

MINERAL COUNTY SCHOOL DISTRICT  
751 A. STREET  
Hawthorne, Nevada 89415  
BOARD OF TRUSTEES MEETING  
*Tuesday, April 5, 2022*

LOCATION OF MEETING: **Arlo K. Funk District Services Center**  
**751 A Street, Room 23**  
**Hawthorne, Nevada**

*I would like to acknowledge that this meeting is being held on traditional lands of the Paiute People, and pay our respect to elders both past and present.*

**Board and Staff will utilize an online presence as well as social distancing for this meeting.**

Please Note: The Board reserves the right: (1) to take agenda items in a different order, (2) to 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 order to accomplish the business on the Agenda in the most efficient manner.

**CALL TO ORDER: 5:30 PM**

1. Certification of Public Notice, Roll Call, and Pledge of Allegiance
2. Approval of a flexible agenda. (For Possible Action)
3. Person or Group Recognition
4. Presentations

**CONSENT ITEMS: (FOR POSSIBLE ACTION)**

Items listed under the consent calendar will be voted on as a block. If a member of the public or a Board Member wishes to discuss an item in the consent calendar, that item will be removed from the Consent Items and placed with the Action Items for possible action.

1. Minutes: February 4, 2022 Special Board Meeting; March 1 and March 15, 2022
2. Payroll Vouchers: 1135,1136
3. Payroll Checks: 87195-87248
4. Warrants: 24648-24739
5. Voided Check: 23920
6. Personnel Report – Information Only

**ACTION ITEMS: (FOR POSSIBLE ACTION)**

There will be an opportunity for public comment on each Action Item following Board discussion on the item and before the Board makes a motion on the item. You may request to speak by raising your hand during the Public Comment period or by completing a Request to Address the MCSD Board form prior to the Public Comment period. Those who submit the form will normally be called on first. Speaking time will be limited to a maximum of 3 minutes. The President may allow additional time to a given speaker as time allows and in his/her discretion.

1. **Recommendation:** Discussion and Possible Approval of the Designation of Auditing Firm for the year 2022-2023  
**Supporting Information:** Designation of Auditor Sciarani & Co., Certified Public Accountants for Auditing Purposes for the 2022-2022  
**Budget Consideration:** Not to Exceed: \$64,500
2. **Recommendation:** Discussion and Possible Approval of the Revisions to the COVID Mitigation Plan  
**Supporting Information:** Approval of the Revisions to the COVID Mitigation Plan  
**Budget Consideration:** NONE

REC'D MINCNTY CLERK  
MAR 30 12:22 AM '22

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Hawthorne, Nevada 89415  
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3. **Recommendation:** Discussion and Possible Approval for the auction and disposal of miscellaneous items.  
**Supporting Information:** Discussion and Possible Approval for the auction and disposal of miscellaneous items (list of items included in the backup) belonging to the school. The auction will be on Friday, April 8, 2022. All items will be outside the school district on this day for the public to enquire about.  
**Budget Consideration:** NONE
4. **Recommendation:** Discussion and Possible Approval of the Revisions to the Safe Return to In-Person Instruction & Continuity of Services 2021-2022 Plan  
**Supporting Information:** Approval of the Revisions to the Safe Return to In-Person Instruction & Continuity of Services 2021-2022 Plan  
**Budget Consideration:** NONE
5. **Recommendation:** Discussion and Possible Approval to change three SB178 Tutors for Hawthorne Elementary School  
**Supporting Information:** Approval to change three SB178 Tutors for Hawthorne Elementary School from Teacher positions to ParaPro positions. This is due to lack of qualified certified interest in the position. These 3 extra duty jobs total 15 hours per week. This will have no impact on currently certified teachers who express an interest in these positions.  
**Budget Consideration:** \$15,664.80
6. **Recommendation:** Discussion and Possible Re-Approval of a Critical Needs Position Designation for HJH/MCHS Counselor  
**Supporting Information:** The reemployment of a retired public employee is limited to positions of extreme need pursuant to NRS 286.523. A retired public employee may be willing to fulfill the Counselor position until a full time Counselor is hired. However, the Critical Need Designation is required for this position.  
**Budget Consideration:** NONE
7. **Closed Session:** Pursuant to Nevada Revised Statutes (NRS) 288.220 to Discuss labor unit contracts and negotiations.
8. **Open Session:** Discussion of labor unit contracts and negotiations.
9. **Closed Session** – Pursuant to Nevada Revised Statute (NRS) 241.015(2)(b)(2) to receive information from legal counsel relative to general pending litigation.
10. **Open Session** – Discussion and possible action relative to pending litigation.

**COMMUNICATIONS AND REPORTS: (FOR DISCUSSION ONLY)**

1. Correspondence & Announcements
2. Board Member Reports
3. Superintendent Report (Monthly)
4. Principals Report (Monthly)
5. Finance Report (Quarterly)

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6. Grants Report (Quarterly)
7. Infinite Campus (Quarterly)
8. Information Technology (Quarterly)
9. Maintenance (Quarterly)

**GENERAL PUBLIC COMMENT:**

It is the School Board's intention to listen and be responsive to the public's concerns. Comments from the public regarding topics not on the agenda are invited at this time. You may request to speak by raising your hand during the General Public comment period or by completing a Request to Address the MCSD Board form prior to the General Public Comment period. The Board may discuss items that are introduced, however, by law, the Board cannot take any action, reach a consensus or hear personal attacks at this time. Those who submit the form will normally be called on first. Speaking time will be limited to a maximum of 3 minutes. The President may allow additional time to a given speaker as time allows and in his/her discretion.

**ADJOURNMENT:**

The Agenda of this meeting has been posted at the following locations: 1) Administration Office, 2) Hawthorne Post Office, 3) Mineral County Independent News Office, 4) Schurz Post Office, 5) Mina Post Office, 6) County Courthouse 7) School Offices. Mineral County School District is pleased to provide accommodations for individuals with disabilities. If you have a disability, please let us know, and we will provide assistance or accommodate you in any way that we possibly can. Copies of agenda and supporting material may be picked up at the Mineral County School District Arlo K. Funk District Services Center, 751 A. Street, Hawthorne, Nevada, or by contacting Crystal Sasser at (775) 945-2403, prior to the scheduled meeting.

# MINUTES

MINERAL COUNTY SCHOOL DISTRICT  
751 A. STREET  
Hawthorne, Nevada 89415  
SPECIAL BOARD OF TRUSTEES MEETING MINUTES  
*Friday, February 4, 2022*

The Mineral County School District held a public meeting on Friday, February 4, 2022 beginning at 10:05 AM at the Mineral County School District.

**MEMBERS PRESENT:** Keith Neville, Juanita Diede, Kathy Castagnola, Candice Birchum

**MEMBERS ABSENT:** Tyler Viani

**ADMINISTRATORS:** Andre Ponder, Superintendent; Jeff Wales, Principal, HJH/MCHS; Stephanie Keuhey, Principal HES; Lance West, Principal SES

**OTHERS PRESENT:** Crystal Sasser, Erika Sanchez, Diane Rodriguez, Spring Blazewick, Kathy Trujillo, Drew Schaar, Jaren Stanton, Tom Gallegos, Will Gemelke, Phillip Jaramillo, JayDee Porras-Grant, Erika Sanchez

*Keith Neville read, "I would like to acknowledge that this meeting is being held on traditional lands of the Paiute People, and pay our respect to elders both past and present".*

**CALL TO ORDER: 10:05 AM**

1. Certification of Public Notice, Roll Call, and Pledge of Allegiance

**ACTION ITEMS: (FOR POSSIBLE ACTION)**

1. **Recommendation:** For discussion and possible action relative to amend/augment the FY2022 budget to prioritize capital projects and the selection of capital projects to be completed with the budgeted funds.

**Budget Consideration:** NONE

*Top capital projects with updates to the board on the Superintendent's Report.*

1. Bleachers for the football field to include handicap ramp. (Needs to be done by July)
2. Repair/replace the HVAC System (Drew Schaar submitted a public comment request regarding the heaters not working. Tom Gallegos will buy a quality heater for each classroom in the schools).
3. Repair/replacement of the PA system at the high school
4. If the windows are not repaired under the ARP funds projects, we need to do the windows at SES and HES.
5. Roof Inspections on all buildings
6. Schurz playground (The DA, Jaren Stanton is going to review the MOU for the Schurz playground so we can get the playground repaired).

**GENERAL PUBLIC COMMENT:** JayDee Porras-Grant made a general public comment. Tricia Schumann submitted a public comment request, which was read by the Secretary.

**ADJOURNMENT: 12:01 PM**

Respectfully submitted:

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Juanita Diede, Clerk

MINERAL COUNTY SCHOOL DISTRICT  
751 A. STREET  
Hawthorne, Nevada 89415  
BOARD OF TRUSTEES MEETING MINUTES  
*Tuesday, March 1, 2022*

The Mineral County School District held a public meeting on Tuesday, March 1, 2022 beginning at 5:34 PM at the Mineral County School District.

**MEMBERS PRESENT:** Keith Neville, Juanita Diede, Tyler Viani, Kathy Castagnola, Candice Birchum

**MEMBERS ABSENT:**

**ADMINISTRATORS:** Andre Ponder, Superintendent; Jeff Wales, Principal, HJH/MCHS

**OTHERS PRESENT:** Ann Kee, Drew Schaar, Toni Dodge, Hope Blinco, Phillip Jaramillo, Joel Locke, Jaren Stanton, Ann Alexander, Milini Bert, Pashion Carr, Basketball Team and Coaches – Tevis Jones, Pete Summerbell, Marty Waggoner, Nathan Ridley, Jaevaun Jones, Cade Torres, Brock Barton, Drake Spanier, Martin Waggoner Jr., Triston Jones, Tucker Johnson, Dellayne Isom, Ryan Jaramillo, Andre White, Andrew Stinson, Cheerleaders – Caitlynn Sanchez, Ava Lukaszka, Faylynn Wedekind, Chesney Wilson

*Keith Neville read, "I would like to acknowledge that this meeting is being held on traditional lands of the Paiute People, and pay our respect to elders both past and present".*

**CALL TO ORDER: 5:35 PM**

1. Certification of Public Notice, Roll Call, and Pledge of Allegiance
2. Approval of a flexible agenda. (For Possible Action)
3. Person or Group Recognition – State Boys Basketball Team, Coaches and Cheerleaders
4. Presentations - NONE

**CONSENT ITEMS: (FOR POSSIBLE ACTION)**

1. Minutes: February 4, 2022 – *Typo needs to be fixed and brought back at the next meeting.*
2. Payroll Vouchers: 1117,1118,1121,1124,1125
3. Payroll Checks: 87065-87154
4. Warrants: 24511-24566
5. Personnel Report – Information Only  
*Tyler Viani made a motion to approve the payroll vouchers 1117,1118,1121,1124,1125; payroll checks 87065-87154; warrants 24511-24566 as presented. Kathy Castagnola seconded the motion.*  
*Juanita Diede-Y; Keith Neville-Yes; Candice Birchum-Yes; Tyler Viani-Y; Kathy Castagnola-Y; 5-0-0*

**ACTION ITEMS: (FOR POSSIBLE ACTION)**

1. **Recommendation:** Discussion and Possible Approval of the MOU between iteach and Mineral County School District.  
*Tyler Viani made a motion for approval of the MOU between iteach and Mineral County School District. Kathy Castagnola seconded the motion.*  
*Juanita Diede-Y; Keith Neville-Yes; Candice Birchum-Yes; Tyler Viani-Y; Kathy Castagnola-Y; 5-0-0*
2. **Recommendation:** Discussion and Possible Approval for Toni Dodge to take SPED students to Mammoth Mountain, CA for a field trip.  
*Tyler Viani made a motion for approval Toni Dodge to take SPED students to Mammoth Mountain, CA for a field trip. Juanita Diede seconded the motion.*  
*Juanita Diede-Y; Keith Neville-Yes; Candice Birchum-Yes; Tyler Viani-Y; Kathy Castagnola-Y; 5-0-0*

MINERAL COUNTY SCHOOL DISTRICT  
751 A. STREET  
Hawthorne, Nevada 89415  
**BOARD OF TRUSTEES MEETING MINUTES**  
***Tuesday, March 1, 2022***

3. **Recommendation:** Discussion and Possible Approval for the auction of technology items.  
*Public comment was given by Drew Schaar. Tyler Viani recommended removing the hard drives from the computers before selling. The Board would like to get a copy of the inventory on an excel document. Tyler Viani made a motion for approval for the auction of technology items. Kathy Castagnola seconded the motion.*  
*Juanita Diede-Y; Keith Neville-Yes; Candice Birchum-Yes; Tyler Viani-Y; Kathy Castagnola-Y; 5-0-0*
4. **Closed Session:** NRS 288.220 to Discussion labor unit contracts and negotiations  
*Keith Neville made a motion that we go into closed session. Tyler Viani seconded the motion.*  
*Juanita Diede-N; Keith Neville-Yes; Candice Birchum-Yes; Tyler Viani-Y; Kathy Castagnola-Y; 5-0-0*
5. **Open Session:** Discussion of labor unit contracts and negotiations.
6. **Closed Session** – Pursuant to Nevada Revised Statute (NRS) 241.015(2)(b)(2) to receive information from legal counsel relative to general pending litigation.
7. **Open Session** – Discussion and possible action relative to pending litigation.  
*Keith Neville made a motion that we go back into open session. Tyler Viani seconded the motion.*  
*Juanita Diede-N; Keith Neville-Yes; Candice Birchum-Yes; Tyler Viani-Y; Kathy Castagnola-Y; 5-0-0*  
  
*Tyler Viani made a motion that we adjourn. Keith Neville seconded the motion.*  
*Juanita Diede-N; Keith Neville-Yes; Candice Birchum-Yes; Tyler Viani-Y; Kathy Castagnola-Y; 5-0-0*

**COMMUNICATIONS AND REPORTS: (FOR DISCUSSION ONLY)**

1. Correspondence & Announcements - NONE
2. Board Member Reports – NONE
3. Superintendent Report – NONE
4. Principal's Report – NONE

**GENERAL PUBLIC COMMENT: NONE**

**ADJOURNMENT: 6:50 PM**

Respectfully submitted:

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Juanita Diede, Clerk

MINERAL COUNTY SCHOOL DISTRICT  
751 A. STREET  
Hawthorne, Nevada 89415  
BOARD OF TRUSTEES MEETING MINUTES  
*Tuesday, March 15, 2022*

The Mineral County School District held a public meeting on Tuesday, March 15, 2022 beginning at 5:31 PM at the Mineral County School District.

