MINERAL COUNTY SCHOOL DISTRICT
751 A. STREET
Hawthorne, Nevada 89415
BOARD OF TRUSTEES MEETING
Tuesday, March 17, 2026

RECVD MINONTY CLERK
Mar 12 '26 AM 8:53

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 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 ~ DIP and SIP Update from the Administrators

CONSENT ITEMS: (FOR POSSIBLE ACTION)
1. Minutes: March 3, 2026
2. Payroll Vouchers: 1061,1062
3. Payroll Checks: 90891-90926
4. Warrants: 30831-30902
5. GBB6-AR Drug and Alcohol Free Workplace
6. Personnel Report for 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 the Auditing firm for FY25/26 Annual Audit.
Supporting Information: Approval of the Designation of the Auditing firm for FY25/26 Annual Audit. Sciarani & Co. will provide audit services for the Mineral County School District for the year ending June 30, 2026.
Budget Consideration: $80,000 General Funds per NRS 354.624

2. Recommendation: Discussion and Possible Approval of the MOU between Mineral County School District and Mineral County Classified Employees Association.
Supporting Information: Approval of the MOU between Mineral County School District (MCSD) and Mineral County Classified Employees Association (MCCSEA). The purpose of this MOU is to amend the "Salary Schedule" Schedule A for the incorporation of a Network and System Administrator job classification.
Budget Consideration: $5,600 for 4 months General Funds

3. Recommendation: Discussion and Possible Approval of the Xerox contract/lease agreement for 60 months.
Supporting Information: Approval of the Xerox contract/lease agreement for 60 months.
Budget Consideration: $76,362.96 annually General Fund

4. Recommendation: Discussion and Possible Approval to nominate 2 board members to negotiate with Superintendent Keuhey.

5. Recommendation: Discussion and Possible Approval of Board Goals for Superintendent Keuhey.
Supporting Information: Approval of Board Goals for Superintendent Keuhey for the next school year. Each member and the Superintendent bring 3 goals.

OLD BUSINESS:

Future Agenda Topics: April 7, 2026

1. 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.

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

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

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) 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
BOARD OF TRUSTEES MEETING MINUTES
Tuesday, March 3, 2026

The Mineral County School District held a public meeting on Tuesday, March 3, 2026 beginning at 5:37 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: Tyler Viani, Juanita Diede, Tahlyah Norcom, Kristin Reeves
MEMBERS ABSENT:
ADMINISTRATORS: Stephanie Keuhey, Superintendent; Claire Hayhurst, Principal HES; Monica Keady, Principal, HJHS/MCHS
OTHERS PRESENT: Edizo Vender, Ace Batomalaque, Felicia Skvarna, Jessa Kadusale, Amanda Zapata, Kari Rosemore

CALL TO ORDER: 5:37 PM
1. Certification of Public Notice ~ Yes; Roll Call - All Board Members present. Pledge of Allegiance.
2. Approval of a flexible agenda. (For Possible Action) NONE
3. Person or Group Recognition ~ HES Teacher Awards - *Several of our incredible educators were recognized with the Awesome Growth Award for demonstrating the highest student growth in the following areas:*
MATH ~ Highest – Ms. Vender and her 3rd Grade Class; 2nd Highest – Mrs. Musselman and her Kindergarten Class; 3rd Highest – Mrs. Richards and her 1st Grade Class.

READING ~ Highest – Mrs. Sterling and her 5th Grade Class; 2nd Highest – Ms. Ace and her 6th Grade Class; 3rd Highest – Ms. Jessa and her 2nd Grade Class

SCIENCE ~ Highest – Mrs. Nain and her 2nd Grade Class; 2nd Highest – Ms. Vender and her 3rd Grade Class; 3rd Highest – Ms. Felicia and Ms. Jessa and their 2nd Grade Class

LANGUAGE USAGE ~ Highest – Mrs. Nain and her 2nd Grade Class; 2nd Highest – Ms. Jessa and her 2nd Grade Class; 3rd Highest – Ms. Ace and her 6th Grade Class. Congratulations to all of you!
4. Presentations ~ DIP and SIP Update from the Administrators - *Monica Keady gave an update on HJHS/MCHS. Tabled until next meeting.*

CONSENT ITEMS: (FOR POSSIBLE ACTION)
1. Minutes: January 20 and 27, 2026
2. Payroll Vouchers: 1056, 1057
3. Payroll Checks: 90862-90890
4. Warrants: 30638-30830
5. Request for Early Graduation/HSE (Confidential)
6. Personnel Report for information only.

Tyler Viani made a motion to approve the minutes from January 20 and 27, 2026 with changing Tahlyah's name, Payroll Vouchers: 1056,1057; Payroll Checks: 90862-90890; Warrants: 30638-30830; request for early graduation/HSE and the Personnel Report, with the change of Shannon Murphy as the Grant Manager. Kristin Reeves seconded. Juanita Diede-Y;Tyler Viani-Y; Tahlyah Norcom-Y; Kristin Reeves-Y. Motion passed 4-0-0

MINERAL COUNTY SCHOOL DISTRICT
751 A. STREET
Hawthorne, Nevada 89415
BOARD OF TRUSTEES MEETING MINUTES
Tuesday, March 3, 2026

ACTION ITEMS: (FOR POSSIBLE ACTION)

1. Recommendation: Discussion and Possible Approval for Out of State Travel for four Special Education professionals.

Tyler Vaini made a motion to approve out of state travel for four Special Education professionals. Juanita Diede seconded. Juanita Diede-Y; Tyler Viani-Y; Tahlyah Norcom-Y; Kristin Reeves-Y. Motion passed 4-0-0

2. Recommendation: Discussion and Possible Approval of the Mineral County School District Restraint Corrective Action Plan.

