under the direction of the Superintendent.

The Director of Business Services shall distribute pertinent budget information (including expenditures and revenues) and other background information to be reviewed by the Budget Advisory Committee.

Budget Advisory Committee meetings will be held to be a sounding board for all stakeholders prior to the submission of the final budget. The role of the Advisory Committee will be to:

1. Participate in the review of the evidence relative to various programs being considered for renewed funding or new funding based on clear criteria determined by the District Administration.

2. Conduct a cost/benefit analysis of programs to be approved by the Board based on a system recommended by the Superintendent and Director of Business Services.

3. Follow the Governing Principles established by the Board when reviewing all budget items, ask questions related to the implementation of various programs, and share various perspectives about suggested budget items (see P3010.0).

4. Ask questions and provide feedback as necessary regarding the suggestions made for spending based on the District’s Strategic Plan and School Performance Plans.

The Committee may develop sub-committees to focus on certain components of the budget, as determined by the Superintendent. Areas of focus could include operations, educational expenditures, staffing requirements, or other areas needing additional analysis.

The Director of Business Services shall prepare a written report for the Board summarizing all of the Budget Advisory Committee meetings, including suggestions received by the committee. The Superintendent and Director of Business Services shall make a final recommendation to the Board regarding budget items.

A. District Committee Members:

1. Budget Advisory Committee members of the Board of Trustees
2. Superintendent
3. Director of Business Services
4. Director of Educational Services
5. Director of Maintenance
6. Director of Transportation
7. Director of Special Services
8. Food Service Representative
9. Technology Representative
10. CCAA Representative
11. CCEA Representative
12. NCSEA Representative

B. Community Committee Members:

1. NAS Fallon’s Military Liaison
2. A member from any Parent Involvement Committee
3. A Representative from the Financial Community
4. A Representative from the Fallon Paiute Shoshone Tribe
5. Others as designated by the Superintendent

The Director of Business Services shall distribute pertinent budget information (including expenditures and revenues) and other background information to be reviewed by the Budget Committee.

Budget Committee meetings will be held to discuss, provide, and receive input regarding the budget. The committee will define a process to receive input regarding expenditures and how to request information from the Director of Business Services. (see P3010.0)’s SP

2. The Committee may develop sub-committees to focus on certain components of the budget, as determined by the Superintendent. Areas of focus could include operations, educational expenditures, staffing requirements, or other areas needing additional analysis.

Additional committee meetings will be held to finalize committee recommendations to the Board.

The Director of Business Services shall prepare a report for the Board summarizing all of the Budget Committee meeting recommendations, including suggestions received by the committee. The Superintendent and Director of Business Services shall discuss all suggestions/priorities and make a final recommendation showing deviations from Budget Committee recommendations, if any, to the Board regarding budget items.
C. Protocol for Budget Advisory Committee Meetings

The agenda for the Budget Advisory Committee shall be developed by the Superintendent and the Director of Business Services. The Director of Business Services, other Directors, Administrators, and Committee Members will also provide financial information to be placed on the upcoming agenda for discussion and/or action. Committee members will be educated by the Director of Business Services as to the budget development process, funding, expenditures, budget to actual balances, and other pertinent financial information.
The Board directs that policies, administrative regulations, and procedures shall be developed to ensure that the financial resources of the Churchill County School District are used to support a basic high quality instruction program consistent with the goals of the Board of School Trustees as contained in its State of Educational Goals (refer to Policy 0101) and the District’s Strategic Plan.

The necessary policies, regulations, procedures, and reporting instruments shall be followed to ensure that budget accounts will be properly managed.
It is necessary for the Board, Superintendent, and Director of Business Services, and other Directors to monitor the District’s expenditures during the year to ensure the budget is followed and is in compliance with appropriate NRS, policies, and regulations.

All staff that have budget responsibilities are to monitor their budgets on a monthly basis. The recommended method is to check reports, totaling expenditures by function and object, in comparison to the amount budgeted (budget to actual reports). The budget to actual reports are to be sent monthly by the Business Office.

At no time will a school or department or school district entity expend more than the total budget allocated to their school or department or entity. It is understood that the budget is an estimate of future transactions and may need to be adjusted across accounts throughout the year to reflect the actual needs of the school or department or entity. A budget adjustment may be requested by the school or department or entity and submitted to the Director of Business Services and Board of Trustees for approval. Budget adjustments should be done before May to ensure timely submission for any budget amendments to the Board, if necessary.