**MEMBERS PRESENT:** Keith Neville, Juanita Diede, Tyler Viani, Kathy Castagnola, Candice Birchum

**MEMBERS ABSENT:**

**ADMINISTRATORS:** Andre Ponder, Superintendent; Jeff Wales, Principal, HJH/MCHS; Lance West, Principal SES

**OTHERS PRESENT:** Ann Kee, Drew Schaar, Toni Dodge, Phillip Jaramillo, Joel Locke, Jaren Stanton, Steve Hudson, Marty Waggoner, Breanna Hatfield, Kaiti Gentry, Tricia Schumann, Leo Dykstra, MaryJo Gemelke, Mason Gemelke, Noah Legg, Diana Isom, Jazminn Bryan, Jamarr Covington, Kristy Bekiares, Melissa Cardenas, Claire Hayhurst, Kathleen Daulo, Janis Horn, Lucas Thomas, Monica Keady,

*Keith Neville read, "I would like to acknowledge that this meeting is being held on traditional lands of the Paiute People, and pay our respect to elders both past and present".*

**CALL TO ORDER: 5: PM**

1. Certification of Public Notice, Roll Call, and Pledge of Allegiance
2. Approval of a flexible agenda. (For Possible Action)
3. Person or Group Recognition – *Certificate of Appreciation to Tommy Martinez.*  
*Tricia Schumann wanted to thank Drew Schaar and say how wonderful the MCHS Golf Tournament MCHS turned out. There were 12 teams in attendance. Drew and his team did a great job.*
4. Presentations - *NONE*

**CONSENT ITEMS: (FOR POSSIBLE ACTION)**

1. Minutes: February 4, 2022 and March 15, 2022 – *Typo on the date-should be 1 instead of 15, bring back at the next meeting.*
2. Payroll Vouchers: 1129,1130
3. Payroll Checks: 87155-87194
4. Warrants: 24567-24647
5. Personnel Report – Information Only  
*Tyler Viani made a motion to approve the minutes from February 4, 2022; payroll vouchers 1129,1130; payroll checks 87155-87194; warrants 24567-24647 as presented. Kathy Castagnola seconded the motion.*  
*Juanita Diede-Y; Keith Neville-Yes; Candice Birchum-Yes; Tyler Viani-Y; Kathy Castagnola-Y; 5-0-0*

**ACTION ITEMS: (FOR POSSIBLE ACTION)**

1. **Closed Session:** NRS 288.220 to Discussion of labor unit contracts and negotiations  
*Tyler Viani made a motion to into closed session per NRS288.220 to discuss labor unit contracts and negotiations. Keith Neville seconded the motion.*  
*Juanita Diede-Y; Keith Neville-Y; Candice Birchum-Y; Tyler Viani-Y; Kathy Castagnola-Y; 5-0-0*
2. **Open Session:** Discussion of labor unit contracts and negotiations.  
*Keith Neville made a motion to go back into open session. Tyler Viani seconded the motion.*  
*Juanita Diede-N; Keith Neville-Y; Candice Birchum-Y; Tyler Viani-Y; Kathy Castagnola-Y; 5-0-0*
3. **Recommendation:** Discussion and Possible Approval of the 2021-2022 and 2022-2023 Bargaining Agreement for the Mineral County Classroom Teachers' Association (MCCTA)



MINERAL COUNTY SCHOOL DISTRICT  
751 A. STREET  
Hawthorne, Nevada 89415  
**BOARD OF TRUSTEES MEETING MINUTES**  
***Tuesday, March 15, 2022***

*Tyler Viani made a motion to approve the 2021-2022 and 2022-2023 Bargaining Agreement for the Mineral County Classroom Teachers' Association (MCCTA). Juanita Diede seconded the motion.*

*Juanita Diede-Y; Keith Neville-Y; Candice Birchum-Y; Tyler Viani-Y; Kathy Castagnola-Y; 5-0-0*

**4. Recommendation:** Discussion and Possible Approval of the 2022/2023 School Calendar

*Tyler Viani made a motion to approve the 2022/2023 School Calendar. Juanita Diede seconded the motion.*

*Juanita Diede-Y; Keith Neville-Y; Candice Birchum-Y; Tyler Viani-Y; Kathy Castagnola-Y; 5-0-0*

**5. Recommendation:** Discussion and Possible Approval to change 3 SB178 Tutors for Hawthorne Elementary School

*Drew Schaar asked a question and Jaron answered that he has advised the Board not to answer questions per open meeting law. Diane Isom also asked a question regarding the open meeting law. Per open meeting law, the Board should not be answering questions made by the public. Lance West also made a public comment.*

*This item will be brought back to the board after further review.*

**COMMUNICATIONS AND REPORTS: (FOR DISCUSSION ONLY)**

1. Correspondence & Announcements - *NONE*

2. Board Member Reports – *NONE*

3. Superintendent Report – *Mr. Ponder gave the Board his report.*

4. Principal's Report

*Lance West, Principal, SES - WRPT has opened up and removed the mask mandate so the kids are mask free. They are very happy about this news. Schurz has there tutoring program going and Melanie Bert is helping provide transportation for the kids.*

*Jeff Wales, Principal, MCHS/HJH – The tutoring program is going well. They will be starting tutoring on Fridays also. They are moving books out of the high school library and putting them in rooms at the District Office. The library will be painted during spring break.*

*Tyler Viani asked about the library books.*

**GENERAL PUBLIC COMMENT:** *No public comment at this time.*

**ADJOURNMENT: 6:25 PM**

Respectfully submitted:

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Juanita Diede, Clerk

# **PAYROLL VOUCHERS**

# MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1135

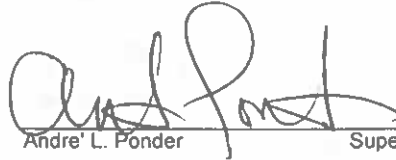
Voucher Date: 03/25/2022

Prepared By:

Printed: 03/22/2022 10:27:53 AM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of \$129,503.11 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

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



Andre' L. Ponder

Superintendent

Keith Neville

School Board President

Tyler Viani

School Board Vice President

Kathryn Castagnola

School Board Clerk

Candice Birchum

School Board Member

Juanita Diede

School Board Member

MINERAL COUNTY SCHOOL DISTRICT

*Direct Deposits*

Fund		Amount
100	General Fund	\$94,448.71
210	Class Size Reduction	\$3,620.42
230	Adult Education	\$833.79
240	State Grants	\$2,186.58
250	Special Education	\$12,025.14
280	Federal Funds	\$13,434.75
290	Food Service Funds	\$2,953.72
		<b>\$129,503.11</b>

# MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1136

Voucher Date: 03/25/2022

Prepared By:

*Hope Blinco*  
Printed: 03/22/2022 10:33:52 AM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of \$27,121.72 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

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

*Andre L. Ponder*

Andre L. Ponder

Superintendent

Keith Neville

School Board President

Tyler Viani

School Board Vice President

Kathryn Castagnola

School Board Clerk

Candice Birchum

School Board Member

Juanita Diede

School Board Member

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$20,851.93
206	PCFP English Learner (Restricted Funding)	\$89.86
210	Class Size Reduction	\$458.83
230	Adult Education	\$313.00
240	State Grants	\$343.62
250	Special Education	\$2,190.83
280	Federal Funds	\$2,462.12
290	Food Service Funds	\$411.53
		<b>\$27,121.72</b>

EFTS

# **PAYROLL CHECKS**

# MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 19

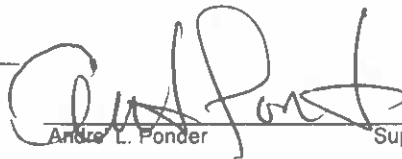
Voucher Date: 03/25/2022

Prepared By:

Printed: 03/22/2022 10:54:29 AM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of \$37,331.31 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

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

  
Andre L. Ponder

Superintendent

Keith Neville

School Board President

Tyler Viani

School Board Vice President

Kathryn Castagnola

School Board Clerk

Candice Birchum

School Board Member

Juanita Diede

School Board Member

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$28,247.29
206	PCFP English Learner (Restricted Funding)	\$729.08
210	Class Size Reduction	\$0.00
230	Adult Education	\$0.00
240	State Grants	\$655.27
250	Special Education	\$1,367.43
280	Federal Funds	\$4,974.12
290	Food Service Funds	\$1,358.12
		<b>\$37,331.31</b>

EE checks  
# 89195-  
87231

# MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1137

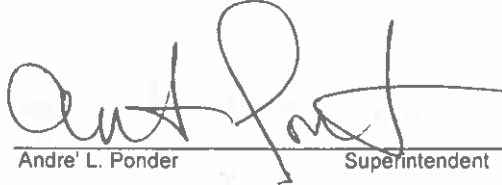
Voucher Date: 03/25/2022

Prepared By:

Printed: 03/22/2022 10:38:10 AM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of \$117,789.84 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

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

  
Andre' L. Ponder Superintendent

Keith Neville

School Board President

Tyler Viani

School Board Vice President

Kathryn Castagnola

School Board Clerk

Candice Birchum

School Board Member

Juanita Diede

School Board Member

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$88,102.64
206	PCFP English Learner (Restricted Funding)	\$171.22
210	Class Size Reduction	\$3,056.63
230	Adult Education	\$68.72
240	State Grants	\$1,367.38
250	Special Education	\$11,927.25
280	Federal Funds	\$9,993.07
290	Food Service Funds	\$3,102.93
		<b>\$117,789.84</b>

Vendor  
CK#  
87232-  
87248

# WARRANTS



# MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1133

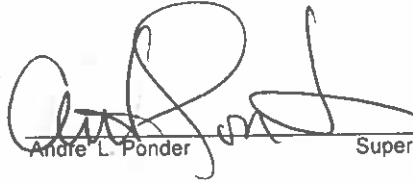
Voucher Date: 03/11/2022

Prepared By:

*Spring Blazewick*  
Printed: 03/11/2022 05:58:53 PM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of \$41,522.67 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

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



Andre L. Ponder

Superintendent

Keith Neville

School Board President

Tyler Viani

School Board Vice President

Kathryn Castagnola

School Board Clerk

Candice Birchum

School Board Member

Juanita Diede

School Board Member

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$25,276.54
240	State Grants	\$9,715.00
250	Special Education	\$141.41
280	Federal Funds	\$3,310.30
290	Food Service Funds	\$3,079.42
		<b>\$41,522.67</b>

OK #'s  
24648-24673

# MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1134

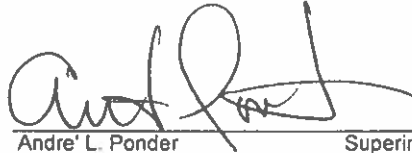
Voucher Date: 03/18/2022

Prepared By:

*Spring Blazewick*  
Printed: 03/18/2022 04:52:07 PM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of \$49,154.91 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

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



Andre' L. Ponder

Superintendent

Keith Neville

School Board President

Tyler Viani

School Board Vice President

Kathryn Castagnola

School Board Clerk

Candice Birchum

School Board Member

Juanita Diede

School Board Member

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$39,332.66
230	Adult Education	\$86.00
240	State Grants	\$83.44
280	Federal Funds	\$5,273.60
290	Food Service Funds	\$4,379.21
		<b>\$49,154.91</b>

CK#  
24674-24706

# MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1138

Voucher Date: 03/22/2022

Prepared By:

*Spring Blazewick*  
Printed: 03/22/2022 04:46:35 PM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of \$21,053.06 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

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

Andre' L. Ponder

Superintendent

Keith Neville

School Board President

Tyler Viani

School Board Vice President

Kathryn Castagnola

School Board Clerk

Candice Birchum

School Board Member

Juanita Diede

School Board Member

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$10,606.01
280	Federal Funds	\$10,447.05
		<b>\$21,053.06</b>

OK #  
24707-24714

# MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1139

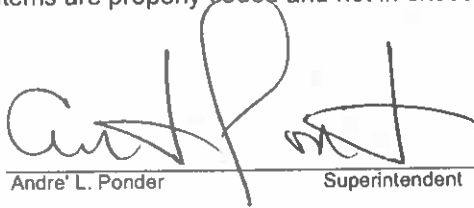
Voucher Date: 03/25/2022

Prepared By:

Spring Blazewick  
Printed: 03/25/2022 06:16:28 PM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of \$41,674.01 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