Tyler Vaini made a motion to approve the Mineral County School District Restraint Corrective Action Plan. Juanita Diede seconded. Juanita Diede-Y; Tyler Viani-Y; Tahlyah Norcom-Y; Kristin Reeves-Y. Motion passed 4-0-0

3. Recommendation: Discussion and Possible Approval for Out of State Travel for Claire Hayhurst and 2 secretaries to attend the Breakthrough Coach Foundations Course in Lake Port, CA.

Tyler Vaini made a motion to approve the Out of State Travel for Claire Hayhurst and 2 secretaries to attend the Breakthrough Coach Foundations Course in Lake Port, CA. Juanita Diede seconded. Juanita Diede-Y; Tyler Viani-Y; Tahlyah Norcom-Y; Kristin Reeves-Y. Motion passed 4-0-0

4. Recommendation: Discussion and Possible Approval in regards to Superintendent Keuhey's annual evaluation. *GPC - Claire ~ Thank you*

Tyler Vaini made a motion to approve Superintendent Keuhey's annual evaluation. Juanita Diede seconded. Juanita Diede-Y; Tyler Viani-Y; Tahlyah Norcom-Y; Kristin Reeves-Y. Motion passed 4-0-0

OLD BUSINESS:

Future Agenda Topics: March 17, 2026 ~ Preliminary budget and upcoming capital projects. DIP and SIP Update. MOU with MCCSEA. Nominate 2 board members to negotiate with the Superintendent. Board goals for the Superintendent. 3 from the board and 3 from the Superintendent.

COMMUNICATIONS AND REPORTS: (FOR DISCUSSION ONLY)

1. Correspondence & Announcements - *NONE*
2. Board Members - *Training in Reno on March 21st.*
3. Superintendent - *I'll just add in the work that I've been doing work with fiscal grants, staffing, and budget issues. I've met with all of the administrators. We've looked at where we can make cuts and where we need to rearrange funds or shift priorities. We'll cover something that's not currently, with different grants for CTE to expand programs. Work with programs that align to our community workforce. And so with that, there will be some adjustments. We are really working to prioritize positions and still be able to provide our students with a comprehensive education. So I've spent a lot of time just reviewing data and budgets.*
4. Administrators - *NONE*

GENERAL PUBLIC COMMENT: ***NONE***

Tyler Vaini made a motion to go into closed session Pursuant to Nevada Revised Statute (NRS) 241.015(4)(c) and Nevada Revised Statute (NRS) 288.220 to receive information from legal counsel relative to general pending litigation and to discuss negotiations. Juanita Diede seconded. Juanita Diede-Y; Tyler Viani-Y; Tahlyah Norcom-Y; Kristin Reeves-Y. Motion passed 4-0-0

MINERAL COUNTY SCHOOL DISTRICT
751 A. STREET
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BOARD OF TRUSTEES MEETING MINUTES
Tuesday, March 3, 2026

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

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

ADJOURNMENT:
Respectfully submitted:

_____
Kristin Reeves, Clerk

PAYROLL VOUCHERS

MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1061 **Voucher Date:** 12/23/2025 Prepared By: Printed: 12/22/2025 05:56:38 PM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of $196,368.43 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (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 (1)	School Board Member
Tahlyah Norcom	School Board Member
Juanita Diede	School Board Vice President
Stephanie Reuhey	Superintendent

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$133,367.28
206	PCFP English Learner (Restricted Funding)	$2,339.80
208	PCFP At-Risk (Restricted Funding)	$905.97
220	SB 231	$6,023.56
230	Adult Education	$1,620.39
240	State Grants	$5,831.26
250	Special Education	$15,592.46
280	Federal Funds	$26,908.88
290	Food Service Funds	$3,778.83
		$196,368.43

Payroll EFT
Direct Deposit

Created By: 394645.sblazewick **Posted By:** 394645.sblazewic **Date:** 12/19/2025 11:56:37 Page: 1

MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1062 **Voucher Date:** 12/23/2025 Prepared By: Sonya Blazewick

Printed: 12/22/2025 05:56:17 PM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of $34,833.47 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (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 (1)	School Board Member
Tahlyah Norcom	School Board Member
Juanita Diede	School Board Vice President
Stephanie Keuhey	Superintendent

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$24,487.51
206	PCFP English Learner (Restricted Funding)	$164.32
208	PCFP At-Risk (Restricted Funding)	$27.08
220	SB 231	$946.57
230	Adult Education	$481.80
240	State Grants	$800.25
250	Special Education	$1,837.95
280	Federal Funds	$5,537.30
290	Food Service Funds	$550.69
		$34,833.47

Payroll EFT
Federal Tax

PAYROLL CHECKS

MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 13 **Voucher Date:** 12/23/2025 Prepared By: Sprung Blazewick

Printed: 12/19/2025 12:19:00 PM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of $38,439.86 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (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 (1)	School Board Member
Tahlyah Norcom	School Board Member
Juanita Diede	School Board Vice President
Stephanie Keuhey	Superintendent

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$31,154.25
206	PCFP English Learner (Restricted Funding)	$0.00
208	PCFP At-Risk (Restricted Funding)	$0.00
220	SB 231	$1,324.54
230	Adult Education	$0.00
240	State Grants	$0.00
250	Special Education	$205.99
280	Federal Funds	$4,197.17
290	Food Service Funds	$1,557.91
		$38,439.86

Payroll Checks
90891-90915

Created By: 394645.sblazewick **Posted By:** 394645.sblazewic **Date:** 12/19/2025 11:49:41 Page: 1

MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1063 **Voucher Date:** 12/23/2025 Prepared By: Spring Blazewick

Printed: 12/22/2025 04:47:20 PM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of $41,501.11 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (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 (1)	School Board Member
Tahlyah Norcom	School Board Member
Juanita Diede	School Board Vice President
Stephanie Keuhey	Superintendent

