

CARSON CITY SCHOOL DISTRICT
1402 West King Street
Carson City, Nevada
Tuesday, August 24, 2021

SCHOOL BOARD MEETING

LOCATION OF MEETING: **Robert Crowell Board Room**
 Community Center
 851 E. William Street
 Carson City, Nevada

CALL BOARD WORKSHOP TO ORDER – 6:00 P.M.

1. Flag Salute: **Stacie Wilke-McCulloch**
2. Round table discussion among Board Members and Staff addressing the following topic: – **for discussion only; no action.**
 - Discuss the process of selecting a new Superintendent and review the proposed schedule.

CALL BOARD MEETING TO ORDER – 7:00 P.M.

3. Adoption of the Agenda, as submitted – **for possible action (public comment will be taken prior to any action).**

Please Note: The Board reserves the right to (1) take items in a different order, (2) combine two or more Agenda items for consideration, and (3) to remove an item from the Agenda or delay discussion relating to an item on the Agenda at any time, in or to accomplish the business on the Agenda in the most efficient manner.
4. Superintendent's Report – **for information only.**
 - *Follow-up on inquiries made to the Superintendent
 - Announcements
5. Board Reports/Board Member Comments – **for information only.**
 - Carson High School Activities
 - Pioneer High School Activities
 - Nevada Association of School Boards (NASB) Update
 - Announcements
6. Association Reports – **for discussion only.**
7. Presentation on the Differences between School Social Workers and School Guidance Counselors – **for discussion only.**

Alejandra Ayala-Ayala
Nicki Hendee
8. Public Comment – Comments will be accepted in person, or through virtual participation via email; publiccomment@carson.k12.nv.us. Comments may be made by members of the public on any matter within the authority of this Board. Please note that Public Comment will be taken on items marked “for possible action” before action is taken on such items, and members

of the public are encouraged to comment on such items at the time they are being considered. Although members of the Board may respond to questions and discuss issues raised during Public Comment, no action may be taken on such a matter until the matter is placed on an agenda for action at a meeting of the Board. In making Public Comment, speakers are asked to come to the table or podium, sign in, speak into the microphone, and identify themselves for the record. Speakers are instructed to limit their comments to no more than three (3) minutes regardless of whether the comments are made in person, or through virtual participation, and to not simply repeat comments made by others. – **for discussion only.**

9. Presentation of the Civics Test Results for the Carson City School District Class of 2021 – **for discussion only.** **Brittany Witter**
10. Adoption of CCSD Test Procedures and Security Plan for the 2021-2022 School Year, as required by NRS 390.275 – **for possible action.** **Dr. Ricky Medina**
11. Discussion and Possible Action on a Resolution designated as the “2021 School Bond Resolution”; declaring the necessity of incurring a bonded indebtedness on behalf of the Carson City School District for the purpose of acquiring, constructing, improving and equipping school facilities of the District; authorizing the issuance of the Carson City School District, Nevada, General Obligation (Limited Tax) School Improvement Bonds, Series 2021, in the aggregate principal amount not to exceed \$12,000,000; providing the terms, conditions and form of the bonds; and providing the effective date – **for possible action.** **Andrew Feuling**
12. Annual Review of CCSD Policy and Regulation 543, Safe and Respectful Learning Environment Free from Bullying or Cyber-Bullying, for which no changes are proposed, per NRS 388.134, to include an outline of Safe Voice; anonymous reporting system used to report threats to the safety and well-being of students – **for discussion only.** **Tasha Fuson**
13. Discussion on Proposed Changes to CCSD Policy 303, Superintendent of Schools: **First Reading – for discussion only.** **Richard Stokes**
14. Approval of Consent Agenda – **for possible action (public comment will be taken prior to any action).**

ALL MATTERS LISTED UNDER THE CONSENT AGENDA ARE CONSIDERED ROUTINE AND MAY BE ACTED UPON BY THE CARSON CITY BOARD OF SCHOOL TRUSTEES WITH ONE ACTION AND WITHOUT EXTENSIVE HEARING. ANY MEMBER OF THE BOARD OR ANY CITIZEN MAY REQUEST THAT AN ITEM BE TAKEN FROM THE CONSENT AGENDA, DISCUSSED AND ACTED UPON SEPARATELY DURING THIS MEETING.

- a. Approval and Ratification of Purchase Orders and Payables, and Authorization for Signing of Warrant Registers, Payroll Journals and other orders for goods and services for Processing and Payment
- b. Approval of Offers of Employment to Certified Staff, Notice of Non-Hires and Notice of Terminations
- c. Approval of Board Meeting minutes; July 27, 2021

- d. Request permission for student exemption of required vaccinations pursuant to NRS 392.437 (religious beliefs) or NRS 392.439 (medical condition)

15. Informational Items – **for discussion only; no action will be taken.**

ALL MATTERS LISTED UNDER INFORMATIONAL ITEMS ARE CONSIDERED ROUTINE NON-ACTION ITEMS. ANY MEMBER OF THE BOARD OR ANY CITIZEN MAY REQUEST THAT AN ITEM BE TAKEN FROM INFORMATIONAL ITEMS AND DISCUSSED DURING THIS MEETING.

- a. Notification of Changes in the Classified and Nursing Staff, including New Hires and Terminations
- b. Activities and Events:
 - Thursday, September 2, 2021, Joint Meeting with the Board of Supervisors, Bob Crowell Board Room, Community Center, 6:00 p.m.
 - Monday, September 6, 2021, Labor Day Holiday; No School
 - Thursday, September 16, 2021, Bond Oversight Committee Meeting, 11:30 a.m., Professional Development Center (PDC), Room 2
 - Wednesday, September 22, 2020, Community PLC, Carson High School, Library, 6:00 p.m.

16. Requests for Future Agenda Topics

17. Adjournment

A copy of the Agenda of this meeting has been posted before 9:00 AM on Thursday, August 19, 2021, at the following locations: 1) Department of Education, 700 E. Fifth Street; 2) School Administration Office, 1402 W. King Street; 3) Carson City Community Center, 851 E. William Street; and 4) Carson City Manager's Office, 201 N. Carson Street.

Copies of supporting material may be requested from Mrs. Renae Cortez, Executive Administrative Assistant, at 1402 W. King Street, Carson City, NV 89703; by mail addressed to Mrs. Cortez at Carson City School District, Administrative Offices, P.O. Box 603, Carson City, NV 89702; by phone at (775) 283-2100 or by email to rcortez@carson.k12.nv.us. Copies of supporting material are available to the public at the District Office, 1402 W. King Street, Carson City, NV 89703, on the District website, www.carsoncityschools.com, and at the meeting on the date and place listed on the first page of this document.

Carson City School District is pleased to provide accommodations for individuals with disabilities. If you have a disability, please contact us at 775-283-2100, and we will provide assistance or accommodate you in any way that we possibly can. The meeting can be accessed at the following website: <http://carson.org/index.aspx?page=6204>

2021 DRAFT SUPERINTENDENT HIRING PROCESS

CCSD Board of Trustees

Prepared by President Cacioppo on July 26, 2021

Task	Date	Task Description	Comments
1	Jun 30, 2022	Superintendent Stokes – End of Contract	
2	Jun. 28, 2022	Superintendent Stokes – Final Board Meeting	At Board Meeting
3	Apr. 30 – Jun. 30, 2022	New Superintendent – Transition Period	Incoming w/Superintendent Stokes
4	Mar. 22, 2022	New Superintendent – Board Meeting Introduction	At Board Meeting
5	Mar. 08, 2022	New Superintendent – Contract Acceptance	At Board Meeting
6	Feb. 15 – Mar. 08, 2022	New Superintendent – Contract Negotiation	Pres, VP, New Sup, Attorney
7	Feb. 15, 2022	New Superintendent – Offer Letter Acceptance	Deadline Set in Letter
8	Feb. 08, 2022	New Superintendent – Offer Letter (Signed by Board Pres.	At Board Meeting
9	Feb. 01, 2022	New Superintendent – Draft Offer Letter (Attorney Review)	President, Sup & Attorney
10	Jan. 25, 2022	New Superintendent – Ranking / Selection	At Board Meeting
11	Jan. 18, 2022	New Superintendent – Short List Interviews	Afternoon (2pm – 6pm)
12	Jan. 11, 2022	New Superintendent – Short List Selection (3 Max)	At Board Meeting
13	Jan. 04, 2022	New Superintendent – Interviews	All Day
14	Nov. 16 – Dec. 16, 2021	New Superintendent – Advertisement Period	30 Day Advertisement Period
15	Nov. 09, 2021	New Superintendent – Advertisement Development	6pm Workshop at Board Meeting
16	Oct. 26, 2021	New Superintendent – Interview Question Selection	At Board Meeting
17	Sep. 14, 28, Oct. 12, 2021	New Superintendent – Interview Question Development	6pm Workshop at Board Meeting
18	Sep. 14, 2021	New Superintendent – Schedule Approval	At Board Meeting
19	Aug. 24, 2021	New Superintendent – Follow-Up Workshop (If Needed)	6pm Workshop at Board Meeting
20	Aug. 10, 2021	New Superintendent – Initial Board Workshop	6pm Workshop at Board Meeting

Notes:

1. Tasks 2, 4, 5, 7, 8, 10, 12, 16, 18 required at Board of Trustee scheduled meetings.
2. Depending on the number of qualified candidates, a full day of interviews is anticipated. Can schedule a second day if needed.
3. Interviews require a minimum of four trustees present on the interview panel plus HR representative, CCSD staff member (& parent?)
4. Schedule and contract acceptance must allow time to hire in the event an existing CCSD employee is hired as new superintendent.

BOARD OF TRUSTEES MEETING

August 24, 2021

EXECUTIVE SUMMARY

7. **Presentation on the Differences between Social Workers and School Guidance Counselors**
This presentation will review the roles and responsibilities of counselors and social workers in the Carson City School District including the differences between the services provided by each respective group and the scope of services that can be provided by each practitioner based on his/her individual credentials.
9. **Presentation of the Civics Test Results for the Carson City School District Class of 2021**
Senate Bill 322, passed in the 79th Nevada Legislative Session (2017), states that a pupil in any public high school must take an examination as a condition for graduation containing a number of questions, determined by the district, which are identical to the civics portion of the naturalization test adopted by the United States Citizenship and Immigration Services of the Department of Homeland Security effective July 1, 2019. This presentation will cover Carson City School District's results for the Class of 2021.
10. **Adoption of CCSD Test Procedures and Security Plan for the 2021-2022 School Year, as required by NRS 390.275**
The 2021-2022 Carson City School District Test Security manual in accordance with Nevada Revised Statutes (NRS) 390.250 through 390.430, inclusive, is designed for district test directors, building principals, and school test coordinators. Test security procedures must be understood and adhered to by all District and school personnel involved in the administration or handling of materials related to state assessments. Strict adherence to procedures protects the integrity of the State assessment program, and ensures consistency in test administration, security of test materials, and the validity of scores. Upon approval, the 2021-2022 Carson City School District Test Security Plan will be submitted to the Legislative Council Bureau (LCB) on the Board's behalf.
11. **Discussion and Possible Action on a Resolution designated as the "2021 School Bond Resolution"; declaring the necessity of incurring a bonded indebtedness on behalf of the Carson City School District for the purpose of acquiring, constructing, improving and equipping school facilities of the District; authorizing the issuance of the Carson City School District, Nevada, General Obligation (Limited Tax) School Improvement Bonds, Series 2021, in the aggregate principal amount not to exceed \$12,000,000; providing the terms, conditions and form of the bonds; and providing the effective date**
At the June 22, 2021 meeting of the Board of Trustees they were presented with an update on the growing costs of current capital projects, current financial market conditions, and expected bonding capacity over the coming years. The District's bond advisor, Mr. Marty Johnson, has calculated that the Carson City School District can sell a new construction bond this fall for \$12 million given our current debt service obligations and revenues. The Director of Fiscal Services has been working with Mr. Johnson along with our bond counsel, Mr. Ryan Henry, to prepare for a bond sale in this amount. The Resolution presented this evening, if approved, would authorize and direct District staff to proceed with a bond sale in the amount of \$12 million. The proceeds will be used to cover the balance of the Eagle Valley Middle School expansion project along with the potential purchase and renovation of the property at 1600 Snyder Avenue and/or other major maintenance projects across the District.

- 12. Annual review of CCSD Policy and Regulation 543, Safe and Respectful Learning Environment Free from Bullying or Cyber-Bullying, for which no changes are proposed, per NRS 388.134, to include an outline of Safe Voice; anonymous reporting system used to report threats to the safety and well-being of students**

NRS 388.134 requires the Board of Trustees for each district to annually review policies adopted for the provision of a safe and respectful learning environment. Tonight's discussion on Policy and Regulation 543 will serve as the annual review for the district. In addition, an overview of SafeVoice will be provided. SafeVoice is an anonymous reporting system used to report threats to the safety or well-being of students. SafeVoice was established by the Nevada Department of Education under SB 212 in 2017.

- 13. Discussion on Proposed Changes to CCSD Policy 303, Superintendent of Schools: First Reading**

During the August 10, 2021 Board meeting, the Trustees reviewed Policy 303, Superintendent of Schools. Suggested changes were discussed during the meeting, which can be identified with a strikethrough or bold italics. A copy of Policy 303 is included in the board packet. This meeting serves as the first reading of Policy 303.

NRS Information for 8-24-21 Board Meeting

Agenda Item 10.

NRS 390.275 Adoption and enforcement of plan for test security by board of trustees; contents of plan; annual submission of plan to State Board and Legislative Committee on Education; written notice concerning plan to educational personnel, pupils and parents; definitions.

1. The board of trustees of each school district shall, for each public school in the district, including, without limitation, charter schools, adopt and enforce a plan setting forth procedures to ensure the security of examinations and assessments.

2. A plan adopted pursuant to subsection 1 must include, without limitation:

(a) Procedures pursuant to which pupils, school officials and other persons may, and are encouraged to, report irregularities in testing administration and testing security.

(b) Procedures necessary to ensure the security of test materials and the consistency of testing administration.

(c) With respect to secondary schools, procedures pursuant to which the school district or charter school, as appropriate, will verify the identity of pupils taking an examination or assessment.

(d) Procedures that specifically set forth the action that must be taken in response to a report of an irregularity in testing administration or testing security and the action that must be taken during an investigation of such an irregularity. For each action that is required, the procedures must identify, by category, the employees of the school district or charter school who are responsible for taking the action and for ensuring that the action is carried out successfully.

☛ The procedures adopted pursuant to this subsection must be consistent, to the extent applicable, with the procedures adopted by the Department pursuant to [NRS 390.270](#).

3. A copy of each plan adopted pursuant to this section and the procedures set forth therein must be submitted on or before September 1 of each year to:

(a) The State Board; and

(b) The Legislative Committee on Education, created pursuant to [NRS 218E.605](#).

4. On or before September 30 of each school year, the board of trustees of each school district and the governing body of each charter school shall provide a written notice regarding the examinations and assessments to all teachers and educational personnel employed by the school district or governing body, all personnel employed by the school district or governing body who are involved in the administration of the examinations and assessments, all pupils who are required to take the examinations or assessments and all parents and legal guardians of such pupils. The written notice must be prepared in a format that is easily understood and must include, without limitation, a description of the:

(a) Plan adopted pursuant to this section; and

(b) Action that may be taken against personnel and pupils for violations of the plan or for other irregularities in testing administration or testing security.

5. As used in this section:

(a) "Assessment" means the college and career readiness assessment administered to pupils enrolled in grade 11 pursuant to [NRS 390.610](#).

(b) "Examination" means:

(1) The examinations that are administered to pupils pursuant to [NRS 390.105](#); and

(2) Any other examinations which measure the achievement and proficiency of pupils and which are administered to pupils on a district-wide basis.

(c) "Irregularity in testing administration" means the failure to administer an examination or assessment in the manner intended by the person or entity that created the examination or assessment.

(d) "Irregularity in testing security" means an act or omission that tends to corrupt or impair the security of an examination or assessment, including, without limitation:

(1) The failure to comply with security procedures adopted pursuant to this section or [NRS 390.270](#);

(2) The disclosure of questions or answers to questions on an examination or assessment in a manner not otherwise approved by law; and

(3) Other breaches in the security or confidentiality of the questions or answers to questions on an examination or assessment.

(Added to NRS by [2001, 1199](#); A [2013, 3274](#); [2017, 3248](#)) — (Substituted in revision for NRS 389.620)

Agenda Item 12.

NRS 388.134 Policy by governing bodies for provision of safe and respectful learning environment and policy for ethical, safe and secure use of computers; provision of training to governing bodies and school personnel; posting of policies on Internet website; annual review and update of policies. Each governing body shall:

1. Adopt the policy prescribed pursuant to [NRS 388.133](#) and the policy prescribed pursuant to subsection 2 of [NRS 389.520](#). The governing body may adopt an expanded policy for one or both of the policies if each expanded

policy complies with the policy prescribed pursuant to [NRS 388.133](#) or pursuant to subsection 2 of [NRS 389.520](#), as applicable.

2. Provide for the appropriate training of members of the governing body and all administrators, teachers and all other personnel employed by the governing body in accordance with the policies prescribed pursuant to [NRS 388.133](#) and pursuant to subsection 2 of [NRS 389.520](#). For members of the governing body who have not previously served on the governing body or for employees of the school district or school who have not previously been employed by the district or school, the training required by this subsection must be provided within 180 days after the member begins his or her service or after the employee begins his or her employment, as applicable.

3. Post the policies adopted pursuant to subsection 1 on the Internet website maintained by the school district or school.

4. Ensure that the parents and legal guardians of pupils enrolled in the school district or school have sufficient information concerning the availability of the policies, including, without limitation, information that describes how to access the policies on the Internet website maintained by the school district or school. Upon the request of a parent or legal guardian, the school district or school shall provide the parent or legal guardian with a written copy of the policies.

5. Review the policies adopted pursuant to subsection 1 on an annual basis and update the policies if necessary. If the governing body updates the policies, the governing body must submit a copy of the updated policies to the Department within 30 days after the update.

(Added to NRS by [2005, 705](#); A [2009, 688](#); [2011, 2245](#); [2013, 2138](#); [2017, 4156](#))

CHAPTER.....

AN ACT relating to education; authorizing a public high school to require each pupil, with certain exceptions, to take an examination in civics; requiring, at a later date, each public high school to require each pupil, with certain exceptions, to take such an examination as a requirement for graduation from high school; and providing other matters properly relating thereto.

Legislative Counsel’s Digest:

Under existing law, a pupil is generally not entitled to graduate from a public high school without passing a course in American government. (NRS 389.054, 389.077) **Section 2** of this bill authorizes a public high school to require, with certain exceptions, that every pupil in the public high school take an examination containing a number of questions, determined by the public high school, which are identical to the civics portion of the naturalization test adopted by the United States Citizenship and Immigration Services of the Department of Homeland Security. **Section 3** of this bill requires each public high school to administer such an examination and requires, with certain exceptions, a pupil to take such an examination to receive a certificate or diploma of graduation.

EXPLANATION – Matter in *bolded italics* is new; matter between brackets ~~omitted material~~ is material to be omitted.

THE PEOPLE OF THE STATE OF NEVADA, REPRESENTED IN
SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS:

Section 1. (Deleted by amendment.)

Sec. 2. Chapter 389 of NRS is hereby amended by adding thereto a new section to read as follows:

1. A public high school may administer an examination containing a number of questions, determined by the public high school, which are identical to the questions contained in the civics portion of the naturalization test adopted by the United States Citizenship and Immigration Services of the Department of Homeland Security to each pupil enrolled in the public high school.

2. A public high school which administers the examination described in subsection 1 shall:

(a) Determine the course in which the examination will be administered;

(b) Establish the number of questions which will be included on the examination, which must not be less than 50;

(c) Determine the desired score on the examination and the manner in which the results of the examination administered to a



pupil will affect the grade of the pupil in the course in which the examination is administered; and

(d) Not later than August 31 of each year, aggregate the results of the examination for all pupils at the public high school and report the aggregated results to the board of trustees of the school district in which the public high school is located.

3. A pupil may receive a waiver from the examination administered pursuant to subsection 1 if:

(a) The pupil is a pupil with a disability and the waiver is in accordance with his or her individualized education program;

(b) The pupil is identified as an English learner and the public high school is unable to offer the examination in the language which would be most likely to provide accurate results for the pupil; or

(c) The principal or administrator of the public high school determines that the pupil has completed all other academic requirements to receive a certificate or diploma of graduation and has shown good cause for a waiver. The principal or administrator of a public high school shall not grant a waiver pursuant to this paragraph to more than 10 percent of each graduating class of the public high school.

4. As used in this section, "public high school" includes, without limitation, any charter school that operates as a high school.

Sec. 3. Section 2 of this act is hereby amended to read as follows:

Sec. 2. Chapter 389 of NRS is hereby amended by adding thereto a new section to read as follows:

1. A public high school ~~may~~ **shall** administer an examination containing a number of questions, determined by the public high school, which are identical to the questions contained in the civics portion of the naturalization test adopted by the United States Citizenship and Immigration Services of the Department of Homeland Security to each pupil enrolled in the public high school.

2. A public high school ~~which administers the examination described in subsection 1~~ shall:

(a) Determine the course in which the examination will be administered;

(b) Establish the number of questions which will be included on the examination, which must not be less than 50;

(c) Determine the desired score on the examination and the manner in which the results of the examination



administered to a pupil will affect the grade of the pupil in the course in which the examination is administered; and

(d) Not later than August 31 of each year, aggregate the results of the examination for all pupils at the public high school and report the aggregated results to the board of trustees of the school district in which the public high school is located.

