MINERAL COUNTY SCHOOL DISTRICT
751 A. STREET
Hawthorne, Nevada 89415
BOARD OF TRUSTEES MEETING
Tuesday, June 24, 2025

LOCATION OF MEETING: **Arlo K. Funk Building**
751 A Street
Hawthorne, NV 89415

RECEIVED MINERAL CO. CLERK
JUN 17 '25 PM 3:55

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

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)
1. Minutes: June 10, and 14, 2025
2. Payroll Vouchers: 1131,1132,1136,1137
3. Payroll Checks: 90360-90436
4. Warrants: 29735-29787
5. 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 Contract between Mineral County School District and Diane Rodriguez.
Supporting Information: Approval of a fifteen month contract performance contract with the former Finance Manager to provide support throughout the AB495 grant period. Mrs. Rodriguez's scope of work will include contract analysis developing best practices for federal auditing activities, finance management and consultation. This performance contract is intended to ensure that MCSD executes the items outlined in the federal grants with the highest standards of accountability and auditability and meets the county requirements affiliated with federal funding opportunities to the District. Single Source Justification.
Budget Considerations: $95,225.00 for the time frame of July 1, 2025 to September 17, 2026 (AB495 Funding)

2. **Recommendation:** Discussion and Possible Approval of a Critical Need Position for the Dean of Students position at Mineral County School District.
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 can fulfill the open Dean of Students position until a full time Dean of Students is hired. However, the Critical Need Designation is required for the Dean of Students position.
Budget Considerations: NONE AT THIS TIME

MINERAL COUNTY SCHOOL DISTRICT
751 A. STREET
Hawthorne, Nevada 89415
BOARD OF TRUSTEES MEETING
Tuesday, June 24, 2025

3. Closed Session: Pursuant to Nevada Revised Statute (NRS) 241.015(2)(b)(2) and Nevada Revised Statute (NRS) 288.220 to receive information from legal counsel relative to general pending litigation and to discuss negotiations.

4. Open Session: Discussion and possible action relative to pending litigation and/or negotiations.

5. OLD BUSINESS:

6. Future Agenda Topics: Next meeting scheduled: **July 15, 2025**

COMMUNICATIONS AND REPORTS: (FOR DISCUSSION ONLY)
1. Correspondence & Announcements
2. Board Members

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) Schurz Post Office, 3) Mina Post Office, 4) County Courthouse 5) School Offices, 6) Luning Post Office.
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
BOARD OF TRUSTEES MEETING MINUTES
Tuesday, June 10, 2025

The Mineral County School District held a public meeting on Tuesday, June 10, 2025 beginning at 5:33 PM at the Mineral County School District.

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

MEMBERS PRESENT: Juanita Diede, Kristin Reeves, Tyler Viani
MEMBERS ABSENT: Candice Birchum
ADMINISTRATORS: Lance West, Principal SES
OTHERS PRESENT: Kenny Tedford, Curtis Isom, Jarrod Hickman, Michael Padeken

CALL TO ORDER: 5:39 PM
1. Certification of Public Notice - Yes; Roll Call - Candice Birchum not in attendance; and Pledge of Allegiance
2. Approval of a flexible agenda. (For Possible Action)
3. Person or Group Recognition - *Curtis Isom - Will come back to the board in July.*
4. Presentations

CONSENT ITEMS: (FOR POSSIBLE ACTION)
1. Minutes: May 6 and May 22, 2025
2. Payroll Vouchers: 1121,1122,1126,127
3. Payroll Checks: 90295-90359
4. Warrants: 29537-29734
5. Voided check: 90390-90397
3. Personnel Report – Information Only

Tyler Viani made a motion to approve the Consent items as presented with fixing the typo on the payroll vouchers at 127, it should be 1127. Juanita Diede seconded. Juanita Diede-Y; Kristin Reeves-Y; Tyler Viani-Y. Motion passed 3-0-0