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$29,532.20
206	PCFP English Learner (Restricted Funding)	$133.14
208	PCFP At-Risk (Restricted Funding)	$80.44
220	SB 231	$498.58
230	Adult Education	$115.75
240	State Grants	$1,022.33
250	Special Education	$1,738.62
280	Federal Funds	$7,790.18
290	Food Service Funds	$589.87
		$41,501.11

Payroll Checks
90916 - 90926

Created By: 394645.sblazewick **Posted By:** 394645.sblazewic **Date:** 12/22/2025 16:26:22 Page: 1

WARRANTS

MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1092 **Voucher Date:** 02/25/2026 Prepared By: Susie

Printed: 02/25/2026 10:32:23 AM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of $134,616.91 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (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 (1)	School Board Member
Tahlyah Norcom	School Board Member
Juanita Diede	School Board Vice President
Stephanie Keuhey	Superintendent

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$16,683.93
230	Adult Education	$51.89
240	State Grants	$18,069.98
250	Special Education	$8,843.75
280	Federal Funds	$87,197.56
290	Food Service Funds	$3,769.80
		$134,616.91

30831 - 30865

Created By: 394645.TVinson **Posted By:** 394645.TVinson **Date:** 02/25/2026 10:20:42 Page: 1

MINERAL COUNTY SCHOOL DISTRICT VOUCHER

Voucher No: 1094 **Voucher Date:** 03/04/2026 Prepared By: Stacie

Printed: 03/04/2026 11:44:42 AM

MINERAL COUNTY SCHOOL DISTRICT is hereby authorized to draw warrants against MINERAL COUNTY SCHOOL DISTRICT funds for the sum of $128,393.41 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (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 (1)	School Board Member
Tahlyah Norcom	School Board Member
Juanita Diede	School Board Vice President
Stephanie Keuhey	Superintendent

MINERAL COUNTY SCHOOL DISTRICT

Fund		Amount
100	General Fund	$40,848.02
208	PCFP At-Risk (Restricted Funding)	$5,964.55
250	Special Education	$3,750.00
280	Federal Funds	$67,521.22
290	Food Service Funds	$10,309.62
		$128,393.41

308666
30902

Created By: 394645.TVinson **Posted By:** 394645.TVinson **Date:** 03/04/2026 11:35:16 Page: 1

GBB6-AR

Code: GBB6-AR
Adopted: March 17, 2026

Drug and Alcohol-Free Workplace – AR

1. Policy

   a. The District is committed to

      - Maintaining a safe and healthy workplace for all employees and volunteers;
      - Assisting employees or volunteers who recognize they have a problem with drugs or alcohol in receiving appropriate treatment;
      - Periodically providing employees and volunteers with information about the dangers of workplace drug use; and
      - When appropriate, taking disciplinary action for failure to comply with this policy.

   b. The District strictly prohibits the following behavior:

      - The use, sale, attempted sale, manufacture, attempted manufacture, purchase, possession or cultivation, distribution and/or dispensing of illegal drugs or prohibited substances by an employee, unless otherwise provided by law. For purposes of this policy, illegal drugs include those classified as such under local, state, or federal laws. Prohibited substances include medical and recreational marijuana (cannabis), the use or possession of prescription medicines for which the individual does not have a valid prescription and the inappropriate use of prescribed medicines for which the employee has a valid prescription. The prohibition also includes using over-the-counter medications contrary to manufacturer instructions, or consumer products not meant for human consumption. In addition, the District prohibits employees from possessing open containers of alcoholic beverages while on the District's premises and/or while on duty and from working with a blood alcohol level of .02 or more at any time.
      - Bringing alcohol, illegal drugs, and other prohibited substances which may impair the safety or welfare of employees or the public may not be brought onto the premises controlled by the District or placed in vehicles or equipment operated on behalf of the District.
      - Driving an organizational vehicle while on or off duty with a blood alcohol level of .02 or more or under the influence of an illegal drug or prohibited substance, regardless of the amount.

2. Reporting Requirements

   An administrator or supervisor who receives information or is a witness to any use of illegal drugs, prohibited substances, or alcohol by an employee which violates the District's policies or the law is required to report this information to the superintendent/designee or Human Resources immediately. The report shall contain all known information including:

   - The person(s) involved, including all witnesses;

- Any information gathered, such as actual observation of drug/alcohol use, the presence of paraphernalia, or observation of any unusual physical signs or behaviors;
- A written record of specific conversations held with the accused and any witnesses;
- All pertinent facts, including date(s), time(s), and location(s).

An administrator or supervisor is required to report this information to the superintendent/designee or Human Resources and may not conduct a formal investigation, release findings, or administer discipline prior to this disclosure and without specific authorization to do so.

An employee who witnesses or obtains information regarding illegal drug/prohibited substance/alcohol use by the immediate supervisor is required to report the incident to that supervisor's supervisor.

3. Specimen collection, drug testing procedures, sample collection, and alcohol testing procedures will comply with all applicable provisions of federal and state law.

4. Employees in safety-sensitive positions as defined in 49 CFR Part 382, *et seq.*, are subject to the DOT (49 CFR Part 40) and the Federal Motor Carrier Safety Regulations (FMCSR) as prescribed by the Federal Motor Carrier Safety Administration (FMCSA) (49 CFR Parts 382, 383, 387, 390-397, and 399), as well as the District's *Drug- and Alcohol-Free Workplace* policy.

5. The District receives funding through federal grants and is therefore subject to the Drug-Free Workplace Act of 1988. Marijuana (including medical and recreational cannabis), cocaine, opioids, amphetamines (including methamphetamines), phencyclidine (PCP), and methylenedioxy-methamphetamine (MDMA) are considered illegal Schedule I or II drugs through the federal government. The District is committed to a policy of a drug- and alcohol-free workplace and employees may not have any detectable level of Schedule I or II drugs in their system while at work. However, this policy is adopted in compliance with the requirements of NRS 678C.