The Business Office has the responsibility to oversee the budgets of the District and to ensure that budgets are properly managed. The Director of Business Services will monitor school and department expenditures to ensure none over-expend. The accounting software used by the District shall use budget controls to ensure expenditures do not exceed budgets. It may be necessary to work with various parties to handle unanticipated expenditures that are necessary for the operation of the District.

ADOPTED: 10/24/13
REVISED:
REVIEWED:
REVIEW RESPONSIBILITY: Board of Trustees / Director of Business Services
September 5, 2019

Churchill County School District
c/o: Sharla Hales, Esq.
883 Mahogany
Minden, NV 89423
sharlahales@gmail.com

Re: Representation Agreement

Dear Sharla:

Thank you for retaining our firm to represent Churchill District School District. Our firm's policies require that we enter into a representation agreement with every new client. Therefore, this letter will confirm our mutual agreement regarding the terms under which Churchill County School District has retained us.

We have agreed to represent the Churchill County School District in connection with legal representation regarding collective bargaining and other labor relations services between the District and its recognized employee organizations authorized by the Superintendent or designee commencing upon approval of the District Board.

In consideration of our representation of Churchill County School District, the District will pay us for all time devoted to work on Churchill County School District’s behalf, at the hourly rates in effect at the time the services are rendered. Churchill County School District understands that it is impossible to determine in advance the amount of fees or costs needed to complete this matter. The minimum time charged for any particular activity is two-tenths (2/10) hour. Time is otherwise charged in one-tenth (1/10) increments. Travel time is also billed at the hourly rate. My hourly rate for this type of matter is $275.00. The hourly rate for other shareholder attorneys working on this matter is $275.00. The hourly rate for associates working on this matter is $275.00. The hourly rate for law clerks working on this matter is $125.00. The hourly rate for paralegal personnel working on this matter is $100.00. Our hourly rates are reviewed each year and adjustments are made from time to time for ongoing matters upon thirty (30) days written notice.
We will bill for our services monthly and Churchill County School District agrees to pay our statements upon presentation. Our monthly statements are generally in a format detailing time spent on Churchill County School District’s behalf by each attorney. If Churchill County School District prefers another statement format, we will attempt to accommodate Churchill County School District’s needs. We encourage Churchill County School District to ask any questions regarding our statements as soon as Churchill County School District receives them.

Churchill County School District has also agreed to pay all costs which we reasonably incur in our representation of Churchill County School District. Substantial costs are subject to Churchill County School District’s prior approval and we may ask that such costs be advanced.

As security for our fees and costs hereunder, Churchill County School District grants us a security interest in all of the papers, files, documents, and records or other personal property supplied by Churchill County School District to us or generated by us in representing Churchill County School District, and on all judgments, settlements, amounts due or to become due concerning matters on which we have acted as Churchill County School District’s labor counsel, whether or not we continue representing Churchill County School District.

In the event that any monthly statement rendered by us to Churchill County School District is not paid within thirty (30) days after its date, then interest at the rate of 10% per annum will accrue on the amount due until it is paid. In no event, however, will this rate ever exceed the maximum allowed by law.

In the event that litigation, including arbitration, between us arises out of this agreement, suit will be venued in Carson City, Nevada and the prevailing party will be entitled to recover its reasonable attorneys’ fees.

Churchill County School District is at liberty to terminate this arrangement at any time Churchill County School District desires. Likewise, we retain the right to withdraw as Churchill County School District’s attorneys at any time. Upon termination Churchill County School District is responsible for paying our bill in full as of the date of termination. We are not required to release Churchill County School District’s files until Churchill County School District’s account is paid in full. Churchill County School District will be responsible for the costs incurred in the copying of Churchill County School District’s file. If we are holding money for Churchill County School District in our trust account, Churchill County School District will be entitled to the immediate return of all funds in our trust account less any accrued fees and costs as of the date of termination.

If you or the Churchill County School District, Board of School Trustees have any questions with regard to this representation agreement, please give me a call. After Churchill County School District’s review and approval of the engagement letter, please sign the letter and return it to me in the enclosed pre-addressed, stamped envelope. Please keep the copy for Churchill County School District’s records.
Thank you for Churchill County School District’s consideration in choosing our firm to represent Churchill County School District. I look forward to providing legal services to Churchill County School District.

Sincerely,

ALLISON MacKENZIE, LTD.

By: ____________________________

Joel W. Locke, Esq.

cc: Charles P. Cockerill, Esq.
GRAZING and/or FARMING LEASE AGREEMENT
The Terms of the Grazing Lease will be presented to the Board on September 11, 2019

This agreement is entered into on the date set forth below by and between Churchill County School District (Lessor), and Myles Getto (Lessee). In consideration of the mutual covenants set forth below, the parties agree as follows:

1. PROPERTY LEASED: Lessor hereby agrees to lease to Lessee and Lessee hereby agrees to lease from Lessor the property located on Rio Vista Road, Fallon, Nevada, Assessor’s Parcel Numbers 007-651-17 and 007-651-18. The property is located on the west side of Rio Vista Road off of Highway 50 between Highway 50 and Rambling Wind Drive.