ACTION ITEMS: (FOR POSSIBLE ACTION)
1. Recommendation: Discussion and Possible Action to Approve of the Pool Pact Renewal Proposal Presentation
Presented by Jarrod Hickman and Curtis Isom
Tyler Viani made a motion to approve the Consent items as presented with fixing the typo on the payroll vouchers at 127, it should be 1127. Juanita Diede seconded. Juanita Diede-Y; Kristin Reeves-Y; Tyler Viani-Y. Motion passed 3-0-0

2. Recommendation: Discussion and possible approval of the contract between Mineral County School District and Dr. Paul McDonald
Tyler Viani made a motion to approve the contract between Mineral County School District and Dr. Paul McDonald. *Juanita Diede seconded. Juanita Diede-Y; Kristin Reeves-Y; Tyler Viani-Y. Motion passed 3-0-0*

3. Recommendation: Discussion and possible approval of the contract between Mineral County School District and Diane Rodriguez
Board Members had questions regarding the contract. I will be brought back to the next meeting.

MINERAL COUNTY SCHOOL DISTRICT
751 A. STREET
Hawthorne, Nevada 89415
BOARD OF TRUSTEES MEETING MINUTES
Tuesday, June 10, 2025

No closed session.

4. Closed Session: Pursuant to Nevada Revised Statute (NRS) 241.015(2)(b)(2) and Nevada Revised Statute (NRS) 288.220 to receive information from legal counsel relative to general pending litigation and to discuss negotiations.

5. Open Session: Discussion and possible action relative to pending litigation and/or negotiations.

6. OLD BUSINESS: Board Workshop - June 14, 2025

7. Future Agenda Topics: Next meeting scheduled: **June 24, 2025**

COMMUNICATIONS AND REPORTS: (FOR DISCUSSION ONLY)

1. Correspondence & Announcements
2. Board Members - *Great Graduation and promotion this year.*
3. Superintendent Report - *Stephanie not able to attend due to being in the Superintendent Conference. Send an email with status for the board on the following items.*
   a. *Maintenance planning for the summer - The Maintenance Department has developed a Google Project Tracker outlining timelines and project progress. This tracker has been shared with me and is regularly updated.*
   b. *Status of the gazebos - The gazebo installations are included on the tracker. At least four gazebos—one for each school site—are scheduled for completion this summer.*
   c. *Changing parking at the high school for employees to allow for parent/visitor parking in the front - After consulting with Monica, it was decided that staff parking will remain at the front of the school. However, maintenance will designate new parent/visitor parking spaces near the office entrance. Parent/visitor parking will also be added at Hawthorne Elementary School to improve access.*
   d. *Progress of the Pre-K doors - The Pre-K doors have arrived. Jake will begin soliciting bids for installation in the near future.*
   e. *Progress of the Heating/Cooling System at the High School Gym - The front-end specifications are complete. The next step is to review them with legal counsel. I have identified two potential attorneys and plan to reach out to them tomorrow.*
   f. *Progress of the NFHS Camera System - Pete is coordinating with NFHS to schedule the required site inspection visit. This project remains on track for completion before the first home football game.*
   g. *Is there a volunteer for volunteers to help with Grounds Maintenance - At this time, there are no volunteers assigned to assist with maintenance projects. I will meet with Jake on Monday to discuss whether any volunteer support is needed for summer work.*
   Over the past two days, our administrative team—along with Maria and Drew—attended the NASS Superintendent's Academy, which focused on "Charting the Future: Leading Learner-Centered Education in an AI-Driven World." The sessions closely aligned with the newly released Nevada Department of Education resource, Nevada's STELLAR Pathway to AI Teaching and Learning: Ethics, Principles, and Guidance. The team is excited to build on our current work with staff and students, and we will begin developing a plan and next steps for implementation of these learner-centered and ethically grounded AI practices.
4. Principals - Lance West - Attended Superintendent Academy. Summer school at SES.