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

  
Andre' L. Ponder Superintendent

Keith Neville School Board President

Tyler Viani School Board Vice President

Kathryn Castagnola School Board Clerk

Candice Birchum School Board Member

Juanita Diede School Board Member

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$24,620.27
208	PCFP At-Risk (Restricted Funding)	\$5,598.60
230	Adult Education	\$341.43
240	State Grants	\$1,592.06
250	Special Education	\$333.83
280	Federal Funds	\$905.25
290	Food Service Funds	\$8,282.57
		<b>\$41,674.01</b>

CK#'s  
24715-24739

**VOIDED**  
**CHECKS**

# MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1022

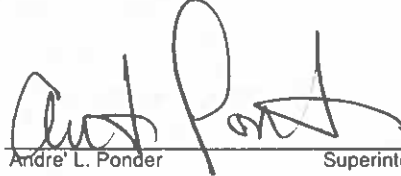
Voucher Date: 08/27/2021

Prepared By:

Spring Blazewick  
Printed: 03/25/2022 06:19:48 PM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of \$44,571.68 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

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

  
Andre' L. Ponder

Superintendent

Keith Neville

School Board President

Tyler Viani

School Board Vice President

Kathryn Castagnola

School Board Clerk

Candice Birchum

School Board Member

Juanita Diede

School Board Member

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	\$39,800.57
280	Federal Funds	\$1,443.51
290	Food Service Funds	\$3,327.60
		<b>\$44,571.68</b>

Void/Replacement  
CK# 23920  
Replaced with CK# 24740

# **PERSONNEL REPORT**

**CERTIFIED HIRINGS:**

SCHOOL/SITE	POSITION				FUNDING SOURCE	EFFECTIVE DATE	NAME OF RECOMMENDED NEW HIRE

**CLASSIFIED HIRINGS:**

SCHOOL/SITE	POSITION				FUNDING SOURCE	EFFECTIVE DATE	NAME OF RECOMMENDED NEW HIRE

**RESIGNATIONS/ TERMINATION:**

SCHOOL/SITE	POSITION				FUNDING SOURCE	EFFECTIVE DATE	NAME OF RESIGNED/TERMINATED EMPLOYED RECOMMENDED EMPLOYEE
HJH/MCHS SES	Custodian Kitchen Aide						Tarren Reed Nicole Castillo

**OTHER CONSIDERATIONS:**

SCHOOL/SITE	POSITION	NEW	TRANSFER/ ESTABLISHED	ADDED DUTY	FUNDING SOURCE	EFFECTIVE DATE	NAME OF RECOMMENDED NEW HIRE
HJH/MCHS	SPED Tutor			X	General Funds		Toni Dodge
HJH/MCHS	SPED Tutor			X	General Funds		Christi Romero-Grant
HES	SPED Tutor			X	General Funds		Kathleen Daulo
HES	SPED Tutor			X	General Funds		Joy Magbanua



**ACTION**

**ITEM #1**



March 25, 2022

To the Honorable Board of Trustees  
Mineral County School District, Nevada

We are writing this letter as a proposal to continue to serve as the auditors for Mineral County School District for the fiscal year ending June 30, 2022. Our goal has always been to form a partnership with the District by helping you meet the challenges and opportunities you face in achieving your financial objectives. The quality of our audit services is a result of acquiring applicable technical skills, continuing our governmental education, and over 30 years of governmental auditing experience. Competitive fees, quality service and a true interest in our clients has been our trademark.

We recognize our most important product is prompt, accurate and effective service of the highest quality. Therefore, we dedicate a substantial amount of time and resources to achieve this goal. As a result, we meet the high standard of quality that our clients deserve and our profession requires. Our firm prides itself in keeping abreast of new Governmental Accounting Standards Board's requirements and meeting the continued education requirements set forth by governmental auditing professional standards. Each member of our audit team has devoted a substantial amount of time each year acquiring the education and technical skills that enhance the quality of our audits. In fact, Mr. Sciarani has successfully passed the Advanced Single Audit Certificate Exam.

In January of 2019, our firm successfully completed its mandatory peer review under the American Institute of CPAs (AICPAs) peer review program. A peer or quality review is required once every three years by firms that issue attestation opinions. Peer review is a process of self-regulation in which a qualified, independent CPA firm performs an in depth review of existing audit files for professional compliance standards and audit requirements. We are proud of our firm's unmodified Peer Review Report issued with no findings or letter of comments which accompanies this letter. In January 2022, our firm completed its mandatory peer review requirement; however until the peer review report is approved by the Nevada State Society of CPA's peer review committee we are not allowed to provide you with a copy of that peer review report. Upon acceptance by that committee, we will share that report with the District.

The Journal of Accountancy published an article titled "Common Attributes of Quality Audits". In the article it lists several attributes that lead to a quality governmental audit. The following is a listing of some of the main attributes found in that article:

1. An audit firm that received an unmodified peer or quality review.
2. An audit team that obtained a large amount of annual continuing professional education in governmental accounting and related federal financial assistance audits.
3. A CPA firm partner who spent a large percentage of his or her current-year time on federal financial assistance audits.
4. An audit team that spent a large percentage of its total time doing audits.
5. A manager whose time on the engagement represented a large percentage of the total audit hours.

Sciarani and Co. strongly believes we meet each of these attributes and characteristics ensuring that Mineral County School District receives a quality audit. We believe our profile, audit team, experience and education are catalysis to providing Mineral County School District with quality, prompt and personalized service.

As mentioned above, Sciarani & Co. believes we have provided Mineral County School District with outstanding service and a quality product during our tenure. We would like to renew our service agreement with the District and continue our successful professional relationship.

We have proposed to increase the annual audit fee based on the recent volume of new Governmental Accounting Standards Board pronouncements issued and the uncertainty of when a new finance director will be hired. Hence, we are anticipating additional time will be required to complete this year's audit including follow up on the prior year findings.

Our professional standards require that my firm meet AICPA independence requirements before acceptance of an audit engagement. Our firm has recently reevaluated our independence both in fact and in appearance with the Mineral County School District and its personnel. We firmly believe that our firm meets the independence requirements specified by The Governmental Accountability Office (GAO) under the newly revised Yellow Book.

Thank you in advance for your consideration and for this opportunity to submit this letter of interest to continue to serve as Mineral County School District's auditor.

Sincerely,

*Sciarani & Co.*



*A Professional Corporation*

March 25, 2022

Board of Trustees  
Mineral County School District  
751 A Street  
Hawthorne, NV 89415

We are pleased to confirm our understanding of the services we are to provide Mineral County School District, Nevada for the Year ended June 30, 2022. We will audit the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of Mineral County School District as of and for the year ended June 30, 2022. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Mineral County School District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Mineral County School District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Schedule of Proportionate Share of Net Pension Liability and Pension Plan Contributions
- 3) Schedule of Post-employment Benefits

We have also been engaged to report on supplementary information other than RSI that accompanies Mineral County School District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Schedule of expenditures of federal awards.
- 2) Combining and Individual Fund Financial Statements and Schedules

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

- 1) Other Supplementary Information

## **Audit Objectives**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of Trustees of Mineral County School District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

## **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material

abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Mineral County School District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Mineral County School District's major programs. The purpose of these procedures will be to express an opinion on Mineral County School District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

#### **Other Services**

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of Mineral County School District in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

## Management Responsibilities

Management is responsible for (1) designing, implementing, and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on October 15, 2022.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

#### **Engagement Administration, Fees, and Other**

We may from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to Mineral County School District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Sciarani & Co. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to State of Nevada or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Sciarani & Co. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the



aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the State of Nevada or other oversight Agency for Audit, or Pass-through Entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately May 15, 2022 and to issue our reports no later than October 31, 2022. Jim Sciarani is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$64,500. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 120 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2018 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Mineral County School District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Sciarani & CO.

**RESPONSE:**

This letter correctly sets forth the understanding of Mineral County School District.

Management signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Governance signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Report on the Firm's System of Quality Control

January 8, 2018

To the Owner of  
Sciarani & Co.  
and the Peer Review Committee of the Nevada Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Sciarani & Co. (the firm) in effect for the year ended June 30, 2018. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

## **Required Selections and Considerations**

Engagements selected for review included an engagement performed under *Government Auditing Standards*, including a compliance audit under the Single Audit.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

## **Opinion**

In our opinion, the system of quality control for the accounting and auditing practice of Sciarani & Co. in effect for the year ended June 30, 2018 has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Sciarani & Co. has received a peer review rating of *pass*.

*Watson Coon Ryan, LLC*

Watson Coon Ryan, LLC

**ACTION**

**ITEM #2**

# Mineral County School District

Meeting/Training Title: Revise Mitigation Plan

Location: DD Office

Date: 3-7-22

Time: 1:30

Print Name:

Signature:

Holly Pellett  
am Gallagher  
Steph Kenney  
Jeff W. Lee

~~Holly Pellett~~  
~~am Gallagher~~  
~~Steph Kenney~~  
~~Jeff W. Lee~~

Wd/ Gemelt  
Tamiya Ferguson  
Tedd McDonald

Virtual - Community Health Nurse  
Virtual - Mineral County Health  
Officer

## Andre Ponder

---

**From:** Tedd McDonald <tedd.mcdonald@icloud.com>  
**Sent:** Thursday, March 31, 2022 12:03 PM  
**To:** Andre Ponder  
**Cc:** Melissa Peek-Bullock; Julia Peek; Jessica Todtman  
**Subject:** Re: Safe Return to School and Mitigation Plan

Dear Andre,

Thank you for the revisions. I believe your team has met the mark and I can comfortably approve the document and you can submit it to the State as per protocol.

I hope to get a chance to meet you soon.

Tedd McDonald MD

On Mar 30, 2022, at 12:02 PM, Andre Ponder <[ponder.andre@nvmcsd.org](mailto:ponder.andre@nvmcsd.org)> wrote:

Attached are the revised documents that will be presented to the board on April 5 for review and approval.

**Andre' L. Ponder, Superintendent**

Mineral County School District  
P.O. Box 1540  
751 A Street  
Hawthorne, NV 89415  
775-945-2403 Office  
775-316-2274 Mobile  
<image002.png>

<MCSD Mitigation Plan 3.30.22.docx><MCSD Plan for Safe Return to In-Person Instruction and Continuity of Services 3.11.22.docx>



## DECLARATION OF EMERGENCY

### DIRECTIVE 052

**WHEREAS**, on March 12, 2020, I, Steve Sisolak, Governor of the State of Nevada, issued a Declaration of Emergency to facilitate the State's response to the COVID-19 pandemic; and

**WHEREAS**, on March 13, 2020, then-President of the United States, Donald J. Trump, declared a nationwide emergency pursuant to Sec. 501(6) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121-5207 (the "Stafford Act"); and

**WHEREAS**, the World Health Organization advises that the novel coronavirus that causes COVID-19 virus is highly contagious, and spreads through respiratory transmission, and direct and indirect contact with infected persons and surfaces; and

**WHEREAS**, the World Health Organization advises that transmission occurs through both droplet and airborne transmission, where droplet transmission occurs when a person is in close proximity to someone who is infected with COVID-19; and

**WHEREAS**, in late December 2020, Nevada began distributing COVID-19 vaccines, and there is now an abundant supply of vaccines; and

**WHEREAS**, Nevada is receiving regular supplies of monoclonal antibodies and other therapeutics to treat those who contract COVID-19; and

**WHEREAS**, the CDC has identified the "Omicron" variant of COVID-19 and has deemed it a "variant of concern" due to its higher transmissibility; and

**WHEREAS**, beginning in November 2021, Nevada experienced a surge of COVID-19 cases, and nearly all of those cases are suspected to be the Omicron variant; and

**WHEREAS**, the number of COVID-19 cases have fallen dramatically in recent weeks; and

**WHEREAS**, based on the trajectory of case trends and lower COVID-19 detection in wastewater monitoring, the state expects the number of COVID-19 cases to continue to rapidly decline; and

**WHEREAS**, the number of hospitalizations related to COVID-19 is decreasing; and

**WHEREAS**, on May 3, 2021, the Governor issued Emergency Directive 045, which provides, among other things, that the State of Nevada requires the wearing of masks in a manner consistent with current guidance from the CDC, including any subsequent guidance issued by the CDC; and

**WHEREAS**, COVID-19 remains a statewide public health crisis and requires that certain mitigation measures and emergency management functions will continue to be managed at the state level to protect the overall health and safety of all Nevadans; and

**WHEREAS**, Article 5, Section 1 of the Nevada Constitution provides: "The supreme executive power of this State, shall be vested in a Chief Magistrate who shall be Governor of the State of Nevada;"

**NOW THEREFORE**, by the authority vested in me as Governor by the Constitution and the laws of the State of Nevada and the United States, and pursuant to the March 12, 2020 Emergency Declaration,

IT IS HEREBY ORDERED THAT:

SECTION 1: The provisions of previous Directives are superseded only by the explicit provisions of this Directive. Any provisions not addressed by this Directive shall remain in force as provided by previous Directives or regulations promulgated pursuant to the March 12, 2020 Declaration of Emergency.

SECTION 2: Directives 24, 45, 47, 50, and 51 are hereby terminated.

SECTION 3: Sections 2 through 5, inclusive, of Directive 048 are hereby terminated. Section 4 of Directive 028 is hereby terminated.

SECTION 4: Each county school district, charter school, and private school shall adopt a COVID-19 mitigation plan. The plan must include:

1. A policy on whether or under what circumstances face coverings will be required for students and staff while in school buildings or on school campuses;
2. A regular COVID-19 testing program for students and staff or volunteers, including but not limited to coaches, leaders, and advisors. If a student, staff member, or volunteer tests positive for COVID-19, current CDC recommendations for isolation and quarantine must be followed;
3. A method for detecting school-wide outbreaks of COVID-19 and a plan for responding to and mitigating the outbreak.