2. TERM: The term of this lease shall commence on September 13, 2018 and terminate TBD.

3. LEASE PAYMENTS: Lessee agrees to pay Lessor $4,000. Payment is to be made by check in one lump sum payment before the stock are put in the field or farming begins.

4. USE OF PREMISES: It is understood that Lessee intends to use this property for the purpose of grazing cattle and/or farming. Lessee understands that this property does not include access to electricity or water for livestock. Lessee understands that he will need to provide water adequate for his stock. Irrigation water for crop production is provided. The amount of water available is set by the Truckee-Carson Irrigation District (TCID).

5. LESSEE’S OBLIGATIONS: Lessee, during the term of this lease, shall be responsible at Lessee’s sole cost and expense for all of the following:
   a. Payment of all expenses of shipping any cattle to and from the leased premises and payment of all expenses for any necessary care and work of the cattle, including, but not limited to, all salt blocks, vaccinations, implants and fly tagging, veterinary, medicine and related care expenses. Lessor is leasing the property only and holds no responsibility for the care of the cattle.
   b. All fencing must be inspected by lessee prior to placing livestock in the field. Appropriate condition of fencing is the responsibility of the owner of the livestock that is grazing the pasture (lessee) prior to and during the grazing period.
   c. Hay may be fed within 150ft of the fence on Rio Vista, but nowhere else on the Rio Vista property.
   d. Preparing the field for new hay crop, to include laser leveling, maintaining berms and ditches, and planting field into alfalfa by the end of the lease period at no cost to the District or CCHS FFA.

6. DEFAULT BY LESSEE: Should Lessee default in the performance of any of Lessee’s obligations hereunder that causes expense to Lessor, Lessee hereby agrees that Lessor has the right to retain possession and shall be deemed to be the legal owner with the right to sell and retain proceeds of sale from any or all of Lessee’s cattle and/or crops in an amount sufficient to fully compensate what is due Lessor.
7. **RISK OF LOSS**: The risk of loss from any injury or death of the cattle being pastured and/or crops planted prior to Fall of 2019 shall be the sole risk and responsibility of Lessee and Lessor shall not be held accountable for the same.

8. **HOLD HARMLESS**: Lessee agrees to hold Lessor (and his assigns) harmless from and against any and all claims asserted by reason of any personal injury or property damage related to or arising out of the grazing of Lessee’s cattle and/or farming on the property (including damage from animals getting out on the road or on others’ property) or arising out of the conduct of Lessee or his agents, successors and assigns of the Lessee. Further, Lessee is responsible for maintaining Lessee’s own property, liability and worker’s compensation insurance and shall hold Lessor harmless from all claims in this regard.

9. **ASSIGNMENT**: Lessee shall not assign nor sublet the leased premises or any interest therein without the prior written consent of Lessor.

10. **ENTIRE AGREEMENT**: This lease constitutes the entire agreement between the parties hereto. Any changes in this lease agreement between the parties shall be in writing and signed by both parties.

11. **ATTORNEYS’ FEES**: In any action by either party hereto to enforce any term or condition hereof, the prevailing party shall be entitled to reasonable attorneys’ fees.

12. **GOVERNING LAWS**: The interpretation of this lease and any dispute over any of the terms or conditions of this lease, shall be governed by the laws of the state of Nevada, which shall be the proper venue for any legal action over this lease.

13. **BINDING ON HEIRS**: This lease agreement shall be binding upon the heirs, successors and assigns of the parties hereto.

14. **NOTICE**: Any notice to be given to Lessee or Lessor hereunder shall be personally served or served by first class mail, addressed as follows or to any address subsequently designated by the parties in the manner herein provided for the service of notice:

   **Lessor**: Churchill County School District  
   Phyllys Dowd, Director of Business Services  
   690 S. Maine St.  
   Fallon, NV  89406

   **Lessee**:

   IN WITNESS WHEREOF the parties hereto affix their signatures:

   ______________________________  Date ________________________
   Phyllys Dowd, CCSD Director of Business Services

   ______________________________  Date ________________________
   Lessee
Addendum A – Stipulations for Grazing Lease for Rio Vista Property

1. All fencing must be inspected by lessee prior to placing livestock in the field, and after livestock are removed from field. Appropriate condition of fencing is the responsibility of the owner of the livestock that is grazing the pasture (lessee) prior to and during the grazing period.