6. Employee Responsibilities

   - Each employee is responsible for meeting standards for work performance and safe on-the-job conduct.
   - Employees shall not report to work under the influence of alcohol, illegal drugs, prohibited substances, or misused prescription or over-the-counter drugs, regardless of the amount.
   - Employees who suspect they may have a substance abuse problem are encouraged to seek counseling and rehabilitation from the District's Employee Assistance Program (EAP), a substance abuse professional or other treatment provider. The District's health insurance policy may provide for payment of some or all of the treatment costs.
   - It is the responsibility and obligation of employees in safety-sensitive positions to determine, by consulting a health care provider if necessary, whether or not a legal drug being taken may affect one's ability to safely perform assigned job duties. An employee in a safety-sensitive position whose medication may affect their ability to safely perform their job must contact

human resources or their supervisor, who will attempt to find an appropriate alternative assignment. If none is available, the employee and the District will take steps consistent with the advice of a health care provider which could include the use of sick leave or a leave of absence. If an employee reports to work under the influence of medication and, as a result, endangers oneself or others, the employee will be disciplined, up to and including termination.

- Each employee must report the facts and circumstances of any drug or alcohol arrest that occurred while on duty. Each employee must report the facts and circumstances of any drug or alcohol conviction which may impact the employee's ability to perform the duties of the job. If duties involve driving a vehicle or heavy equipment, the employee must report to one's supervisor a conviction for driving under the influence (DUI) and/or restriction, revocation or suspension of the driver's license pending adjudication before resuming work duties.
- Employees in safety-sensitive positions identified by the District are subject to random drug and/or alcohol testing as provided in this regulation.
- Employees must act as responsible representatives of the District and as law-abiding citizens. It is every employee's responsibility to report suspected or known violations of the District's policy to one's immediate supervisor or to Human Resources. Such reporting is critical in preventing serious injuries or damage to the District's property.
- Employees who are required to submit to a drug/alcohol test must complete and sign the consent form. Employees acknowledge that by consenting to testing, they are waiving any expectation of privacy between the District and the employee in the information provided related to the drug/alcohol test.

7. Superintendent/Human Resources Responsibilities

The Superintendent/Human Resources is responsible for:

- Authorizing the testing of employees,
- Coordinating drug and/or alcohol testing,
- Completion of the required consent form,
- Notifying employees of positive test results and their right to a retest of the same sample,
- Ensuring that appropriate disciplinary action is taken by supervisors when employees fail to comply with the provisions of this regulation,
- Notifying the District's attorney of an employee's conviction of a federal or state drug or alcohol violation,
- Ensuring that the drug and/or alcohol test forms and results are kept confidential and only provided to employees with a business need for the information,
- Identifying safety-sensitive positions, and
- Notifying employees in safety-sensitive positions that they are subject to random drug and/or alcohol testing.

8. Administrator or Supervisor Responsibilities

   The Administrator or Supervisor is responsible for:

   - Determining if reasonable suspicion exists to warrant drug and/or alcohol testing, and detailing, in writing, the specific facts, symptoms, or observations that are the basis for the reasonable suspicion;
   - Submitting the documentation to the Superintendent/designee or Human Resources; and
   - Complying with the appropriate provisions outlined in this regulation that apply to supervisory personnel.

9. District Responsibilities

   The District is responsible for:

   - Providing communication and training on this policy and regulation to include a training program to assist administrators and managers/supervisors to recognize the conduct and behavior that gives rise to a reasonable suspicion of inappropriate drug and/or alcohol use by employees and how to take appropriate action,
   - Receiving and maintaining employee drug and alcohol testing records and files from all sources and assuring that they are kept confidential,
   - Making drug testing and notice forms available,
   - Notifying appropriate administrators or supervisors of positive results of drug and/or alcohol tests,
   - Administering the contract with a third party to provide drug and alcohol testing services,
   - Overseeing the administration of the District's *Drug- and Alcohol-Free Workplace* policy,
   - Designating safety-sensitive positions,
   - Notifying administrators or supervisors of their employees randomly selected for drug and alcohol testing, and
   - Ensuring the administration of all pre-employment drug testing.

10. Training

    The District maintains information relating to the hazards of and treatment for drug-and alcohol-related problems. Proactive training and information shall be sponsored by the District periodically. Any employee may voluntarily seek advice, information, and assistance. Medical confidentiality will be maintained consistent with this policy.

11. Employee Assistance and Voluntary Referral

    The District strongly encourages employees who suspect they have substance abuse problems to voluntarily refer themselves to a treatment program. A voluntary referral is defined as being one that occurs prior to any positive test for illegal drugs, prohibited substances, or alcohol under the District's policy and prior to any other violation of the policy, including a conviction of that

individual for a drug- or alcohol-related offense. A decision to participate in the employee assistance or other treatment program will not be a protection or defense from discipline.

Any employee who voluntarily requests assistance in dealing with a personal drug and/or alcohol problem may do so through a private treatment program for drug and alcohol problems. An employee who is being treated for a substance issue in a recognized rehabilitation program may, if the ADA applies, be entitled to reasonable accommodation so long as the employee is conforming to the requirements of the program and is abstaining from the use of controlled substances and/or alcohol. These situations will be addressed on a case-by-case basis.

The cost of the drug or alcohol rehabilitation or treatment program shall be borne by the employee and, if applicable, the employee's insurance provider. All information regarding an employee's participation in treatment is confidential. Business need-to-know confidentiality will be maintained.