3. *Except as otherwise provided in subsection 4, no pupil in any public high school may receive a certificate or diploma of graduation without having taken the examination described in subsection 1.*

4. A pupil may receive a waiver from the examination administered pursuant to subsection 1 if:

(a) The pupil is a pupil with a disability and the waiver is in accordance with his or her individualized education program;

(b) The pupil is identified as an English learner and the public high school is unable to offer the examination in the language which would be most likely to provide accurate results for the pupil; or

(c) The principal or administrator of the public high school determines that the pupil has completed all other academic requirements to receive a certificate or diploma of graduation and has shown good cause for a waiver. The principal or administrator of a public high school shall not grant a waiver pursuant to this paragraph to more than 10 percent of each graduating class of the public high school.

~~4.1~~ 5. As used in this section, “public high school” includes, without limitation, any charter school that operates as a high school.

Sec. 4. 1. This section and sections 1 and 2 of this act become effective on July 1, 2018.

2. Section 3 of this act becomes effective on July 1, 2019.



Test Security Procedures *2021-2022*



Ricky Medina, Ph.D.
Director of Accountability and
Assessment

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ASSESSMENT CONTACT INFORMATION

Assessment, Data and Accountability Management

Director

Dr. Ricky Medina

775-283-2095

rmedina@carson.k12.nv.us

Test Security

Director

Dr. Ricky Medina

775-283-2095

rmedina@carson.k12.nv.us

ACT, EOC, SBAC, NWEA, Science, Summative

Director

Dr. Ricky Medina

775-283-2095

rmedina@carson.k12.nv.us

Administrative Assistant

Paige Camara

775-283-2009

pcamara@carson.k12.nv.us

NAA

Assistant Director of Student

Support Services

Christy Lenox

775-283-2370

clenox@carson.k12.nv.us

Technical Support

Brian Waltz

775-283-2042

bwaltz@carson.k12.nv.us

WIDA/ ACCESS

Director of English Language

Learners

Dr. Ricky Medina

775-283-2095

rmedina@carson.k12.nv.us

INTRODUCTION

THE CONTENTS OF THIS MANUAL ARE SUBJECT TO CHANGE, PENDING NEVADA DEPARTMENT OF EDUCATION (NDE) POLICY REVISIONS.

This manual, in accordance with Nevada Revised Statutes (NRS) 390.250 through 390.430, inclusive, is designed for district test directors, building principals, and school test coordinators. Test security procedures must be understood and adhered to by all district and school personnel involved in the administration or handling of materials related to state assessments. **Strict adherence to procedures protects the integrity of the State assessment program, and ensures consistency in test administration, security of test materials, and the validity of scores.**

Participation

Nevada's system for assessing students consists of different tests administered to students enrolled in Carson City School District (CCSD), including Carson Montessori Charter School, in specific grades and programs. **All** students enrolled in public schools, including charter schools, at a grade level where a mandated test is administered statewide, must participate.

Because participation rates for students are also used to determine Nevada Schools Performance Framework (NSPF) ratings, all CCSD schools, including Carson Montessori Charter School, must account for every student enrolled for each particular state test administration.

Federal and state requirements have been aligned so that **all** students must participate fully and meaningfully in the state assessments. Students with disabilities and students classified as English Learners (EL) must also participate and might use accommodations and/or designated supports, as appropriate. Additional information is available on the [NDE](#) website or in the 2021-22 Testing folder on OneDrive.

Home-Schooled Students

Home-schooled students who wish to participate in state assessments must test when CCSD students test and must make arrangements to take the examinations by contacting the district test director at least 30 days prior to the test date.

Reporting Student Test Results

Not more than 15 working days after student test results have been uploaded to the testing vendor's secure website, the principal of each school and the governing body of Carson Montessori Charter School shall ensure that the results for each student have been provided to the parent or legal guardian of the student.

TEST SECURITY PROCEDURES

To ensure consistency in test administration and the integrity of the state & district assessment program, proper test security procedures, as outlined in this manual, must be followed. Unless otherwise stated, test security procedures apply to all state-mandated test administrations, including actual (live) as well as field and pilot tests, and must be strictly adhered to.

All questions regarding test security must be directed to the NDE test security coordinator **through the district test director**. Written testing irregularity reports must be submitted to the district test director, who will review and upload the reports to the NDE Bighorn Portal within 14 school days of the incident.

District Test Security Plans

The Carson City board of trustees shall adopt and enforce a plan setting forth procedures to ensure the security of all state- and district-mandated tests (NRS 390.275). This plan applies to all District schools, including Carson Montessori Charter School. By September 1 of each year, CCSD must submit the plan to the State Board of Education and the Legislative Committee on Education.

The district plan is consistent with the procedures outlined the by *Nevada Department of Education (NDE) Test Security Procedures 2021-22* and includes the following criteria:

- Procedures by which students and other individuals may, and are encouraged to, report irregularities in test administration and test security
- The manner in which the school officials will contact the school district test director regarding reports of testing irregularities and how the test director, on behalf of the board, will, in turn, notify the NDE.
- Procedures necessary to ensure security of test materials and consistency of test administration
- Procedures that each school will use to verify the identity and eligibility of pupils taking an examination
- Procedures for online test administration
- Procedures that set forth actions that must be taken in response to a reported irregularity in test administration or test security, including actions that must be taken during an investigation of the irregularity and identifying the individuals responsible for the actions in each category

On or before September 30 of each year, the Carson City board of trustees and the governing body of each charter school shall provide a written notice regarding the examinations to the following individuals (NRS 390.275):

- All teachers and education personnel employed by the school district or governing body
- All employed personnel who are involved in test administration
- Pupils who are required to take the examinations
- The parents or legal guardians of these pupils

The written notice will be prepared in a format that is easily understood, will be translated and includes a description of the following procedures:

- The district test security plan
- Action that may be taken against personnel and pupils for violations of the plan or for other testing irregularities

School Test Security Plans

Each CCSD school, including Carson Montessori Charter School, participating in state assessments will produce a school test security plan that will be kept on file at the school site and the district office for three consecutive school years. The school plan must be consistent with the procedures outlined in the district plan and must include, but is not limited to, the following provisions:

- Site-specific provision for locked storage and access
- The manner in which test materials will be distributed, collected, and returned
- The names and titles of the individuals responsible for carrying out the procedures
- Procedures to ensure compliance with testing accommodation plans
- Procedures for online test administration
- Procedures for handling students who require additional time for testing

District and/or NDE assessment personnel may conduct unannounced on-site observations or audits to verify implementation of school test security plans.

Training Requirements

The NDE has established a program of education and training regarding the administration and security of state-mandated examinations.

District test directors will certify that all school test coordinators and appropriate district personnel have participated in the NDE's program of training. The NDE may request proof of training as part of the investigative process.

CCSD will continue to participate in an expanded program of education and training in compliance with the program established by the NDE.

The board of trustees of each school district and the governing body of each charter school shall ensure that the state-established program of education and training be provided annually to the following individuals:

- All teachers and other educational personnel who provide instruction to pupils enrolled in a grade level that is required to participate in state examinations
- Other personnel who are involved with the administration of state examinations, including individuals who will be expected to administer or proctor an examination in the event the assigned test administrator and/or proctor should become unavailable during the day(s) of testing
- All other school personnel as the district or school deems necessary
- Student teachers, teacher's aides, emergency substitute teachers, and parent and community volunteers who may assist with proctoring an examination, or who must be present in the testing environment for other reasons (e.g., medical professionals)

A list of [definitions](#) and responsibilities for school personnel involved in test administration is included in the Appendix.

The principal of each school is responsible for **providing complete training annually in test security and test administration** for **all** school personnel who will be involved with the testing process.

The principal of each school is also responsible for providing a refresher training prior to each state-mandated test administration focusing on specific requirements of the test being administered as well as an overview of test security procedures, taking into account the following requirements:

- Primary responsibility for test administration **must only** be given to licensed Nevada educators. Primary responsibility **should not** be given to unlicensed personnel such as: student teachers, teacher's aides, emergency substitute teachers, or parent and community volunteers.
 - EXCEPTION: Provided it is not a violation of the **district** test security plan, qualified paraprofessionals who have certified on the WIDA website for the appropriate assessments may administer the Speaking (all grades) and Kindergarten portions of WIDA. Administration must occur under the direct supervision of assigned, licensed personnel who are trained in 2021-2022 test security and administration procedures.
- Only individuals who have received test security and administration training are allowed to administer or proctor an examination.
- Training must be designed to cover the following practices:
 - Instructions in proper handling of test materials, including test tickets
 - Instructions in proper test administration
 - Security procedures as outlined in this document
 - Additional security procedures as outlined in the district test security plan
 - Information regarding protection of school district personnel regarding the disclosure of testing irregularities (See [Protection of School District Personnel](#) in the Appendix.)
 - Conditions related to testing, under which a licensed educator may be suspended, dismissed, or not reemployed

- Conditions related to testing, under which an administrator may be demoted, suspended, dismissed, or not reemployed
- Conditions related to testing, under which the state board may suspend or revoke the license of any teacher, administrator, or other licensed employee

Each individual who is involved with or required to be present during (e.g., medical professionals) the administration of state examinations will acknowledge in writing or electronically that he/she has participated in the annual and/or refresher training and that he/she has been informed of and understands the following:

- All information provided by the school site related to proper test security and test administration
- The potential consequences for failure to observe and carry out the requirements of the district & site test security plans
- The potential consequences for failure to comply with the district & site test security plans

Training records/acknowledgements containing dates and signatures of all participants must be retained for three consecutive school years.

Disclosure of Test Content and Approved Answers

Knowledge or review of actual test content is not necessary for valid test administration and is strictly prohibited.

- The questions contained in state-mandated examinations and the approved answers are confidential, and disclosure is unlawful except under the following circumstances:
 - To the extent necessary for administering and evaluating the examinations
 - When it is *necessary for the performance of the duties* of a
 - State officer who is a member of the executive or legislative branch
 - Carson City School District Superintendent
 - Carson City School District Associate Superintendent of Educational Services
 - Carson City School District Director of Assessment, Data & Accountability Management
 - Specific questions and answers may be disclosed if the Superintendent of Public Instruction determines that the content of the questions and answers are not being used in a current examination and making the content available to the public poses no threat to the security of the current examination process.
 - NDE staff and/or the Office of the Nevada Attorney General are charged with determining whether gaining access to state-mandated examinations is necessary and permitted by law.

- Test administrators or proctors (individuals assisting test administrators) who are required to read or sign test content to students as provided in their testing accommodations or designated supports must complete a Confidentiality Agreement (template available in OneDrive > Shared with me Files > 2021-22 Testing > Confidentiality Agreement). Other individuals required to be present in the testing environment (e.g., medical professionals) must also complete a Confidentiality Agreement.
- Test administrators, proctors (individuals assisting test administrators), school administrators, teachers, substitute teachers, any other school personnel, or other individuals required to be present during test administration (e.g., medical professionals) are not permitted to review test content for any reason unless one of the exceptions previously listed applies.
 - EXCEPTION: When a test administrator, proctor, or ASL interpreter is authorized to view test content in order to provide specific accommodations or designated supports (i.e., read aloud, signing, scribing); or as needed for administration of the Nevada Alternate Assessment or WIDA. A Confidentiality Agreement (template available to district test directors at Bighorn > Files > Assessment Group) must be signed prior to test administration and retained with the school's test security documentation for three consecutive school years.
- Test material, whether online or paper/pencil, must not be copied or reproduced by any means without the prior written authorization of the test publisher and the NDE, nor is any individual permitted to make notes on test content.
- Under **no** circumstances shall copies of test material displayed on computer screens, student responses, or test booklets be circulated among faculty, administrators, or other persons.
- All materials containing student identifying information and/or responses are the confidential property of the Nevada Department of Education (NDE), and not public record. Disclosure is strictly prohibited without written permission from the NDE (i.e., in the event a district test director or other district or state official is conducting an investigation).

Storage and Distribution of Test Materials

- Test tickets are secure documents and must be stored, distributed, and collected according to test security procedures. Under no circumstances may student-identifying information printed on the tickets be distributed via email or any other non-secure method.
- Test tickets must be collected when students complete a part of a test and redistributed for administration of the second part.
 - For the **ELA Performance Task only**, test tickets are collected when students complete a Part, and are **redistributed** for administration of the second Part.

- All documents containing student-identifying information, responses, or test content must be stored securely and must not be accessible to anyone other than the principal or school test coordinator (or other designated individuals who require access).
- The secure storage may not be used for other materials to which unauthorized individuals have access. A sign-in/sign-out sheet including dates and times must be kept to track the movement and custody of materials.
- Secure testing materials, including test tickets, are not to be distributed to test administrators until the prescribed date for test administration. (Exception: Materials for the Nevada Alternate Assessment (NAA) may be distributed, then securely stored prior to the test date, provided it is **not** a violation of the district or school test security plan.)
 - EXCEPTION: Materials for the Nevada Alternate Assessment (NAA) may be distributed and securely stored prior to the test date, provided it is **not** a violation of the district or school test security plan.
- For paper test booklets:
 - District test directors (or school test coordinators if testing materials are shipped directly to the schools) will
 - Follow the directions from the testing vendor regarding the receipt of materials and the reporting of discrepancies.
 - Account for all test booklets and other testing materials immediately upon receipt from each school's test coordinator.
 - School test coordinators must
 - Maintain a log identifying the serial numbers of the test booklets assigned to each test administrator and the times materials were picked up.
 - Account for **all** test booklets and other testing materials immediately upon their return from each test administrator, including signatures and times materials were returned.
 - Test administrators must
 - Account for **all** test booklets and other testing materials, including scratch paper, before students are allowed to leave the testing room for any reason.
 - Place test booklets in serial number order and return all materials to the school test coordinator before the end of the school day.

On completion of testing, the district test director (or school test coordinators if testing materials are shipped directly to the schools) will return the materials in accordance with the procedures outlined in the test coordinator manual for the specific assessment.

Testing Locations and Prescribed Dates

Each test must be given in a public facility approved by the Carson City School District

board of trustees or the governing body. Schools using on-line coursework as the primary mode of instruction must provide a centralized location for students to appear in person to take the scheduled state-mandated examinations. Any exception to this requirement must be submitted to the district test coordinator in writing no later than 60 calendar days prior to the scheduled administration. The District Test Coordinator will notify the school of the decision in writing no later than one week before the scheduled test date.

The NDE prescribes the specific date or range of dates on or during which an examination or examinations will be given. The current testing calendar is located in the OneDrive folder -> 2021-22 Testing. If a school has special circumstances that prohibit giving the scheduled examination during the designated dates, the site test director must submit a written request for a change of date to the district test coordinator at least 60 calendar days prior to the prescribed date of the test. The ability to grant requests may be limited both by the legislative requirement for uniform statewide administration and by contractual agreements with testing companies for scoring. Test directors in schools with scheduling conflicts will continue to work with the CCSD test director assessment staff to schedule appropriate times for administration of required assessments to those students who will be on break throughout the designated testing periods.

Testing Environment

- Place-value indicators, number lines, charts, posters, or any materials that provide specific factual information or guidance (e.g., definitions, test-taking strategies, multiplication charts, hundreds charts, fraction-decimal-percent equivalency charts, graphic organizers, annotated samples of essays or paragraphs, or sample introductory and concluding techniques) must be removed or covered with blank, opaque material.
- Student desk/table tops must be cleared of any material not specified in the test administration manual. Material that is affixed to desk tops must be covered with blank, opaque material.
- All testing materials must be distributed or accessed prior to the beginning of the testing session. See the specific test administration manuals for permissible materials.
- Scratch paper may only be plain unlined, lined, or grid-only (unlabeled) graphing paper. No other pre-printed material is permitted on the front or back except for student-identifying information.
- Students may not have access to personal materials, including electronic devices, during testing unless a student has a specific accommodation or designated support, or the device is required for test administration. Unauthorized possession of non-permissible materials may result in invalid scores.
- Parents or guardians of students who are testing must not be allowed in the testing room.
 - EXCEPTION: See testing Homebound Students regarding medical caregivers.
- Students who are not participating in a specific test must not be allowed in the testing

room while tests are being administered.

- **The following aids may be displayed, but individual copies may not be provided to students for use during the test:**
 - Scoring guides provided by the NDE
 - Word walls or word lists without definitions, visual aids (including color coding), or labels
- **Materials provided by the NDE may not be paraphrased or modified (except for enlargement).**

Administration of Examinations

- The identity and eligibility of all students who participate in testing must be verified in accordance with the district test security plan.
 - School test coordinators are responsible for scheduling test sessions, assigning test administrators, proctors, and student seating charts.
- Test tickets contain student-identifying information and must be distributed to the appropriate students. If a student begins a test with another student's ticket, the district test director or designee **must** obtain permission from the NDE to regenerate the test ticket(s).
- Administration of examinations to students NOT eligible to take them, including students who have previously passed, is strictly prohibited.
- Students are only permitted to complete a test one time at a school during a test administration window. See the online test administration manuals for unlocking and resetting guidelines.
- At least one test administrator and a sufficient number of proctors (individuals assisting test administrators) must be provided in each testing room to adequately supervise the testing. A ratio of one test administrator to not more than 30 students is strongly recommended.
- Testing sign-in and sign-out sheets must include times.
- All individuals present in the testing room—including students, licensed and unlicensed personnel, and any unauthorized individuals who may have entered the room—must be documented.
- Additional materials beyond those specified in test administration instructions, or documented on a student's testing accommodation form or as designated supports, cannot be provided to or made available to students for use during a test administration.
- Students must be overseen by **licensed personnel** while having access to test materials,

and during supervised breaks.

- The test administrator's computer must be secured and monitored throughout the testing session.
- Test administrators must read and follow the script provided in the administration manuals for administering each test.
- **Unlocking Performance Tasks**—online tests lock down each night or when a student submits a test for scoring. Unlocking a test allows a student to access a test that has expired or has already been submitted.
 - If an *expired* test is unlocked, the test will reopen at the location at which the student stopped testing. The student will be able to review items within the current segment of the test, but cannot return to previous segments.
 - If a *submitted* test is unlocked, the test will reopen at the last page of the test.
 - For **interruptions** in testing, the Carson City School District grants permission to site test directors to unlock tests if:
 - A student is unable to complete a test due to a technological difficulty that results in the expiration of the test (**must** be reported as a testing irregularity).
 - A student is unable to complete a test before it expires due to a sudden illness or unanticipated school closure (**must** be reported as a testing irregularity).
 - For instances of **human error, when discovered on the day of testing**, CCSD grants permission to site test directors or their designees to unlock tests if:
 - A student begins a part of the test unintentionally (e.g., logging in to ELA Performance Task Part 2 instead of Part 1). The student should stop the test as soon as the error is noticed and should be directed to log in to the appropriate test part. The site test director must unlock the test part that was begun erroneously prior to administration of that part (**must** be reported as a testing irregularity).
 - A student has completed 5 or fewer responses, and unintentionally submits a Performance Task – if the incident is reported **immediately** and the test is unlocked and completed the same day (**not** reported as a testing irregularity).
 - In certain circumstances, unlocking a test will not correct a situation. District test directors or their designees must obtain permission from the NDE to have DRC **regenerate** the test ticket for the following:
 - A student begins testing using another student's test ticket or log in information, and has completed 5 or fewer responses (**must** be reported as a testing irregularity).
 - A student begins testing without having an accommodation or designated support activated, and has completed 5 or fewer responses (**must** be reported as a testing irregularity).
- Test administrators and proctors (individuals assisting test administrators) must monitor students to ensure they are working independently and adhering to procedures. It is **not**

appropriate to engage in other activity (e.g., grading assignments, checking emails) during test administration. Particular attention must be paid to the following security threats to online test administration:

- Cheating threats:
 - Colluding with others
 - Using cheating aids
 - Using a proxy test taker
 - Copying answers from other test takers
- Stealing threats
 - Capturing content by digital photography devices
 - Transcribing questions verbally (on paper or recording device)
- Test administrators, proctors (individuals assisting test administrators), or other adults may not provide assistance of any kind (including gestures, signals, rewards, or any other form of communication) beyond making certain that students understand the instructions for taking the test.
- Students may not provide assistance of any kind to other students.
- The district test director or designee is responsible for **invalidating** tests for students who were cheating, communicating with other students, receiving inappropriate assistance, or accessing unauthorized materials or devices. All incidents involving student cheating or misconduct must be responded to in accordance with district and/or school disciplinary procedures.
- Photographing, recording, or transmitting any part of a test or testing session is **PROHIBITED** unless the activity is required for test administration, or when the school test coordinator, principal, or district test director is collecting evidence for a **test security** investigation.
- For all assessments, food and beverages are **only** permitted during a supervised break.
- Procedures for breaks are included in the specific test administration manuals and must be followed explicitly.
- Electronic devices are strictly **PROHIBITED** unless a student has an accommodation plan or designated support that allows a specific **permissible** device, or the device is required for test administration (see the specific administration manuals for more information). Unauthorized possession of electronic devices may result in invalid scores.
- Examinations will be administered in English. See the Usability, Accessibility, and Accommodations User Guide at the NDE [Assessment](#) web page regarding the use of glossaries and translated directions.
- The test administrator or proctor (individual assisting the test administrator) of the WIDA

Speaking Test (all grades) and Kindergarten Test must have native English fluency.