2. It is understood by the lessee that there is no water available in the pasture for livestock. Water must be provided by livestock owner. There are no corrals on the property. Irrigation water for crop production is provided. The amount of water available is set by the Truckee-Carson Irrigation District (TCID).

3. It is understood that Churchill County FFA Advisors will have access to the property in order to perform regular field maintenance as necessary. Lessee will be contacted in advance when that work will be performed.

4. Grazing consists of stubble and new growth since cutting hay in July, ditch banks, borders, and outside edges of field.

5. Livestock will stay a minimum of two weeks and a maximum of 2 months. All livestock must be removed by November 15, 2019.

6. Horses and/or cattle may be grazed.

7. Hay may be fed within 150 feet of the fence on Rio Vista, but nowhere else on the Rio Vista property.

8. Payment is due to Churchill County School District, 690 S Maine Street, Fallon, Nevada 89406 in advance of livestock being placed on the field or farming begins.

Addendum B – Stipulations for Farming Lease for Rio Vista Property

1. Field must be kept in crop production during the term of the lease.

2. All berms and ditches must be kept maintained and returned in good condition at the end of the lease.

3. Field must be laser leveled and planted in alfalfa and growing by the end of the lease.

4. Lessee must use their own equipment to cultivate, level and plant the field.

5. Lessor will not be held responsible for any damage to lessee's equipment used in the farming of the field.

6. Lessor will not provide any equipment for the lessee.

7. Lessee agrees to irrigate the field.
Application for Competency-Based Education Network and Pilot Program - Cohort 2

Section One: School District Overview

Name of LEA: Churchill County School District
Address: 690 S. Maine Street, Fallon, NV 89406
Grades Served: K-12 (with one PK)
Student Enrollment: 3360

Demographic Information:
Size of Faculty: 198 licensed staff

Application Lead Contact: Dr. Summer E. Stephens
Position: Superintendent
Phone: 775-423-5184
Email: stephenss@churchillcsd.com

Lahontan--School(s) Administrator Contact: Kimi Melendy
Phone: 775-423-1999
Email: melendyk@churchillcsd.com
Section Two: LEA Narrative

1. Why is your LEA interested in implementing competency-based education? Or if you have already begun this work, describe where you are currently. What steps have your LEA/school site taken to explore competency-based education on your own?

The Churchill County School District believes in, and has been working diligently to, develop personalized learning opportunities for all students. Competency-based education is a requisite piece of the journey toward this new normal. Over the past year, we have been driving toward this new approach to a system-wide shift in becoming learner-centered and then learner-driven.

Churchill County Middle School is a member of Cohort 1 and continues to develop the Blended Learning Community there. This has given, and continues to give, opportunities for students to learn at their own pace by showing competency in their learning. We are seeing increasing interest and progress at Churchill County High School and E.C. Best Elementary in the development of learning opportunities based on learner interests and strengths while striving toward a competency-based focus over traditional instruction.
Our district focuses our efforts and energy on our district’s strategic plan. This plan includes the goals of ensuring all learners are life ready and engaged citizens. One driving force in the work includes creating clear and aligned learning continuums (including high quality assessment) in order to allow for movement based on competency, not age. We will use this tool to allow for complete personalization in learning for all across subject areas. As we continue to proceed with these efforts, we will arrive at a place with opportunities for all students to have flexibility in the pacing and manner in which they will demonstrate their competency.

In addition, the district is exploring and implementing multiple pathways of learning. Without a competency-based approach, the reimagined ways of learning are not possible.

2. How will competency-based education align with your current LEA strategic plan?

Our mission is “Everyone Always Learning.” As we considered our approach to ensure that each and every day our staff and students were living that goal, we determined quickly that we needed a different approach to live this mission. Our strategic plan provides for three goals: 1. Ensure all learners are life ready, 2. Ensure all learners are engaged citizens, and 3. Improve internal and external communication. The objectives within the plan include developing learning continuums and assessments that drive us forward with a learner-centered approach, building multiple pathways for learning including, but not limited to, schedules, models, programs, and systems to support consistent growth toward on-time graduation, and developing high impact instructional models that facilitate learning. In addition, we are pursuing deeper engagement of learners by considering the whole child development instead of a mere focus on Reading and Math, all in efforts to ensure that we build effective relationships and get all of our learners to their pinnacle achievement of on-time graduation. We feel that competency-based education is essential to the creation of these pathways of learning. We want to allow students to have a personalized learning opportunity which allows them to advance or enrich themselves based on their level of competency in a subject or topic. Having a competency-based education is essential to the creation of these learning pathways.