The plan must not conflict with any face covering requirements or other COVID-19 mitigation measures imposed by county governments or local health authorities.

The plan must be submitted to the local health authority. The plan does not become effective unless it is approved, in writing, by the local health authority.



Effective at 12:01 a.m. on February 27, 2022, if the plan is approved in writing by the local health authority, the provisions of Section 6 of Directive 048 no longer apply to the entity that submitted the approved plan.

Irrespective of any plan adopted by a county school district, charter school, or private school pursuant to this Section, if a local health authority determines that a school-wide outbreak of COVID-19 is occurring and is not being adequately mitigated by the school district, charter school, or private school, the applicable local health authority may require the mandatory and immediate use of face coverings for all students and staff in the affected school building(s) and any additional mitigation measures deemed necessary by the local health authority for that school or school building(s). In such an event, the face covering requirement and any other mitigation measures remain in effect until the local health authority determines that the outbreak is closed.

SECTION 5: Section 7 of Directive 048 expires at 12:01 a.m. on February 27, 2022.

SECTION 6: Nothing in this Directive shall be interpreted to prohibit any local health authority, local government entity, school district, charter or private school, private business or employer, or other person or entity from enacting a policy that requires the use of face coverings.

SECTION 7: The provisions of this Directive are effective immediately and shall remain in effect until amended or terminated by a subsequent Directive promulgated pursuant to the March 12, 2020 Declaration of Emergency to facilitate the State's response to the COVID-19 pandemic, or upon dissolution or termination of the Declaration of Emergency.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Nevada to be affixed this 10th day of February, in the year two thousand twenty-two.



Governor of the State of Nevada

Barbara K. Cegavske  
Secretary of State

Deputy Secretary of State

# Nevada's State-wide Mask Mandate Removed

Updated February 10, 2022



## EMERGENCY DIRECTIVE 052 GUIDANCE

As Nevada continues to recover from the Omicron variant of the COVID-19 pandemic, and tools to combat the severity of illness are more widely available, [Emergency Directive 052](#) lifts the requirements for face masks statewide.

Since the early days of the pandemic, masks have been a critical tool to help slow the spread of the virus that causes COVID-19. They will continue to be a useful tool in times of high transmission, for people with underlying health conditions, and for those who make a personal decision for the added protection of wearing a mask.

### School Settings

County school districts, charter schools and private schools can adopt a face mask policy that outlines if face mask are required for students and staff while in school buildings or on school campuses. These policies cannot conflict with any face mask requirements by a county government or local health authority.

Regardless of a county school district, charter school or private school's policy, if an outbreak of COVID-19 is identified by a local health authority, masks and other mitigation measures may be required for all students and staff and must be immediately implemented at the direction of the local health authority. The mask requirement and any other mitigation measures will be in effect until the local health authority determines the outbreak is closed.

### Higher Education

The Nevada System of Higher Education and other higher education institutions in the state may adopt a mask requirement for their students, staff and visitors to their campus. These institutions may implement a mask requirement generally or in response to an outbreak on their campus.

### Correctional Settings

The Nevada Department of Corrections (NDOC) and the Nevada Department of Health and Human Services (DHHS) will continue to work closely to ensure the proper policies remain in place to prevent infections in staff, residents and visitors. The health and safety of inmates, staff and visitors is the highest priority and infection prevention protocols will continue to be implemented by NDOC in consultation with DHHS.

### Public Transportation

On January 29, 2021, CDC issued an Order that required face masks to be worn by all people while on public transportation, which includes all passengers and all personnel operating vehicles traveling into, within, or out of the United States. The Order also required all people to wear masks while at indoor transportation hubs (e.g., airports, bus terminals, train stations, U.S. ports of entry, and other locations where people board public transportation in the United States).

The types of public transportation that masks are still required include airplanes, trains, subways, buses (including school busses), taxis, ride-shares, monorails, maritime transportation, trolleys and cable cars.

# Nevada's State-wide Mask Mandate Removed

Updated February 10, 2022



## Frequently Asked Questions

### **Can masks still be required in Nevada?**

Yes, counties, cities, school districts, businesses and other settings are still allowed to require masks. This directive lifts the state-wide mask requirement, but it does not prevent an entity to require masks in settings they have jurisdiction in or own.

### **Can someone still wear masks?**

Absolutely! These individuals should feel comfortable being in our communities while still wearing a mask and they should not be asked to remove them unless it is necessary to temporarily lower or remove the mask to verify one's identity such as during a security screening, verifying one's age when it is required or when asked to do so by any law enforcement official.

### **When should someone consider wearing a mask?**

Masks are still encouraged for those that might have health conditions, might live or interact with someone that is immunocompromised or is just not comfortable being in a public setting without a mask. If there is a period of high transmission in your community, it is recommended you wear a face covering, even when it is not required.

### **Can an employee still wear a mask at work?**

Yes, employees can continue to wear a mask if they choose to do so. An employer should not create a policy preventing the use of masks by any employees.

# **Mineral County School District COVID-19 MITIGATION AND MANAGEMENT PLAN**

~~July 27, 2021~~ **March 7, 2022**

As the world continues to respond to the COVID-10 Pandemic this plan establishes Mineral County School District's continued response, mitigation, and management efforts for COVID-19 under the help and support of the Mineral County School District Board of Trustees, the Superintendent, Site Principals, staff, volunteers and community members.

~~Andre' Ponder, Superintendent~~  
~~Stephanie Keuhey, Principal~~  
~~Lance West, Principal~~  
~~Juanita Diede, Board Representative~~  
~~Holly Pellett, School Nurse~~  
~~Christina Boyles, Public Health Representative~~  
~~Kathy Trujillo~~  
~~Will Gemelke~~  
~~Mary Jo Gemelke~~  
~~Lindsey Ives~~  
~~Alyssa Burke~~  
~~Cody Burk~~  
~~Vicky Jackson~~  
~~Larry Jackson~~  
~~Melanie Burt~~  
~~Tom Gallegos~~



**MINERAL COUNTY SCHOOL DISTRICT**  
**COVID-19 Guidelines During Outbreaks or Suspected**  
**Outbreaks in School Settings**

This guidance document is intended to protect the health and wellbeing of Mineral County School District (MCSD) students, staff, school communities, and families. The guidance is based on the best available evidence at the time of its creation. As new information regarding COVID-19 emerges, this guidance may be updated as needed and the date of the update will be noted on the document. This is considered a “live” document and has been created using the most up-to-date information and consultation with subject matter experts as of ~~July 27, 2021.~~ **March 7, 2022**

**\*\* All red text are recent changes to the protocols \*\***

**HEALTH CHECK**

School staff should be reminded to look for symptoms of illness and send symptomatic students to the school nurse for evaluation. The school nurse should report illnesses to the principal and superintendent in a timely manner. During a school outbreak, the chief nurse should report all illnesses and exclusions to Department of Health and Human Services (DHHS) and Division of Public and Behavioral Health (DPBH) staff. ~~This report will be made through the line-list method (complete with all data elements) for each ill/excluded student or staff by the close of each day school is in session and the outbreak is ongoing.~~

~~In a school outbreak situation, staff must actively ask parents/guardians when students are dropped off (or ask students when they arrive at school) to ensure students have NO signs or symptoms.~~

Individuals with COVID-19 have reported a wide variety of symptoms, which range from mild to severe illness. Symptoms may appear 2-14 days after exposure to the virus and may include:

- Fever and Chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- Eye pain/burning

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## **Determination of Cause of Illness**

Determination of cause of illness is made through matching symptoms to case definition criteria, sample results and identifying known or suspected etiology. During outbreaks, the DHHS/DPBH works as quickly as possible to identify the causative agent. Sometimes there are comorbidities during an outbreak and there may be more than one type of illness to address. Case Investigators will interview cases. Samples are collected and analyzed, if possible, to identify cause of illness. It is important that contact information be provided from MCSD to DHHS/DPBH so that interviews can be conducted, and samples collected as necessary. It is also important to understand that isolation of the causative agent, or its markers, is the most definitive form of diagnosis and identifying cause. Therefore, individuals who seek medical attention are encouraged to have specimens collected by a clinician during the visit to confirm diagnosis.

## **Reporting to DHHS-DPBH**

Any instances of students or staff having tested positive for COVID-19 must be reported to DHHS-DPBH immediately. In addition, any increase or clusters of students or staff reporting symptoms consistent with COVID-19 in the absence of being tested should also be reported to DHHS-DPBH immediately. Daily illness reports to DHHS-DPBH may be requested throughout the duration of the disease/outbreak investigation.

•Nevada Division of Public and Behavioral Health (DPBH): 775-684-5911 (M-F 8:00am to 5:00pm) or, after hours 775-400-0333

## **EXCLUSION CRITERIA**

If a student or staff member develops signs of COVID-19 as evaluated by the school nurse, separate the symptomatic person away from others, with supervision until the ill person can leave.

- While waiting to leave school, the individual with symptoms should wear a cloth face covering or mask if tolerated
- Circulate the air and clean and disinfect the areas where the person was after they leave
- Contact your local/state health department as soon as possible
- Create a list of all (students and staff) who could have been exposed (contacts)

In addition to those evaluated by the school nurse, the following exclusions of staff and students are established guidelines.

- COVID-19 Household Contacts are those who live with a confirmed COVID-19 case. Household Contacts are to remain in the household, safely separated from the case during the case's in-home isolation. Household Contacts are excluded and must isolate at home for 14 days following the recovery and release of the positive COVID-19 case. Household Contacts who develop symptoms or test positive for COVID-19 must follow the exclusion and isolation of a Symptomatic and Positive COVID-19 case from symptom onset.

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- COVID-19 Close Contacts are those who spent fifteen (15) minutes or more within six (6) feet of a confirmed case when the case was considered infectious. Close Contacts are excluded for fourteen (14) days and must self-isolate for fourteen (14) days after their last exposure to the COVID-19 case. Close Contacts who are subsequently confirmed as a COVID-19 case must follow the exclusion and isolation of a COVID-19 case from first day of onset.
- Influenza like Illness (ILI) if case has ILI symptoms, a negative COVID-19 test, and no known contact with a COVID-19 case, case will be excluded until case is symptom free for twenty-four (24) hours without the use of fever-reducing medication. Otherwise, during the COVID-19 outbreak, ILI exclusion is the same as the COVID-19 exclusion.
- Gastrointestinal (GI) Illness If case has GI symptoms, a negative COVID-19 test, and no known contact with a COVID-19 case, case will be excluded until case is symptom free for forty-eight (48) hours without the use of fever-reducing or anti-diarrheal medication. Otherwise, due to overlap of GI symptoms with COVID-19 and Multisystem Inflammatory Syndrome in Children (MIS-C) in children during the COVID-19 outbreak, GI exclusion is the same as the COVID-19 exclusion.
- Pertussis Exclusion will last a minimum of five (5) days after the first dose of prescribed antibiotic treatment and case is symptom free following treatment. Unvaccinated persons are excluded for twenty-one (21) days after an exposure. If the unvaccinated person chooses to be vaccinated, the exclusion will be shortened to fourteen (14) days following vaccination.
- Other Illness Exclusions following most recent protocols published by the CDC.

If, at any time, your child is too sick to participate, please let us know. When your child feels better, please contact the teacher for make-up work.

#### **OTHER SITUATIONS WHERE STUDENTS MAY BE EXCLUDED FROM THE CLASSROOM:**

Illnesses such as RSV, Influenza, etc.: Students with confirmed cases of other communicable diseases such as RSV, Influenza, etc, must follow the following guidelines:

- A person that is symptomatic and has a different lab-confirmed diagnosis (e.g., RSV, flu, other) with either a negative COVID-19 test or COVID-19 testing was not performed can return to school if:
  - They follow protocol for their diagnosed illness (if applicable); AND
  - At least 24 hours have passed without a fever (measured temperature of 100.4 F or greater) without the use of fever reducing medications and an improvement of other symptoms.

#### **WHO DOES NOT NEED TO QUARANTINE:**

People who have come into close contact with someone with COVID-19 and are in one of the following groups do not need to quarantine:

- Age 18 or older and have received all recommended vaccine doses, including boosters and additional primary shots for some immunocompromised people.

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- Students 12-17 years old who have completed their primary vaccine series but have not yet received all eligible boosters. This is to allow time for students to catch up with the latest recommendations and to minimize disruption to in-person learning.

- Age 5-11 years and completed the primary series of COVID-19 vaccines.

- Anyone who has had confirmed COVID-19 within the last 90 days (who tested positive using a viral test, meaning a positive PCR or an antigen test. Antibody tests do not count). These individuals must still:

- Wear a mask around others for 10 days after known exposure.

- Be tested for COVID-19 on day 5, if possible.

- If symptoms develop, immediately self-isolate and follow the quarantine guidance for unvaccinated or under-vaccinated persons.

### **WHO NEEDS TO QUARANTINE:**

#### **If exposure was a positive-COVID household member:**

- Unvaccinated students/staff members may return after 5 days with no symptoms from the time the COVID-19 positive household member is cleared of having active COVID-19.

- If the exposed student/staff member already has a POSITIVE COVID diagnosis, that individual can return to school following the COVID-19 Diagnosis protocols.

- If the household member is medically cleared on day 5 of quarantine, the student can return to school with a Negative COVID-19 test result if symptom-free (wearing a mask for an additional 5 days).

- The exposed individual should continue to self-monitor for symptoms for the full 10 days following exposure.