- **All** testing materials, including test tickets, scratch paper, test booklets, and formula sheets must be returned to the test administrator and accounted for before a student is allowed to leave the testing area for any reason. Extra care must be taken to monitor the students' use of scratch paper to avoid cheating.
- Students who finish before the end of the scheduled testing period may be excused according to school test security procedures. If students are not to be excused, they may bring books or other reading materials (paper versions only—no electronic devices) to occupy their time quietly if they complete testing early. These materials must not be on student desk or table tops while they are testing. Students may store these materials under their desks or on a table in the front or back of the room. Test administrators may also provide reading materials (paper versions only—no electronic devices) to students. Plan ahead for this activity, as it is not appropriate for students to reach into their desks or backpacks while testing is in progress. Drawing and writing are **not** permitted.
- Failure to adhere strictly to consistent and uniform test administration procedures may result in the invalidation of student scores. A student whose test has been invalidated may count as a participant for purposes of the Nevada School Performance Framework (NSPF); however, the student will be placed in the lowest achievement level.

Testing Homebound Students

Schools must obtain written permission from their **district test director** for homebound test administration, and must adhere to the following procedures:

- Tests must be administered in accordance with NDE test security procedures.
- A licensed Nevada educator who has received training in test security and administration for the current school year must administer the tests.
- Materials must be transported securely to and from the student's home.
- The test administrator is responsible for all activities in the testing environment.
- If the student's IEP or 504 testing accommodations require the test administrator or ASL interpreter to read or sign test content, or transcribe responses, that individual must sign a Confidentiality Agreement prior to testing (template available to site test coordinators at OneDrive > 2021-22 Testing > Accommodations Guidance).
- All individuals present in the testing environment must be documented.
- Individuals who are not participating in test administration or providing medical care are **NOT** permitted in the testing environment.
- Medical caregivers required to be present must sign a Confidentiality Agreement prior to testing, and are **NOT** permitted to assist with test administration.

Reporting and Investigating Testing Irregularities

- If the NDE has reason to believe that a violation in testing administration or testing security has occurred, the NDE has an obligation to investigate the incident as it deems

appropriate. Districts and schools are required to comply with the NDE's requests for documentation and information relevant to the investigation.

- If the district test director has reason to believe that a violation of the state or district test security plan has occurred, they must do the following:
 - Immediately notify the NDE test security coordinator either orally or in writing.
 - Ensure that a Report of Testing Irregularity is uploaded to the district's Test Security folder on the NDE Bighorn Portal within 14 school days after the incident occurred.
 - Begin an investigation of the incident.
 - If a potential breach in the security has occurred, and the school has video surveillance equipment capable of downloading and saving a digital clip of the alleged occurrence, that clip must be retained as evidence for three consecutive school years.
 - All other evidence related to test security investigations must be retained for three consecutive school years.
 - **The district test director or designee must submit all investigative findings to the NDE test security coordinator during the course of the investigation.**
 - A school official who has reason to believe that a violation of the state, district or school test security plan has occurred must immediately notify the district test director. The district test security plan requires all reports of test security violations to be first directed to the school principal or site test coordinator for reporting to the district test director or designee.
- All evidence and documentation related to test security investigations is confidential.
- The NDE may choose to conduct an investigation separately or in conjunction with the school district.
- Upon receipt of a Report of Testing Irregularity, the NDE test security coordinator will review the report and determine how to proceed.
- The majority of the communication regarding the Report of Testing Irregularity will occur between the district test director and the NDE test security coordinator.
- If the NDE determines that an irregularity in test administration or security has occurred, the test security coordinator shall notify the district test director in writing indicating the status of the case and a unique case number. Depending on the severity of the incident and the potential impact to the state assessment program, results may include, but are not limited to:
 - No further action required
 - Invalidation of student scores
 - A requirement for the district or school to complete a corrective action plan (NRS 390.295)

- The NDE's recommendations and/or requirements for inclusion in the district or school corrective action plan
- A requirement for the district or school to conduct an additional administration of the examination (NRS 390.290)
- Licensure sanctions administered by the State Board of Education (NRS 391.330)
- A school principal will be required to submit a corrective action plan to the NDE test security coordinator (through the district test director) under conditions which include, but are not limited to, the following:
 - Investigative findings indicate the testing irregularity resulted from inappropriate school-level test administration and/or inadequate security protocol.
 - Investigative findings indicate the school principal did not provide for adequate or sufficient training of school personnel in test administration and/or security procedures.
- The district test director will be required to submit a corrective action plan to the NDE under conditions which include, but are not limited to, the following:
 - Investigative findings indicate the testing irregularity resulted from inappropriate district test administration and/or inadequate security protocol.
 - Investigative findings indicate the district test director did not provide for adequate or sufficient training of school district personnel in test administration and/or security procedures.

Assurances from Principals

The school principal must be familiar with the prescribed procedures for the physical security of all test materials and proper test administration. Although the principal may assign test scheduling and training responsibilities to a school test coordinator, the principal is ultimately responsible for all testing activities, and must agree in writing to comply with test security and administration procedures; investigations conducted by the state and/or district; and the requirement to provide annual test security training and refresher training.

The **district test director** will obtain the principals' written assurances and submit them collectively to the NDE as follows:

- Download a form entitled Authorization to Administer Tests (template available to district test directors at OneDrive > 2021-22 Testing > 2021-22 Testing Forms > 2021-22 Test Authorizations) and distribute the form to principals.
- Collect the completed forms.
- Submit **electronic** copies to the NDE Assessment Administrative Assistant on or before September 15 (NAC 389.054). If a new principal joins the school after the original submission, the school **must submit a replacement form** with an updated signature.

APPENDIX

Protection of School District Personnel

Terms and Definitions

Protection of School District Personnel Regarding the Disclosure of Testing Irregularities

2021-2022 School Year

Nevada Revised Statutes (NRS) 390.350 through 390.430 provide for specific rights and responsibilities of school district personnel with regard to the disclosure of irregularities in testing administration and testing security relative to all state and district-mandated examinations. NRS 390.425 also requires the Nevada Department of Education to annually submit a written summary of these rights and responsibilities to the board of trustees of each school district and to the governing body of each charter school.

Definitions

- **“Examination”** means achievement and proficiency examinations that are administered to pupils pursuant to 390.105, 390.600, and 390.610, and includes the following:
 - English Language Arts (ELA) and mathematics in grades 3 – 8
 - Science assessments in grades 5, 8, and 10
 - End-of-Course Examinations
 - College and Career Readiness Assessment
 - NWEA Reading Assessment in grades K – 3
 - English Language Proficiency Assessment
 - Any other examinations that measure achievement and proficiency of pupils and which are administered to pupils on a district-wide basis
- **“Irregularity in testing administration”** means the failure to administer an examination in the manner intended by the person or entity that created the examination.
- **“Irregularity in testing security”** means an act or omission that tends to corrupt or impair the security of an examination, including, without limitation:
 - The failure to comply with the department or district security procedures.
 - The disclosure of questions or answers to questions on an examination in a manner not otherwise approved by law.
 - Other breaches in the security or confidentiality of the questions or answers to questions on an examination.
- **“Reprisal or retaliatory action”** is action that is taken because the school official disclosed information concerning testing irregularities and includes, without limitation:
 - Frequent or undesirable changes in the location of an office;
 - Frequent or undesirable transfers or reassignments;
 - The issuance of letters of reprimand, letters of admonition or evaluations of poor performance;
 - A demotion;
 - A reduction in pay;
 - The denial of a promotion;
 - A suspension;
 - A dismissal;
 - A transfer; or

- Frequent changes in working hours or workdays.
- “School official” means:
 - A member of a board of trustees of a school district;
 - A member of a governing body of a charter school; or
 - A licensed or unlicensed person employed by the board of trustees of a school district or the governing body of a charter school.

Rights and Responsibilities

- School officials are encouraged to disclose testing irregularities, and it is the intent of the legislature to protect the rights of a school official who makes such a disclosure.
- A school official shall not directly or indirectly use or attempt to use his official authority or influence to intimidate, threaten, coerce, command, or influence another school official in an effort to interfere with or prevent the disclosure of information concerning testing irregularities. “Official authority or influence” includes taking, directing others to take, recommending, processing, or approving any personnel action such as an appointment, promotion, transfer, assignment, reassignment, reinstatement, restoration, reemployment, evaluation, or other disciplinary action.
- If reprisal or retaliatory action is taken against a school official who discloses information concerning testing irregularities within 2 years after the information is disclosed, the school official may file a written appeal with the state board for a hearing on the matter and determination of whether the action taken was a reprisal or retaliatory action. The written appeal must be accompanied by a statement that specifies:
 - The facts and circumstances leading to the disclosure of information concerning testing irregularities; and
 - The reprisal or retaliatory action that is alleged to have been taken against the school official.
- The state board may issue a subpoena to compel the attendance or testimony of any witness or the production of any materials needed as part of the appeal investigation.
- If the state board determines that the action taken was a reprisal or retaliatory action, it may issue an order directing the proper person to desist and refrain from engaging in such action.
- The state board may not rule against the school official based on the identity of the person or persons to whom the information concerning testing irregularities was disclosed.
- No school official may use the provisions outlined in this summary to harass another school official.
- A person who willfully discloses untruthful information concerning testing irregularities:
 - Is guilty of a misdemeanor; and
 - Is subject to appropriate disciplinary action.
- These provisions do not apply to offenses committed before July 1, 2001.
- Upon receipt of this summary, the board of trustees or governing body shall provide a copy of the written summary to all school officials within the school district or charter school.

Terms and Definitions

The following terms and definitions will be used when referring to the Nevada Department of Education assessment program:

- **“Examination”** means achievement and proficiency examinations that are administered to pupils pursuant to 390.105, 390.600, and 390.610, and includes the following:
 - English Language Arts (ELA) and mathematics in grades 3 – 8
 - Science assessments in grades 5, 8, and 10
 - End-of-Course Examinations
 - College and Career Readiness Assessment
 - English Language Proficiency Assessment
 - NWEA Reading Assessment in grades K – 3
 - Any other examinations that measure achievement and proficiency of pupils and which are administered to pupils on a district-wide basis
- **“Irregularity in testing administration”** means the failure to administer an examination in the manner intended by the person or entity that created the examination.
- **“Irregularity in testing security”** means an act or omission that tends to corrupt or impair the security of an examination, including, but not limited to, the following:
 - Failure to comply with state or district security procedures
 - Disclosure of questions or answers to questions on an examination in a manner not otherwise approved by law
 - Other breaches in the security or confidentiality of the questions or answers to questions on an examination
- **“School official”** means the following:
 - A member of a board of trustees of a school district
 - A member of a governing body of a charter school
 - A licensed or unlicensed person employed by the board of trustees of a school district or the governing body of a charter school
- **“District Test Director”** is appointed by the school district superintendent and refers to the individual who represents an individual school district on all matters of testing, including, but not limited to, the following:
 - Serving as a liaison between the local school district and the Nevada Department of Education
 - Assisting the local board of trustees in the development of a district test security plan
 - Organizing the district testing calendar
 - Ensuring that school principals and school test coordinators are adequately trained and informed of all relevant test administration guidelines and procedures
 - Disseminating and collecting testing materials

- **“School Test Coordinator” or “Test Coordinator”** is the school principal or a licensed individual appointed by the school principal and refers to the person who represents the school on all matters of testing that may include, but are not limited to, the following:
 - Assisting the school principal by serving as a liaison between the school and the district test director
 - Assisting the school principal in the development of school test administration procedures
 - Assisting the school principal in providing annual training for school officials involved in test administration
 - Assisting the school principal in organizing the test schedule
 - Assisting the school principal in the dissemination and collection of test materials
 - Assisting the school principal in assigning school officials to administer or proctor the assessments

Although school principals may delegate testing responsibilities to a school test coordinator, the school principal assumes final responsibility for the proper training and administration of all state-mandated testing.

- **“Classroom Test Administrator” or “Test Administrator”** is assigned by the school principal or school test coordinator and refers to a school official whose responsibilities may include, but are not limited to, the following:
 - Administering the assessment to an assigned group of students in accordance with all test security and test administration procedures
 - Assuming primary responsibility for the verification of the identity and eligibility of each student participating in the assessment (in accordance with procedures outlined in the district test security plan)
 - Assuming primary responsibility for the dissemination and collection of each student’s test materials
 - Assuming primary responsibility for the supervision of students during their participation in the assessment
 - Ensuring that students are taking the assessment in accordance with test security and test administration procedures
 - Following up on unusual behavior or activity on the part of the students
 - Assuming primary responsibility for ensuring that applicable time limits are being adhered to
- **“Classroom Proctor” or “Proctor”** is assigned by the school principal or school test coordinator and refers to a school official whose responsibilities may include, but are not limited to, the following:
 - Assisting the classroom test administrator in supervising students during their participation in the assessment
 - Ensuring that students are taking the assessment in the manner in which they were instructed by the classroom test administrator

- Immediately notifying the classroom test administrator of any unusual behavior or activity on the part of students
- Assisting the classroom test administrator in the dissemination and/or collection of test materials
- Assisting the classroom test administrator in ensuring that applicable time limits are being adhered to

A RESOLUTION DESIGNATED AS THE “2021 SCHOOL IMPROVEMENT BOND RESOLUTION”; DECLARING THE NECESSITY OF INCURRING A BONDED INDEBTEDNESS ON BEHALF OF THE CARSON CITY SCHOOL DISTRICT FOR THE PURPOSE OF ACQUIRING, CONSTRUCTING, IMPROVING AND EQUIPPING SCHOOL FACILITIES OF THE DISTRICT; AUTHORIZING THE ISSUANCE OF THE CARSON CITY SCHOOL DISTRICT, NEVADA, GENERAL OBLIGATION (LIMITED TAX) SCHOOL IMPROVEMENT BONDS, SERIES 2021 IN THE AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$12,000,000; PROVIDING THE FORM OF THE BONDS AND FOR THEIR PAYMENT; PROVIDING OTHER DETAILS IN CONNECTION THEREWITH; AND PROVIDING THE EFFECTIVE DATE HEREOF.

WHEREAS, the Carson City School District in the State of Nevada (the “District” and the “State”, respectively) was duly organized and is operating in accordance with the provisions of Nevada Revised Statutes (“NRS”); and

WHEREAS, the Board of Trustees of the District (the “Board”) has determined and does hereby declare:

A. Pursuant to Nevada Revised Statutes (“NRS”) 387.335 (the “Project Act”), the Board is authorized and empowered to borrow money for the purposes of acquiring, constructing, improving and equipping school facilities as provided in the Bond Question defined below (the “Project”) and provide for the debt service reserve required by NRS 350.020(5) and to evidence such borrowing by the issuance of bonds;

B. Chapter 350, NRS in effect requires compliance with:

(i) NRS 350.011 through 350.0165, and all laws amendatory thereof (the “Bond Commission Act”),

(ii) NRS 350.020 through 350.070, and all laws amendatory thereof (the “Bond Election Act”),

(iii) NRS 350.105 through 350.195, and all laws amendatory thereof (the “Bond Sale Act”), and

(iv) NRS 350.500 through 350.720, and all laws amendatory thereof, cited in NRS 350.500 as the Local Government Securities Law (the “Bond Act”);

C. In the judgment of the Board, the public interest, health, welfare, and safety require the Project; and

WHEREAS, a bond question was duly submitted to a vote of the qualified electors of the District (herein, the “Bond Question”) at an election held on Tuesday, November 2, 2010 (the “Election”), in the manner provided by the Bond Election Act and by the general election laws of the State, i.e., chapter 293, NRS, and all laws amendatory thereof (the “General Election Act”); and

WHEREAS, the Bond Question was approved by a majority of the qualified electors voting thereon at the Election, and the results thereof have heretofore been declared; and

WHEREAS, pursuant to NRS 350.0201, such approval of the Bond Question shall be deemed to constitute approval of the qualified electors for the issuance of general obligation bonds by the Board pursuant to subsection 4 of NRS 350.020 for a period of 10 years commencing on the date of the expiration of the 10-year period approved by the voters in the Bond Question (i.e., November 2, 2020), and no other approval of the qualified electors is required for such issuance of general obligation bonds pursuant to the provisions of NRS 350.020 by the Board for that period (i.e., November 2, 2020 through November 2, 2030); and

WHEREAS, pursuant to legislation enacted by the Nevada Legislature at its 81st Session (2021), such approval of the Bond Question shall be deemed to constitute approval of the qualified electors for the issuance of general obligation bonds by the Board pursuant to subsection 4 of NRS 350.020 for a period of 10 years commencing on March 4, 2025, and no other approval of the qualified electors is required for such issuance of general obligation bonds pursuant to the provisions of NRS 350.020 by the Board for that period (i.e., March 4, 2025 through March 4, 2035); and

WHEREAS, pursuant to the Bond Commission Act and NRS 350.020(4), the Board heretofore submitted to the Debt Management Commission of Carson City (the “Commission”) the District’s proposal to issue general obligation bonds, in one series or more, in the maximum aggregate principal amount of \$40,000,000 to finance the Project (the “Proposal”); and

WHEREAS, the Commission, pursuant to the Bond Commission Act, duly approved the Proposal by adoption of a resolution approving the Proposal; and

WHEREAS, pursuant to the Commission's approval of the Proposal, the District previously issued its General Obligation (Limited Tax) School Improvement Bonds, Series 2019B, in the aggregate principal amount of \$11,000,000 and its General Obligation (Limited Tax) School Bonds, Series 2020, in the aggregate principal amount of \$5,160,000 for the Project to defray in part the cost thereof; and

WHEREAS, pursuant to the Commission's approval of the Proposal, the District has remaining authorization to issue, in one series or more, general obligation bonds, in an aggregate principal amount not to exceed \$23,840,000 to defray wholly or in part the cost of the Project; and

WHEREAS, the existing tax for debt service currently levied by the District will at least equal the amount required to pay the principal and interest on the outstanding general obligations of the District and the general obligations to be issued for the Project; and

WHEREAS, after a sale of the General Obligation (Limited Tax) School Improvement Bonds, Series 2021 (the "Bonds") the District's Superintendent, as the chief administrative officer of the District (the "Superintendent") or the Director of Fiscal Services, as the chief financial officer of the District (the "Chief Financial Officer"), is hereby authorized to sell the Bonds to the best bidder therefor (the "Purchaser"); and to accept a binding bid for the Bonds; and

WHEREAS, the Bonds are to bear interest at the rates per annum provided in the bond purchase proposal submitted by the Purchaser (the "Bond Purchase Proposal") and accepted by the Chief Financial Officer, or in his absence the Superintendent, which rates must not exceed by more than 3% the Index of Twenty Bonds most recently published in The Bond Buyer prior to the time bids were received for the Bonds, and are to be sold at a price equal to the principal amount thereof, plus accrued interest to the date of delivery of the Bonds, plus a premium or less a discount not exceeding 9% of the principal amount thereof, all as specified by the Superintendent or the Chief Financial Officer in a certificate dated on or before the date of delivery of the Bonds (the "Certificate of the Chief Financial Officer"); and

WHEREAS, the Board hereby elects to have the provisions of NRS Chapter 348 apply to the Bonds; and

WHEREAS, the Board has determined and does hereby declare that each of the limitations and other conditions to the issuance of the Bonds in the Bond Act and in any other relevant act of the State or the Federal government has been met; and pursuant to NRS 350.708, this determination of the Board that the limitations in the Bond Act have been met shall be conclusive in the absence of fraud or arbitrary or gross abuse of discretion.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CARSON CITY SCHOOL DISTRICT, CARSON CITY, NEVADA:

Section 1. **Short Title.** This Resolution shall be known and may be cited as the “2021 School Improvement Bond Resolution” (the “Resolution”)

Section 2. **Acceptance of Purchase Proposal; Approval of Official Statement.**
The Superintendent or the Chief Financial Officer is authorized to accept the Bond Purchase Proposal submitted by the Purchaser, subject to the terms and conditions specified herein. The preliminary official statement concerning the Bonds (the "Preliminary Official Statement") is hereby authorized and the Chief Financial Officer, or in such officer's absence the Superintendent, is hereby authorized to deem the Preliminary Official Statement "final" for purposes of Rule 15c2-12 of the Securities and Exchange Commission. The distribution of the Preliminary Official Statement to prospective purchasers of the Bonds is hereby approved and authorized. The preparation of a final official statement in substantially the form of the Preliminary Official Statement with such amendments as the Chief Financial Officer or Superintendent shall approve (the "Official Statement") and the distribution of the Official Statement are hereby authorized, directed and approved. The Chief Financial Officer or Superintendent is hereby authorized and directed to affix his signature to the Official Statement for and on behalf of the Board.

Section 3. **Ratification.** All action heretofore taken (not inconsistent with the provisions of this Resolution) by the District, the officers of the District, and otherwise by the District directed toward the Project and toward the sale and delivery of the Bonds for that purpose, be, and the same hereby is, ratified, approved and confirmed, including, without limitation, the sale of the Bonds to the Purchaser and the preparation, distribution and execution of the Preliminary Official Statement for the Bonds and a Final Official Statement in connection with the sale of the Bonds.

Section 4. **Necessity of Project and Bonds.** It is necessary and in the best interests of the District, its officers and the inhabitants of the District, that the District effect the Project and defray wholly or in part the cost thereof by the issuance of the Bonds therefor; and it is hereby so determined and declared.