Considering the entire system for Cohort #2 is extremely purposeful, as we know that moving collectively as a system will ensure more focused resource allocation and collective buy-in by all stakeholders as we create common vocabulary and common expectations for learning throughout all of the schools in the system. Research in the movement toward more personalization often articulates pockets of excellence and growth, and we believe that can be compounded when working through the process as a system.
3. What steps has your school site taken to explore competency-based education? Describe any continued or prior consultation with outside experts, development network or organization. (ex. League of Innovative Schools, iNACOL, school in another state that has implemented CBE, etc.).

We have looked at several sources for enrichment and exploration regarding competency-based education. Several experts have contributed to our current and future progress as we continue to learn. Conversations and visits to Big Picture Learning events and locations along with the same from Altitude Learning (previously AltSchool) have been specifically useful to our growth. On a state level, EIC has collaborated with us and we have benefited from that. We specifically have been focusing on seeing a large scale approach to competency-based education. We want to develop a whole system of competency-based efforts working together for continuous and consistent student experience in our district. The leadership team is learning, however, the continued learning and development of that key group is an area of focus we wish to pursue. There are many opportunities for learning and collaboration with experts has, and will continue to be a benefit we embrace.

Spring 2015 NR21 initiative begins supporting the acquisition of technology which allows for personalization. Now effort provide districtwide sustained device support to students and staff, allowing for progress in personalization and competency-based focus.

Fall 2016- technology coach attend iNacol symposium followed up by discussions with others in the district.

Fall 2017- Visit of CCMS staff also visited a school in southern Nevada to see how they had used blended learning to allow flexibility in their students' learning paths. This information, along with phone conversations with districts in Arizona and Pennsylvania, helped CCMS form a well-rounded view of flexible learning and competency-based education.

Fall 2017- CCMS begins discussions and collaboration with EIC to aid in the continuing growth of competency-based education in Churchill County.

Spring 2018- Board approves the organization and development of the CCMS Blended Learning Community.
Spring 2018- ChurchillCSD hires Dr. Summer Stephens as superintendent. Dr. Stephens brings a wealth of experience and understanding of districtwide competency-based education implementation.

Fall 2018- ChurchillCSD team members begin meeting for informational sessions with representatives of AltSchool (now Altitude Learning).

Fall 2018- CCMS Blended Learning Community opens to students. Still operating and developing, allowing self-paced learning by students 6-8.

Fall 2018- ChurchillCSD District Strategic Plan adopted by the board which supports creation of learning pathways dependent on competency-based learning.

Fall 2018- Larger team from the district attends iNacol to learn about competency-based learning. This team involves a principal and additional coaches.

Spring 2019- Teams from ChurchillCSD take learning visits to schools currently more experienced with personalized learning, including competency-based education. These trips include 14 administrators, teachers, and coaches visiting the following schools; Design39- Chula Vista CA, Project Con at The Met- San Diego, CA, High Tech High- Reno NV. These visits continue to inspire and educate the ChurchillCSD staff about competency-based and personalized education.

Summer 2019- Implementation teams identified consisting of administrators and staff from all schools in the district. These teams are guiding the creation of student centered frameworks for all subjects and areas of study for students grades K-12. These will be a foundation of the work leading to true competency-based education in ChurchillCSD.

Fall 2019- Continued education and growth will take place as principals and staff from all sites in the district attend the iNacol Symposium in October.

Learners (adult and youth) will engage in learner-agency conversations and study to build skills of asking questions, reflecting, setting goals, etc. We have multiple learning paths for this including, but not limited to, self-paced modules and in-person professional development.

Continued work with Carson City School District and Washoe County School District (specifically Incline) to share practices and work toward becoming complete Innovation Zones that can
maximize funding and approaches while not being hampered by out of date legislative mandates and demands.

4. Please share some of the goals you want to achieve by participating in the pilot program and being part of the CBE Network. (We encourage you to consider outcomes in alignment with the Nevada State Board of Education Strategic Plan)

ChurchillCSD believes in all our students' abilities. Participation in the pilot program and being part of the competency-based education network will empower ChurchillCSD to help all students move forward in positive ways in the district. ChurchillCSD’s two goals for the pilot program progresses are:

1) All students will be prepared to succeed in life by becoming ‘life ready’. This is essential. All students have varying needs and skills. All students need to discover these through learning in an effective way. This learning will greatly influence their motivation and success as they finish high school. Students who simply move on to different grades or stages of life because of age may not be prepared and therefore face challenges that could otherwise be avoided. This goal is aligned closely with goal two of the Nevada State Board of Education Strategic Plan.