12. Reasonable Suspicion Drug Testing

When any administrator or supervisor has reasonable suspicion that an employee may be under the influence of alcohol, drugs, or prohibited substances, the employee in question will be directed by the Superintendent/designee or Human Resources to submit to drug and/or alcohol testing. This test may include a breath and/or blood test or urinalysis.

The site administrator shall be responsible to determine if reasonable suspicion exists to warrant drug and/or alcohol testing and shall be required to document, in writing, the specific facts, symptoms, or observations which form the basis for such reasonable suspicion. When possible, the documentation will be forwarded to the Superintendent/Human Resources to authorize the drug and/or alcohol test of an employee.

The Superintendent/designee or Human Resources shall direct an employee to undergo drug and/or alcohol testing if there is reasonable suspicion that the employee is in violation of the District's policy. The employee will be placed on administrative leave with pay pending the results of the test.

An employee who is required to submit to reasonable suspicion testing:

- Must sign a consent form. By consenting to testing, the employee acknowledges waiving any expectation of privacy between the District and employee in the information provided related to the drug/alcohol test.
- Will be immediately provided transportation by the District to the location of the test.
- Will be advised to refrain from eating or drinking before being tested.
- Will be provided transportation by the District or transportation arrangements will be made by the District after the employee submits to the test or refuses to be tested. Refusal to test shall be treated as a positive test.

Circumstances which constitute a basis for determining reasonable suspicion may include, but are not limited to:

- Information provided either by reliable and credible sources or independently corroborated, as determined by the administrator or supervisor, that an employee is violating the District's policy.

- Direct observation of drug, prohibited substance, or alcohol use while on duty.
- Employee admits using drugs, prohibited substances, or alcohol prior to reporting to work or while at work, or employee admits to violating any other provisions of this policy.
- Drug, prohibited substance, or alcohol paraphernalia possibly used in connection with illicit drugs, prohibited substances, or alcohol found on the employee's person or at or near the employee's work area.
- Evidence that the employee has tampered with a previous test for drugs, prohibited substances, or alcohol.

The following behaviors will also contribute toward reasonable suspicion and, collectively or independently, on a case-by-case basis, may provide a sufficient reason for requesting a test for drugs, prohibited substances, or alcohol:

- A pattern of abnormal or erratic behavior.

  This includes, but is not limited to a single, unexplainable incident of serious abnormal behavior or a pattern of behavior which is radically different from what is normally displayed by the employee or grossly differing from acceptable behavior in the workplace.

- Presence of physical symptoms of drug and/or alcohol use.

  The administrator or supervisor observes physical symptoms that could include, but are not limited to, glassy or bloodshot eyes, slurred speech, poor motor coordination, or slow or poor reflex responses different from what is usually displayed by the employee or generally associated with common ailments such as colds, sinus problems, hay fever, and diabetes.

- Violent or threatening behavior.

  - *First Incident:* If an employee engages in unprovoked, unexplained, aggressive, violent, and/or threatening behavior against any person, the department head may request that the employee submit to drug and/or alcohol testing.
  - *Second Incident:* Whether or not an employee has previously received formal counseling or disciplinary action for unprovoked, unexplained, aggressive, violent, or threatening behavior, upon a second or subsequent episode of similar behavior/conduct, the department head will request that the employee undergo drug and/or alcohol testing.

- Absenteeism and/or tardiness.

  An employee who has previously received disciplinary action for absenteeism and/or tardiness, and has a continued poor record that warrants a second or subsequent disciplinary action may, in combination with other relevant behaviors.

13. Post-Accident Testing

Each employee involved in an accident will be tested for illegal drugs, prohibited substances, and alcohol as soon as possible after the accident, but after any necessary emergency medical attention has been provided. Accidents that trigger testing are those that result in:

- Death;

- Medical treatment of employee or another individual, other than first aid;
- Loss of consciousness; or
- Property damage estimated to be valued at or in excess of $500.

An employee who is subject to a post-accident test must sign a consent form and remain readily available for testing. An employee who leaves the scene before the test is administered or who does not make oneself readily available may be deemed to have refused to be tested, and such refusal shall be treated as a positive test. The employee will be advised to refrain from eating or drinking before being tested. Further, the employee, subject to a post-accident test, must refrain from consuming alcohol for eight hours following the accident or until the employee submits to an alcohol test, whichever comes first.

An employee who is required to submit to post-accident testing:

- Must sign a consent form. By consenting to testing, the employee acknowledges waiving any expectation of privacy between the District and employee in the information provided related to the drug/alcohol test.
- Must remain readily available for testing. An employee who leaves the scene without good reason before the test is administered or who does not make oneself readily available may be deemed to have refused to be tested, and such refusal shall be treated as a positive test.
- Will be immediately provided transportation by the District to the location of the test.
- Will be advised to refrain from eating or drinking before being tested, and must refrain from consuming alcohol for eight hours following the accident or until the employee submits to an alcohol test, whichever comes first.
- Will be provided transportation by the District or transportation arrangements will be made by the District after the employee submits to the test or refuses to be tested. Refusal to test shall be treated as a positive test.

Upon completion of the test:

- If the employee caused or contributed to the accident, or the District determines there is a risk to return the employee to work, the employee will be provided transportation home or the District will make transportation arrangements, and the employee will be placed on administrative leave with pay pending the results of this test.
- If the District determines the employee did not cause or contribute to the accident, the employee will be transported back to the work site (if medically able) and will resume work.
- If the test comes back positive and the District needs to conduct further investigation, the employee will be placed on administrative leave with or without pay.