Section 5. **Authorization of Project.** The Board hereby authorizes the Project. The Board has determined and hereby declares that the estimated life of the facilities financed by the Project is not less than 21 years from the date of the Bonds, and the Bonds shall mature over a term not exceeding such estimated life. The cost of the Project is estimated not to exceed the principal amount of the Bonds, excluding any such cost defrayed or to be defrayed by any source other than the proceeds of the Bonds.

Section 6. **Parties Interested Herein.** Nothing in this Resolution expressed or implied is intended or shall be construed to confer upon, or to give to, any person or entity, other than the District, the insurer of the Bonds, if any, and the registered owners of the Bonds, any right, remedy or claim under or by reason of this Resolution or any covenant, condition or stipulation hereof, and all covenants, stipulations, promises and agreements in the Resolution contained by and on behalf of the District shall be for the sole and exclusive benefit of the District, the insurer of the Bonds, if any, and the registered owners of the Bonds.

Section 7. **Resolution to Constitute Contract.** In consideration of the purchase and the acceptance of the Bonds by those who shall hold the same from time to time, the provisions of this Resolution shall constitute a contract between the District and the registered owners from time to time of the Bonds.

Section 8. **Bonds Equally Secured.** The covenants and agreements herein set forth shall be for the equal benefit, protection and security of the registered owners of any and all of the outstanding Bonds, all of which, regardless of the time or times of their issue or maturity, shall be of equal rank without preference, priority or distinction, except as otherwise expressly provided in or pursuant to this Resolution.

Section 9. **General Obligations.** All of the Bonds, as to principal of, any prior redemption premiums and interest thereon (the "Bond Requirements"), shall constitute general obligations of the District, which hereby pledges its full faith and credit for their payment. The

Bonds as to all Bond Requirements shall be payable from general (ad valorem) taxes (the “General Taxes”) as herein provided.

Section 10. **Limitations Upon Security.** The payment of the Bonds is not secured by any encumbrance, mortgage or other pledge of property of the District, except the proceeds of General Taxes and any other moneys pledged for the payment of the Bonds. No property of the District, subject to such exception, shall be liable to be forfeited or taken in payment of the Bonds.

Section 11. **Authorization of Bonds.** For the purpose of defraying wholly or in part the cost of the Project, it is hereby declared necessary that the District issue, and there are hereby authorized to be issued, pursuant to the Bond Act, and all laws thereunto enabling, the “Carson City School District, Nevada, General Obligation (Limited Tax) School Improvement Bonds, Series 2021,” in the aggregate principal amount to be specified in the Certificate of the Chief Financial Officer (not to exceed the aggregate principal amount of \$12,000,000).

Section 12. **Bond Details.** The Bonds shall be issued in fully registered form and shall be dated as of the date of delivery of the Bonds. Except as provided in Section 16 hereof, the Bonds shall be issued in denominations of \$5,000 and any integral multiple thereof (provided that no Bond may be in a denomination which exceeds the principal coming due on any maturity date for that Bond, and no individual Bond will be issued for more than one maturity). The Bonds shall be numbered from 1 upward and shall bear interest (calculated on the basis of a 360 day year consisting of twelve 30 day months) at the rates shown in the Certificate of the Chief Financial Officer, from their date until their respective fixed maturity dates, payable on June 1 and December 1 of each year commencing on the first June 1 or December 1 which is at least 60 days after the date of delivery of the Bonds, except that Bonds which are reissued upon transfer, exchange or other replacement shall bear interest from the most recent interest payment date to which interest has been paid or duly provided for, or if no interest has been paid, from the date of the Bonds. The Bonds shall mature on the dates and in the amounts as set forth in the Certificate of the Chief Financial Officer (not to exceed 21 years from the date of delivery of the Bonds).

The principal of any Bond shall be payable to the registered owner thereof as shown on the registration records kept by Zions Bancorporation, National Association, or its successor as Registrar (the “Registrar”), upon maturity thereof and upon presentation and surrender at the

corporate trust office of Zions Bancorporation, National Association, as Paying Agent (the “Paying Agent”) or such other office as designated by the Paying Agent. If any Bond shall not be paid upon presentation and surrender at or after maturity, it shall continue to draw interest at the interest rate borne by said Bond until the principal thereof is paid in full.

Except as provided in Section 16 hereof, payment of interest on any Bond shall be made to the registered owner thereof by check or draft mailed by the Paying Agent on each interest payment date (or, if such interest payment date is not a business day, on the next succeeding business day), to the registered owner thereof at his address as shown on the registration records kept by the Registrar at the close of business on the fifteenth day of the calendar month preceding such interest payment date (the “Regular Record Date”); but any such interest not so timely paid or duly provided for shall cease to be payable to the person who is the registered owner thereof at the close of business on the Regular Record Date and shall be payable to the person who is the registered owner thereof at the close of business on a special record date for the payment of any such defaulted interest (a “Special Record Date”). Such Special Record Date shall be fixed by the Registrar whenever moneys become available for payment of the defaulted interest, and notice of the Special Record Date shall be given to the registered owners of the Bonds not less than ten days prior thereto by first class mail to each such registered owner as shown on the Registrar’s registration records on a date selected by the Registrar, stating the date of the Special Record Date and the date fixed for the payment of such defaulted interest. The Paying Agent may make payments of interest on any Bond by such alternative means as may be mutually agreed to between the owner of such Bond and the Paying Agent (provided, however, that the District shall not be required to make funds available to the Paying Agent prior to the due dates of interest and principal, respectively). All such payments shall be made in lawful money of the United States of America.

Section 13. **Redemption.** A. **Optional Redemption.** Bonds, or portions thereof, maturing on and after the date set forth in the Certificate of the Chief Financial Officer shall be subject to redemption prior to their respective maturities, at the option of the District on and after the date set forth in the Certificate of the Chief Financial Officer, in whole at any time or in part at any time, from such maturities as are selected by the District, and if less than all of the Bonds of a maturity are to be redeemed, the Bonds of such maturity are to be redeemed by lot within a maturity

(giving proportionate weight to Bonds in denominations larger than \$5,000), in such other manner as the Paying Agent may determine, for the principal amount of each Bond or portion thereof so redeemed and accrued interest thereon to the redemption date, and a premium, if any, as set forth in the Certificate of the Chief Financial Officer.

B. Mandatory Sinking Fund Redemption. The Bonds maturing on the dates specified in the Certificate of the Chief Financial Officer (the “Term Bonds”), if any, are subject to mandatory sinking fund redemption at a redemption price equal to 100% of the principal amount thereof and accrued interest to the redemption date. As and for a sinking fund for the redemption of those Term Bonds there shall be deposited into the Principal Account on or before the dates designated in the Certificate of the Chief Financial Officer, a sum which, together with other moneys available therein is sufficient to redeem the Term Bonds on the dates and in the principal amounts provided in the Certificate of the Chief Financial Officer.

Not more than 60 days nor less than 30 days prior to the sinking fund payment dates for the Term Bonds, the Registrar shall proceed to select for redemption (by lot in such manner as the Registrar may determine) from all outstanding Term Bonds, a principal amount of the Term Bonds equal to the aggregate principal amount of Bonds redeemable with the required sinking fund payments, and shall call such Term Bonds or portions thereof for redemption from the sinking fund on the next principal payment date, and give notice of such call as provided in Section 13(D) of this Resolution.

At the option of the Board to be exercised by delivery of a written certificate to the Registrar not less than sixty days next preceding any sinking fund redemption date, it may (i) deliver to the Registrar for cancellation Term Bonds or portions thereof (\$5,000 or any integral multiple thereof) in an aggregate principal amount desired by the Board or, (ii) specify a principal amount of Term Bonds or portions thereof (\$5,000 or any integral multiple thereof) which prior to said date have been redeemed (otherwise than through the operation of the sinking fund) and canceled by the Registrar and not theretofore applied as a credit against any sinking fund redemption obligation. Each Term Bond or portion thereof so delivered or previously redeemed which is a part of the maturity which would be subject to mandatory redemption on the following principal payment date shall be credited by the Registrar at 100% of the principal amount thereof against the obligation of

the Board on the sinking fund redemption dates and any excess shall be so credited against future sinking fund redemption obligations in such manner as the Board determines. In the event the Board shall avail itself of the provisions of clause (i) of the first sentence of this paragraph, the certificate required by the first sentence of this paragraph shall be accompanied by the respective Term Bonds or portions thereof to be canceled, or in the event the Term Bonds are registered in the name of Cede & Co., as provided in Section 16 of this Resolution, the certificate required by the first sentence of this paragraph shall be accompanied by such direction and evidence of ownership as is satisfactory to The Depository Trust Company.

C. Partial Redemption. If any Bond is in a denomination larger than \$5,000, a portion of such Bond (\$5,000 of principal amount thereof, or any integral thereof) may be redeemed pursuant to subsection A or B hereof, as appropriate, in which case the Registrar, except as provided in Section 12 hereof, shall, without charge to the owner of such Bond, authenticate and issue a replacement Bond or Bonds for the unredeemed portion thereof. In the case of a partial redemption of Bonds of a single maturity pursuant to subsection A or B hereof, the Paying Agent shall select the Bonds to be redeemed by lot at such time as directed by the District (but at least 30 days prior to the redemption date), and if such selection is more than 60 days before a redemption date, shall direct the Registrar to appropriately identify the Bonds so called for redemption by stamping them at the time any Bond so selected for redemption is presented to the Registrar for stamping or for transfer or exchange, or by such other method of identification as is deemed adequate by the Registrar and any Bond or Bonds issued in exchange for, or to replace, any Bond so called for prior redemption shall likewise be stamped or otherwise identified.

D. Notice of Prior Redemption. Unless waived by any registered owner of a Bond to be redeemed, notice of prior redemption shall be given by the Registrar, by electronic mail as long as Cede & Co. is registered owner of the Bonds and otherwise by first-class mail, at least 30 days but not more than 60 days prior to the Redemption Date to the insurer of the Bonds, if any, and to the registered owner of any Bond (initially Cede & Co.) all or a part of which is called for prior redemption at his or her address as it last appears on the registration records kept by the Registrar, and electronically to the Municipal Securities Rulemaking Board via its Electronic Municipal Market Access (EMMA) system (“MSRB”). The notice shall identify the Bonds and state that on such date

the principal amount thereof will become due and payable at the Paying Agent (accrued interest to the Redemption Date being payable by mail or as otherwise provided in this Resolution), and that after such Redemption Date interest will cease to accrue. After such notice and presentation of said Bonds, the Bonds called for redemption will be paid. Actual receipt of the notice by the MSRB, the insurer of the Bonds, if any, or any registered owner of Bonds shall not be a condition precedent to redemption of such Bonds. Failure to give such notice to the MSRB, the insurer of the Bonds, if any, or the registered owner of any Bond designated for redemption, or any defect therein, shall not affect the validity of the proceedings for the redemption of any other Bond. A certificate by the Registrar that notice of call and redemption has been given as provided in this Section shall be conclusive as against all parties; and no owner whose Bond is called for redemption or any other owner of any Bond may object thereto or may object to the cessation of interest on the Redemption Date on the ground that he failed actually to receive such notice of redemption.

Notwithstanding the provisions of this Section, any notice of redemption may contain a statement that the redemption is conditioned upon the receipt by the Paying Agent of funds on or before the date fixed for redemption sufficient to pay the redemption price of the Bonds so called for redemption, and that if such funds are not available, such redemption shall be canceled by written notice to the owners of the Bonds called for redemption in the same manner as the original redemption notice was given.

Section 14. **Negotiability.** Subject to the registration provisions herein provided, the Bonds shall be fully negotiable within the meaning of and for the purposes of the Uniform Commercial Code -- Investment Securities, and each registered owner shall possess all rights enjoyed by registered owners of negotiable instruments under the Uniform Commercial Code -- Investment Securities.

Section 15. **Registration, Transfer and Exchange of Bonds.** Except as otherwise provided in Section 16 hereof:

A. Records for the registration and transfer of the Bonds shall be kept by the Registrar. Upon the surrender for transfer of any Bond at the Registrar, duly endorsed for transfer or accompanied by an assignment in form satisfactory to the Registrar duly executed by the registered owner or his attorney duly authorized in writing, the Registrar shall authenticate and deliver in the

name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount and of the same maturity bearing a number or numbers not previously assigned. Bonds may be exchanged at the Registrar for an equal aggregate principal amount of Bonds of the same maturity of other authorized denominations, as provided in Section 12 hereof. The Registrar shall authenticate and deliver the Bond or Bonds which the registered owner making the exchange is entitled to receive, bearing number or numbers not previously assigned. Such transfers and exchanges of Bonds shall be without charge to the owner or any transferee, but the Registrar shall require the payment by the owner of any Bond requesting exchange or transfer, of any tax or other governmental charge required to be paid with respect to such exchange or transfer.

B. The person in whose name any Bond shall be registered, on the registration records kept by the Registrar, shall be deemed and regarded as the absolute owner thereof for the purpose of making payment thereof (except to the extent otherwise provided in Section 12 hereof with respect to interest payments) and for all other purposes; and payment of or on account of either principal or interest on any Bond shall be made only to or upon the written order of the registered owner thereof or his legal representative, but such registration may be changed upon transfer of such Bond in the manner and subject to the conditions and limitations provided herein. All such payments shall be valid and effectual to discharge the liability upon such Bond to the extent of the sum or sums so paid.

C. If any Bond shall be lost, stolen, destroyed, or mutilated, the Registrar shall, upon receipt of such evidence, information or indemnity relating thereto as it or the District may reasonably require, and upon payment of all expenses in connection therewith, authenticate and deliver a replacement Bond or Bonds of a like aggregate principal amount and of the same maturity, bearing a number or numbers not previously assigned. If such lost, stolen, destroyed, or mutilated Bond shall have matured, the Registrar may direct that such Bond be paid by the Paying Agent in lieu of replacement.

D. Whenever any Bond shall be surrendered to the Paying Agent upon payment thereof, or to the Registrar for transfer, exchange or replacement as provided herein, such Bond shall be promptly canceled by the Paying Agent or Registrar, and counterparts of a certificate of such cancellation shall be furnished by the Paying Agent or Registrar to the District, upon request.

Section 16. **Use of Depository.** A. Notwithstanding the foregoing provisions of Sections 12 through 15 of this Resolution, the Bonds shall initially be evidenced by one or more Bonds for each year in which the principal of the Bonds comes due, in a denomination or denominations equal to the amount of principal coming due in that year. Such initially delivered Bonds shall be registered in the name of “Cede & Co.” as nominee for The Depository Trust Company, the depository for the Bonds. The Bonds may not thereafter be transferred or exchanged except:

(1) To any successor of The Depository Trust Company or its nominee which successor must be both a “clearing corporation” as defined in NRS 104.8102, and a qualified and registered “clearing agency” under Section 17A of the Securities Exchange Act of 1934, as amended;

(2) Upon the resignation of The Depository Trust Company or a successor or new depository under clause (1) or this clause (2) of this Subsection A or a determination by the Board that The Depository Trust Company or such successor or new depository is no longer able to carry out its functions and the designation by the Board of another depository institution, acceptable to the Board which must be both a “clearing corporation” as defined in NRS 104.8102 and a qualified and registered “clearing agency” under Section 17A of the Securities Exchange Act of 1934, as amended, to carry out the functions of The Depository Trust Company or such successor or new depository; or

(3) Upon the resignation of The Depository Trust Company or a successor depository or new depository under clause (1) or (2) of this Subsection A or a determination by the Board that The Depository Trust Company or such successor or new depository is no longer able to carry out its functions and the failure by the Board, after reasonable investigation, to locate another qualified depository institution acceptable to the Board under clause (2) to carry out the functions of The Depository Trust Company or such successor or new depository.

B. In the case of a transfer to a successor of The Depository Trust Company or its nominee as referred to in clause (1) of subsection A hereof or in the case of designation of a new depository pursuant to clause (2) of subsection A hereof upon receipt of the outstanding Bonds by the Registrar, together with written instructions for transfer satisfactory to the Registrar, a single new

Bond shall be issued to such successor or new depository, as the case may be, for each maturity of the Bonds then outstanding, registered in the name of such successor or new depository, as the case may be, or its nominee, as is specified in such written transfer instructions. In the case of a determination under clause (3) of subsection A hereof and the failure, after reasonable investigation to locate another depository institution for the Bonds acceptable to the Board and upon receipt of outstanding Bonds by the Registrar together with written instructions for transfer satisfactory to the Registrar, new Bonds shall be issued in the denominations of \$5,000 or any integral multiple thereof, as provided in and subject to the limitations of Section 12 hereof, registered in the names of such persons, and in such denominations as are requested in such written transfer instructions; however, the Registrar shall not be required to deliver such new Bonds within a period of less than 60 days from the date of receipt of such written transfer instructions.

C. The District shall be entitled to treat the registered owner of any Bond as the absolute owner thereof for all purposes of this resolution and any applicable laws notwithstanding any notice to the contrary received by the Registrar or the District and the District shall have no responsibility for transmitting payments to the beneficial owners of the Bonds held by The Depository Trust Company or any successor or new depository named pursuant to subsection A hereof.

D. The District and the Registrar shall endeavor to cooperate with The Depository Trust Company or any successor or new depository named pursuant to clause (1) or (2) of subsection A hereof in effectuating payment of the Bond Requirements of the Bonds by arranging for payment in such a manner that funds representing such payments are available to the depository on the day they are due.

Section 17. **Execution of Bonds.** The Bonds shall be executed as follows:

A. **Filings with Secretary of State.** Pursuant to NRS 350.638, as amended, and to the act cited as the Uniform Facsimile Signatures of Public Officials Act, cited as chapter 351 of NRS, and prior to the execution of any Bonds by facsimile signature, the President and the Clerk of the Board (the “President” and the “Clerk”, respectively), and the District Treasurer shall each file with the Secretary of State of the State of Nevada his or her manual signature certified by him or her under oath.

B. Manner of Execution. Each Bond shall be signed and executed in the name of and on behalf of the District with the manual or facsimile of the signature of the President, and shall be countersigned, subscribed, and executed with the manual or facsimile signature of the District Treasurer; shall be authenticated with the manual or facsimile impression of the official seal of the District; and each Bond shall be signed, executed, and attested with such a manual or facsimile of the signature of the Clerk.

C. Authentication. No Bond shall be valid or obligatory for any purpose unless the certificate of authentication thereon, substantially in the form hereinafter provided, has been duly manually executed by the Registrar. The Registrar's certificate of authentication shall be deemed to have been duly executed by it if manually signed by an authorized officer of the Registrar, but it shall not be necessary that the same officer sign the certificate of authentication on all of the Bonds issued hereunder. By authenticating any of the Bonds delivered pursuant to this Resolution, the Registrar shall be deemed to have assented to all of the provisions of this Resolution.

Section 18. Use of Predecessor's Signature. The Bonds bearing the signatures of the officers in office at the time of the signing thereof shall be the valid and binding obligations of the District, notwithstanding that before the delivery thereof and payment therefor any or all of the persons whose signatures appear thereon shall have ceased to occupy their respective offices. The President, the Clerk and the District Treasurer, at the time of the execution of a signature certificate pertaining to the Bonds by each of those officers, may adopt as and for his or her own facsimile signature the facsimile signature of his or her predecessor in office if such facsimile signature appears upon any of the Bonds.

Section 19. Incontestable Recital. Pursuant to NRS 350.628, the Bonds shall contain a recital that they are issued pursuant to the Bond Act, which recital shall be conclusive evidence of the validity of the Bonds and the regularity of their issuance.

Section 20. State Tax Exemption. Pursuant to NRS 350.710, the Bonds, their transfer and the income therefrom shall forever be and remain free and exempt from taxation by the State or any subdivision thereof, except for the tax on estates imposed pursuant to the provisions of Chapter 375A of NRS and the tax on generation-skipping transfers imposed pursuant to the provisions of Chapter 375B of NRS.

Section 21. **Bond Execution.** The President, the Clerk and the District Treasurer are hereby authorized and directed to prepare and to execute the Bonds as herein provided.

Section 22. **Registration.** Before any Bonds are delivered, they shall be registered by the Registrar. The Registrar shall maintain the registration records of the District for the Bonds showing the name and address of the registered owner of each Bond authenticated and delivered, the date of authentication, the maturity of the Bond and its interest rate, principal amount and number.

Section 23. **Bond Delivery.** After such registration, in accordance with the terms of this Resolution, the Registrar shall cause the Bonds to be delivered to the Purchaser, upon due payment being made.