GENERAL PUBLIC COMMENT:

Mike Padeken - Tutoring in Schurz

ADJOURNMENT:6:24 PM
Respectfully submitted:

_____
Kristin Reeves, Clerk

MINERAL COUNTY SCHOOL DISTRICT
751 A. STREET
Hawthorne, Nevada 89415
BOARD OF TRUSTEES WORKSHOP MINUTES
Saturday, June 14, 2025

The Mineral County School District held a public workshop on Saturday, June 14, 2025 beginning at 10:11AM at the Mineral County School District.

MEMBERS PRESENT: Juanita Diede, Kristin Reeves, Tyler Viani
MEMBERS ABSENT: Candice Birchum
ADMINISTRATORS: Stephanie Keuhey, Superintendent, Monica Keady, Principal
OTHERS PRESENT: Drew Schaar

CALL TO ORDER: 10:11 AM
1. Certification of Public Notice, Roll Call, and Pledge of Allegiance
2. Approval of a flexible agenda. (For Possible Action)

DISCUSSION ITEMS:
1. Review of Board Bylaws - *Make changes and send them to the Board for review. Bring back to the meeting in July.*

2. Identify strengths of the board and district, assets from the community, challenges, and their priorities to support the students of Mineral County.
Discussed recognition in the District. Each site could have a site employee of the month. Cross Site Collaboration for all employees. Making August 13, the first day back has some fun things to do (invite the Board Members). Monica and Drew are working on developing action plans. The Board suggested a back to school BBQ for all employees and families, which will be on August 15, 2025. Everyone is working together. Good things that are happening. Let's make a big deal of a small win!

Streamlining processes and how we can make them better. Using A1 to help in the District. PD days - topics, suggested agendas. Parking for the parents at the High School.

Customer Service - Watch how you talk to people that you interact with.

3. Identify policies that need to be reviewed and updated.
Work on the Personnel policies and the policy to create policy.

GENERAL PUBLIC COMMENT: ***NONE***

ADJOURNMENT: 3:21 PM
Respectfully submitted:

_____
Kristin Reeves, Clerk

WARRANTS

MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1131 **Voucher Date:** 05/09/2025 Prepared By: Spring Blazewick

Printed: 05/07/2025 12:13:30 PM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of $35,930.71 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

Kristin Reeves	School Board Clerk
Tyler Viani	School Board President
Vacant	School Board Member
Candice Birchum	School Board Member
Juanita Diede	School Board Vice President
Stephanie Keuhey	Superintendent

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$26,505.75
206	PCFP English Learner (Restricted Funding)	$16.02
208	PCFP At-Risk (Restricted Funding)	$121.00
220	SB 231	$1,754.66
230	Adult Education	$346.00
240	State Grants	$449.95
250	Special Education	$2,921.12
280	Federal Funds	$3,270.98
290	Food Service Funds	$545.23
		$35,930.71

Payroll EFT
Federal Taxes

Created By: 394645.sblazewick **Posted By:** 394645.sblazewic **Date:** 05/07/2025 10:11:22 Page: 1

MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1132 **Voucher Date:** 05/09/2025 Prepared By: Spring Blazewick

Printed: 05/07/2025 12:13:51 PM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of $194,205.95 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

Kristin Reeves	School Board Clerk
Tyler Viani	School Board President
Vacant	School Board Member
Candice Birchum	School Board Member
Juanita Diede	School Board Vice President
Stephanie Keuhey	Superintendent

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$142,201.42
208	PCFP At-Risk (Restricted Funding)	$1,408.28
220	SB 231	$10,877.22
230	Adult Education	$800.79
240	State Grants	$4,880.91
250	Special Education	$10,539.25
280	Federal Funds	$19,797.88
290	Food Service Funds	$3,700.20
		$194,205.95

Payroll EFT
Direct Deposits

Created By: 394645.sblazewick **Posted By:** 394645.sblazewic **Date:** 05/07/2025 10:11:30 Page: 1

MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1136 **Voucher Date:** 05/23/2025 Prepared By: Printed: 05/21/2025 05:53:30 PM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of $34,543.91 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