Note: *NRS 616C states a positive test for illegal drugs, prohibited substances (including marijuana), or alcohol per limits set forth in NRS 484C can cause the denial of workers' compensation claims. By consenting to post-accident testing, the employee waives any expectation of privacy between the District and the employee in the information provided in the drug and alcohol test.*

- In the event an employee is so seriously injured that a specimen cannot be provided at the time of the accident, the employee must provide necessary authorization, as soon as the employee's physical condition allows, to enable the District to obtain hospital records or other documents that indicate the presence of drugs, prohibited substances, or alcohol in the employee's system when the accident occurred.
- In the event federal, state, or local officials conducted alcohol and/or drug testing following an accident, the employee will be required to sign a release allowing the District to obtain the test results from such officials.

14. Safety-Sensitive Positions

The District may conduct pre-employment testing and random testing for drugs, prohibited substances, and/or alcohol for positions identified as safety sensitive by the District. Successfully passing these tests is a condition of future or continued employment. Procedures for pre-employment testing are listed in the *Pre-Employment Drug Screening for Safety-Sensitive Positions* policy in the *Appointment of Classified Personnel* Section.

Safety-sensitive positions mean employment positions which may, in the normal course of business:

- Require the employee to operate vehicles or heavy equipment on a regular and recurring basis; and/or
- Involve job duties which, if performed with inattentiveness, errors in judgment or diminished coordination, dexterity, or composure, may result in mistakes that could present a real and/or imminent threat to the personal health and safety of the employee, students, coworkers, and/or the public, including positions that require use of dangerous tools/equipment; performance of job duties at heights; use of dangerous chemicals; or carrying firearms in the performance of job duties.

The District shall maintain a list entitled "List of Positions Designated as Safety Sensitive" and/or designate positions as safety sensitive on the job description.

15. Random Testing

All employees in positions identified as safety sensitive by the District, shall be subject to random drugs, prohibited substances, and alcohol testing.

Per DOT testing guidelines for CDL holders, the District will test for drugs/prohibited substances, at a minimum, 50% of the average number of employee-CDL positions each calendar year. The District will alcohol test, at a minimum, 10% of the average number of CDL employee positions each calendar year. The selection of employees for random testing shall be on a non-discriminatory basis and made from a scientifically based random number generator that is matched with the employee's social security number, payroll identification number, or other comparable identifying number. Random testing will be unannounced, and the dates for administering the tests will be spread reasonably throughout the year. Random testing will be performed at any time while the employee is at work.

For all other non-CDL safety-sensitive positions, the District will test for drugs/prohibited substances, at a minimum, 10% of the average number of employee positions designated as

safety-sensitive each calendar year. The District will alcohol test, at a minimum 10% of the average number of employee positions designated as safety-sensitive each calendar year.

An employee selected for random testing shall proceed immediately to the test site and will be advised to refrain from eating or drinking prior to the test. An employee who engages in conduct which does not lead to testing as soon as possible after notification may be considered to have refused to be tested.

Employees selected for a random test, but absent due to annual, sick leave, other leave, or on urgent District business approved by their administrator or manager/supervisor will not be notified to take the random test until the first day they RTW after random selection.

Random selection may result in some employees being tested more than once each year; some may not be tested at all.

16. Return-to-Work Testing/Follow-Up Testing

Employees for whom the District agrees to continue employment, who violate the District's policy, may be required to undergo Return-to-Work (RTW) testing as established by the District's Superintendent or Human Resources. No employees will be allowed to perform a safety-sensitive function unless the District has received a verified negative drug test result for the individual. Employees for whom the District agrees to continue employment, who violate this policy will be required to undergo follow-up testing as established by the District. The extent and duration of the follow-up testing will depend upon the safety and security nature of the employee's position and the nature and extent of the employee's substance use issue. The District's Superintendent or Human Resources will review the conditions of continued employment with the employee prior to the employee's returning to work. Any such condition for continued employment shall be given to the employee in writing. The District's Superintendent or Human Resources may consider the employee's rehabilitation program in determining an appropriate follow-up testing program.

Any employee subject to RTW/follow-up testing who has a confirmed positive drug or alcohol test will be in violation of this policy and subject to termination.

Note: *For positions that require a CDL or otherwise defined as safety-sensitive positions by 49 CFR Part 382 and U.S. Department of Transportation regulations, the test cannot occur until after the Substance Abuse Professional (SAP) has determined that the employee has successfully complied with the prescribed education and/or treatment.*

17. Consequence of Refusal to Submit to Testing/Adulterated Specimen

The following shall be treated as a positive test and will result in corrective action, up to and including termination:

- Refusal to sign a consent form.
- Refusal to submit to testing for drugs, prohibited substances, and/or alcohol.
- Consenting to a test but failing to appear timely at the collection site.
- Failing to provide a sample after reasonable opportunity to do so.
- Engaging in conduct which attempts to or does impact the validity of any such testing.

- Submitting an invalid, substituted, or adulterated specimen.

A diluted positive test result shall also be treated as a positive test.

18. Testing Guidelines

The District may test for alcohol and illegal/prohibited substances including but not limited to:

- Marijuana (Cannabis)*
- Cocaine, including crack
- Opioids, including heroin, codeine, morphine, hydrocodone, hydromorphone, oxymorphone, and oxycodone
- Amphetamines, including methamphetamines
- Phencyclidine (PCP)

**Tests for marijuana for workers' compensation purposes must be a blood test per requirements set forth in NRS 616C.230.*

In addition to testing for the above substances, CDL holders are subject to testing for the following substances:

- 6-Acetylmorphine
- MDMA (Ecstasy)

Where applicable, the District will follow federal testing procedures for drugs and alcohol set forth by the DOT 49 CFR Part 40 and the FMCSR. These regulations may be amended from time to time.