Section 24. **Bond Form.** Subject to the provisions of this Resolution, each Bond shall be, respectively, in substantially the following form, with such omissions, insertions, endorsements, and variations as to any recitals of fact or other provisions as may be required by the circumstances, be required by this Resolution, or be consistent with this Resolution and necessary or appropriate to conform to the rules and requirements of any governmental authority or any usage or requirement of law with respect thereto:

(Form of Bond)

TRANSFER OF THIS BOND OTHER THAN BY REGISTRATION IS NOT EFFECTIVE

**CARSON CITY SCHOOL DISTRICT, NEVADA
GENERAL OBLIGATION (LIMITED TAX)
SCHOOL IMPROVEMENT BONDS
SERIES 2021**

NO. _____ \$ _____

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Dated As Of</u>	<u>CUSIP</u>
_____ % per annum	June 1, _____	_____, 2021	

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT: _____ DOLLARS

The Carson City School District in the State of Nevada (the "District" and the "State", respectively), hereby acknowledges itself indebted and for value received hereby promises to pay the Registered Owner above specified, the Principal Amount specified above, on the Maturity Date specified above and to pay interest thereon on June 1 and December 1 of each year commencing on _____ 1, 202__, at the Interest Rate per annum specified above, until the principal sum is paid or payment has been provided therefor. This Bond will bear interest from the most recent interest payment date to which interest has been paid or provided for, or, if no interest has been paid, from the date of this Bond. The principal of this Bond is payable upon presentation and surrender hereof at the corporate trust office of the District's registrar and paying agent (the "Registrar" or the "Paying Agent"), presently Zions Bancorporation, National Association, or at such other office as designated by the Paying Agent. Interest on this Bond will be paid on each interest payment date (or, if such interest payment date is not a business day, on the next succeeding business day), by check or draft mailed to the person in whose name this Bond is registered (the "registered owner") in the registration records of the District maintained by the Registrar and at the address appearing thereon at the close of business on the fifteenth day of the calendar month next preceding such interest payment date (the "Regular Record Date"). Any such interest not so timely paid or duly provided for shall cease to be payable to the person who is the registered owner hereof at the close of business on the Regular Record Date and shall be payable to the person who is the registered owner hereof at the close of business on a Special Record Date for the payment of any defaulted interest. Such Special Record Date shall be fixed by the Registrar whenever moneys become available for payment of the defaulted interest, and notice of the Special Record Date shall be given to the registered owners of the Bonds of the series of which this is one (the "Bonds") not less than ten days prior thereto. If, upon representation at maturity, payment of this Bond is not made as herein provided, interest shall

continue at the same rate specified above until the principal hereof is paid in full. All such payments shall be made in lawful money of the United States of America without deduction for the services of the Paying Agent or Registrar.

The Bonds are issuable solely as fully registered Bonds in denominations of \$5,000 each or any integral multiple thereof and are exchangeable for fully registered Bonds of the same maturity in equal aggregate principal amounts and in authorized denominations at the aforesaid office of the Registrar (and Paying Agent), but only in the manner, subject to the limitations, and on payment of the charges provided in the resolution of the Board of Trustees of the Carson City School District (the "Board") adopted and approved on August 24, 2021 authorizing the issuance of the Bonds (the "Resolution").

This Bond may not be exchanged or transferred except in circumstances specified in Section 16 of the resolution of the Board of Trustees of the Carson City School District (the "Board") adopted and approved on August 24, 2021, authorizing the issuance of the Bonds (the "Resolution") and only at the times subject to payment of the charges specified in the Resolution.

Unless this certificate is presented by an authorized representative of The Depository Trust Company, a New York corporation ("DTC"), to the District or its agent for registration of transfer, exchange, or payment, and any certificate issued is registered in the name of Cede & Co., or in such other name as is requested by an authorized representative of DTC (and any payment is made to Cede & Co. or to such other entity as is requested by an authorized representative of DTC), ANY TRANSFER, PLEDGE, OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL inasmuch as the registered owner hereof, Cede & Co., has an interest herein.

The Bonds maturing on and after the date set forth in the Certificate of the Chief Financial Officer are subject to prior redemption on and after the date set forth in the Certificate of the Chief Financial Officer in whole or in part at any time, from such maturities as are selected by the District, and if less than all of the Bonds of a maturity are to be redeemed, the Bonds of such maturity are to be redeemed by lot within a maturity, in integral multiples of \$5,000, at the option of the District, at a price equal to the principal amount of each Bond or portion thereof so redeemed, accrued interest thereon to the redemption date, and a premium, if any, as set forth in the Certificate of the Chief Financial Officer.

[Certain of the Bonds are subject to mandatory sinking fund redemption as provided in the Certificate of the Chief Financial Officer.]

This Bond must be registered in the name of the owner as to both principal and interest on the registration records kept by the Registrar in conformity with the provisions stated herein and endorsed hereon and subject to the terms and conditions set forth in the Resolution. No transfer of this Bond shall be valid unless made on the registration records maintained at the principal office of the Registrar by the registered owner or his attorney duly authorized in writing.

This Bond is fully transferable by the registered owner hereof in person or by his duly authorized attorney on the registration records kept by the Registrar upon surrender of this Bond together with a duly executed written instrument of transfer satisfactory to the Registrar. Upon such transfer a new fully registered Bond of authorized denomination or denominations of the same aggregate principal amount and maturity will be issued to the transferee in exchange for this Bond, subject to such terms and conditions as set forth in the Resolution.

The District and the Registrar and Paying Agent may deem and treat the person in whose name this Bond is registered as the absolute owner hereof for the purpose of making payment (except to the extent otherwise provided herein and in the Resolution with respect to the Regular and Special Record Dates for the payment of interest) and for all other purposes and neither the District nor the Registrar and Paying Agent shall be affected by notice to the contrary.

This Bond is issued by the Board in the name of and on behalf of the District and upon the credit thereof, for the purpose of acquiring, constructing, improving and equipping school facilities of the District, under the authority of and in full conformity with the Constitution and statutes of the State and pursuant to the Resolution duly adopted by the Board prior to the issuance of this Bond.

It is hereby certified, recited and warranted that all the requirements of law have been fully complied with by the proper officers of the District in the issuance of this Bond; that the total indebtedness of the District, including that of this Bond, does not exceed any limit of indebtedness prescribed by the Constitution or laws of the State of Nevada; and that provision has been made for the levy and collection of annual general (ad valorem) taxes sufficient to pay the principal and interest (the "Bond Requirements") of this Bond when the same become due (except to the extent any other funds are available therefor), subject to the limitations imposed by the Constitution and statutes of the State of Nevada.

This Bond is issued pursuant to Nevada Revised Statutes ("NRS") 350.500 through 350.720, and all laws amendatory thereof (designated in NRS 350.500 as the Local Government Securities Law); and pursuant to NRS 350.628, this recital is conclusive evidence of the validity of this Bond and the regularity of its issuance; and, pursuant to NRS 350.710, this Bond, its transfer and the income therefrom shall forever be and remain free and exempt from taxation by the State or any subdivision thereof, except for the tax on estates imposed pursuant to the provisions of Chapter 375A of NRS and the tax on generation-skipping transfers imposed pursuant to the provisions of Chapter 375B of NRS.

No recourse shall be had for the payment of the Bond Requirements of this Bond or for any claim based thereon or otherwise in respect to the Resolution, against any individual member of the Board, or any officer or other agent of the District, past, present or future, either directly or indirectly through the Board, or otherwise, whether by virtue of any constitution, statute or rule of law, or by the enforcement of any penalty or otherwise, all such liability, if any, being by the

acceptance of this Bond and as a part of the consideration of its issuance specially waived and released.

The full faith and credit of the District are hereby pledged for the punctual payment of the Bond Requirements of this Bond.

This Bond shall not be valid or obligatory for any purpose until an authorized officer of the Registrar shall have manually signed the certificate of authentication hereon.

IN WITNESS WHEREOF, the Board of Trustees of the Carson City School District, in the State of Nevada, has caused this Bond to be executed in the name and on behalf of the District with the manual or facsimile signature of the President of its Board of Trustees, and to be attested and executed by the manual or facsimile signature of the Clerk of the Board of Trustees, has caused the manual or facsimile of the corporate seal of the District to be affixed hereon, has caused this Bond to be countersigned with the manual or facsimile signature of the Treasurer of the Carson City School District, Nevada, all as of _____, 2021.

CARSON CITY SCHOOL DISTRICT

(Manual or Facsimile Signature)
President, Board of Trustees

Countersigned:

(SEAL)

Attest: _____
(Manual or Facsimile Signature)
District Treasurer

(Manual or Facsimile Signature)
Clerk
Board of Trustees

*delete in Bonds initially delivered to purchaser, and in new Bonds issued under clauses (1) or (2) of 16A of the Resolution.

**delete if new Bonds are delivered after a determination made pursuant to clause (3) of Section 16A of Resolution.

(End of Form of Bond)

(Form of Registrar's Certificate of Authentication for Bonds)

Date of authentication
and registration: _____

This is one of the Bonds described in the within-mentioned Resolution, and this Bond has been duly registered on the registration records kept by the undersigned as Registrar for such Bonds.

ZIONS BANCORPORATION, NATIONAL
ASSOCIATION
as Registrar

By (Manual Signature)
Authorized Officer

(End of Form of Registrar's Certificate of Authentication for Bonds)

(Form of Assignment for Bonds)

For value received, the undersigned hereby sells, assigns and transfers unto _____ the within Bond and hereby irrevocably constitutes and appoints _____ attorney, to transfer the same on the records kept for registration of the within Bond, with full power of substitution in the premises.

Dated: _____

Signature(s) guarantee should be made by
a guarantor institution participating in the
Securities Transfer Agents Medallion Program:

Name and address of transferee:

Social Security or other tax
identification number of
transferee:

Note: The signature to this Assignment must correspond with the name as written on the face of the within Bond in every particular, without alteration or enlargement or any change whatsoever. Signature(s) must be guaranteed by an eligible guarantor institution as defined in 17 CFR Section 240.17Ad-15(a)(2).

(End of Form of Assignment for Bonds)

(Form of Prepayment Panel)

The following installments of principal (or portions thereof) of this Bond have been prepaid by Carson City School District, Carson City, Nevada, in accordance with the terms of the Resolution authorizing the issuance of this Bond:

<u>Date of</u> <u>Prepayment</u>	<u>Principal</u> <u>Amount</u> <u>Prepaid</u>	<u>Signature of</u> <u>Authorized</u> <u>Representative of DTC</u>

(End of Form of Prepayment Panel)

Section 25. **Use of Bond Proceeds.** Upon the issuance of the Bonds, the District shall cause the proceeds of the Bonds to be applied as follows:

A. First, if needed to satisfy the requirements of NRS 350.020(5), an amount equal to not greater than ten percent (10%) of the proceeds of the Bonds issued for purposes of the Project (to the extent not funded out of other legally available monies of the District) shall be deposited in an account heretofore created and designated as the “Carson City School District, Nevada, General Obligation (Limited Tax) School Improvement Bonds Debt Service Reserve Account” (the “Reserve Account”) to be held within the District’s debt service fund, to be maintained as provided in NRS 350.020(5) in an amount at least equal to the lesser of the amount of fifty percent (50%) of the principal and interest payments due on all of the outstanding bonds of the District in the next fiscal year or ten percent (10%) of the outstanding principal amount of all of the outstanding bonds of the District, or such other lesser amount as the Nevada Legislature may hereafter allow (the “Minimum Reserve Amount”). Monies in the Reserve Account shall be used for payment of outstanding bonds of the District; and, when legally permissible to do so, monies in the Reserve Account in excess of the Minimum Reserve Amount may be used for the cost of the Project or any other capital improvement projects of the District.

B. Second, the balance remaining after the deposits required by paragraph A of this Section as provided above shall be set aside in a special account designated as the “Carson City School District, Nevada 2021 Construction Account” (the “Construction Account”), to be used to pay the costs of the Project, the costs of issuance of the Bonds and the costs of rebates to the United States under Section 148 of the Internal Revenue Code of 1986, as amended (the “Tax Code”), which the Board hereby determines are necessary and desirable and appertain to the Project.

After the completion of the Project or after adequate provision therefor is made, pursuant to NRS 350.650, any unexpended balance of Bond proceeds (or, unless otherwise required by law, any other moneys) remaining in the Construction Account and the Reserve Account (if not needed to comply with the provisions of NRS 350.020(5)) shall be deposited into the Principal Account or Interest Account hereinafter created for the payment of the principal of or interest on the Bonds as the same become due. The annual General Taxes for the payment of the interest on and principal of the Bonds and levied after the deposit into the Interest Account of any accrued interest

on the Bonds and after the deposit into the Principal Account of any such unexpended Bond proceeds, may be diminished to the extent of the availability of such deposits for the payment of such Bond interest and such Bond principal, as the case may be.

Section 26. **Use of Investment Gain.** Pursuant to NRS 350.658, any gain from any investment and any reinvestment of any proceeds of the Bonds deposited in the Construction Account shall be deposited promptly upon the receipt of such gain at any time or from time to time into the Construction Account to defray, in part, the costs of the Project; or if adequate provision therefore has been made, into the Principal Account or Interest Account for the respective payment of the principal of or interest on the Bonds or the General Fund, or any combination thereof. The annual General Taxes for the payment of the principal of or interest on the Bonds levied after such deposits of any such investment or reinvestment gain, may be diminished to the extent of the availability of such deposits for the payment of such Bond principal or interest.

Section 27. **Completion of the Project.** The District, with the proceeds derived from the sale of the Bonds deposited in the Construction Account, shall proceed to complete the Project without delay and with due diligence to the best of the District's ability, as hereinabove provided. A contract or contracts for the Project shall be let as soon as practicable after the delivery of any Bonds except to the extent theretofore let, if theretofore let.

Section 28. **Tax Covenant.** The District covenants for the benefit of the registered owners of the Bonds that it will not take any action or omit to take any action with respect to the Bonds, the proceeds thereof, any other funds of the District or any facilities financed with the proceeds of the Bonds if such action or omission (i) would cause the interest on the Bonds to lose its exclusion from gross income for federal income tax purposes under Section 103 of the Tax Code, or (ii) would cause interest on the Bonds to lose its exclusion from alternative minimum taxable income as defined in Section 55(b)(2) of the Tax Code. The foregoing covenant shall remain in full force and effect notwithstanding the payment in full or defeasance of the Bonds until the date on which all obligations of the District in fulfilling the above covenant under the Tax Code have been met.

Section 29. **Prevention of Bond Default.** Subject to the provisions of Sections 25, 31 and 34 hereof, the District Treasurer shall use any Bond proceeds credited to the Construction Account and the Reserve Account, without further order or warrant, to pay the Bond Requirements

of the Bonds as the same become due whenever and to the extent moneys otherwise available therefor are insufficient for that purpose, unless such Bond proceeds shall be needed to defray obligations accrued and to accrue under any contracts then existing and relating to the Project. The District Treasurer shall promptly notify the Board of any such use.

Section 30. **Purchaser Not Responsible.** The validity of the Bonds shall not be dependent on or be affected by the validity or regularity of any proceedings relating to the Project. The Purchaser of the Bonds, any associate thereof, and any subsequent registered owner of any Bond shall in no manner be responsible for the application or disposal by the District or by any of its officers, agents and employees of the moneys derived from the sale of the Bonds or of any other moneys herein designated.

Section 31. **General Tax Levies.** As authorized by NRS 350.596, the interest falling due on the Bonds at any time when there are not on hand from tax levies sufficient funds to pay the same shall promptly be paid out of the general fund of the District or out of any other funds that may be available for such purpose, including, without limitation, any proceeds of General Taxes. For the purpose of repaying any moneys so paid from any such fund or funds (other than any moneys available without replacement for the payment of such Bond Requirements on other than a temporary basis), and for the purpose of creating funds for the payment of the Bonds and the interest thereon, there are hereby created separate accounts designated respectively as the “Carson City School District, Nevada, General Obligation (Limited Tax) School Improvement Bonds, Series 2021 Interest Account” (the “Interest Account”) and the “Carson City School District, Nevada, General Obligation (Limited Tax) School Improvement Bonds, Series 2021 Principal Account” (the “Principal Account”) (the Interest Account and the Principal Account are collectively referred to as the “Bond Fund”). Pursuant to NRS 350.592 and 350.594, there shall be levied in the calendar year 2021, and annually thereafter, until all of the Bond Requirements of the Bonds shall have been fully paid, satisfied and discharged, a General Tax on all property, both real and personal, subject to taxation within the boundaries of the District, including the net proceeds of mines, fully sufficient to reimburse such fund or funds for such installments of interest, to pay the interest on the Bonds, and to pay and retire the same as hereinabove provided, after there are made due allowances for probable delinquencies. The proceeds of such annual levies shall be duly credited to such separate accounts

for the payment of the Bond Requirements. In the preparation of the annual budget or appropriation resolution for the District, the Board shall first make proper provisions through the levy of sufficient General Taxes for the payment of the interest on and the retirement of the principal of the bonded indebtedness of the District, including, without limitation, the Bonds, subject to the limitation imposed by NRS 361.453 and Section 2, art. 10, State Constitution, and the amount of money necessary for this purpose shall be a first charge against all the revenues received by the District.

Section 32. **Priorities for Bonds.** As provided in NRS 361.463, in any year in which the total General Taxes levied against the property in the District by all overlapping units within the boundaries of the District may exceed the limitation of \$3.64 on each \$100 of assessed valuation imposed by NRS 361.453, or a lesser or greater amount fixed by the State board of examiners in any fiscal year, and it shall become necessary by reason thereof to reduce the levies made by any and all such units, the reduction so made shall be in General Taxes levied by such unit or units (including, without limitation, the District and the State) for purposes other than the payment of their bonded indebtedness, including interest thereon. The General Taxes levied for the payment of such bonded indebtedness and the interest thereon shall always enjoy a priority over General Taxes levied by each such unit (including, without limitation, the District and the State) for all other purposes where reduction is necessary in order to comply with the limitation of NRS 361.453.

Section 33. **Correlation of Levies.** Such General Taxes shall be levied and collected in the same manner and at the same time as other taxes are levied and collected, and the proceeds thereof for the Bonds herein authorized shall be kept by the District Treasurer in the Bond Fund, which account shall be used for no other purpose than the payment of principal and interest, respectively, as the same fall due.

Section 34. **Use of General Fund.** Any sums becoming due on the Bonds at any time when there are on hand from such tax levy or levies (and any other available moneys) insufficient funds to pay the same shall be promptly paid when due from general funds on hand belonging to the District, reimbursement to be made for such general funds in the amounts so advanced than the taxes herein provided for have been collected, pursuant to NRS 350.596.

Section 35. **Use of Other Funds.** Nothing in this Resolution prevents the District from applying any funds (other than General Taxes) that may be available for that purpose to the

payment of such interest or principal as the same, respectively, mature, and upon such payments, the levy or levies herein provided may thereupon to that extent be diminished, pursuant to NRS 350.598.

Section 36. **Legislative Duties.** In accordance with NRS 350.592 and NRS 361.463, it shall be the duty of the Board annually, at the time and in the manner provided by law for levying other General Taxes of the District, if such action shall be necessary to effectuate the provisions of this Resolution, to ratify and carry out the provisions hereof with reference to the levy and collection of General Taxes; and the Board shall require the officers of Carson City to levy, extend and collect such taxes in the manner provided by law for the purpose of creating funds for the payment of the principal of the Bonds and the interest thereon. Such taxes, when collected shall be kept for and applied only to the payment of the principal of and the interest on the Bonds as hereinabove specified.

Section 37. **Appropriation of General Taxes.** In accordance with NRS 350.602, there is hereby specially appropriated the proceeds of such General Taxes to the payment of such principal and interest; and neither such appropriations shall be repealed nor the General Taxes postponed or diminished (except as herein otherwise expressly provided) until the principal of and the interest on the Bonds have been wholly paid.

Section 38. **Defeasance.** When all Bond Requirements of any Bond have been duly paid, the pledge and lien and all obligations hereunder as to that Bond shall thereby be discharged and the Bond shall no longer be deemed to be outstanding within the meaning of this Resolution. There shall be deemed to be such due payment when the District has placed in escrow or in trust with a trust bank located within or without the State, an amount sufficient (including the known minimum yield available for such purpose from Federal Securities in which such amount wholly or in part may be initially invested) to meet all Bond Requirements of the Bond, as the same become due to the final maturity of the Bond or upon any redemption date as of which the District shall have exercised or shall have obligated itself to exercise its prior redemption option by a call of the Bond for payment. The Federal Securities shall become due before the respective times on which the proceeds thereof shall be needed, in accordance with a schedule established and agreed upon between the District and the Bank at the time of the creation of the escrow or trust, or the Federal Securities shall be subject to redemption at the option of the owners thereof to assure availability as

so needed to meet the schedule. For the purpose of this Section, the term “Federal Securities” shall be as defined in NRS 350.522, and shall include only Federal Securities which are not callable for redemption prior to their maturities except at the option of the holder thereof. The District shall immediately give written notice of any such defeasance to the insurer of the Bonds, if any.

Section 39. **Replacement of Registrar or Paying Agent.** If the Registrar and Paying Agent hereunder shall resign, or if the Board shall reasonably determine that said Registrar or Paying Agent has become incapable of performing its duties hereunder or that it would be in the best interests of the District to appoint a new Registrar or Paying Agent hereunder, the Board may, upon notice to the insurer of the Bonds, if any, and notice mailed to each registered owner of any Bond at his address last shown on the registration records, appoint a successor Registrar or Paying Agent, or both. No resignation or dismissal of the Registrar or Paying Agent may take effect until a successor is appointed. Every such successor Registrar or Paying Agent shall be an officer or employee of the District or a banking institution authorized to exercise trust powers. It shall not be required that the same institution serve as both a Registrar and Paying Agent hereunder, but the Board shall have the right to have the same person or institution serve as both Registrar and Paying Agent hereunder. Any corporation or association into which the Registrar or Paying Agent may be converted or merged, or with which they may be consolidated, or to which they may sell or transfer their corporate trust business and assets as a whole or substantially as a whole, or any corporation or association resulting from any such conversion, sale, merger, consolidation or transfer, to which they are a party, shall be and become the successor Registrar or Paying Agent under this Resolution, without the execution or filing of any instrument or any further act, deed, or conveyance on the part of any of the parties hereto, anything in this resolution to the contrary notwithstanding.