Kristin Reeves	School Board Clerk
Tyler Viani	School Board President
Vacant	School Board Member
Candice Birchum	School Board Member
Juanita Diede	School Board Vice President
Stephanie Keuhey	Superintendent

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$25,151.02
206	PCFP English Learner (Restricted Funding)	$16.02
208	PCFP At-Risk (Restricted Funding)	$139.46
220	SB 231	$1,711.25
230	Adult Education	$365.12
240	State Grants	$441.55
250	Special Education	$2,691.24
280	Federal Funds	$3,470.92
290	Food Service Funds	$557.33
		$34,543.91

Payroll EFT
Federal Taxes

Created By: 394645.sblazewick **Posted By:** 394645.sblazewic **Date:** 05/21/2025 13:34:09 Page: 1

MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1137 **Voucher Date:** 05/23/2025 Prepared By: Sprucy Blazewick

Printed: 05/21/2025 05:53:50 PM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of $199,755.86 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

Kristin Reeves	School Board Clerk
Tyler Viani	School Board President
Vacant	School Board Member
Candice Birchum	School Board Member
Juanita Diede	School Board Vice President
Stephanie Keuney	Superintendent

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$147,182.69
208	PCFP At-Risk (Restricted Funding)	$1,634.83
220	SB 231	$11,071.94
230	Adult Education	$800.79
240	State Grants	$4,834.61
250	Special Education	$10,069.69
280	Federal Funds	$20,514.28
290	Food Service Funds	$3,647.03
		$199,755.86

Payroll EFT
Direct Deposits

Created By: 394645.sblazewick **Posted By:** 394645.sblazewic **Date:** 05/21/2025 13:34:18 Page: 1

PAYROLL VOUCHERS

MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 30 **Voucher Date:** 05/09/2025 Prepared By: Spring Blazewick

Printed: 05/07/2025 12:31:00 PM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of $36,463.13 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

Kristin Reeves	School Board Clerk
Tyler Viani	School Board President
Vacant	School Board Member
Candice Birchum	School Board Member
Juanita Diede	School Board Vice President
Stephanie Keuhey	Superintendent

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$23,798.38
206	PCFP English Learner (Restricted Funding)	$355.82
208	PCFP At-Risk (Restricted Funding)	$434.49
220	SB 231	$2,274.02
230	Adult Education	$0.00
240	State Grants	$0.00
250	Special Education	$4,866.41
280	Federal Funds	$3,300.91
290	Food Service Funds	$1,433.10
		$36,463.13

Payroll Checks
#90360 - 90387

Created By: 394645.sblazewick **Posted By:** 394645.sblazewic **Date:** 05/07/2025 11:51:30 Page: 1

MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1133 **Voucher Date:** 05/09/2025 Prepared By: Spring Blazewick

Printed: 05/07/2025 12:37:28 PM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of $167,628.20 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

Kristin Reeves	School Board Clerk
Tyler Viani	School Board President
Vacant	School Board Member
Candice Birchum	School Board Member
Juanita Diede	School Board Vice President
Stephanie Keuhey	Superintendent

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$121,603.98
206	PCFP English Learner (Restricted Funding)	$245.58
208	PCFP At-Risk (Restricted Funding)	$829.88
220	SB 231	$8,906.69
240	State Grants	$3,696.06
250	Special Education	$10,235.84
280	Federal Funds	$18,739.23
290	Food Service Funds	$3,370.94
		$167,628.20

Payroll Check # 90388

Created By: 394645.sblazewick **Posted By:** 394645.sblazewic **Date:** 05/07/2025 10:11:35 Page: 1

MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 31 **Voucher Date:** 05/23/2025 Prepared By: Sprung Blazewick

Printed 05/21/2025 04:34:12 PM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of $29,335.84 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

Kristin Reeves	School Board Clerk
Tyler Viani	School Board President
Vacant	School Board Member
Candice Birchum	School Board Member
Juanita Diede	School Board Vice President
Stephanie Kenney	Superintendent