- In the case symptoms develop during these 5 days, the person should get tested to rule out COVID in order to come back to school as soon as possible.

- The CDC recommends that those that are unwilling to wear a face covering should remain quarantined for the full 10 days of their own incubation period.

- If a student/staff member develops symptoms or tests positive for COVID-19 while in the quarantine, follow the COVID-19 Diagnosis protocols.

### **RE-ADMITTANCE CRITERIA**

A student or staff member who had signs of suspected or laboratory confirmed COVID-19 can return to school when:

- ~~● At least 24 hours have passed since recovery — meaning that it has been 24 hours of the individual having no fever (measured temperature of 100.4 F or greater) without the use of medications and an improvement in respiratory symptoms like cough and shortness of breath; AND~~

- ~~● At least 14-5 days have passed since the individual first displayed symptoms of COVID-19 OR it has been at least 24 hours since recovery AND a health care provider has certified that the student does not have suspected or confirmed COVID-19.~~

#### **Updated Isolation Procedure as of March 4, 2022**

According to the CDC, the change in isolation and quarantining periods is motivated by science demonstrating that the majority of SARS-CoV-2 transmission occurs early in the course of illness, generally in the 1-2 days prior to onset of symptoms and the 2-3 days after. If your child is symptomatic and receives a negative COVID test, the district will allow your child to return to school after being fever free for 24

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hours and resolving symptoms. We will ask for your child to wear a face covering for five additional days when returning. Please note that **DHHS defines resolving symptoms as:**

1. At least 24 hours have passed with no fever and without the use of fever-reducing medicine; **AND**
2. Other symptoms are improving (loss of taste and smell might last for weeks or months after recovery but should not delay ending isolation).

Given what is currently known about COVID-19 and the Omicron variant, CDC is shortening the recommended time for isolation from 10 days for people with COVID-19 to 5 days if the individual is asymptomatic or has resolving symptoms, followed by 5 days of wearing a mask when around others. Everyone who tests positive for COVID-19, regardless of vaccination status or booster status, must:

- Isolate at home for at least five days; **AND**
- Be fever-free for 24 hours without medication; **AND**
- Are asymptomatic or have resolving symptoms after 5 days; **AND**
- Must not have anyone in the household isolating for COVID-19; **AND**
- 5 days have passed since symptoms first started, 5 days since a positive test was received, your child has had a negative COVID-19 test (confirmed by a health care professional) **OR** a note from a health care provider confirming your child does not have a confirmed COVID-19 case.
- Your child must wear a well-fitting mask at school for an additional 5 days after isolation is complete, regardless of the school's current universal masking status.
- The CDC states that if students or staff are unable or unwilling to wear a mask when around others after day 5, they should continue to isolate for a full 10 days.

## **ISOLATIONS OF ILL STUDENTS AND STAFF**

Students and staff with any of the symptoms of COVID-19 should be isolated. The school's current illness management policy should be followed to minimize transmission to others and optimize learning opportunities. The exclusion and readmission criteria outlined above should be followed.

Students who meet the exclusion criteria must be immediately isolated in a separate area, and their parent(s)/guardian(s) immediately called to pick up the student, with supervision until the ill student can leave.

## **CLEANING AND DISINFECTING**

Close off areas by the individuals with COVID-19 and wait as long as practical and ideally 24 hours before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. Open outside doors and windows to increase air circulation in the area.

Cleaning staff should clean and disinfect all areas (e.g., offices, bathrooms, classrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces (e.g., doorknobs, drinking faucets, keyboards, touchscreens, and hallway handrails).

Staff/personnel should ensure that desk surfaces are cleared of items at the end of the day to facilitate janitorial staff's ability to rapidly disinfect surfaces without having to remove student and teachers' possessions.

If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.

- For disinfection, most EPA-registered household disinfectants should be effective. A list of products that are EPA approved for use against the virus that causes COVID-19 is available at:

<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19>

Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method, and contact time, etc.).

- Additionally, diluted household bleach solutions can be used if appropriate to disinfect surfaces. Follow manufacturer's instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleaner. Unexpired household bleach will be effective against coronaviruses when properly diluted. Prepare a bleach solution by mixing ½ cup of bleach per one gallon of water.

- Avoid splash-less color-fast, or bleach with fragrance as those include additives that make them unsafe for food contact surfaces as some district and schools may be using classrooms for nutrition services.

## **HANDWASHING AND SHARED ITEMS**

- Monitor and ensure frequent and thorough hand washing, especially after handling nose and throat discharges.

- Schools should minimize shared items between students and staff.

## **CLOSURE OF ROOMS AND SCHOOL BUILDINGS**

During outbreaks, closure of rooms and school buildings may be necessary to reduce the risk of spread of illness. Rooms are closed based on the need to sanitize and eliminate close contact exposures. If several rooms are affected in a building, the entire building may be closed. If there is substantial risk of spread of contagion or severe illness, the school building may be closed. The requirement to close and the extent and length of closure of a room or school depends on the specific illness and measures that must be taken to control the spread of illness. These measures are to ensure the safety of students, staff, their families, and the community. The following applies:

- Closure of Rooms – For any vomiting or fecal incidents in a classroom or other areas, the classroom or area shall be closed and sanitized prior to being reoccupied. During outbreaks, rooms may be closed by DHHS or the school district superintendent if cases are linked to room occupancy or if the layout of the room does not allow for adherence to CDC guidelines to control and prevent the spread of infection. In all cases, rooms must be sanitized following protocol for the specific illness.

•**Closure of School Buildings** – For any infectious disease, a school building may be closed as necessary to control the spread of illness throughout the school site. School buildings shall be closed under the following criteria:

- Directions from the Governor of the State of Nevada, Nevada DHHS, or determinations by the school district superintendent.
- Indeterminate or high risk of school-wide exposures to highly infectious diseases or diseases with high risk of serious illness such as COVID-19, Pertussis, or Norovirus. Schools may also be closed for uncontrolled outbreaks exceeding 30 days.

For outbreaks such as COVID-19, levels of school building closure may depend on the ability to occupy the school site at a limited occupancy and ensure the required social distancing is adhered to if applicable.

Sanitizing protocols will be implemented in sections of the school that are open during an outbreak. As a supplemental measure to sanitizing affected rooms and areas, increase of airflow is recommended and can be accomplished by opening doors and windows and changing filters in the Heating, Ventilation, and Air Conditioning (HVAC) system. If a room is closed, change all air filters in that room's HVAC system and if a building is closed, all air filters in the buildings HVAC should also be changed.

The length of closure will be determined by potential exposures as indicated by case reports and contact tracing as well as updated information from the CDC on guidelines to reduce spread. There are currently four levels of closure may apply depending upon the current vaccination status of those affected and exposure level:

- **Level 1 Closure** for twenty-four (24) hours is for individual cases in isolated areas, not to exceed the expected number of illnesses with COVID-19 symptoms and up to one (1) positive case per classroom or work area. Level 1 Closure will likely be extended if close contacts cannot be identified and interviewed.

- **Level 2 Closure** for seventy-two (72) hours is for two (2) or more positive cases in the same room or work area and individual cases in isolated areas exceeding the number of expected illnesses with COVID-19 symptoms.

- **Level 3 Closure** is the longest intermittent range for closure and is implemented if contact tracing and case reports do not indicate that potential spread has been controlled within seventy-two (72) hours, a very likely extension of Level 2 in the midst of the COVID-19 Pandemic.

- **Level 4 Closure** for an extended period will occur if an outbreak remains out of control in the school or general population. Level 4 Closure will end once an outbreak is declared over and restrictions are lifted by the State and MCCERT. Outbreaks are generally declared over by MCCERT when reports of illness are below baseline and potential for close contact spread has been resolved. Levels of closure for outbreaks other than COVID-19 may vary.

During school closure, it may be necessary for some facilities and administrative staff to occupy buildings. Such occupancy is allowable following guidelines to reduce exposure and spread of illness. Guidelines have been established by MCSd for staff returning to the school site during COVID-19. For other types of illness, guidelines would follow the risk of environmental spread. The risk of environmental exposures, to include

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airborne and surfaces varies among types of bacteria, viruses and other causative agents. The closure of schools will likely be followed by the suspension of athletic events and school gatherings both on and off campus to control for person-to-person spread.

DHHS-DPBH will monitor school outbreaks daily and compile the line list data daily to determine if the spread of COVID-19 is slowing or has discontinued within the school. Outbreaks will be declared over when baseline of COVID-19 illness has been achieved for two incubation periods (28 days).

#### **Closure of Outbreaks and Summary:**

When a school is closed due to outbreak, DHHS/DPBH will notify MCSD. The DHHS/DPBH will keep data of the outbreak, which includes an Epidemiology Curve (or Epi Curve). For larger outbreaks, an outbreak summary may be provided. It is important to review response to large or significant outbreaks to ensure the outbreak was handled as effectively and efficiently as possible and to plan for future responses to outbreaks. After an outbreak has concluded, reports from DHHS/DPBH and/or MCSD may be necessary, in some circumstances, to provide information to evaluate and prepare for future events.

In summary, the Outbreak Response Plan has essential components for reporting illnesses, controlling the spread of illness, and communication in MCSD schools during outbreaks. It is inclusive of tools used by DHHS/DPBH and MCSD and has been written through a collaborative effort with both entities and local clinicians. It is imperative to keep information herein updated as guidelines change. Therefore, various sections will be revised, and practices augmented to reflect the best information available at any point in time as illnesses might occur.

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MINERAL COUNTY SCHOOL DISTRICT  
TRAINING AND TRIAGE

Reports of Illness

A. Training School Staff on Incoming Illness Reports Training of staff is an essential process with the understanding that district-wide outbreak response protocols may be in place during pandemics like COVID-19 or during other nationwide, statewide or local outbreaks that may or may not be linked to an individual school. For the individual school site, absences are typically reported by a Parent, Guardian, Staff Member or Student either by phone or electronically. Student or Staff Member may be absent for a variety of reasons. In order to control spread of illness it is important that a report of absence include whether the absence is due to illness and the specific symptoms. While the individual taking the report is not expected to diagnose any specific condition, it is expected that the symptoms are logged and it is most efficient if basic exclusion criteria can be conveyed to the person reporting at the initial point of contact. Additionally, there is no general expectation the person receiving the initial report of illness is a clinician and therefore training is a vital component for detecting a potential outbreak. Training essentially requires a plan for communication, scripts and triage of illness reports. It is within the guidelines of the Health Information Portability and Accountability Act (HIPAA) for symptom information to be requested by school staff and the only way that early detection of an outbreak can happen. For guidance, reference School Script during an Outbreak and COVID-19 Triage Note Pads and Cheat Sheets

B. Triage of Illness Reports One of the most important aspects of training that is worth highlighting is the triage of illness reports. The objective is to be able to categorize reports into types of illness consistent with reported symptoms. The first step to triage an illness report is a basic understanding of the predominate symptoms. It is usually the first clue that there may be an outbreak. Symptoms of many illnesses tend to overlap, and some illnesses are not entirely defined only by predominant symptoms. Viruses in particular may result in various maladies as noted with illnesses, such as COVID-19.

C. Isolating and Sending Home Ill Students and Staff: It is important to isolate any individual who is reported to have symptoms of illness if that individual is to remain on site for any period of time. This can be accomplished by moving the sick individual to a location that will be unoccupied during isolation, preferably in an office or room near where the individual will be exiting the school grounds. Ensure that the symptoms are logged on the illness reports for the day and that all pertinent information is filled in. Follow appropriate precautions to reduce the spread of illness to staff and students who may be in the proximity and interacting with the sick individual. Sanitize the high touch areas and any table or chair within the space occupied by the sick individual following their departure and prior to entry of the space of other students or staff. It is recommended to stagger occupancy of isolation areas by sick individuals when possible

D. Reporting Illnesses to the DHHS/DPBH When an Outbreak is suspected: it is imperative that a report is made to the DHHS/DPBH Epidemiology Program. Absentee reporting and illness database programs supplement, but do not substitute, reporting via phone and following up with emails. The WCHD will gather data and other information from MCSD during the initial contacts. Illness tracking will commence with information from MCSD and Contact Tracing to determine the progression of the outbreak and necessary sampling procedures. To expedite investigations and mitigation measures, DHHS/DPBH needs the case

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reports daily during an outbreak. The information will be used by DHHS/DPBH Epidemiology and Mineral County COVID Emergency Response Team (MCCERT) Staff to conduct interviews and arrange for sample collections and deliveries to the NSPHL.

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### Community Members

Topic: Positive Case of COVID-19 in MINERAL COUNTY SCHOOL District

Date \_\_\_\_\_

Dear MCSD Parents, Guardians, and Staff and members:

Today, we received notification that a MCSD [student or employee] has tested positive for COVID-19. While we must protect the privacy of the person involved, we believe it is best to communicate transparently with you so you can make well-informed decisions for your family.

There is nothing more important to MCSD than the safety and health of our students, our staff and their families. We are working directly with county health officials to address this situation. They have recommended we share the following with you:

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MCSD will continue to follow all COVID-related safety procedures including:

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COVID-19 is transmitted through person-to-person contact and through the exchange of respiratory droplets. As more cases are being confirmed across the state, including in our community, we must be vigilant. Symptoms of COVID-19 include fever, cough and shortness of breath. If you or any member of your family exhibit these symptoms, please contact your medical provider for advice immediately. Symptoms usually appear 2-14 days after exposure.