Section 40. **Continuing Disclosure Undertaking.** The District covenants for the benefit of the holders and beneficial owners of the Bonds to comply with the provisions of the final Continuing Disclosure Certificate in substantially the form now on file with the Clerk, to be executed by the Chief Financial Officer or Superintendent and delivered in connection with the delivery of the Bonds.

Section 41. **Amendments.** A. This Resolution may be amended by the Board:

(1) Without the consent of or notice to the holders of the Bonds for the purpose of curing any ambiguity or formal defect or omission herein; and

(2) With the consent of a majority of the Bondholders or the insurer of the Bonds, if any, in connection with any other amendment.

B. No such amendment, unless consented to by the Bondholder adversely affected thereby, shall permit:

(1) A change in the maturity or in the terms of redemption of the principal of any outstanding Bond or any installment of interest thereon;

(2) A reduction in the principal amount of any Bond, the rate of interest thereon, or any prior redemption premium payable in connection therewith; or

(3) The establishment of any priorities as between Bonds issued and outstanding under the provisions of this Resolution.

C. Copies of any amendments to this Resolution consented to by a majority of the Bondholders or the insurer of the Bonds, if any, must be sent to Moody's Investors Service.

Section 42. **Delegated Powers.** The officers of the District are authorized and directed to take all action necessary or appropriate to effectuate the provisions of this Resolution, including, without limitation:

A. The printing of the Bonds, including, without limitation, the printing on each Bond (or attaching thereto) a statement of insurance, if applicable.

B. The execution and delivery of a representation letter, if necessary, to The Depository Trust Company concerning the depository arrangements specified in Section 16 hereof and the mechanical details of that arrangement.

C. The printing, deeming "final", distribution and execution of the Preliminary Official Statement for the Bonds and the printing, distribution and execution of a Final Official Statement, in substantially the form on file with the Clerk, but with such amendments, additions and deletions as are in accordance with the facts and not inconsistent herewith.

D. The execution of such certificates electronically or otherwise as may be reasonably required by the Purchaser, relating, inter alia, to:

(1) The signing of the Bonds,

- (2) The tenure and identity of the officials of the Board and of the District,
- (3) The assessed valuation of the taxable property in and the indebtedness of the District,
- (4) The completeness and accuracy of the Final Official Statement as of the date of the delivery of the Bonds,
- (5) The exemption of interest on the Bonds from federal income taxation,
- (6) The delivery of the Bonds and the receipt of the purchase price,
- (7) If it is in accordance with the fact, the absence of litigation, pending or threatened, affecting the validity of the Bonds or affecting the completeness or accuracy of the Final Official Statement, and
- (8) The assembly and dissemination of financial and other information concerning the District and the Bonds.

E. The completion and execution electronically or otherwise of the Certificate of the Chief Financial Officer, an agreement with the Paying Agent and the Continuing Disclosure Certificate.

Section 43. **Designation as Bank-Qualified**. The District hereby delegates to the Chief Financial Officer, or in his absence, the Superintendent, the designation of the Bonds as qualified tax-exempt obligations for purposes of and within the meaning of Section 265(b)(3)(B) of the Tax Code.

Section 44. **Resolution Irrepealable; Repealer**. After any of the Bonds are issued, this Resolution shall constitute an irrevocable contract between the District and the registered owner or owners of the Bonds; and this Resolution, if any Bonds are in fact issued, shall be and shall remain irrepealable until the Bonds, as to all Bond Requirements, shall be fully paid, canceled and discharged, as herein provided. All resolutions, bylaws, and orders, or parts thereof, inconsistent herewith are hereby repealed to the extent only of such inconsistency. This repealer shall not be construed to revive any resolution, bylaw or order, or part thereof, heretofore repealed.

Section 45. **Severability**. If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or

unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 46. **Effective Date.** This Resolution shall be in effect from and after its adoption.

ADOPTED on this August 24, 2021.

Attest:

President, Board of Trustees
Carson City School District

Clerk, Board of Trustees
Carson City School District

STATE OF NEVADA)
)
CARSON CITY) ss.
SCHOOL DISTRICT)

I am the duly chosen and qualified Clerk of Carson City School District (herein “District”), Nevada (the “State”), and in the performance of my duties as Clerk do hereby certify:

1. The foregoing pages constitute a true, correct and compared copy of a resolution of the Board of Trustees (the “Board”) adopted at a meeting held on August 24, 2021; and the original of such resolution has been approved and authenticated by the signature of the President of the Board and myself as Clerk, and has been recorded in the minute book of the Board kept for that purpose in the office of the District, which record has been duly signed by such officers and properly sealed.

2. The members of the Board were present at such meeting and voted on the passage of such resolution as follows:

Ayes:

Joe Cacioppo
Donald Carine
Laurel Crossman
Lupe Ramirez
Richard Varner
Mike Walker
Stacie Wilke-McCulloch

Nays:

Absent:

3. All members of the Board were given due and proper notice of such meeting.

4. Public notice of such meeting was given and such meeting was held and conducted in full compliance with the provisions of NRS 241.020. A copy of the notice of meeting containing the time, place, location and an excerpt from the agenda for the meeting relating to the resolution, as posted at least 3 working days in advance of the meeting on the State’s website and the District’s website, if any, at the Board’s office, and at:

- (i) Department of Education
700 E. Fifth Street
Carson City, Nevada

- (ii) School Administration Office
1402 W. King Street
Carson City, Nevada
- (iii) Carson City Manager's Office
201 North Carson Street
Carson City, Nevada
- (iv) Carson City Community Center
851 E. William Street
Carson City, Nevada

is attached as Exhibit "A".

5. At least 3 working days before such meeting, such notice given to each member of the Board and to each person, if any, who has requested notice of meetings of the Board in accordance with the provisions of chapter 241 of NRS.

IN WITNESS WHEREOF, I have hereunto set my hand this August 24, 2021.

Clerk

EXHIBIT A

(Attach Copy of Notice of Meeting)

**BOARD OF TRUSTEES
CARSON CITY SCHOOL DISTRICT**

**POLICY No. 543
STUDENTS**

**SAFE AND RESPECTFUL LEARNING ENVIRONMENT
FREE FROM BULLYING OR CYBER-BULLYING**

In accordance with NRS 388.121 to 388.145, the Carson City School District strives to provide a learning environment that is safe and respectful, in which persons of differing beliefs, races, colors, national origins, ancestries, religions, diverse gender identities or expressions, sexual orientations, physical or mental disability, sexes, or any other distinguishing characteristics and backgrounds can realize their full academic and personal potential. The Board of Trustees of the District declares that any form of bullying or cyber-bullying is prohibited and will not be tolerated.

No member of the Board, employee of the District, or member of a club or organization which uses District or school facilities (regardless of whether the club or organization has any connection to the District or a school) shall tolerate or engage in bullying or cyber-bullying anywhere on District property, a school campus, on school transportation, or at school activities.

The Superintendent will establish regulations consistent with this policy and the requirements of NRS 388.133 and 389.520 which will provide for:

1. Training of members of the Board of Trustees, administrators, teachers, and all other personnel of the District on the elements of bullying and cyber-bullying, effective methods of interventions and remediation for bullying or cyber-bullying behavior, strategies to build positive school culture, rights and needs of special populations, and available community resources;
2. Dissemination of information concerning the need for a safe and respectful learning environment, free from bullying and cyber-bullying; and
3. The requirements of reporting violations of NRS 288.135.

The Board of Trustees shall determine the most effective manner for the delivery of information to the students of the Carson City School District not only during the “Week of Respect” proclaimed by the Governor each year, but throughout the year.

Reference: NRS 388.121 through 388.145; NRS 389.520; NRS 236.073; NRS 385A.250, NRS 392.915; NRS 200.737; NRS 200.900

Adopted: January 14, 1992

Revised: January 11, 1994
September 8, 1998
November 28, 2006
August 25, 2009
October 9, 2012 - Title Change
March 10, 2015
August 11, 2015
September 25, 2018

**BOARD OF TRUSTEES
CARSON CITY SCHOOL DISTRICT**

**REGULATION No. 543
STUDENTS**

**SAFE AND RESPECTFUL LEARNING ENVIRONMENT
FREE FROM BULLYING OR CYBER-BULLYING**

A. Bullying

Bullying means written, verbal or electronic expressions or physical acts or gestures, or any combination thereof, that are directed at a person or group of persons, or a single severe and willful act or expression that is directed at a person or group of persons, and (a) have the effect of: (1) physically harming a person or damaging the property of a person, or (2) placing a person in reasonable fear of physical harm to the person or damage to the property of a person; or (b) interfere with the rights of a person by: (1) creating an intimidating or hostile educational environment for the person, or (2) substantially interfering with the academic performance of a student or the ability of the person to participate in or benefit from services, activities or privileges provided by a school; or (c) are acts or conduct described in paragraph (a) or (b) and are based upon the: (1) actual or perceived age, race, color, national origin, ethnicity, ancestry, religion, diverse gender identity or expression, sexual orientation, physical attributes, physical or mental disability of a person, sex, or any other distinguishing characteristic or background of a person, or (2) association of a person with another person having one or more of those actual or perceived characteristics.

Such negative actions may include, without limitations:

- a. Repeating or pervasive taunting, name-calling, belittling, mocking or use of put-downs or demeaning humor regarding the actual or perceived age, race, color, national origin, ethnicity, ancestry, religion, gender identity or expression, sexual orientation, physical attributes, physical or mental disability of a person, sex, or any other distinguishing characteristic or background of a person;
- b. Behavior that is intended to harm another person by damaging or manipulating his or her relationships with others by conduct that includes, without limitation, spreading false rumors;
- c. Repeated or pervasive nonverbal threats or intimidation such as the use of aggressive, menacing, or disrespectful gestures;
- d. Threats of harm to a person, to his or her possessions, or to other persons, whether such threats are transmitted verbally, electronically, or in writing;
- e. Blackmail, extortion, or demands for protection money or involuntary loans or donations;
- f. Blocking access to any property or facility of a school;
- g. Stalking; and
- h. Physically harmful contact with or injury to another person or his or her property.

REGULATION No. 543 – CONTINUED

B. Cyber-Bullying

Cyber-bullying means bullying through the use of electronic communication. The term includes the use of electronic communications to transmit or distribute a sexual image of a minor. As used in this section, “sexual image” has the meaning ascribed to it in NRS 200.737, which is any visual depiction, including, without limitation, any photograph or video of a minor simulating or engaging in sexual conduct, or of a minor as the subject of a sexual portrayal.

Electronic communication means the communication of any written, verbal or pictorial information through the use of an electronic device, including, without limitation, a telephone, a cellular phone, or any similar means of communication.

C. Education and Training

It is the policy of this District to provide in-service education about how to create and maintain a safe and respectful learning environment, including bullying and cyber-bullying for trustees, employees, and students, so students may reach their full academic and personal potential. Such in-service education shall include:

1. Raising Awareness

- a. Information shall be disseminated to trustees, students, teachers, administrators, and all other appropriate personal that includes:
 - i. What constitutes a safe and respectful learning environment;
 - ii. What is bullying and cyber-bullying;
 - iii. What are the possible emotional and educational effects of bullying and cyber-bullying;
 - iv. What are the needs and rights of students, including students with disabilities (including students with autism spectrum disorder) and students with diverse gender identities or expressions; and
 - v. What community counseling, interventions, and/or suicide prevention resources are available for students involved in bullying and/or cyber-bullying.

2. Training and Methods

- a. Training shall be provided to trustees, students, teachers, administrators, and all other appropriate personal that includes:
 - i. Methods to improve the school environment that will facilitate positive human relations among students;
 - ii. Methods to facilitate positive human relations among students without the use of bullying and/or cyber-bullying;
 - iii. Methods to teach students positive behavioral replacement strategies;
 - iv. Requirements and methods for addressing the needs and rights of students with diverse gender identities or expressions;
 - v. Training regarding the methods, procedures and practice for recognizing bullying and/or cyber-bullying;

REGULATION No. 543 – CONTINUED

- vi. Training regarding effective interventions and remediation strategies for bullying and/or cyber-bullying; and
- vii. Training regarding methods for reporting violations of NRS 288.135

The training shall be provided within the time requirements of NRS.

D. Complaint Procedure and Resolution

1. Reporting:

Any Carson City School District teacher, administrator, coach, or staff member who witnesses or receives information about an incident of bullying and/or cyberbullying at any District facility, on school grounds, in school buildings, on school buses, or at school-sponsored activities shall report it to the administrator or designee as soon as practicable, but not later than a time during the same day on which the teacher, administrator, coach or other staff member witnesses or received information about the incident.

Students and parents will be encouraged to report, in confidence, all instances of bullying or cyber-bullying whether as victims/targets or witnesses of bullying or cyber-bullying, to teachers and other District staff.

Any person who believes he/she has been or is being subjected to bullying or cyber-bullying of any kind by any student or other individual associated with the District is encouraged to bring such bullying or cyber-bullying to the attention of whichever of the following with whom he/she is most comfortable: his/her teacher, counselor, site administrator, or the Superintendent.

2. Confidentiality:

A report of bullying or cyber-bullying and the ensuing investigation is to be kept in strict confidence, where practical, for the protection of all parties involved. Information will only be shared with individuals who have a legitimate “need to know.”

The District’s obligation to investigate and take corrective action may supersede an individual’s right of privacy.

Pending the completion of the investigation, however, the Superintendent may take any action necessary to protect the alleged victim, or other employees or students consistent with requirements of any applicable statutes and regulations.

3. Investigation:

A complaining individual is encouraged to have a parent, teacher, friend, or advisor present with him or her for moral support during any stage of the reporting and investigation.

REGULATION No. 543 – CONTINUED

Once a report or complaint has been filed with the teacher or site administrator who is not involved in the alleged bullying or cyber-bullying, a confidential and expeditious investigation shall begin in accordance with NRS.

Upon receiving a report of bullying or cyber-bullying, the administrator or designee shall immediately take any necessary action to stop the bullying or cyber-bullying and ensure the safety and well-being of the reported victim or victims of the bullying or cyber-bullying.

If the administrator or designee does not have access to the reported victim of the alleged bullying or cyber-bullying, the administrator or designee may wait until the next school day when he or she has access to the victim to begin the investigation.

If a law enforcement agency is investigating a potential crime involving an alleged violation of the law, the administrator or designee may, after providing the required notification to the parents or guardians of the students directly involved in the alleged bullying or cyber-bullying incident, defer the required school investigation until the completion of the criminal investigation by the law enforcement agency. If the administrator defers an investigation, the administrator must:

- a. Immediately develop a plan to protect the safety of each student directly involved in the alleged bullying or cyber-bullying, and
- b. To the extent possible, if the law enforcement agency has provided the administrator or designee with information about the projected date for completion of the investigation, provide the parents or guardians of each student directly involved in the incident(s) with that information.

4. Notification:

The investigation must include notification provided in person, by telephone, electronic mail or other electronic means of communication, to the parents or guardians of all students directly involved in the reported bullying or cyber-bullying incident. The notification must be provided: (1) by the end of the school day if the bullying or cyber-bullying was reported during school hours; or (2) by the end of the next school day if the bullying or cyber-bullying was reported on a day that is not a school day or after school hours.

If the incident of bullying or cyber-bullying was reported via Safevoice Nevada, [safevoicenv.org, phone number 883-216-SAFE (7233)] the administrator or designee shall be deemed to have received information about the incident when the report appears in the email inbox. After the administrator or designee is deemed to have received the information, the regular timelines set forth in the above paragraph commence.

REGULATION No. 543 – CONTINUED

The notification may not include personally identifiable student information other than the name of the student to whom the notice is addressed, and is not required to label the student's alleged role in the incident.

If the contact information for the parent or guardian of a student in the records of the school is not correct, a good faith effort to notify the parent or guardian shall be deemed sufficient to meet the notification requirements set forth in this section.

5. **Interviews:**
The investigation must include interviews with all students directly involved and their parents or guardians must be notified.
6. **Timeline for Investigation:**
The investigation must be completed not later than two (2) school days after the administrator or designee receives a report of bullying or cyber-bullying. If extenuating circumstances prevent the administrator or designee from completing the required investigation within two (2) school days after making a good faith effort because any of the persons to be interviewed is not available, one (1) additional school day may be used to complete the investigation.
7. **Written Report:**
An administrator or designee who conducts an investigation shall complete a written report of the findings and conclusions of the investigation. If a violation is found to have occurred, the report must include recommendations concerning the imposition of disciplinary action or other measures to be imposed as a result of the violation, in accordance with this Regulation.

Subject to the provisions of the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g, and any regulations adopted pursuant thereto, the report must be made available, not later than 24 hours after the completion of the written report, to all parents or guardians who must be notified as part of the investigation.

8. **Follow-up:**
Not later than 10 school days after issuance of the report, the administrator or designee shall meet with each reported victim of the bullying or cyber-bullying to inquire about the well-being of the reported victim and to ensure that the reported bullying or cyber-bullying, is not continuing.

To the extent information is available, the administrator or designee must provide, to a parent or guardian of a student to whom notice of a reported bullying or cyber-bullying violation was provided, a list of resources that may be available in the community to assist the student, as soon as practicable. If a list of community resources is provided, it is the responsibility of the parents, guardians and students to avail themselves of the resources.

REGULATION No. 543 – CONTINUED

An investigation of a complaint will normally include conferring with the parties involved and any witnesses. Once the investigation is concluded, a review of the information will be conducted and a decision rendered regarding action to be taken.

9. **Action:**

In determining what action is to be taken, the investigator shall consider the nature of the behavior, past incidents or past continuing patterns of behavior by either the alleged perpetrator or the complainant, the relationships between the parties involved, and the context in which the alleged incidents occurred. In all cases, the alleged perpetrator shall have an opportunity to rebut the accusations made against him or her before the investigation is completed and action taken.

The District shall take action as appropriate to help ensure that further bullying or cyber-bullying does not occur. Such action may include but is not limited to counseling, awareness training, parent-teacher conferences, warning, transfer, suspension, expulsion, or other disciplinary action.

Victims of bullying and cyber-bullying and witnesses of bullying and cyber-bullying may be offered counseling and other support services available from staff and other resources of the District to help deal with the effects of bullying and cyber-bullying. The parent or guardian of a student who is a victim of bullying or cyberbullying has the right to request a reassignment to a different school with the District.

If the administrator or designee determines that bullying or cyber-bullying was caused by the disability of the student who committed the violation:

- a. The provisions of NRS 388.135 do not apply to the same or similar behavior if the behavior is addressed in the student's individual education program; and
- b. The administrator or designee shall take any measures necessary to protect the safety of the victim of the violation.

District action taken for violation of this policy shall be consistent with the requirements of applicable collective bargaining agreements, Nevada Revised Statutes (NRS), federal law and District Policies.

10. **Discipline:**

Prompt attention and appropriate disciplinary action designed to stop the bullying or cyber-bullying immediately and to prevent its recurrence will be taken if an investigation reveals bullying or cyber-bullying has occurred. The due process rights of all individuals will be protected.

REGULATION No. 543 – CONTINUED

A substantiated charge against a student of the District shall subject said student to disciplinary action in accordance with school rules, including class changes, suspension, or expulsion.

If a violation is found not to have occurred, information concerning the incident must not be included in the record of the alleged perpetrator.

The parent or guardian of a student involved in the reported bullying or cyber-bullying violation may appeal a disciplinary decision of the administrator or designee made against the student as a result of the violation in accordance with District policies to the Superintendent. Complaints regarding disciplinary action taken against a student can only be submitted to the Superintendent after all site appeal processes have been followed and a final report is provided to the parent or guardian.

Consistent with the requirements of applicable regulations or statutes, the Superintendent may take such action as deemed necessary and appropriate after completion of the investigation. All parties involved in the investigation shall be notified of the decision of the Superintendent.

Not later than 30 days after receiving the disciplinary decision, the parent or guardian may submit a complaint to the Office for a Safe and Respectful Learning Environment within the Nevada Department of Education.

Any teacher, administrator, coach, other staff member, or student who tolerates or engages in an act of bullying or cyber-bullying or violates a provision of NRS 388.121-388.145 will be held accountable. A substantiated charge against an employee of the District shall subject the employee to disciplinary action, up to and including discharge. Any rights under any collective bargaining contract will be followed.

Persons perpetrating false or fabricated accusations will be held responsible for their actions, and may be subject to disciplinary action.

Reasonable efforts shall be made to protect persons from intimidation, retaliation or discrimination as a result of filing a complaint or assisting in an investigation.

11. Exceptions

Provisions of NRS 388.135(1) do not apply to a violation of NRS 388.135 if committed by:

- a. A student who is enrolled in pre-kindergarten if the behavior is addressed through measures intended to modify the behavior of the student.
- b. An employee of a school or the School District against another employee of a school or the School District.

REGULATION No. 543 – CONTINUED

- c. An adult who is not a student or employee of a school or the School District against another such adult.

12. Record Keeping

Records and reports of complaints and a record of the investigation and action taken shall be preserved in accordance with District policies, practices and procedures.

E. Public Notification

Notice of this regulation shall be posted on the District website and, upon request printed copies shall be made available to staff, students, parents and guardians.