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$17,123.02
206	PCFP English Learner (Restricted Funding)	$355.82
208	PCFP At-Risk (Restricted Funding)	$355.80
220	SB 231	$2,125.55
230	Adult Education	$115.44
240	State Grants	$0.00
250	Special Education	$3,821.32
280	Federal Funds	$3,889.77
290	Food Service Funds	$1,549.12
		$29,335.84

Payroll Checks
90398 - 90423

Created By: 394645.sblazewick **Posted By:** 394645.sblazewic **Date:** 05/21/2025 15:12:04 Page: 1

MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1138 **Voucher Date:** 05/23/2025 Prepared By: Sblazewick

Printed: 05/21/2025 04:42:57 PM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of $112,967.98 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

Kristin Reeves	School Board Clerk
Tyler Viani	School Board President
Vacant	School Board Member
Candice Birchum	School Board Member
Juanita Diede	School Board Vice President
Stephanie Keuhey	Superintendent

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$79,665.42
206	PCFP English Learner (Restricted Funding)	$440.68
208	PCFP At-Risk (Restricted Funding)	$513.95
220	SB 231	$335.82
230	Adult Education	$72.41
240	State Grants	$3,970.18
250	Special Education	$9,211.14
280	Federal Funds	$14,788.11
290	Food Service Funds	$3,970.27
		$112,967.98

Payroll Checks
90424 - 90436

Created By: 394645.sblazewick **Posted By:** 394645.sblazewic **Date:** 05/21/2025 13:34:22 Page: 1

PAYROLL CHECKS

MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1140 **Voucher Date:** 06/04/2025 Prepared By: Susie

Printed: 06/04/2025 09:32:33 AM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of $125,681.25 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

Kristin Reeves	School Board Clerk
Tyler Viani	School Board President
Vacant	School Board Member
Candice Birchum	School Board Member
Juanita Diede	School Board Vice-President
Stephanie Medhey	Superintendent

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$50,583.24
208	PCFP At-Risk (Restricted Funding)	$4,938.00
240	State Grants	$1,099.44
280	Federal Funds	$39,166.20
290	Food Service Funds	$2,566.87
300	Capital Projects Fund	$27,327.50
		$125,681.25

29735-29768

MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1144 **Voucher Date:** 06/10/2025 Prepared By: Susie

Printed: 06/10/2025 10:09:53 AM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of $65,832.93 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

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

Kristin Reeves	School Board Clerk
Tyler Viani	School Board President
Vacant	School Board Member
Candice Birchum	School Board Member
Juanita Diede	School Board Vice President
Stephanie Keuhey	Superintendent

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$26,959.73
208	PCFP At-Risk (Restricted Funding)	$711.90
240	State Grants	$3,490.39
280	Federal Funds	$34,332.93
290	Food Service Funds	$337.98
		$65,832.93

29769-29787

PERSONNEL REPORT

Open Positions	*New Hire*	*Start Date*
MCHS SPED Teacher - Critical Shortage*		
HJH SPED Teacher - Critical Shortage*		
Alternative Education		
SES Teacher - Critical Shortage PreK	Torie Sandberg	SOS
Transportation Supervisor Critical Shortage*		
OT - District Wide		
SLP - District Wide		
Dean of Students		
SES - EL Para PT		
Transfer/Extra Duty	***Employee Name***	***Effective Date***
Resignations/Terminations	***Employee Name***	***Effective Date***

Last updated 6/20/2025

Start of School (SOS)

End of School (EOS)

* as Critical Shortage/ continue to advertise

^ pending Visa & NDE licensure

ACTION ITEM #1

Mineral County School District

751 A. Street, P. O. Box 1540, Hawthorne, Nevada 89415
Phone (775) 945-2403 Fax (775) 945-3709
Stephanie Keuhey, Superintendent
Board of Trustees: Tyler Viani-President
Juanita Diede-Vice President
Kristin Reeves-Clerk
Kathryn Castagnola
Candice Birchum