19. Option for Drug/Prohibited Substances Retest

In the event that an employee is required to submit to a screen test for drugs/prohibited substances within 30 days of employment, the employee shall have the right to submit an additional screening test, at one's own expense, to rebut the results of the initial screening test. The District shall accept and give appropriate consideration to the results of such a screening test. This provision does not apply to the extent that it is inconsistent or otherwise conflicts with an applicable CBA or federal law, or to a position funded by a federal grant.

In all other cases:

- No later than 72 hours after receipt of a positive test, an employee who tests positive may request a confirmatory re-test of the same sample at one's own expense at a certified laboratory of the employee's choice.
- Upon request, the medical review officer will authorize the laboratory holding the employee's sample to release to a second laboratory, approved by the U.S. Department of Health and Human Services (DHHS), a sufficient quantity of the sample to conduct a second testing analysis.
- The employee will be required to authorize the laboratory to provide the District with a copy of its test results. A confirmation test will be conducted to verify the accuracy of the test

results by the laboratory conducting the analysis. The results of the confirmatory test are final.

20. Requirement for Drug/Prohibited Substance Retest

An employee who tests negative dilute will be required to immediately retest. The employee will:

- Be given the minimum possible advance notice of retest,
- Be accompanied by a supervisor to the collection site, and
- Not be allowed to eat or drink between the period of being noticed of the retests and the actual test.
- The retest will not be under direct observation unless directed to do so by the Medical Review Officer. If the retest is also negative dilute, the test will be considered negative and the District will not conduct a third test unless directed to do so by the Medical Review Officer.

21. Searches

If the District suspects that an employee is in possession of illegal drugs, prohibited substances, alcohol, or contraband in violation of its policy, the District may search District vehicles, lockers, desks, and work areas as outlined in District's *Use of District Property and Premises and Searches* policies.

22. Violation of Policy

a. Employees in violation of the provisions of the District's policy and this regulation will be subject to disciplinary action, up to and including termination.

b. An employee may be found to have violated the District's policy on the basis of any appropriate evidence including, but not limited to:

- Direct observation of illegal use of drugs or use of prohibited substances, prohibited use of alcohol, or possession of illegal drugs, prohibited substances, alcohol or related contraband;
- Evidence obtained from an uncontested motor vehicle citation or a conviction for use or illicit possession of drugs or prohibited substances, or for the use or being under the influence of alcohol on the job;
- A verified positive test result; or
- An employee's voluntary admission.

c. The District may direct an employee who has tested positive to submit to an evaluation by a substance abuse professional in lieu of termination. The evaluation will attempt to determine the extent of the employee's use of or dependence on the abused substance(s) noted in the positive test and, if necessary, recommend an appropriate program of treatment.

d. If an evaluation is conducted which results in a recommendation for treatment, the employee must immediately begin and successfully complete the recommended treatment at the employee's expense; however, employees may use benefits provided by applicable insurance coverage.

e. When an employee is required to undergo treatment under the regulation, the employee may be required to comply with the following as a condition of continued employment:

- Monitoring of the treatment program and the employee's participation by the District;
- Submission to RTW testing as required under this regulation and continuing follow-up testing as provided in the Return-to-Work Testing/Follow-Up Testing section above; and
- Any other reasonable condition that the District deems necessary to maintain a safe and healthy workplace for all employees.

f. Failure by the employee to enroll in a required treatment program, to consistently comply with the program requirements, to successfully complete the program, and/or to complete any continuing care program will be grounds for immediate termination of employment.

g. Disciplinary action, up to and including termination, will also be taken for any job performance or behavior that may otherwise be cause for disciplinary action.

23. Confidentiality

Test results may only be disclosed to the employee, the appropriate medical and treatment providers, the District's attorney, a District representative when needed to respond to an alleged violation of the District's policy, individuals within the District who have a need-to-know of drug and/or alcohol testing results, and a court of law or administrative tribunal, as required.

Reference: 49 CFR Part 40; 49 CFR Part 382; and applicable provisions of the Federal Motor Carrier Safety Regulations (FMCSR), including 49 CFR Parts 383, 387, 390–397, and 399, as administered by the Federal Motor Carrier Safety Administration (FMCSA), NRS 484C, NRS 616C, NRS 678C.

ACTION ITEM #1

Sciarani & Co.
Certified Public Accountants

A Professional Corporation

March 1, 2026

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, 2026.

We will audit the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information, including disclosures which collectively comprise the basic financial statements, of Mineral County School District as of and for the year ended June 30, 2026. Accounting standards generally accepted in the United States of America (GAAP) 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 (GAAS). 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 GAAS, 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

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

1) Other Supplementary Information

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and 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. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include 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).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; 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 Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. 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 waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or 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 an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS 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. 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.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and

liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

According to GAAS, significant risks include management override of controls, and GAAS presumes that revenue recognition is a significant risk. Accordingly, we have considered these as significant risks. Based on risk assessment procedures, we have identified the cash collection cycle, cash disbursement cycle and payroll disbursement cycle as significant risks.

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.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. 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. Accordingly, we will express no such opinion. 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. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. 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 accounting principles generally accepted in the United States of America 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.

You agree to assume all management responsibilities for 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, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the 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.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, 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 accounting principles generally accepted in the United States of America;[hh],[ii] and for compliance with applicable laws and regulations (including federal statutes), rules, 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.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). 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, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (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. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

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 of each opinion unit taken 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. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements 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 25, 2026.

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, and COVID-19-related concepts, such as lost revenues, if applicable) 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 OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with 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 (GAAP). 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 OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with 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 Scope and 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.

Engagement Administration, Fees, and Other

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, auditor's 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 auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to Mineral County School District Board of Trustees; 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 the Department of Education 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 Department of Education, 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.

Jim Sciarani is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately June 15th, 2026.

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, confirmation service provider fees, etc.) except that we agree that our gross fee, including expenses, will not exceed $80,000. 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 engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to Mineral County School District Board of Trustees. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. 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.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state 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 state 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.