F. Other Sources of Assistance

Nevada Equal Rights Commission
U.S. Department of Education
Office for Civil Rights, Regional Office
State Department of Education

Legal References: NRS 388.121 – 388.1321; 388.133; 388.134; 388.1343; 388.1344; 388.135; 388.137; 388.139; 200.737

Title VII of the Civil Rights Act of 1964
Other State and Federal Implementing Regulations

Adopted: January 14, 1992

Revised: January 11, 1994
September 8, 1998
November 28, 2006
September 8, 2009
October 9, 2012 - Title Change
March 10, 2015
July 28, 2015
September 11, 2018

BOARD OF TRUSTEES CARSON CITY SCHOOL DISTRICT

POLICY No. 303 CERTIFIED STAFF

SUPERINTENDENT OF SCHOOLS

Primary Function: To Serve as chief executive officer of the District

Directly Responsible to: Board of Trustees

Immediate Subordinates: Assistant Superintendent, Directors and other certified and classified personnel as assigned

Assigned Responsibilities:

1. Serves as chief executive officer of the District.
2. Develops, recommends and interprets policy decisions of the *Carson City School District* Board of ~~School~~ Trustees.
3. Reports progress and needs of the District to the Board of ~~School~~ Trustees and recommends any needed action.
4. Interprets and communicates decisions, actions and policies of the Board of ~~School~~ Trustees to staff, pupils, parents and the community.
5. Develops and promulgates administrative rules, regulations and procedures to implement *the* Board of ~~School~~ Trustees policy, *Strategic Plan*, decision and actions.
6. Recommends to the Board of ~~School~~ Trustees all staff actions requiring ratifications.
7. Establishes procedures for selecting, orienting, training and developing all district personnel.
8. Assigns and exercises administrative authority and control over all district personnel.
9. Administers all schools and programs of the district.
10. Exercises control over the quality of all programs of instruction, the fiscal administration and accountability, and the administration of all personnel policies.

POLICY NO. 303 - CONTINUED

11. Recommends an annual budget to the Board of ~~School~~ Trustees and administers the final adopted budget.
12. Performs such other duties as may be specified by law, the regulations of the State Board of Education, the rules and regulations of the Carson City *School District* Board of ~~School~~ Trustees, and directions of the Board of ~~School~~ Trustees.

Adopted: August 29, 1979
Revised: ??

CONSENT AGENDA

ITEMS

August 24, 2021

CARSON CITY SCHOOL DISTRICT - STAFF INFORMATION

August 24, 2021

ADMINISTRATIVE STAFF

NEW HIRES				
Name	Position/Subject	Location	Hire Date	New/Replace
Lois Linehan	Dean of Students	Eagle Valley Middle School	TBD	New - FY 22

RESIGNATIONS/RETIREMENTS					
Name	Position/Subject	Location	Hire Date	Term Date	Resign/Retire

CERTIFIED STAFF

NEW HIRES				
Name	Position/Subject	Location	Hire Date	New/Replace
James Marrone	School Social Worker	Empire Elementary School	TBD	Replace - FY 22
Gail Omohundro	TOSA - Intervention Specialist	Empire Elementary School	TBD	New - FY 22

RESIGNATIONS/RETIREMENTS					
Name	Position/Subject	Location	Hire Date	Term Date	Resign/Retire
Michelle Amaya	2nd Grade Teacher	Fremont Elementary School	8/9/2019	8/27/2021	Resignation

**CARSON CITY SCHOOL DISTRICT
CONSENT AGENDA ITEM SUMMARY
August 24, 2021**

EMPLOYEE LEAVE REQUESTS			
Name	Position/Subject	Location	Type of Leave

REQUEST WITHDRAWAL TO TAKE HSE			
Name	Grade	School	

REQUEST VACCINATION EXEMPTION PER NRS 392.437 or NRS 392.439			
Grade	School	Medical	Religious
K	Seeliger		X
10	Carson High School		X
1	Mark Twain		X
K	Fremont		X
5	Fremont		X
K	Mark Twain		X
4	Mark Twain		X
6	Carson Middle School		X
PK	Early Childhood		X
K	Fremont		X
K	Seeliger		X

**MINUTES OF THE MEETING OF THE
CARSON CITY SCHOOL DISTRICT
BOARD OF TRUSTEES**

Tuesday, July 27, 2021

7:00 p.m.

CALL TO ORDER

The Board meeting of the Carson City School District Board of Trustees was called to order at 7:00 p.m. by President Cacioppo in the Robert Crowell Board Room, Community Center, 851 E. William Street, Carson City, Nevada.

ROLL CALL: Members and Staff Present

Joe Cacioppo, President
Richard Varner, Vice President
Laurel Crossman, Clerk
Mike Walker, Member
Lupe Ramirez, Member
Richard Stokes, Superintendent
Tasha Fuson, Associate Superintendent, Educational Services
Ryan Russell, Legal Counsel
Rena Cortez, Executive Board Administrative Assistant

Members and Staff Present Remotely

None

Members and Staff Absent

Donald Carine, Member
Stacie Wilke-McCulloch, Member
Dr. Jose Delfin, Associate Superintendent, Human Resources
Andrew Feuling, Director, Fiscal Services

ACTION TO ADOPT THE AGENDA

It was moved by Trustee Walker, seconded by Trustee Crossman, **that the Carson City School District Board of Trustees adopt the agenda as submitted.** Motion passed 5-0. (Trustees Carine and Wilke-McCulloch were not present for the vote.)

Trustee Varner led the Pledge of Allegiance.

SUPERINTENDENT'S REPORT

Mr. Stokes welcomed everyone to the meeting, and provided the following report:

- School required vaccinations will be available at the following locations:
 - Carson City Health and Human Services, 900 E. Long Street; call 775-887-2195 to schedule an appointment
 - August 9-13, 2021 and August 16, 2021, 8:30 a.m. – 11:30 a.m. and 1:00 p.m. – 4:30 p.m.
 - Nevada Health Centers School Based Health Center, 618 W. Musser Street
 - Walk-in clinic every Wednesday from July 28, 2021 to August 18, 2021, 8:00 a.m. – 11:30 a.m.
- Back to School Events
 - Carson High School 9th Grade Orientation, August 10, 2021; students with the last names should attend at the following times:
 - A-D - 8:00 a.m.
 - E-K - 9:00 a.m.
 - L-Q - 10:00 a.m.
 - R-Z - 11:00 a.m.
 - Carson Middle School "Back to School Sneak Preview"
 - August 11, 2021, 6th grade students, 4:00 p.m. – 6:00 p.m.
 - August 12, 2021, 7th & 8th grade students, 4:00 p.m. – 6:00 p.m.

- Eagle Valley Middle School “Back to School Bootcamp”
 - August 12, 2021, 6th grade students, 3:00 p.m. – 4:30 p.m.; 7th & 8th grade students, 4:30 p.m. – 6:00 p.m.
- Governor Sisolak issued a press release; State of Nevada is adopting the Center for Disease Control (CDC) guidance that is effective at 12:01 a.m. on July 30, 2021. Everyone fully vaccinated or not is to wear a facemask indoors where counties or substantial transmission rates are occurring due to the COVID-19 Delta variant; Carson City is named as having a high transmission rate. There was no guidance provided if transmission rates fall. The mandate applies to businesses, and also states that new CDC facemask guidance recommends universal facemasks for all teachers, students, staff and visitors to K-12 schools regardless of vaccination status. The mandate includes a grace period from now until 12:01 a.m. on July 30, 2021 to allow continued conversations between state and school district leaders, including an assessment regarding the recent released CDC recommendations on how they align with ongoing conversations to keep children and educators safe with the increase in community transmission.
- Based on the directive from Governor Sisolak, Mr. Stokes recommended that the District’s Reopening Plan for 2021-2022 be reviewed at the August 10, 2021 School Board meeting.

Trustee Cacioppo asked Mr. Russell to provide information on the District’s obligation regarding mandates from Governor Sisolak. Mr. Russell explained that the School Board is under the Local Government law within the political subdivision of the State of Nevada. The Office of the Governor is entrusted with constitutional and statutory powers to exercise policy powers for the health and safety of people within Nevada. The District is bound by the law, as elected officials to uphold and protect the Constitution and Government of the State of Nevada. With regards to mandates from the Governor, the District, as a political subdivision needs to comply.

Trustee Wilke-McCulloch arrived at approximately 7:10 p.m.

BOARD REPORTS

On behalf of the Nevada Association of School Boards (NASB), Trustee Crossman provided the following update:

- Nominations to be considered for the annual conference are due by August 13, 2021
- Training regarding school safety will be available on September 10 and 11, 2021 in Las Vegas, Nevada or on October 8 and 9, 2021 in Reno, Nevada.

Trustee Wilke-McCulloch thanked Mr. Bart Thompson, former Executive Director, Nevada Interscholastic Activities Association (NIAA) for coming to Carson City, where he presented Trustee Wilke-McCulloch with a plaque for her work with NIAA. Trustee Wilke-McCulloch extended well wishes to Mr. Thompson on his retirement.

Trustee Ramirez reported on activities at the following school:

- Empire Elementary School
 - Administration is excited to welcome two new teachers; kindergarten and 5th grade, along with three student teachers.

Trustee Crossman reported on activities at the following school:

- Fremont Elementary School
 - Administration is looking for four paraprofessionals to fill the vacant positions in the Comprehensive Life Skills (CLS) program.
 - Back to School Meet & Greet will be held on August 13, 2021 from 4:30 p.m. – 6:00 p.m.

Trustee Crossman reported that a clothing exchange will be held on August 7, 2021 from 9:00 a.m. – 12:00 p.m. at the church on the corner of Saliman Road and Robinson Street.

Trustee Cacioppo extended well wishes to the graduating seniors who will be starting college this fall.

ASSOCIATION REPORTS

There were no association reports.

PUBLIC COMMENT

Trustee Cacioppo called for public comment that was provided in person, and electronically via email, and read by Mrs. Renae Cortez, Executive Administrative Assistant.

Lee Elliott referred to information he found on the internet regarding the Nuremburg Trial that occurred after World War II on a code that was written regarding human experiments that should not be given to people unless they want to participate. Mr. Elliott asked the Trustees if they want the vaccine, as it has not been approved for human consumption. Mr. Elliott also asked about the effectiveness of wearing a facemask if they were worn for a year, and the virus is back. Mr. Elliott commented on having a protest downtown, where facemasks may be burned, and believes kids want to go to school, they just don't want to wear facemasks.

Barb Mathers realized after the last board meeting that it does not do any good to attend and provide public comment, as the Board voted against members of the community, approving the 2021-2022 School Reopening Plan. Ms. Mathers explained that her child does not want to wear a facemask, therefore, she plans on homeschooling him for the 2021-2022 school year. If facemasks are required, it should be at the discretion of parents. Ms. Mathers noted that there is nothing in the Plan regarding an exemption for students who do not want to wear a facemask, and believes something should be included to address this issue. Ms. Mathers asked for information regarding exceptions for students who cannot wear a facemask due to health conditions. Ms. Mathers referred to how often students touch their face, and believes wearing facemasks is worse for children. Ms. Mathers asked what exceptions will be made for children who can't or don't want to wear a facemask, and explained that she plans on participating in a commonwealth, Light, Truth & Intelligence whose motto is God based, family centered, agency driven, leadership education; website is www.ltinevada.org.

Joy Trushenski explained that there is no scientific basis to continue demanding children to be in school, wearing a facemask or to be vaccinated for COVID-19. Ms. Trushenski provided statistics from September 2020 from the Center of Disease Control (CDC), regarding variants. Ms. Trushenski believes the COVID-19 vaccines are experimental and not approved by the Food and Drug Administration (FDA); 9,000+ have died or experienced side effects after taking the vaccines. Ms. Trushenski believes facemasks do not protect against COVID-19 or the variants; they weaken the immune system. In addition, Ms. Trushenski believes Governor Sisolak's mandates and directives should be ignored and that parents should have the right to say "No" if they don't want their child to receive the COVID-19 vaccine. Ms. Trushenski encouraged everyone to educate themselves regarding COVID-19 and America's Frontline Doctors.

Kelly Norman, Coordinator, Western Nevada Safe Routes to School announced that they are looking for parents and members of the community who might be interested in being a "champion" to start a walking and/or biking program at schools. The position provides creativity and flexibility and pays \$15 - \$20 per hour.

Karen Stephens expressed her dissatisfaction that the public was not able to see a draft copy of the District's Safe School Reopening Plan prior to the July 13, 2021 Board meeting. Ms. Stephens has attended six Board meetings and found the Board to be unresponsive to public comment, suggestions and requests. Ms. Stephens referred to the July 13, 2021 Board meeting and explained how the public thought additional time should be given to review the Plan. In addition, Ms. Stephens noted that the public was against several items within the Plan; 5a and 5b, which was approved by the Board unanimously. Ms. Stephens stated that she never wears a facemask, and has no plans to start.

Jason Tingle, father of four children in the District believes the Trustees are in their respective positions because they want what's best for children, and explained that he has been in support of the District. Mr. Tingle explained that one of his children got very upset and cried over the thought of having to wear a facemask at school. Mr. Tingle pleaded with the Board to do the right thing for students.

Michelle Ayes explained that approximately twenty years ago her mom spoke against Common Core, which she didn't understand at the time. As a grandparent, Ms. Ayes walked her grandchild to kindergarten, who had to wear a facemask to attend school, which was upsetting. Ms. Ayes believes it is wrong that children should have to wear facemasks to school. From a family of veteran's, Ms. Ayes asked the Trustees to stop being sheep and to stand up for America and against the tyranny. Children should be able to play and laugh without having to wear a facemask; COVID-19 is not killing children.

Mori Kurland is shocked, angered and displeased with what the Board is choosing to do, which is against the voice of the community. Mori asked the Board for an explanation on what they will tell students who fail a class or classes.

Jessie Tingle reiterated the story Mr. Tingle provided regarding their 10 year old son who cried and was upset after being told he was going to have to wear a facemask to school. Their 6 year old kindergarten student missed the entire school year, and their 12th grade child will have to wear a mask again. As elected officials, Mrs. Tingle pleaded with the Trustees to do something and to be the voice of the children in the District.

Brian Kurland believes COVID-19 is not a serious threat, and that kids are the least likely to get it, and pass it on to others. Mr. Kurland believes facemasks are useless, cause various health issues, and have no basis in science and health. Mr. Kurland reiterated that COVID-19 is not a dangerous disease; survivability rate is 99%. Mr. Kurland would like to see politics removed from the situation, and believes the welfare of children should be first.

Heather Koehe explained that she is tired of begging the Trustees to be on the side of kids. Ms. Koehe's son will be in 11th grade, asked if he can get a General Education Diploma (GED) because he does not want to wear a facemask at school. Ms. Koehe suggested having paperwork that parents can sign if they don't want their child to wear a facemask. Ms. Koehe pleaded with the Trustees to stand up for children, and reiterated how unhealthy it is have children wear a facemask.

Richard Nagel referred to a book he read as a child, *Profiles and Courage* by John F. Kennedy, that dared people to do the right thing. Mr. Nagel believes everyone should pray for guidance to do the right thing for children.

Jora Kurland, 10th grade student asked for additional information regarding vaccines. Mr. Stokes explained that a vaccination clinic will be open for students to obtain the vaccines required for school enrollment; not COVID-19.

Joyce Payne, retired public health nurse with over 26 years of experience in school health referred to H1N1 that occurred in 2009, where there were no mandates for facemasks, social distancing or business closures. Children were at risk with H1N1. When it was over, the nasal vaccine that was provided had an efficacy rate of 9%. Ms. Payne referred to studies done by the CDC during the time of H1N1 regarding facemasks, which they said does not mitigate bacteria or viruses.

Alicia Bower commented on the mental health issues associated with COVID-19. Ms. Bower's children feel withdrawn, did not do well in school last year, however they want to go to school, they miss their friends, etc.

Debra Gibbons has no children in school, however, believes facemasks effect children socially, emotionally and mentally.

Public comment provided electronically via email was read by Mrs. Cortez:

Sierra Scott reported that on July 19, 2021, the American Academy of Pediatrics (AAP) recommended that all children over 2 years old should wear a facemask when returning to school this year, regardless of vaccination status. The CDC also recommends that facemasks should be worn indoors by all individuals, age 2 and older who are not fully vaccinated. Her children are 5

years old, and not vaccinated, which makes them vulnerable to COVID-19, as well as the contagious delta variant. Ms. Scott believes wearing facemasks has proven to be effective in protecting people against COVID-19, as well as other respiratory diseases, and thinks there is no reason why every preventative measure to protect children should not be taken. If facemasks are not worn and COVID-19 continues to spread, the District may be at risk of going back to virtual learning, which she believes should be prevented if possible. The AAP and CDC made the recommendations, and Ms. Scott strongly encouraged the District to follow their guidance for the health and safety of the children and staff.

Svetlana would like to know when the District is planning to bring Eagle Valley Middle School (EVMS) in alignment with the other schools' dress code requirements, cancelling the Standard Student Attire (SSA) requirements at EVMS:

- Believes student safety is compromised, as they are easily identified as a child that attends EVMS
- Puts an unnecessary strain on family budgets
- Limits the choice of styles and colors
- Makes children feel discriminated against; elementary schools, as well as Carson Middle School and Carson High School does not restrict their students' rights to express their individuality by choosing clothing in accordance with their body type or personal preference in shape and color

Janice Baldwin does not send her children to school to learn to fear life. Teaching children that they need to wear a facemask for their safety and health, is not honest and teaches their impressionable minds an untruth. Ms. Baldwin believes facemasks do not keep people from getting COVID-19, which has been validated by health professionals.

Trevor Oxborrow believes "othering" non-vaccinated students is psychologically damaging and does not want policies approved that will single-out unvaccinated students. Trevor asked the Trustees to listen to the parents of unvaccinated students, as all students deserve an equal education.

Charlotte Stewart expressed her satisfaction that the Trustees chose to unmask children for the 2021-2022 school year. Ms. Stewart's main concern is that the Trustees have an option to have facemasks implemented anytime based on CDC guidelines. Ms. Stewart provided an article from the CDC on how they have pulled the RT-PCR test from the market because it cannot tell the difference between the flu and COVID-19. Ms. Stewart feels like the people have been lied to and that everyone has been scared into closing businesses, keeping children home, wearing facemasks and using experimental treatments that cause harm. Ms. Stewart believes this is a violation of her God given rights, the Constitution and Bill of Rights. From personal experience, Ms. Stewart knows some doctors who weren't testing for the flu. Ms. Stewart commented on how the CDC is facing lawsuits due to their mishandling of the pandemic, and asked how children can ever be masked again based on pseudoscience, and asked what steps will be taken for families who feel the same.

Ted Oxborrow referred to the latest CDC guidance regarding facemasks, and asked what exceptions will school administration take for students who don't want to wear a facemask.

Jill Oxborrow asked if the Board will require facemasks for vaccinated students, and for those choosing not to wear a facemask, will they receive an equal education.

Joe Cyphers asked that facemasks for children and teachers not be required for the 2021-2022 school year, however, those wishing to wear a facemask should be able to do so. Mr. Cyphers asked the Board to consider this question, "Do facemasks do more good than harm?" Mr. Cyphers does not believe they do, and referred to the increase in the number of teenage suicides and drug use, which he believes is evidence that facemasks do more harm than good. Mr. Cyphers referred to the issue of "equity", which he believes is a prelude to the introduction of race based teachings and theories. If allowed, Mr. Cyphers believes the end result will be greater, not lesser, division and discord. Mr. Cyphers is in support of "Equality of Results", and hopes the Board will resist the push for teaching this toxic and harmful philosophy.

Ms. Angelina Sandell has six children in the District and asked the Board to reconsider their guidelines regarding facemasks based on the recommendations from the AAP and the CDC. Recent data shows that the Delta variant is more transmissible, and is putting children on life support. Ms. Sandell believes children are resilient and adapted to wearing facemasks last year, and that wearing facemasks is a public safety issue, not a political issue. Ms. Sandell asked the Board to consider revising the Reopening Plan for the 2021-2022 school year to include the recommendation from the CDC and AAP.

Elizabeth Davis asked why the District would follow the CDC guidelines when they choose to follow science. Ms. Davis believes children are the least susceptible to the virus, and commented on how facemasks inhibit a child's socialization and development.

Robert Harris has taken a second job and was unable to attend the meeting in person, as he plans on sending his three children to private school if the District continues to "highly encourage" the use of facemasks. If the District requires vaccinated students to wear a facemask or require vaccinations to attend school, Mr. Harris will no longer allow his oldest child to attend Carson High School. Mr. Harris explained that a local business owner is working to develop a home school resource center, which has received interest from several families. Mr. Harris asked for an update on the District's equity statement. 2022 is coming soon, and there are several candidates who are looking to run against several Trustees for not being transparent.

Jenny Cole believes there is no scientific data to support wearing facemasks; data is simple and clear regarding the size of the virus and the pore size of any facemask available to the public. Prior facemask studies have shown that they do not block viral transmission. In addition, Ms. Cole believes the SARSCov2 virus is not fatal to children, as they are essentially immune to its effects. From the start of the pandemic, statistics have shown that children are neither spreaders of, nor victims of any serious effects of the virus. Ms. Cole believes masking children has numerous negative health effects that outweigh the known statistical risks. Ms. Cole asked the Board to stand up against Governor Sisolak's inappropriate one-size fits all mandates, and believes having children wear facemasks is not in their best interest.