GENERAL CONTRACT FOR PROFESSIONAL SERVICES

This Performance Contract ("Contract") is made effective July 1, 2025, by and between Diane Rodriguez, Independent Contracto for Finance/Grants Management ("Rodriguez"), and the Mineral County School District of Hawthorne, Nevada (MCSD). MCSI desires to have services provided by Rodriguez. Therefore, the parties agree as follows:

STATEMENT OF PURPOSE

Pursuant to, AB495 American Rescue Plan (ARP), certain federal money was dispersed to the Department of Education towarc the purpose of making local grants for particular educational purposes. This performance agreement is made possible in large part as a result of that funding to MCSD as a qualifying school district. As such, the parties to this agreement acknowledge anc recognize that much of the language and terms employed in this contract (and particularly in this "statement of purpose"), while binding, are also directed toward satisfying the MCSD's approved grant and its purposes under AB495, which include generally improving education services and accelerating academic achievement in the district.

As such, the Mineral County School District proposes a performance contract with former Finance Manager Rodriguez to provide support throughout the AB495 grant period. Ms. Rodriguez's scope of work will include contract analysis, developing best practices for federal auditing activities, finance management and consultation. This performance contract is intended to ensure that Mineral County School District executes the items outlined in current State or Federal Grants and AB495 with the highest standards of accountability and auditability and meets the accounting requirements affiliated with federal funding opportunities unique to the District.

Rodriguez is anticipated to bring some unique features to the provision of financial management services, including a complete knowledge, historical perspective and competency in her providing of support to MCSD in financial accounting activities, which includes a familiarity with Infinite Visions, reporting forms, statutory and audit requirements. In support of these expectations it is noted that Rodriguez has provided consulting services for the past two years to MCSD with exemplary results. The financia management services have been provided in a hybrid manner (*i.e.*, online, Teams, phone conversations and in person) or demand during normal business hours.

Moreover, and based on six or more years' experience directly with MCSD, Rodriguez has displayed a unique knowledge base which ensures that long-term and short-term financial goals are being met and that MCSD continues to meet their financia obligations to the Board of Trustees, employees, community and stakeholders. And Rodriguez is up-to-date on all state, federal and local regulations pertaining to public school accounting.

The need for Rodriguez' services has become manifest in a number of ways. For example, MCSD has experienced a number o requests for information relating to the expenditure of federal funds. Rodriguez has provided new employees with the ability tc

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respond to the Office of the Inspector General, the Nevada Department of Education and Department of Taxation in a timely anc appropriate manner. MCSD is currently participating in corrective action monitoring and the expertise of Rodriguez has assistec in providing adequate and accurate answers to monitoring queries. In addition, Rodriguez understands best practices and has assisted with providing information for corrective actions to include: segregation of duties, inventory controls, anc documentation.

The value for the money expended on Rodriguez services is adequately justified. According to www.zippa.com, finance consultants make $77,551.00 per year. With an estimated 40% fringe rate for MCSD employees, an entry level position coulc cost as much as $108,571.40. Since these funds have been awarded as part of a federal competitive grant, there will be no cos to MCSD over a 3-year period. The $7 million dollar grant will increase the workload of the district office substantially and the funding authority recognizes the need for support. It is anticipated that employees new to this line of work would neec approximately 18 months to experience a full funding cycle of grants and public budgeting activities. Mastery would be considered 3 or more years of experience. Rodriguez meets and exceeds all these criteria.

The use of Rodriguez' services is also supported by staffing concerns and status. MCSD currently has new staff members (18 months or less) in the Superintendency, Finance Manager, Grants Manager, Accounts Payable and in the Warehouse department. Further, MCSD is under a Corrective Action Plan due to a repeat Deficiency as discovered during the FY2022-202: Financial Audit which will require additional support for the District to implement procedures with supporting documentatior that establish that all federal grant reports be reviewed and approved by appropriate members of management.