2) Similar to the Nevada State Board of Education Strategic Plan, the second is the goal is to help all students leave ChurchillCSD schools ready to contribute to society in positive ways. ChurchillCSD wants students to leave us confident in their future and their abilities to continue progressing and contributing to their families and communities in positive ways.

3) By participating in a competency-based education, ChurchillCSD will give students a way to prove to themselves and others that they have the skills and abilities needed to successfully achieve and grow. Ultimately, students will not be defined solely by a letter grade, but by real experiences and proof of their talents and abilities.
5. How do you plan to contribute toward building statewide CBE policy through your participation on the CBE Network?

Due to state geographical challenges, collaboration will be essential in building CBE policy. As a part of the pilot group, ChurchillCSD plans to share challenges and successes with others who choose to follow this path from the beginning, or in the future. Webinars and web meetings are an effective tool in eliminating the challenges of distance. ChurchillCSD will be open to visitors to see efforts first hand. By sharing online about policies and other information ChurchillCSD will learn through experiences and hopes to help contribute to statewide success.

6. What steps has the principal(s) of the school(s) in this application taken to create buy-in amongst school staff toward the transition to CBE? Does staff support?

The entire district is on an organized path pointing towards competency-based education. In the Fall of 2018, the board of trustees approved our new district strategic plan. This was a landmark moment for our future as a competency-based system.

The district strategic plan was created based on community and district input, and outlines a plan to move towards personalized learning for all students, based on achieving and demonstrating mastery of competencies.

The district’s superintendent continues to move us forward as we all focus our work now on the creation of a learner-centered framework of competencies for all subjects and grade levels. Once this framework is complete, it will serve as a launching point for the creation of multiple learning pathways for all students in the district and a driver for all adult learning and approaches toward instruction.

Continued learning is also a part of the buy-in and growth of the district. A team consisting of all principals and several teachers are gearing up for this year’s iNacol symposium. We also are conducting district trainings for teachers surrounding learner agency. All staff in the district are taking part in the learner centered framework as led by a teacher team of implementation specialists.

All these efforts coordinate in a systematic way in which we are currently building buy in and capacity in all staff and administration.
7. Provide both a timeline for your school site to communicate a transition to competency-based education to all community stakeholders, and the implementation plan.

We are currently working to complete our framework of competencies. We anticipate this work to continue throughout the 2019-2020 school year. Once this framework is completed it will serve as a foundation for transition to a system-wide competency environment.

Our district strategic plan outlines continuing action steps which will move us towards the goal of competency-based education for all students. Supported preparation for each site as they plan and prepare for the implementation of alternative pathways at their site will begin as early as Spring of 2020. The rollout of these new pathways, based on competency-based evaluations, will begin as soon as August 2021. We are preparing for the implementation of these learner centered efforts as we make a consistent effort to educate several stakeholder groups about the need to change some of our past practices in meaningful ways.

Staff members are being enriched with focused emphasis on our profile of a learner attributes which all kids need. Critical thinking, innovation, collaboration, communication, being a global citizen, and lifelong learning are becoming the focus of our work. Staff are taking the opportunity to use these focus points to now help spread their efforts with the community through Facebook and other social media.

The community is also receiving the opportunity to learn through other efforts. Videos regarding the district strategic plan are shared and aim to start a conversation about real change for the better in education in ChurchillCSD. The aforementioned social media efforts are supported by other means as well. Our school website features this information for the community and the media has begun to take notice and join the conversation as well. The Lahontan Valley News, Fallon Post, and KUNR have all been a part of this in recent weeks. We are happy with the commencement of our efforts, but will continue to take steps to share the importance of competency-based education and the role it plays in the preparation of our students for their futures.

Yearly evaluation and improvement will continue on these alternative pathways. Every three years we hope to offer a new pathway at each site.
8. Does your school currently use competencies (key concepts and skills that are agreed upon schoolwide? e.g., list various subjects and grade levels)? If so, how are the competencies being used (e.g. for grades, credit awards)?

Currently ChurchillCSD does not have any schoolwide competencies; however, it does have emerging pockets of competencies used by some departments and schools.

Churchill County Middle School has opened a school within a school, for example, which allows students to work at their own pace using an online curriculum which is supported in a blended learning environment with projects and live instructors. Students in this blended learning community finish courses and are allowed to move to the next level upon completion.