The CDC recommends the following best practices to help prevent the spread of COVID-19:

- Wash your hands often with soap and water for at least 20 seconds.
- Use alcohol-based hand sanitizer with at least 60% alcohol if soap and water are not available.
- Avoid close contact with those who are sick.
- Cover your coughs and sneezes with a tissue or your sleeve.
- Avoid touching your eyes, mouth and nose.
- Disinfect frequently touched surfaces and objects.
- Stay at home when you are sick.
- Practice social distancing, leaving at least six feet between you and other people.
- Wear a cloth mask in public when you cannot social distance.

Our greatest priority is the safety of our students, staff and community members. It is important to remember that children are greatly influenced by the reactions of adults when facing difficult circumstances. I encourage everyone to remain calm and to be empathic and respectful to those affected. We are grateful for the opportunity to serve you and your family, especially as we face this challenging situation together. Thank you for your support of MCSD.

Sincerely,

ANDRE PONDER,

MCSD Superintendent

Tentative revised dated: April 5, 2022 pending board approval

**MINERAL COUNTY SCHOOL DISTRICT**  
**Letter for Parents, Staff & Community Members**  
**Topic: Possible Exposure to COVID-19**

Date \_\_\_\_\_

Dear Parents, Guardians, and Staff members:

As our country fights the spread of COVID-19, we believe one of our greatest responsibilities is to communicate transparently and often with you, our school community. It is our hope that accurate and up-to-date correspondence will help you make well-informed decisions for your family. Nothing is more important to MCSD than the safety and health of our students, our employees and their families. When we work together, we can provide the best care for all involved.

Recently \_\_\_\_\_ (date/time), we learned the following information: \_\_\_\_\_

[Insert details of the possible exposure. State facts and avoid words that cause unnecessary alarm. Be reassuring but honest. Also, do not violate student or employee privacy laws. If possible, as a courtesy, allow the family involved to read the letter before it is distributed.]

Here is an example for school administrators of what might be included above: A [School] family recently received notification that five cases of COVID-19 may be associated with a cruise they took last month. This information was received several days after the [School] family had returned from their vacation to their regular routines, including school and work. The family has exhibited no symptoms of the illness; however, they are self-quarantining at this time as an added precaution and safeguard.

MCSD will continue to clean and disinfect surfaces inside all district schools. Additionally, we will \_\_\_\_\_

[include additional actions taken by the district here, such as suspending summer activities.]

As more cases are being confirmed across the state, it is important to remain vigilant. The CDC recommends the following best practices to help prevent the spread of COVID-19.

- Wash your hands often with soap and water for at least 20 seconds.
- Use alcohol-based hand sanitizer with at least 60% alcohol if soap and water are not available.
- Avoid close contact with those who are sick.
- Cover your coughs and sneezes with a tissue or your sleeve.
- Disinfect frequently touched surfaces and objects.
- Practice social distancing, leaving at least six feet between you and other people.
- When you are unable to practice social distancing in a public setting, wear a cloth mask.

Symptoms of COVID-19 include fever, cough and shortness of breath. If you or any member of your family exhibit these symptoms, you are encouraged to contact your medical provider for advice immediately. Symptoms usually appear 2-14 days after exposure.

Our greatest priority is the safety of our students, staff and community members. We are grateful for the opportunity to serve you and your family, especially as we face this challenging situation together. Thank you for your support of MCSD.

Sincerely,  
Andre' Ponder, Superintendent

Tentative revised dated: April 5, 2022 pending board approval



# COVID-19 Self-Screening Daily Tool

**Have you or anyone in your household had any of these symptoms in the last 24 hours?**

- New/worsening respiratory symptoms\* (cough and/or shortness of breath)
  - Vomiting and/or diarrhea
- Fever (temperature of  $>100.4^{\circ}\text{F}$  at rest)
  - Loss of smell or taste\*
- Two or more of the following symptoms:

Sore Throat	Chills
Abdominal Pain	Headache
Nasal Congestion	Fatigue
Muscle Pain	Body Aches

\* New symptoms are different than symptoms of ongoing health issues such as asthma, allergies, reflux, or COPD.

If you answer YES to any of the above:

- DO NOT go to school or work
- Contact your school and/or supervisor
- Call your healthcare provider

If you answer NO to all of these:

- Go to work or school
- Continue to monitor your health (and those in the household)

~~~~~  
**If you or anyone in your household:**

- Is **WAITING** for COVID-19 test results
- Is **DIAGNOSED** w/ COVID-19 by testing positive
- Is **DIAGNOSED** w/ COVID-19 by a healthcare provider but is **NOT TESTED**
- Has **SYMPTOMS** (above) has **NOT SEEN** a healthcare provider, has **NOT BEEN TESTED**, and is monitoring symptoms at home

You or someone in your household has or may have COVID-19:

- DO NOT go to school or work
- Communicate with your school and or supervisor
- COVID-19 patient must **ISOLATE** at home until recovered as defined:
  - At least 10 days has passed since the first symptom AND
  - 24 hours have passed since fever, vomiting, AND diarrhea stopped (without medication) AND other symptoms have improved
- EVERYONE IN THE HOUSEHOLD, who has not had COVID-19, must **ISOLATE** at home until:
  - The patient has recovered (see above) AND 14 days have passed since the last recovery

~~~~~  
**Have you been in close contact** (within 6 feet for more than 15 minutes) **with a person who has been diagnosed with COVID-19 while the person was contagious** (48 hours before symptoms began through recovery)?

You have been exposed to COVID-19:

- Do NOT go to school or work

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- Communicate** with your school and or supervisor
  - You must **QUARANTINE** at home for 14 days
  - If, at any point you develop symptoms, **ISOLATE AND CALL YOUR HEALTHCARE PROVIDER**
-

## School Staff Obtaining Incoming Reports of Absence

When a report of absence is received it is important for staff documenting the absence to inquire if the absence is related to illness. If the absence is related to illness, it is essential for staff to inquire about specific symptoms. This is a vital step in early identification of COVID-19 to ensure that sick students are isolated appropriately. It is recommended to follow a script so that symptom information is collected in a systematic fashion throughout the schools. While the individual taking the report is not expected to diagnose any specific condition, it is expected that the symptoms are logged, and basic exclusion criteria conveyed to the person reporting at the initial point of contact.

The key to successful ascertainment is staff training. Once symptoms information is gathered, the reports also need to be reviewed and tabulated by symptoms. If it is determined there is an increase in any predominant symptoms, a report needs to be made to Nevada Department of Health and Human Services (DHHS) Division of Public and Behavioral Health (DPBH). The following is an example of a script:

### School Script for Symptoms Ascertainment

Date \_\_\_\_\_

Student Name: \_\_\_\_\_

Grade/Teacher \_\_\_\_\_

Date and Time Symptoms Started: \_\_\_\_\_

#### Specific Symptoms:

•Do Symptoms include fever?	Yes	No
•Do symptoms include shortness of breath?	Yes	No
•Do symptoms include cough?	Yes	No
•Do symptoms include fatigue?	Yes	No
•Do symptoms include chills?	Yes	No
•Do symptoms include vomiting?	Yes	No
•Do symptoms include diarrhea?	Yes	No
•Do symptoms include headache?	Yes	No
•Do symptoms include loss of taste and/or smell?	Yes	No
•Do symptoms include sore throat?	Yes	No

# COVID-19 SCHOOL SCRIPT DURING AN OUTBREAK

Questions to ask when a parent/guardian calls to report medical absence

Student

Name: \_\_\_\_\_ Grade/Teacher: \_\_\_\_\_

Date Reported: \_\_\_\_\_ Date/Time Symptoms

Started: \_\_\_\_\_

Report Taken By: \_\_\_\_\_ Given To: \_\_\_\_\_

Date/Time: \_\_\_\_\_

## *Do symptoms include the following?*

**Feeling Feverish or has Fever (<100.4°/38°C):** \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Unk

**Chills and/or muscle aches:** \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Unk

**Any Difficulty Breathing, like shortness of breath or wheezing:** \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Unk

**Headache:** \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Unk

**Cough (New onset or worsening of chronic cough):** \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Unk

**Chest Pain:** \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Unk

**Vomiting:** \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Unk

**Sore Throat:** \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Unk

**Diarrhea (≥3 loose stools within 24 hr):** \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Unk

**Abdominal Pain:** \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Unk

**New olfactory (Smell) and Taste Disorder(s):** \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Unk

**Other Symptoms:**

**Student has been in close contact w/ a person who has tested positive for COVID-19:** \_\_\_\_ Yes \_\_\_\_ No

If student has symptoms, read: Due to the symptoms reported, your child will be placed in the distance learning program and excluded from attending school in person until:

- At least 10 calendar days have passed since symptoms first appeared
- 24 hours have passed since fever, diarrhea, or vomiting stopped with no medicine
- Other symptoms have improved.

If your child tests negative for COVID-19, call the school nurse to discuss your child's return to school. If student is out due to close contact, read: Since your student has been in close contact with a person who has tested positive for COVID-19 or been diagnosed with COVID-19, your student is to remain home on Distance Learning for 14 calendar days. Someone will contact you to gather more information soon. If at any time your student becomes ill, please call the school office.

End all calls with: We will change your student over to distance learning today and the distance learning teacher will reach out to you or your child to explain how to access learning. The teacher will also have a method for your child to check in daily. During this time, if your child checks in daily, your child will not be marked absent.

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**ACTION**

**ITEM #3**

## Auction for Miscellaneous Items

Chairs	31
Desks	16
Dishwasher	2
Drums	
Dryer	
File Cabinets	8
Food warmer	
Foosball Table	1
Globe	
Ovens	4
Playhouse	
Small Table	
Stereo system	
Table and chairs	
TV's	
Vacuum cleaner	













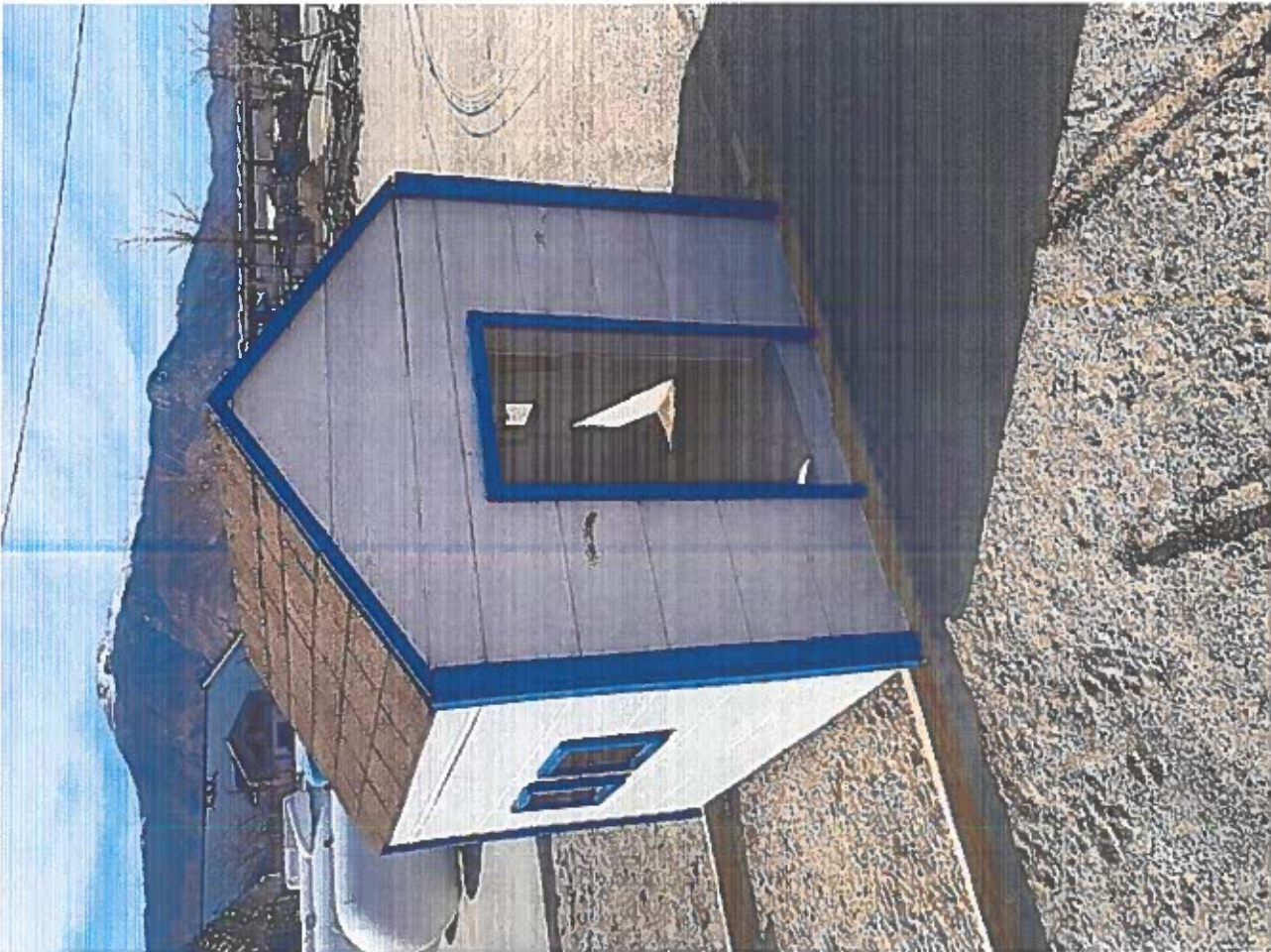
Food warmer



## Tom Gallegos

---

**From:** Tom Gallegos <t.gallegos58@yahoo.com>  
**Sent:** Tuesday, March 8, 2022 2:21 PM  
**To:** Tom Gallegos  
**Subject:** Playhouse