Based upon the information provided above, the expected outcome of the acquisition of Ms. Rodriguez's services provides the greatest overall benefit to the support of the financial management/grants management department of the MCSD. Given her knowledge and experience, she provides an immediate value to these programs while keeping them in compliance.

TERMS OF AGREEMENT AND SCOPE OF PERFORMANCE

1.DESCRIPTION OF SERVICES. Beginning on July 1, 2025, Rodriguez will provide the following essential services (collectively, the "Services"):

- Provide support for the completion of all local, state and federal reports, budgets, amendments and audits for the general fund of the Mineral County School District.
- Provide support for the completion of all local, state and federal reports, budgets, amendments and audits for the grant management department of the Mineral County School District.
- Make recommendations/support for the Finance Position, Grants Manager and the Superintendent of Mineral County School District.

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2. PAYMENT. Payment shall be made to Rodriguez, 399 Valley Bend Drive, Spring Creek NV 89815. MCSD agrees to pay Rodriguez as follows:

- $75.00 x 20 hours per week not to exceed 15 months or a total cost of $95,225.00. This performance contract is offerec as an extension based on her valued performance during the previous contract, dated .
- Payments will be made within 30 days of completed services.
- Materials and supplies necessary to complete the Description of duties listed above will be the responsibility of Rodriguez.
- In addition to any other right or remedy provided by law, if MCSD fails to pay for the Services when due, Rodriguez has the option to treat such failure to pay as a material breach of this Contract and may cancel this Contract and/or seek legal remedies.

3. WARRANTIES: Rodriguez shall provide her services and meet her obligations under this Contract in a timely and workman-like manner, using knowledge and recommendations for performing the services which meet generally acceptable standards in Rodriguez's community and region, and will provide a standard of care equal to, or superior to, the care used by similarly situated service providers.

4. TERM: The term of this Contract shall not exceed 15 months. This Contract allows one or both parties to terminate all services with a 30-day written notification. Should the Contract end prior to the Contract period of three years, Rodriguez will be paid in full for that proportion of work which was completed.

5. DEFAULT: The occurrence of any of the following shall constitute a material default under this Contract:

- The failure to make a required payment when due.
- The insolvency or bankruptcy of either party.
- The subjection of any of either party's property to any levy, seizure, general assignment for the benefit of creditors application or sale for or by any creditor or government agency.
- The failure to make available or deliver the Services in the time and manner provided for in this Contract.

6. REMEDIES ON DEFAULT: In addition to any and all other rights a party may have available according to law, if a party defaults by failing to substantially perform any provision, term or condition of this Contract (including without limitation the failure to make a monetary payment when due), the other party may terminate this Contract by providing written notice to the defaulting party. This notice shall describe with sufficient detail the nature of the default. The party receiving such notice shall have 10 days from the effective date of such notice to cure the default(s). Unless waived by a party providing notice, the failure to cure the default(s) within such time period shall result in the automatic termination of this Contract.

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7. FORCE MAJEURE: If performance of this Contract or any obligation under this Contract is prevented, restricted, or interferec with by causes beyond either party's reasonable control ("Force Majeure"), and if the party unable to carry out its obligations gives the other party prompt written notice of such event, then the obligations of the party invoking this provision shall be suspended to the extent necessary by such event. The term Force Majeure shall include, without limitation, acts of God, fire, explosion, vandalism, storm or other similar occurrence, order or acts of military or civil authority, or by national emergencies, insurrections, riots, or wars, or strikes, lockouts, or work stoppages. The excused party shall use reasonable efforts under the circumstances to avoid or remove such cause of non-performance and shall proceed to perform with reasonable dispatch whenever such causes are removed or ceased. An act or omission shall be deemed within the reasonable control of a party if committed, omitted, or caused by such party, or its employees, officers, agents or affiliates.