There is a health class that some students choose to show competency by taking a test to “test out” of that class. Foreign language classes at the high school follow this path as well, allowing students to begin their enrollment at advanced levels if they show competency at a basic level. Finally, there are students who show competency in physical education by providing a waiver for their P.E. classes by participating in higher level sports. These health and P.E. examples which have been mentioned are awarded credit or waivers to their requirements for graduation. These are accepted competencies by the staff and district and are successful examples to be built upon.

9. What strategies do you currently use or may plan to use to support students in a competency-based education model?

ChurchillCSD is very optimistic regarding the use of competency-based education in the creation of personalized learning opportunities for all students in the district. Continuation and expansion of the beginning steps we have taken are large parts in our district strategic plan for future years.

The use of teachers to monitor progress and offer one on one and small group support is included in the plans to help competency-based education grow and flourish. We will expand in time to include internships, project based learning, and other models to support students as they demonstrate learner agency in taking part in choosing their learning place and pace.
Online students will also have proctors and assistance by teachers who are available to guide them as they progress in courses.

10. **What metrics might you consider to determine progress in student achievement and success? (These metrics can be changed in the future as the school develops its CBE implementation plan.)**

In grades 2-8, the focus on data gleaned from the SBAC and MAP scores will show achievement. The analyzed data will guide and inform decisions made to support student growth and achievement. The High School will use the Aspire Interim Assessments with 9th and 10th grade and also have the ACT scores and end of course exams to help evaluate student learning. Throughout the process, the district will be developing common assessments that will mark end of learning module performance, and we will use a student data tracker to monitor growth over time.

11. **Describe any state law, policy, or regulation that might require a waiver, for consideration? The request shall include a rationale of how an exemption will support implementation and propose alternative solutions.**

It is possible that if students are completing their learning at an accelerated pace, there will need to be a waiver for attendance or seat time requirements. These guidelines may be necessary for a student who finishes a course or semester in less than average time. A waiver for seat time required to earn credit at the secondary level will be essential if students are to maintain motivation to work at their most efficient pace. It will not make sense for a student to finish a course, show competency in that area of study, and then remain enrolled or present in that class until the end of the semester to receive credit and advance in their learning.
12. At this early stage, what assistance do you anticipate needing from the Nevada Department of Education? (i.e. assistance with planning, communications, assessment, etc.)

The planning that has already taken place has led to the recognition of the benefits that come from collaboration with other districts around the state. ChurchillCSD will request the organization of, and the opportunity to participate in, collaboration opportunities to discuss what is working well for others and contribute to others.

Guidelines for students moving from district to district will also be drafted. Whether a student moves from one competency-based education system to another, or from a non-competency-based system to another, there will need to be guidance from the state regarding credits, enrollment, and transfer.

Section Three: Evidence of support for the implementation of competency-based education by the community served by the school or charter school.

Please see the attached letters of support from the community. In addition, the focus for the district’s strategic plan revolves completely around competency-based education, thus is the focus of the work all staff completes at this time. In addition, the district, as listed early in the application, will continue to build awareness and competency in all stakeholders. The attached letters are from the local Economic Development Authority and the higher-education system located in Fallon.
September 4, 2019

To Whom it May Concern:

I am writing this letter in support of the Churchill County School District’s (CCSD) application for the Nevada Department of Education's 2nd Competency-Based Learning Pilot Program. Building on the success of Churchill County Middle School’s participation in the original Cohort we believe CCSD is perfectly poised to continue to grow capacity in competency-based education, strengthening our community and proving the value of the Competency-Based Education Network to rest of Nevada.

Churchill Economic Development Authority (CEDA) is the local authority that attracts, retains and develops business and industry to benefit the City of Fallon and Churchill County in Nevada. CEDA supports this project because it aligns with the workforce development goals of our Strategic Plan, creating a supply of workers that will match the demand of our local businesses. The CEDA Business Council, with membership of over 75 local business entities, stands ready as a willing partner to engage and participate with CCSD in achieving that goal.

Respectfully,

Nathan G. Strong
Executive Director
September 3, 2019

To: Summer Stephens, Superintendent, Churchill County School District.

Superintendent Stephens,

Western Nevada College (WNC) and the Churchill County School District (CCSD) have developed a variety of partnerships to service CCSD students during their high school careers and post-secondary programs. WNC supports the CCSD students through a variety of programs including Jump Start and other dual enrollment opportunities. The College looks forward to continued and expanded work in the coming years.

As a college we are working on solutions, including eight-week focused class terms to allow students to move at a quicker pace that is in line with the school district's push to personalize learning options for their students.

To this end, WNC supports CCSD and its strategic vision to pursue the Nevada Department of Education's Competency-Based Learning Pilot Program to provide additional opportunities to its students.

Please let me know if you need additional information.