Sent from my iPhone

Play house



DRYER



Dish washer



## Tom Gallegos

---

**From:** Tom Gallegos <t.gallegos58@yahoo.com>  
**Sent:** Tuesday, March 8, 2022 2:22 PM  
**To:** Tom Gallegos  
**Subject:** Small table



Sent from my iPhone

*Small Table*



Dish washer



## Tom Gallegos

---

**From:** Tom Gallegos <t.gallegos58@yahoo.com>  
**Sent:** Tuesday, March 8, 2022 2:36 PM  
**To:** Tom Gallegos  
**Subject:** Double oven



OVENS

Sent from my iPhone

**ACTION**

**ITEM #4**

**Mineral County School District**

Meeting/Training Title: Revise Mitigation Plan

[illegible]



## DECLARATION OF EMERGENCY

### DIRECTIVE 052

**WHEREAS**, on March 12, 2020, I, Steve Sisolak, Governor of the State of Nevada, issued a Declaration of Emergency to facilitate the State's response to the COVID-19 pandemic; and

**WHEREAS**, on March 13, 2020, then-President of the United States, Donald J. Trump, declared a nationwide emergency pursuant to Sec. 501(6) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121-5207 (the "Stafford Act"); and

**WHEREAS**, the World Health Organization advises that the novel coronavirus that causes COVID-19 virus is highly contagious, and spreads through respiratory transmission, and direct and indirect contact with infected persons and surfaces; and

**WHEREAS**, the World Health Organization advises that transmission occurs through both droplet and airborne transmission, where droplet transmission occurs when a person is in close proximity to someone who is infected with COVID-19; and

**WHEREAS**, in late December 2020, Nevada began distributing COVID-19 vaccines, and there is now an abundant supply of vaccines; and

**WHEREAS**, Nevada is receiving regular supplies of monoclonal antibodies and other therapeutics to treat those who contract COVID-19; and

**WHEREAS**, the CDC has identified the "Omicron" variant of COVID-19 and has deemed it a "variant of concern" due to its higher transmissibility; and

**WHEREAS**, beginning in November 2021, Nevada experienced a surge of COVID-19 cases, and nearly all of those cases are suspected to be the Omicron variant; and

**WHEREAS**, the number of COVID-19 cases have fallen dramatically in recent weeks; and

**WHEREAS**, based on the trajectory of case trends and lower COVID-19 detection in wastewater monitoring, the state expects the number of COVID-19 cases to continue to rapidly decline; and

**WHEREAS**, the number of hospitalizations related to COVID-19 is decreasing; and

**WHEREAS**, on May 3, 2021, the Governor issued Emergency Directive 045, which provides, among other things, that the State of Nevada requires the wearing of masks in a manner consistent with current guidance from the CDC, including any subsequent guidance issued by the CDC; and

**WHEREAS**, COVID-19 remains a statewide public health crisis and requires that certain mitigation measures and emergency management functions will continue to be managed at the state level to protect the overall health and safety of all Nevadans; and

**WHEREAS**, Article 5, Section 1 of the Nevada Constitution provides: "The supreme executive power of this State, shall be vested in a Chief Magistrate who shall be Governor of the State of Nevada;"

**NOW THEREFORE**, by the authority vested in me as Governor by the Constitution and the laws of the State of Nevada and the United States, and pursuant to the March 12, 2020 Emergency Declaration,

IT IS HEREBY ORDERED THAT:

SECTION 1: The provisions of previous Directives are superseded only by the explicit provisions of this Directive. Any provisions not addressed by this Directive shall remain in force as provided by previous Directives or regulations promulgated pursuant to the March 12, 2020 Declaration of Emergency.

SECTION 2: Directives 24, 45, 47, 50, and 51 are hereby terminated.

SECTION 3: Sections 2 through 5, inclusive, of Directive 048 are hereby terminated. Section 4 of Directive 028 is hereby terminated.

SECTION 4: Each county school district, charter school, and private school shall adopt a COVID-19 mitigation plan. The plan must include:

1. A policy on whether or under what circumstances face coverings will be required for students and staff while in school buildings or on school campuses;
2. A regular COVID-19 testing program for students and staff or volunteers, including but not limited to coaches, leaders, and advisors. If a student, staff member, or volunteer tests positive for COVID-19, current CDC recommendations for isolation and quarantine must be followed;
3. A method for detecting school-wide outbreaks of COVID-19 and a plan for responding to and mitigating the outbreak.

The plan must not conflict with any face covering requirements or other COVID-19 mitigation measures imposed by county governments or local health authorities.

The plan must be submitted to the local health authority. The plan does not become effective unless it is approved, in writing, by the local health authority.



Effective at 12:01 a.m. on February 27, 2022, if the plan is approved in writing by the local health authority, the provisions of Section 6 of Directive 048 no longer apply to the entity that submitted the approved plan.

Irrespective of any plan adopted by a county school district, charter school, or private school pursuant to this Section, if a local health authority determines that a school-wide outbreak of COVID-19 is occurring and is not being adequately mitigated by the school district, charter school, or private school, the applicable local health authority may require the mandatory and immediate use of face coverings for all students and staff in the affected school building(s) and any additional mitigation measures deemed necessary by the local health authority for that school or school building(s). In such an event, the face covering requirement and any other mitigation measures remain in effect until the local health authority determines that the outbreak is closed.

SECTION 5: Section 7 of Directive 048 expires at 12:01 a.m. on February 27, 2022.

SECTION 6: Nothing in this Directive shall be interpreted to prohibit any local health authority, local government entity, school district, charter or private school, private business or employer, or other person or entity from enacting a policy that requires the use of face coverings.

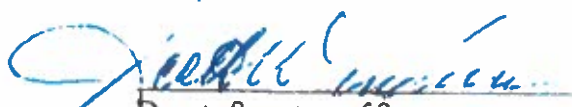
SECTION 7: The provisions of this Directive are effective immediately and shall remain in effect until amended or terminated by a subsequent Directive promulgated pursuant to the March 12, 2020 Declaration of Emergency to facilitate the State's response to the COVID-19 pandemic, or upon dissolution or termination of the Declaration of Emergency.

IN WITNESS WHEREOF, I have  
hereunto set my hand and caused the Great  
Seal of the State of Nevada to be affixed this  
10th day of February, in the year two  
thousand twenty-two.



  
Governor of the State of Nevada

  
Secretary of State

  
Deputy Secretary of State



## EMERGENCY DIRECTIVE 052 GUIDANCE

As Nevada continues to recover from the Omicron variant of the COVID-19 pandemic, and tools to combat the severity of illness are more widely available, [Emergency Directive 052](#) lifts the requirements for face masks statewide.

Since the early days of the pandemic, masks have been a critical tool to help slow the spread of the virus that causes COVID-19. They will continue to be a useful tool in times of high transmission, for people with underlying health conditions, and for those who make a personal decision for the added protection of wearing a mask.

### School Settings

County school districts, charter schools and private schools can adopt a face mask policy that outlines if face mask are required for students and staff while in school buildings or on school campuses. These policies cannot conflict with any face mask requirements by a county government or local health authority.

Regardless of a county school district, charter school or private school's policy, if an outbreak of COVID-19 is identified by a local health authority, masks and other mitigation measures may be required for all students and staff and must be immediately implemented at the direction of the local health authority. The mask requirement and any other mitigation measures will be in effect until the local health authority determines the outbreak is closed.

### Higher Education

The Nevada System of Higher Education and other higher education institutions in the state may adopt a mask requirement for their students, staff and visitors to their campus. These institutions may implement a mask requirement generally or in response to an outbreak on their campus.

### Correctional Settings

The Nevada Department of Corrections (NDOC) and the Nevada Department of Health and Human Services (DHHS) will continue to work closely to ensure the proper policies remain in place to prevent infections in staff, residents and visitors. The health and safety of inmates, staff and visitors is the highest priority and infection prevention protocols will continue to be implemented by NDOC in consultation with DHHS.

### Public Transportation

On January 29, 2021, CDC issued an Order that required face masks to be worn by all people while on public transportation, which includes all passengers and all personnel operating vehicles traveling into, within, or out of the United States. The Order also required all people to wear masks while at indoor transportation hubs (e.g., airports, bus terminals, train stations, U.S. ports of entry, and other locations where people board public transportation in the United States).

The types of public transportation that masks are still required include airplanes, trains, subways, buses (including school busses), taxis, ride-shares, monorails, maritime transportation, trolleys and cable cars.



## Frequently Asked Questions

### **Can masks still be required in Nevada?**

Yes, counties, cities, school districts, businesses and other settings are still allowed to require masks. This directive lifts the state-wide mask requirement, but it does not prevent an entity to require masks in settings they have jurisdiction in or own.

### **Can someone still wear masks?**

Absolutely! These individuals should feel comfortable being in our communities while still wearing a mask and they should not be asked to remove them unless it is necessary to temporarily lower or remove the mask to verify one's identity such as during a security screening, verifying one's age when it is required or when asked to do so by any law enforcement official.

### **When should someone consider wearing a mask?**

Masks are still encouraged for those that might have health conditions, might live or interact with someone that is immunocompromised or is just not comfortable being in a public setting without a mask. If there is a period of high transmission in your community, it is recommended you wear a face covering, even when it is not required.

### **Can an employee still wear a mask at work?**

Yes, employees can continue to wear a mask if they choose to do so. An employer should not create a policy preventing the use of masks by any employees.



1/11/2023/7/2022

# Mineral County School District

Safe Return to In-Person  
Instruction & Continuity of  
Services 2021 - 2022



Andre' L. Ponder  
SUPERINTENDENT

# Mineral County School District

## Belief Statement

*The Mineral County Board of Trustees believes in being united in working for the best education possible for our children.*

*The District believes it is important to instill in our children a pride in our District and the education they receive here; and to prepare our students to compete in today's society.*

## Vision Statement

*The vision of Mineral County School District is to become the best system where graduates can be competitive for any degree or job they pursue.*

## School wide Theme

*"Teamwork makes the Dream Work"*



## Our Guiding Principles

The Mineral County School District **Safe Return to In-Person Instruction and Continuity of Services** plan is built around these principles:

- Ensuring the health and safety for students, staff, and families which include current local, state and federal guidelines and directives.
- Promoting equity in academic achievement and learning for all students.
- Focusing on the needs of our students, staff, families, and community to ensure continuity of services we provide.
- The plan will be reviewed and revised periodically as required and as necessary.
- The plan will be made available in a language that is understandable to each family, as requested.
- The district will be good stewards of local, state, and federal funds meeting the goals of the board's budget policy.



## Communication Strategies

Our district will continue to utilize a variety of strategies to engage in two-way communication with stakeholders in various languages as requested, using of the following tools:

- Our district website at <https://www.nvmcsd.org>
- Infinite Campus Messenger (voice, text, and email)
- Infinite Campus Parent and Student portals
- District and Site Facebook Pages
- Mineral County Independent News
- Other educational apps such as Remind, Class Dojo, etc.
- Weekly district newsletter and updates via Infinite Campus Messenger
- Full Virtual students will be contacted by a licensed teacher or substitute teacher per NDE Guidance Memo 21-02.

**\* Please note, it is highly recommended that staff and parents update Infinite Campus contact information any time it changes to ensure proper and needed contact with students and families.**



## Family Engagement and Commitments

***"We are in this together!"*** We know that it is critical to engage families and community partners in order to successfully return to our Full In-Person Learning model. We look forward to hearing from families when a need of their child(ren) is not being met and or with ideas of things that can be done to improve what we are doing. We ask that you commit as a family to supporting all expectations of school as without that support, we cannot ensure safety and our ability to maintain a Full In-Person learning plan. We look forward to being your partner throughout the year ahead!



### **Short Term Closure or any adjustment to the Full In-Person Learning Model**

In the event that a significant outbreak is confirmed within the Mineral County School District, the following procedures will be effective immediately:

- The superintendent or her his designee will contact the Mineral County Deputy Health Officer and County Manager and will follow the guidelines established.
- If it is determined that a short term closure is necessary due to a potential or confirmed COVID-19 exposure, the district will cancel all co-curricular and after school activities as well as any large events scheduled.
- Students will return to remote learning if needed (guidelines from 2020-2021)
- School facilities will be properly disinfected and sanitized per the CDC and local public health officials' guidance.

## **Full In-Person Learning begins August 23, 2021**



### **Safety and Logistics Expectations**

#### **Health, Wellness, CDC Guidance & Nevada Emergency Directives**

- No single health and safety measure in isolation will effectively mitigate the spread of COVID-19. Therefore, a multi-layered approach will be used. The district will follow any current directives or mandates regarding health and wellness for any staff member or student who is working or attending in person during this time, including, but not limited to:
  - Handwashing and Respiratory and other hygiene will be taught and practiced.
  - Appropriate physical distancing will be implemented as practicable.
  - ~~Face coverings are required as listed in the Governor's Directive 045 as follows: Children nine and under and fully vaccinated individuals do not have to wear face coverings in schools. The CDC recommends unvaccinated people wear face coverings in schools. All children and staff using school transportation with more than one occupant are required to wear face coverings while using that transportation. All children and adults are welcome to wear face coverings at any time.~~
  - [Health Self-Screener](#) before coming to school--remain home if any symptoms are present per the following protocols:

Board Approved – July 13, 2021 – "This is a live document and is subject to change."