8. CONFIDENTIALITY: Diane Rodriguez, and her employees, agents, or representatives will not at any time or in any manner, either directly or indirectly, use for the personal benefit of Diane Rodriguez, or divulge, disclose, or communicate in any manner any information that is proprietary to Mineral County School District. Diane Rodriguez and her employees, agents, or representatives will protect such information and treat it as strictly confidential. The provision will continue to be effective after the termination of this Contract.

9. NOTICE: Any notice or communication required or permitted under this Contract shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the address(es) listed above or to such address as one party may have furnished to the other in writing. The notice shall be deemed received when delivered or signed for, or on the third day after mailing if not signed for.

10. ENTIRE CONTRACT: This Contract contains the entire agreement of the parties regarding the subject of this Contract, and there are no other promises or conditions in any other agreement whether oral or written. This Contract supersedes any prior written or oral agreements between the parties.

11. AMENDMENT: This Contract may be modified or amended if the amendment is made in writing and signed by both parties.

12. SEVERABILITY: If any provision of this Contract shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Contract is invalid or unenforceable, but that by limiting such provision it would become invalid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

13. WAIVER OF CONTRACTUAL RIGHT: The failure of either party to enforce any provision of this Contract shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Contract.

14. APPLICABLE LAW: This Contract shall be governed by the laws of the State of Nevada.

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15. SIGNATORIES: This Contract shall be signed on behalf of Mineral County School District by the Superintendent and by Diane Rodriguez and is effective as of the date first written above.

SERVICE RECIPIENT:	SERVICE PROVIDER
Mineral County	Diane Rodriguez
_____	_____
Stephanie Keuhey, Superintendent	Diane Rodriguez, Contractor

DRAFT

ACTION ITEM #2

Public Employees Retirement System of Nevada
693 W. Nye Lane, Carson City, NV 89703 (775) 687-4200 Fax (775) 687-5131
5740 S. Eastern Ave. Suite 120, Las Vegas, NV 89119 (702) 486-3900 Fax (702) 678-6934
Toll Free 1-866-473-7768 Website: www.nvpers.org Email: nvpers@nvpers.org

Critical Need Position Designation Form

Reemployment of a retired public employee pursuant to NRS 286.523 is limited to positions of extreme need. An employer who desires to employ a retired public employee to fill a position for which there is a critical labor shortage must make the determination of reemployment based upon appropriate and necessary delivery of services to the public. The critical need designation must be made by the designating authority of the agency in an open meeting. The designated authority shall not designate a position for more than 2 years. To be redesignated, the designating authority must consider and make new findings in an open public meeting as to whether the position continues to meet the criteria established by law. PERS will compile the forms received from each designating authority and provide a biennial report to the Interim Retirement and Benefits Committee (IRBC) of the Legislature.

Agency Contact: Hope Blinco Agency Phone: (775) 945-2403

Agency Name: Mineral County School District

Critical Need Position Title: Dean Of Students

Effective Date of Critical Need Designation: 7/1/2025

In an open meeting the designating authority shall make findings based upon the below criteria that supports the designation using this form provided by PERS. Before making a designation, the designating authority shall consider all efforts made by the public employer to fill the position through other means. The written findings to be made by the designating authority must include:

History of the rate of turnover for the position: MCSD created this position approximately 4 years ago and has only had it filled for 1 year, this admin transferred to HES Principal.

Number of openings for the position and the number of qualified candidates for those openings after all other efforts of recruitment have been exhausted: 1

Length of time the position has been vacant: Posted 1 year ago

Difficulty in filling the position due to special circumstances, including special education or experience required for the position: Admin/Counselor certification with appropriate endorsement - only a few candidates are entering the field

History and success of the efforts to recruit for the position, including advertising, out-of-state recruitment and all other efforts made (include copies of advertising or electronic recruitment notices, specifying targeted geographic areas): advertised in house, local paper, DETR website, NV Rural jobs website local community board, fliers in businesses around town, job fairs in & out of state, word of mouth, Facebook, Linkedin, NDE website, District website & Frontline