Sincerely,

J. Kyle Dalpe, Ph.D.
Vice President of Instruction and Institutional Effectiveness
Western Nevada College
<table>
<thead>
<tr>
<th>Date Requested</th>
<th>Trustee</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/22/17</td>
<td>Schank</td>
<td>Discussion regarding accountability (credits) for sixth grade students at CCMS</td>
</tr>
<tr>
<td>04/25/18</td>
<td>Schank</td>
<td>Counselors come to a Board meeting and teach the Board about their counseling and risk assessment <em>(Working on this item)</em></td>
</tr>
<tr>
<td>11/13/18</td>
<td>Schank</td>
<td>Discussion regarding bringing specials back to elementary schools, in particular Numa <em>(Strategic Plan/Budget)</em></td>
</tr>
<tr>
<td>02/13/19</td>
<td>Schank</td>
<td>Discussion on a District-wide school parent day where parents can visit schools <em>(Working on this item)</em></td>
</tr>
<tr>
<td>02/13/19</td>
<td>Schank</td>
<td>Analysis of growth comparison between the blended learning community and traditional school model</td>
</tr>
<tr>
<td>04/09/19</td>
<td>Schank</td>
<td>Create new policy to ensure that new board members are provided training on the budget <em>(Policy Committee Meeting)</em></td>
</tr>
<tr>
<td>06/12/19</td>
<td>Schank</td>
<td>Discussion regarding the honors diploma</td>
</tr>
<tr>
<td>06/12/19</td>
<td>Schank</td>
<td>Update regarding the status of the warehouse</td>
</tr>
<tr>
<td>08/28/19</td>
<td>Schank</td>
<td>CCHS and CCMS - how they are preparing students for college and career readiness</td>
</tr>
<tr>
<td>08/28/19</td>
<td>Schank</td>
<td>SBAC results and effectiveness of advisory classes at high school</td>
</tr>
<tr>
<td>04/12/17</td>
<td>Hyde</td>
<td>Board setting aside dollars for teachers to create one of their own programs that they want to institute for extra educational value</td>
</tr>
<tr>
<td>11/15/16</td>
<td>Strasdin</td>
<td>Report on the coordination between middle and high school math to ensure they are integrated <em>(Written report - Summer)</em></td>
</tr>
<tr>
<td>04/25/18</td>
<td>Strasdin</td>
<td>Performance of NELC, grant review process, the direction of the NELC given its current status, budgetary, and change in superintendent so the Board has a clear understanding of where NELC is at</td>
</tr>
<tr>
<td>10/24/18</td>
<td>Strasdin</td>
<td>Discussion on student fees, more specific to the high school, and student activity fund balances <em>(Working on this)</em></td>
</tr>
<tr>
<td>11/13/18</td>
<td>Strasdin</td>
<td>Graduation rate formula, written report unless too complicated. What counts against us and do the same rules apply to the charter school? <em>(Working on this item)</em></td>
</tr>
<tr>
<td>04/24/19</td>
<td>Strasdin</td>
<td>Prepare timeline for recruitment process for new Business Director</td>
</tr>
<tr>
<td>04/24/19</td>
<td>Strasdin</td>
<td>Discussion to schedule special board meeting at high school to have conversation specific to addressing all options regarding how we are going to assist the students who are not on track for graduation.</td>
</tr>
<tr>
<td>04/25/18</td>
<td>Strasdin</td>
<td>Discussion regarding Nevada State Law as it pertains to options regarding student absenteeism</td>
</tr>
<tr>
<td>12/12/18</td>
<td>Schank</td>
<td>Discussion regarding absenteeism, incentives, denying credit for habitual absences</td>
</tr>
<tr>
<td>12/12/18</td>
<td>Whitaker</td>
<td>Discussion regarding absenteeism at Lahontan Elementary School - is attendance mandated prior to the age of seven <em>(Strategic Plan)</em></td>
</tr>
<tr>
<td>03/13/19</td>
<td>Buckmaster</td>
<td>Back drop with the Greenwave logo on it to take photos in front of</td>
</tr>
<tr>
<td>08/14/19</td>
<td>Buckmaster</td>
<td>Discussion regarding bringing back the Warehouse Worker at West End</td>
</tr>
<tr>
<td>08/14/19</td>
<td>Buckmaster</td>
<td>Update from Mr. Winters about the first couple of weeks at the high school</td>
</tr>
<tr>
<td>03/09/19</td>
<td>Pinder</td>
<td>If funds are available, prioritize positions to reinstate that are in the best interest of the school district. <em>(Policy Committee Meeting)</em></td>
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</tbody>
</table>