Tentative revised approval date – April 5, 2022

- Exposure and Isolation Protocols
- ~~Surveillance Testing may be used in this model depending on current status in county and state. The district has opportunities to engage in opportunities for testing in schools in order to manage outbreaks and expedite isolations.~~
- Contact Tracing may occur as needed.
- All Mineral County School District employees are encouraged to take full advantage of various health and safety benefits offered by the district.
- Vaccination availability information will be shared with families and staff throughout the year. There is no current requirement that students or staff receive the COVID-19 vaccinations, but unvaccinated individuals are subject to stricter isolation requirements than those who are vaccinated and may be subject to stricter CDC and state guidelines. The best site for up-to-date information is available from the Mineral County Emergency Management's Facebook page. They consistently advertise drive-through opportunities for testing and vaccinations in the Mineral County area.

### **Universal and Correct Wearing of Masks**

- ~~Mineral County School District highly encourages the use of facemasks for unvaccinated persons over the age of 2 years of age. The District has a supply of available facemasks to staff, students, and volunteers who desire to wear a facemask in District buildings and vehicles. If a localized outbreak of COVID-19 or a variant of COVID-19 occurs, the temporary use of facemasks may be employed as part of a multilayered effort to end the outbreak.~~

### **Face Covering Requirements**

- In accordance with Declaration of Emergency Directive 052, the face covering mandate in Nevada was rescinded with certain exceptions.
- Students, staff and visitors must comply with the "Revised CDC COVID-19 Isolation and Quarantine Guidance" from January 3, 2022.
- If the Local Health Authority of Mineral County Health and Human Services declares a school-wide outbreak they "may require the mandatory and immediate use of face coverings for all students and staff in the affected school building".

\* All students and staff may request free COVID testing and face coverings (including N95 or KN95)

Link to mask wearing guidance : [Your Guide to Masks | CDC](#)

**Modifying Facilities to Allow for Physical Distancing as needed:** At this time Mineral County School District recommends, wherever possible, students in the cafeteria, multipurpose rooms, auditoriums, and other large common areas practice six feet of social distancing between peers and adults. In circumstances of limited capacity where students can only practice three feet of social distancing, the following is implemented,

- Students are seated with peers who they are sitting with during the instructional day to limit additional student exposure.

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- Students are transitioned out of the cafeteria or multipurpose room as soon as possible to the alternate location to maintain social distancing.
- Seating charts are maintained with the most up-to-date information  
An area for students with possible COVID-19 symptoms has been established at every school.

The District will use master schedules to balance class numbers as much as possible. Remove unused desks and furniture in classroom; maximize social distancing (to the extent practicable). Limit physical interaction through partner or group work. Establish distance between the teacher's desks/board and students' desks. Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing.

### School Environment

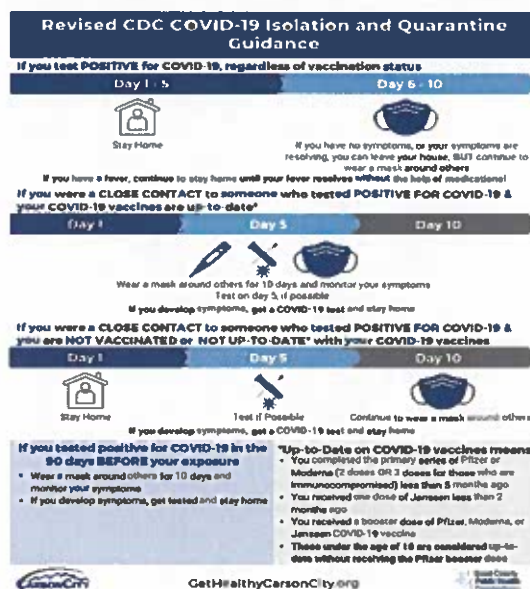
- School sites will be open to students, staff members, and all other individuals, including family members, volunteers, recruiters, contractors, etc. All non-school individuals are held to the same guidelines and should only plan to be present if in good health.
- The district will institute increased and systematic cleaning protocols to be used by school staff throughout the campuses (including restrooms) as well as classrooms. These protocols will include:
  - Regular cleaning of high-touch surfaces including desks, chairs, doorknobs, restroom facilities, and other surfaces
  - Classroom sanitization with appropriate and approved solutions will be used in classrooms. Alcohol wipes will be used to wipe down all electronics after use.
  - Air exchange in buildings will meet industry expectations.

Link to [Ventilation in Buildings | CDC](#)

### Handwashing and Respiratory Etiquette

Signs or posters will be placed in highly visible locations (entrances, classrooms, restrooms) that promote protective measures. Announcements using the PA system and hallway monitors. Handwashing will be encouraged throughout the day and expected before and after meals. Hand sanitizer is provided throughout the buildings.

Staff and students are encouraged to wash or sanitize hands regularly, especially before and after check-in procedures, between classes or activities, and working with children or supplies.



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Link to [Guidance for COVID-19 Prevention in K-12 Schools | CDC](#)

### **Diagnostic and Screening Testing**

Mineral County School District has opportunities to engage in testing in schools to manage outbreaks and expedite isolations. ~~All student athletes and activity participants and staff who coach/volunteer will be required to complete COVID-19 testing if they are going to travel outside of the county that week.~~ Contact tracing in combination with isolation and quarantine will be conducted following testing in collaboration with the State, local, or Tribal Health Departments using the Nevada Division of Public and Behavioral Health guidelines in cooperation with Mineral County Emergency Management and the Community Health Officer.

### **Regular COVID-19 Testing Program\***

- COVID-19 testing is available for symptomatic and asymptomatic individuals in Mineral County and surrounding areas for students, staff, volunteers, and community members
  - Regular COVID-19 testing occurs throughout the week as needed or requested
- Individuals with a positive COVID-19 test result will be asked to follow the “Revised CDC Quarantine and Isolation Guidance”

\*Sections 6 and 7 of Emergency Directive 048 will be followed until its expiration on February 27, 2022, upon the approval of this plan from the Local Health Authority. Identifying and Mitigating a School-Wide Outbreak of COVID-19

- An outbreak will be defined per the Council of State and Territorial Epidemiologists (CSTE)
  - “Multiple positive cases comprising at least 10% of students, teachers, or staff within a specified core group **AND** epidemiologically linked in the school setting or a school-sanctioned extracurricular activity” (CSTE, August 6, 2021)
- The outbreak will be mitigated by following the guidance from the Local Health Authority, which may include the aforementioned face covering mandate
- The outbreak will be monitored and closed under the direction of the Local Health Authority

## **Per Declaration of Emergency Directive 052**

*"Irrespective of any plan adopted by a county school district, charter school, or private school pursuant to this Section, if a local health authority determines that a school wide outbreak of COVID-19 is occurring and is not being adequately mitigated by the school district, charter school, or private school, the applicable local health authority may require the mandatory and immediate use of face coverings for all students and staff in the affected school building(s) and any additional mitigation measures deemed necessary by the local health authority for that school or school building(s). In such an event, the face covering requirement and any other mitigation measures remain in effect until the local health authority determines that the outbreak is closed."*

## **Social, Emotional, Mental Health and other needs of Staff and Students**

Mineral County School District employs a Mental Health Counselor at Hawthorne Elementary School and Safe School Professionals at each of our school to assist in supporting students. In addition, MCSD provides an Employee Assistance Program which includes confidential support services, help managing stress, anxiety and other support programs.

Mineral County School District has examined the ratio of School Instructional Support Staff and in addition to using ARP funds we are leveraging local wellness resources from local health departments, community partners, and federal resources to provide wellness services on school campuses. Links to additional resources follows:

[Coronavirus and COVID-19 | U.S. Equal Employment Opportunity Commission \(eeoc.gov\)](https://www.eeoc.gov/coronavirus)

[Employees: How to Cope with Job Stress and Build Resilience During the COVID-19 Pandemic \(cdc.gov\)](https://www.cdc.gov/workplace/employees/how-to-cope-with-job-stress-and-build-resilience-during-the-covid-19-pandemic)

[ED COVID-19 Handbook, Volume 2 \(PDF\)](#)

## **Nutrition Services**

- All students, including those in Distance Learning, will have daily breakfast and lunch made available.

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- Our district will support food options during extended closures such as scheduled school breaks.
- All students in Mineral County School District will continue to receive free meals through our current USDA eligibility.



## Transportation Services

- ~~Current CDC guidelines recommends all occupants on the bus to wear face coverings (exceptions apply)~~
- ~~The face covering mandate in Nevada for mask while on conveyances and at transportation hubs was revised according to: <https://www.cdc.gov/quarantine/masks/mask-travel-guidance.html>~~
- Follow this link for recent changes to wearing mask on buses: Requirement for Face Masks on Public Transportation Conveyances and at Transportation Hubs | CDC
- Driver will disinfect handrails, seat tops and entrance doors between routes
- Daily disinfecting of buses will be performed by the Mineral County School District Transportation staff



## Learning and Curriculum Expectations

### Learning Model

- All basic and social-emotional needs of students and staff will be met in order to optimize student learning, including access to school counselors at school sites and support from Safe School Professionals and others.
- Enroll in **Full In-Person Learning**:
  - Students will be held accountable to all policies and regulations related to in-person learning as set forth in board policy/regulation and district and school handbooks.
  - Daily schedules for Full In-Person Learning will be posted on the district and school websites and communicated to families through Infinite Campus Messenger.
  - Students will attend school every day with all co-curricular opportunities in place beginning in August.
  - Students who become excluded due to exposure or isolation related to COVID-19 will be given temporary distance learning opportunities through their classroom teacher.
- Enroll in our **Distance Learning (MCDL)** working through building principals and counselors:
  - Mineral County School District has a process that requires all students and families interested in distance education to contact their school principal to begin the process.
  - There is an application process and the student enrollment may be limited. (Window now closed).
  - If approved, recognize you must have internet access and you can choose to use your own device or checkout a Chromebook from your zone school.

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- Once enrolled, students in grades K-12 will be required to stay in this placement for one semester. If after two weeks of enrollment a student who demonstrates the inability to complete assignments they will be transitioned back to their zoned brick and mortar school.
- Our district will require a signed agreement that outlines the expected expectations for students in order to work in the online environment and will work with families, JPO, DCFS and Tribal Court Services as needed should a student become unsuccessful after interventions in this model.
- Online resources and learning management systems (LMS) used may include IXL, Edgenuity, Google Classroom as well as other technology-based tools and materials.
- Communication is key with this model and will be of the highest priority to ensure that all learners' needs are met.
- All grading and reporting will be competency-based.



### Learning Schedules

- All learners with Individualized Education Plans (IEPs), students with 504s, and our English Language Learners will be met with specific solutions to support their learning based on their plans and team decisions. IEP teams work with the school nurse, licensed health care provider, and parent/guardian to determine if it is in the best interest of the child to return to school. Medically fragile students are considered a vulnerable COVID-19 population. Schedules at individual buildings will incorporate critical lessons learned from the 2020-2021 school year, including, but not limited to, passing periods, length of learning periods, lunch, recess, etc.

### 2021-2022 Schedule

- The start day of the 2021-2022 school year will be Monday, August 23, 2021, with an end date of June 2, 2022.

#### 2021-2022 School Times

School Site	Start Time	End Time
Mineral County High School	8:05am	3:40pm
Hawthorne Jr. High School	8:00am	3:25pm
Hawthorne Elementary School (Pre-School)	8:10am	2:25pm
Hawthorne Elementary School (K-6)	8:10am	3:15pm
Schurz Elementary School	8:00am	2:45pm
Early Release (1:45pm Every Wednesday)		



### Teaching and Learning / Curriculum

- Basic and Social Emotional needs of students and staff will be met in order to optimize student learning.
- All students will continue to have equitable access to high-quality curricular materials and effective instruction.

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- Standards-based grade level instruction will occur with in-person instruction and distance learning models.
- Professional learning opportunities will continue to be available to our staff for continuous improvement. **Grading**
- Conventional grading scale and report cards assigned.
- Attendance operates under normal Mineral County School District procedures

#### **Attendance**

- Consideration will be given to various situations as they may occur after consultation with the teacher and principal.
- Any student who is required to be in at-home isolation based on possible COVID-19 exposure will engage with his/her teacher(s) through distance options to continue learning while away from school.
- Teachers are required (NAC 387.165 and NAC 387.171) to take attendance daily. Daily attendance must be taken in Infinite Campus, the state designated student information system for class record books.



#### **Technology**

- Internet access for families
  - For Distance Learning students, Mineral County School District will assist families that do not have internet access through the use of hotspots.
- Chromebook Distribution/Accountability/Repair
  - All students K-12 will be assigned a district-issued Chromebook for use.
  - Chromebooks will be distributed along with the Technology Tools manual and Acceptable Use Policy at a predetermined time for each family and location (may be before school begins).
  - Any damage to or loss of Chromebooks, other devices, and ancillary supplies (such as cords) will all be charged out the same across the district, and fees will be added to students' Infinite Campus accounts.
  - Options for technology support will be provided using the following email address: [helpdesk@nvmcsd.org](mailto:helpdesk@nvmcsd.org).



#### **Co-Curricular Events and Activities and External Use of Facilities**

- NIAA activities are set to fully reopen for fall 2021 activities.
- External Facility Use has returned to the existing procedures per Board Policy/Regulation 1330.1

### **CDC Guidance and Nevada Emergency Directives**

- Mineral County School District will advise staff, students and families of the current CDC guidance and will in accordance with Nevada Emergency Directives.

### **Plan Review and Revisions**

MCSD will allow for the continual review of input from our community, allowing the District to prepare and post on the District's website any revision to this plan no later than:

January 15, 2022

June 15, 2022

December 15, 2022

June 15, 2023