INFORMATIONAL UPDATE TO CARSON CITY'S SCHOOL ZONE TRAFFIC SIGNAGE INCLUDING FLASHING BEACONS AND SPEED FEEDBACK SIGNS

Ms. Lucia Maloney, Transportation Manager, Carson City Public Works introduced herself and Ms. Kelly Norman, Transportation Analyst, Carson City Public Works. Ms. Norman presented information on the Summer/Fall 2021 Carson City School Zone update, including new flashing beacons and speed feedback signs. The update included a power point presentation. (A copy is included in the permanent record.)

Ms. Norman referred to the 1992 School Zone Ordinance, along with a map that indicated the school zone for Fritsch Elementary School on Mountain Street and Bath Street. The 2020 Resolution was initiated by a 2018 comment regarding a school zone sign at Martha Gleason that was disposed of in 2005. At that time, Carson City staff reviewed school zone signage, and the 1992 School Zone Ordinance that included several changes and beacon updates, without updates to the School Zone Ordinance. Ms. Norman referred to a map that provided comparative information; yellow lines identify current school zones vs. blue lines that identify proposed school zones additions in 2020. Ms. Norman provided comparisons and changes in the descriptions included in the 1992 and 2020 School Zone Ordinances.

Due to the time between the 1992 and 2020 School Zone Ordinances, staff from the Transportation Department, Regional Transportation Commission (RTC), Board of Supervisors, Sheriff's Office, etc., received public comments to improve the inconveniences, without sacrificing safety in school zones.

Recently, the Board of Supervisors allocated \$300,000 from the general fund to prioritize safety in school zones, with plans to install beacons and speed feedback signage currently zoned for schools. In March 2021, the RTC approved the Plan, which prompted another review of the School Zone Ordinance that was approved in June 2021. Ms. Norman provided information regarding the signage:

- Beacon – yellow flashing sign that is mounted to a pole and indicates the “Beginning of a School Zone”
- Speed Feedback Signs – provides driver feedback regarding their speed of travel

School signs are visible and will be programmed during peak hours in the morning and afternoon, and for half-days of school.

Trustee Walker commented on the need for additional illumination in the fall and winter in the area of Fritsch Elementary School on Bath Street and Carson Street.

Ms. Norman explained that the 1992 School Zone Ordinance combined Gleason School, Bordewich Bray Elementary and St. Theresa's Elementary School. For comparison purposes of the 2020 vs. 2021 School Zone Ordinance, Ms. Norman presented information for Carson Middle School and Bordewich Bray Elementary School separately. The comparative school zones for 2020 vs. 2021 were surrounded by school zone boundaries, which included a 200 foot buffer and a 500 foot buffer. The 2021 possible revisions for Carson Middle School include beacons and speed feedback signage on Ormsby Blvd. In addition, the beacons indicate the school zone times for drivers. New beacons and speed feedback signs will be installed in front of Bordewich Bray Elementary School.

Ms. Norman referred to the number of comments received regarding Winnie Lane; important to keep the school zone between the crosswalks between Division Street and Mountain Street across Winnie Lane that will include beacons.

The school zone for Eagle Valley Middle School in 1992 included E. 5th Street from Cambridge Court to Riparian Way. The 2020 analysis of the Safe Routes to School Master Plan included the observation of middle school students walking on Hells Bells Road and Parkhill Drive; both are now designated as school zones. Three beacons will be installed on 5th Street, and one on Hidden Meadows Drive.

Pioneer High School was not included in the 1992 School Zone Ordinance. When beacons and speed feedback signage was approved in March 2021, the RTC specified that Stewart Street and Ann Street, east of Stewart Street would be removed from the school zone. Signage along Stewart Street has been removed, and remaining signage on the other side streets will be removed in September and October 2021.

Ms. Norman outlined the schedule of installations:

- Contract will be up for award at the RTC on August 11, 2021
- Anticipated construction begins on September 7 – October 8, 2021

In conclusion, Ms. Norman explained that the Carson City School zones are a work in progress, and staff is determined to maintain school safety zones, so another 20 years does not pass without keeping everything up to date. Public comments and questions are accepted anytime regarding this project.

Trustee Wilke-McCulloch asked for additional information regarding how and when it is determined if school zones are all day or not. Ms. Maloney explained that when the process began in 2020, staff looked at national best practices regarding school zones, as well as the rest of Nevada. Ms. Maloney explained that Nevada Revised Statute (NRS) dictates that municipalities can establish school zones up to 30 minutes before and after schools are in session. The Carson City District Attorney reviewed the information, and after speaking with staff from the District, as well as the Sheriff's Office, it was determined to include early morning student drop-off and teacher arrival times. Feedback was also received regarding enforcement, and the importance to be consistent citywide, which is how the time of 7:00 a.m. to 4:00 p.m. was determined. In addition, staff also looked at Reno and Douglas County, which are consistent with the established times for Carson City. Ms. Maloney noted that adjustments can be made as needed.

Trustee Wilke-McCulloch asked when the speed limits in school zones stop; last day of school or end of summer school. Ms. Maloney deferred to law enforcement; when signage is up, the speed limits are enforceable. During previous meetings with school district staff, there was support of having the school zone signs in effect year round.

Trustee Varner thanked staff from Carson City for the presentation, and is hopeful the signage will help reduce the speed of vehicles traveling on King Street in front of Bordewich Bray Elementary School and Carson Middle School.

Trustee Crossman concurred with Trustee Walker's comment regarding students that cross Carson and Bath Street.

Trustee Cacioppo expressed his appreciation for having consistency throughout the District in specific school zones.

Trustee Walker commented on the importance of keeping students safe while traveling in school zones.

Trustee Crossman reminded drivers of the need to stop behind stopped school buses when their flashing lights are on so students can get on and off the bus safely.

In closing, Ms. Maloney expressed her appreciation to District staff and looks forward to continuing the working relationship.

DISCUSSION ON THE REAL PROPERTY LOCATED AT 1600 SNYDER AVENUE, CARSON CITY, NEVADA, TO INCLUDE POTENTIAL OPERATIONAL COSTS ASSOCIATED WITH VARIOUS USES FOR THE PROPERTY

Mr. Stokes presented information on the property at 1600 Snyder Avenue, Carson City, Nevada that included operational costs associated with various uses for the property. Mr. Stokes referred to the handout provided in the board packets and explained that the District will be seeking Board approval at an upcoming school board meeting to sell another school bond for approximately \$11 million for the purpose of capital project improvements, etc. The potential purchase of the real property at 1600 Snyder Avenue has been included in the Capital Projects Plan for several years.

In response to a request at a previous school board meeting for additional information, Mr. Stokes presented scenarios on what potential costs could be if the District purchased the property.

- Scenario 1
 - Allow for District and community use of the performance hall and gym; meetings, dances, performances, etc. The area seats approximately 700 people.
 - Gym area can be used for various practices, recreational activities, etc.
- Scenario 2
 - Allow for District and community use of the performance hall and gym
 - Provide for a potential lease of 3 non-hall buildings to Carson Montessori Charter School

Mr. Stokes reported that Mrs. Jessica Daniels, Principal, Carson Montessori Charter School (CMCS) is interested in a potential lease agreement with the District, if the District purchases the property.

Mr. Stokes referred to the handout that identified the cost to purchase and improve the campus, which includes 10 acres and approximately 46,650 square feet in various buildings. The purchase price is based on the appraised value obtained several years ago of \$4.1 million. The handout includes things that would need to be done to safely use the property: parking lot improvements, fencing, fire suppression and alarm system, elevator lift, etc. for an estimated cost of \$5,668,000. As a reminder, Phase II of the environmental study has been completed.

Mr. Stokes acknowledged the unknowns regarding current construction pricing and shortage of material. Mr. Stokes referred to Scenario 1, and presented potential revenues from church and private groups, which totaled an estimated \$78,000. Scenario 2 includes the potential lease agreement with Carson Montessori Charter School of an estimated total of \$248,160. Mr. Stokes

presented the estimated expenditures for both scenarios; Scenario 1 = \$100,166 and Scenario 2 = \$95,166. The estimated operating surplus or deficit was presented; Scenario 1 = (\$22,006) and Scenario 2 = \$152,995. The surplus could be used to support the debt service payment or building improvements.

Mr. Stokes acknowledged Mr. John Uhart, Uhart Commercial Real Estate Services for attending the meeting.

Trustee Wilke-McCulloch asked if there have been any discussions on moving things that take place at the Community Center to the Snyder Avenue property. Mr. Stokes spoke with staff in charge of the Community Center, and reported that some events; school concerts, etc., could be held at 1600 Snyder Avenue. As a result of the Joint Use Agreement with Carson City, they would not be asked to pay for use of the facilities at Snyder Avenue.

Trustee Varner referred to the costs, and expressed concerns with purchasing the property and having it open for use by church groups, etc. Trustee Varner asked if the costs listed, include upgrades to the air filtration systems or the kitchen. Mr. Stokes explained that the expenses listed do not include upgrades to the kitchen or air filtration system. Trustee Varner asked if there is a timeline on when work would be completed and when the buildings could be utilized. Mr. Stokes believes it would be a period of time before a deed would be signed and ownership would transfer to the District. Trustee Varner believes it is important to look at the potential future use of the buildings.

Trustee Walker explained that he recently read that the Nevada Department of Education (DOE) will be seeking additional funds to provide school districts the opportunity to build schools. Trustee Walker recognized Carson Montessori Charter School for being a good partner, and commented on their need for a permanent home. Trustee Walker expressed concerns with the cost of construction and the shortage of material, and asked what it will truly take to put a school at that location, and if a school is built, the location for Carson Montessori Charter School could be temporary.

Trustee Crossman asked for the costs and square footage for the current addition at Eagle Valley Middle School. Mr. Stokes explained that 40,000 square feet will be added at the cost of approximately \$9 million. Trustee Crossman believes this is a good long-term investment for the District and a good place for Carson Montessori Charter School, as they have been unsuccessful in locating land.

Trustee Walker commented on the possibility of sharing the property with Carson Montessori Charter School, sharing the playground if the District were to open an elementary school on the property.

Based on the rules associated with the property, Trustee Wilke-McCulloch asked Mr. Uhart if the District could share the property with Carson Montessori Charter School. Mr. Uhart explained that he is not familiar with District rules pertaining to sharing property. Mr. Uhart has worked with Mrs. Daniels for the last several years trying to find a location for the school. Mr. Uhart believes Carson Montessori Charter School is a great school and can see having CMCS and another elementary school on the Snyder Avenue property. Mr. Uhart commented on the increased costs associated with the price of land and buildings, etc. In addition, Mr. Uhart commented on the value of the square footage of the buildings and the land at 1600 Snyder Avenue; good site for a future school. Mr. Uhart commented on the difficulty in getting building material for current tenant improvements; price guarantees are currently 30 to 60 days.

Trustee Wilke-McCulloch referred to the appraisal and asked if there will be an increase due to the cost of land, etc. Mr. Uhart explained that the appraisal was completed as having a school and a church facility. During the first appraisal, the appraiser had to find a school that had been sold. Mr. Uhart believes a second appraisal may need to be done, as they are typically good for six months. Due to the increase in land value, Mr. Uhart believes the appraisal will be higher, and that it will be difficult to find another school in Nevada that has been sold.

Trustee Crossman referred to the land patent pertaining to the property, which may impact the appraisal, and the estimates provided by Mr. Darrin Berger, Berger Hannifan Architects when staff and administration walked around the property several years ago. At the time, it would have cost more to build a new structure vs. the price to purchase the property. Trustee Crossman sees this as a long-term investment for the District, and believes it is a good location for a school, as there are not a lot of 5-10 acre parcels available in Carson City. If the District can purchase the property close to the amounts previously provided, Trustee Crossman believes the District would have the flexibility to use the property in the next 5 to 10 years, when needed. In addition, Trustee Crossman believes the District could benefit by using the buildings for performing arts, etc.

Trustee Walker apologized to Trustee Crossman for interrupting, and believes it would be good if staff could find a way to utilize the property that would benefit both the District and CMCS.

Trustee Cacioppo likes the site, and in theory is in favor, however is concerned with the unknowns regarding the budget for the next several years. Trustee Cacioppo would like to see the District's ability to be "cash positive" or "cash neutral" for a period of time, without impacting the budget; need to make sure it's affordable. Trustee Cacioppo believes it is a great long-term investment.

Trustee Walker concurred with Trustee Cacioppo's concerns, however believes the Trustees should make a decision and give Mr. Stokes the direction to move forward regarding the property.

Trustee Cacioppo thanked Mr. Uhart for his patience during this process.

Trustee Varner asked if 10 acres is enough to leave the existing buildings in place for CMCS and build a new school, and is the current parking enough to support the current buildings and a school. Mr. Stokes explained that according to the work provided by Mr. Berger, a whole school could fit; existing parking lot is large, and there is additional space located on the south side of the property.

Trustee Crossman explained that Mr. Berger provided information that identified an elementary school with 450 students.

Trustee Ramirez asked if a new appraisal will be needed.

Trustee Crossman believes the Board would need to take action at a future Board meeting that authorizes the Superintendent to secure an appraisal and enter into a potential Purchase Agreement. Trustee Crossman asked if another environmental study would need to be completed. Mr. Uhart explained that a Letter of Opinion regarding the environmental study would be provided.

Trustee Crossman asked for clarification regarding acceptance of public comment on agenda items that do not require action by the Trustees.

Mr. Russell explained that if public comment is taken on all "action" items, another time is provided for public comment on items not on the agenda. Comments received for non-action items can be included in the record, or can be read at the discretion of the Board President.

Trustee Cacioppo called for public comment that was provided in person, and electronically via email, and read by Mrs. Cortez.

Dr. Brian Fox, Orchestra Director for the District is in support of converting the main auditorium at 1600 Snyder Avenue into a concert hall that can be used by all District music programs. The cost would be less to retrofit the auditorium than to build an entirely new concert facility. The District could also potentially rent out the space, which could provide additional funds. Building a theater on the south end of Carson High School would be preferable because of the proximity to the school, as most high schools in northern Nevada have an adjacent theater. Carson High School

is one of the few high schools that does not. As the capital of Nevada, Dr. Fox believes Carson High School should be equipped with a concert hall.

Andy Sonnemaker, Choral Teacher, Carson High School commented on the need for a performance/concert hall at the high school level. Since arriving to Carson High School in 2010, Mr. Sonnemaker has coordinated with staff at the Bob Boldrick Theater for use of the theater. In the last several years, fewer options are available due to the increasing demand for the theater; Spring Musical has been the most difficult to schedule for the last four to five years. If the Snyder property could be converted to an actual concert space owned and operated by the District, then all schools in the District would have access to space for performances. Mr. Sonnemaker commented on the convenience of having the Bob Boldrick Theater within walking distance of Carson High School, as it makes it easy for dress rehearsals. The distance from Carson High School to Snyder Avenue would require busing in order to continue dress rehearsals during class time. Mr. Sonnemaker commented on the possibility of changing the approach for dress rehearsals, as most high schools in Nevada have their own theaters in the same building and area on campus. If the District were to acquire the property at Snyder Avenue, Mr. Sonnemaker believes the District would need to do some work to make the space usable as a concert hall. The stage is not large enough to accommodate the largest and combined ensembles, and there is not sufficient off stage/back stage space for performers and equipment during a performance. In addition, the seating should be raked for the performers to be observed by the entire audience, and there should be a foyer so people could enter the facility without disrupting performances. Lastly, Mr. Sonnemaker believes this is a great opportunity to begin to address the need for a facility in the District.

Christina Bourne, Music Teacher, Mark Twain Elementary School believes the District's performing arts programs are the finest in Nevada, and is one of the few that does not have a dedicated space within the District for performances. The addition of the Snyder Avenue property would change that right away, and provide thousands of students the opportunity to learn and work in a space that is well suited for a variety of arts based lessons and performances. The opportunity in Carson City to purchase a property that could help ease overcrowding and provide room for growth is limited. The property at 1600 Snyder Avenue is available with facilities that are ready to be used to enhance the educational experiences for students.

Mr. Russell provided clarification to Trustee Crossman's comment regarding public comment; comments are limited to items marked for "possible action", other comments would be provided during the general period of public comment.

If this item is agendaized for a future board meeting, Trustee Crossman would like to have an estimate on costs associated with building a concert hall at Carson High School.

Ms. Strasburg asked if a workshop will be held regarding the possible purchase of 1600 Snyder Avenue, prior to making a decision. Mr. Stokes explained that when the process first started, community members and staff were invited to review information regarding the property, which included a tour of the property. During the process, an appraisal and an environmental study was completed through a grant from Northern Nevada Development Authority (NNDA). Ms. Strasburg asked if there will be an opportunity for the public to review the material.

Trustee Cacioppo called for a brief recess at 9:24 p.m. Trustee Cacioppo reconvened the meeting at 9:30 p.m.

DISCUSSION AND REVIEW OF CCSD BYLAW 030, FUNCTIONS, WHICH DIRECTS THE BOARD'S RULE-MAKING AUTHORITY FOR THE ORGANIZATION AND OPERATIONS FOR THE CARSON CITY SCHOOL DISTRICT

Trustee Cacioppo presented Bylaw 030, Functions, regarding the District's organization and operations. Trustee Cacioppo explained that the Trustees are elected officials that represent the community and hire the Superintendent.

Trustee Wilke-McCulloch explained that Policy 303, Superintendent of Schools is the policy she intended to request for review and discussion.

Trustee Walker suggested that Trustees Cacioppo and Varner review Policy 303 with Mr. Stokes and Mr. Russell prior to including the policy on an agenda.

DISCUSSION AND REVIEW OF NOMINATION MATERIAL TO BE SUBMITTED TO THE NEVADA ASSOCIATION OF SCHOOL BOARDS (NASB) TO BE CONSIDERED FOR RECOGNITION DURING THE 2021 ANNUAL CONFERENCE

Trustee Cacioppo reviewed the draft nomination letters included in the board packet:

- District Level Administrator Making a Difference – Mrs. Valerie Dockery, Director, Grants and Special Projects
- School Administrator of the Year - Dr. Jennifer Ward-DeJoseph, Principal, Fremont Elementary School
- Media Award for Outstanding Education Reporting in Television, Radio Print or Online Journalism – Jessica Garcia, Nevada Appeal
- NASB Director of the Year – Mike Walker
- Employee Making a Difference – Leticia Servin, Parent Liaison

Trustee Cacioppo explained that final letters need to be submitted to Mrs. Cortez by August 5, 2021 to be included in the packet for the August 10, 2021 Board meeting.

APPROVAL OF CONSENT AGENDA

It was moved by Trustee Wilke-McCulloch, seconded by Trustee Varner **that the Carson City School District Board of Trustees approve the consent agenda as submitted.** Motion passed 6-0. (Trustee Carine was not present for the vote.)

INFORMATIONAL ITEMS

No additional informational items were presented or discussed.

REQUEST FOR FUTURE AGENDA TOPICS

Present agenda items to Mr. Richard Stokes or President Cacioppo.

Trustee Cacioppo proposed a workshop a 6:00 p.m. on August 24, 2021 to begin discussions on the process of selecting a new Superintendent and to review the proposed schedule.

ANNOUNCEMENT OF MEETINGS

The next regular meeting of the Carson City School District Board of Trustees will be on Tuesday, August 10, 2021.

ADJOURNMENT

There will be no further business to come before the members of the Board in public meeting; President Cacioppo declared the meeting adjourned at 9:43 p.m.

Laurel Crossman, Clerk

Date

SCHOOL BOARD MEETING

August 24, 2021

Informational Items – A
Notification of Changes in the Classified and Nursing
Staff, including New Hires and Terminations

CARSON CITY SCHOOL DISTRICT - STAFF INFORMATION

August 24, 2021

CLASSIFIED STAFF

NEW HIRES

Name	Position/Subject	Location	Hire Date	New/Replace
Meghan Burke	Library Media Technician	Fremont Elementary School	TBD	Replace - FY 22
Alejandra Delgadillo	Custodian I	Fritsch Elementary School	TBD	Replace - FY 22
Shawn Greenberg	Bus Driver - Critical Shortage OYO	Transportation Department	TBD	Replace - FY22
Sharon Lepire	Paraprofessional	Fritsch Elementary School	TBD	Replace- FY22
Kelsey Ramirez	Paraprofessional	Fritsch Elementary School	TBD	Replace - FY22

RESIGNATIONS/RETIREMENTS

Name	Position/Subject	Location	Term Date	Resign/Retire
Tristan Fox	Special Ed Para Professional II	Fremont Elementary School	7/31/2021	Resignation
Teresa Guerrero	Special Ed Para Professional II	Fremont Elementary School	7/31/2021	Resignation
Gregory Hoeger	Bus Driver	Transportation Department	8/20/2021	Resignation
Mariette Szanto	Special Ed Para Professional II	Carson High School	8/31/2021	Resignation
Kimberley Tucker	Special Ed Para Professional I	Mark Twain Elementary School	7/31/2021	Resignation

NURSING STAFF

NEW HIRES

Name	Position/Subject	Location	Hire Date	New/Replace
None				

RESIGNATIONS/RETIREMENTS

Name	Position/Subject	Location	Term Date	Resign/Retire

EXECUTIVE STAFF

NEW HIRES

Name	Position/Subject	Location	Hire Date	New/Replace
None				

RESIGNATIONS/RETIREMENTS

Name	Position/Subject	Location	Term Date	Resign/Retire
None				