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.

Sciarani & CO.

RESPONSE:

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

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

ACTION ITEM #2

Memorandum of Understanding

BETWEEN MINERAL COUNTY SCHOOL DISTRICT AND

MINERAL COUNTY CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (MCCSEA)

This Memorandum of Understanding (MOU) is made and entered into by and between the Mineral County School District ("District") and the Mineral County Classified School Employees Association ("MCCSEA"), collectively referred to as "the Parties."

This MOU is effective upon approval by the Mineral County School Board of Trustees and signature by both Parties. It shall remain in full force and effect for the 2025–2026 and 2026–2027 school years, unless amended or superseded by mutual written agreement or incorporated into the collective bargaining agreement during future negotiations.

The purpose of this MOU is to amend "Salary Schedule" Schedule A for the incorpoation of a Network & System Administrator job classification.

Any modification or deviation from the terms and conditions set forth in this MOU shall require both Parties to meet and develop mutually agreed-upon replacement language in writing.

This MOU shall remain in effect through June 30, 2027, and shall be binding upon both Parties upon approval by the Mineral County School Board of Trustees and execution by the duly authorized representatives of the District and MCCSEA.

Signatures

MINERAL COUNTY CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION

By: _____
April Jaramillo, President
Mineral County Classified School Employees Association

Date: 3/3/26

MINERAL COUNTY SCHOOL BOARD OF TRUSTEES on this **day of** _____, **2026.**

By: _____
Tyler Viani, President
Mineral County School Board of Trustees

Attest: _____
Kristin Reeves, Clerk
Mineral County School Board of Trustees

Mineral County School District

Hawthorne, Nevada 89415

"We All Learn/Teach"
"No'oko numu tunedooe'"

Job Title: Network and Systems Administrator

FLSA Status: Non-Exempt **Created:** 12/12/2025
Safety Sensitive: No
Reports To: Finance Manager

Job Summary:
The Network and Systems Administrator is responsible for maintaining and managing the network infrastructure, server systems, and IT services within the Mineral County School District. This role ensures the stability, integrity, and efficient operation of the information systems that support core organizational functions.

ESSENTIAL FUNCTIONS: ***(Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).***

1. Network Administration:
   - Design, install, and maintain the school district's LAN, WAN, and wireless networks.
   - Monitor network performance and troubleshoot issues to ensure optimal performance.
   - Manage all aspects of network security.
2. Systems Administration:
   - Administer and maintain server systems, including file servers, application servers, and database servers.
   - Oversee the installation, configuration, and maintenance of operating systems and software applications (Windows, Google, and Apple platforms).
   - Manage and maintain the district's Mobile Device Management (MDM) systems.
   - Ensure regular backups are performed.
3. User Support:
   - Provide technical support to staff and students, addressing hardware, software, and network issues.
   - Develop and maintain user guides and training materials.
   - Conduct training sessions for staff and students as applicable.
4. Security and Compliance:
   - Implement and manage cybersecurity measures to protect the district's IT infrastructure.
   - Ensure compliance with relevant data protection and privacy regulations.
   - Maintain systems for compliance with Americans with Disabilities Act (ADA) standards, Pool/Pact compliance, and other regulatory requirements.
   - Conduct regular security audits and vulnerability assessments.
5. Technology Planning and Implementation:

12/18/25

- Assist in the planning and implementation of new IT projects and systems.
- Evaluate emerging technologies and recommend upgrades or new solutions to improve IT services.
- Collaborate with vendors and external partners for hardware and software procurement.

6. Specific Systems Management:
   - Manage and maintain the district's Voice over IP (VoIP) systems, security camera systems, badging systems, website, etc.
   - Oversee the use and administration of Adobe Creative Cloud and other specialized software.
   - Implement and maintain vape detectors, EPC, GAT, Bark, and other monitoring tools.
   - Ensure the effective operation and management of district-wide technology systems.
7. Purchasing and Vendor Management:
   - Handle the quoting process for all technology orders, ensuring cost-effective purchasing and adherence to district policies.
   - Work closely with the Grants department for the purchasing of District equipment and software federally funded.
   - Be familiar with the Erate process for both Cat 1 and Cat 2 funding.
8. Documentation and Reporting:
   - Maintain comprehensive documentation of network and system configurations, processes, and procedures.
   - Generate reports on network and system performance, incidents, and resolutions.
   - Assist in creating and implementing district technology policies and AR's.
9. Assist in or complete functions of Computer Ops Specialists I and II as needed

Qualifications:

Education: Bachelor's degree in a related field **or** 3-5 years of equivalent job experience.

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job; generally demonstrated through qualifying experience, education, or training.)

Knowledge of:

- Networking concepts
- Server administration
- Cybersecurity best practice
- VoIP and Networked camera systems
- Badging systems
- MDM and ADA compliance
- Macintosh and Windows Operating Systems, hardware
- TCP/IP protocols
- Ticket/Work Order System
- MS Office products
- Familiarity with various operating systems and platforms

Skills:

- Excellent Communication skills
- Resourcefulness and problem-solving aptitude

Ability to:

- Use good judgment in applying established guidelines to solve work problems
- Work independently and without close supervision but as directed
- Adapt to changing situations and environments
- Follow complex oral and written instructions, including technical manuals
- Work with other employees as part of a team
- ability to work independently and in a team environment.

Physical and Mental Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand, walk, demonstrate manual dexterity, reach with hands and arms, talk or hear. The employee is occasionally required to sit and stoop, kneel, crouch, crawl and climb and work on ladders. The employee must frequently lift and/or move up to 60 pounds. Specific vision abilities required by this job include close vision, distance vision, and depth perception.

Working Conditions:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
The noise level in the work environment can be very high at times.

Blood Borne Pathogens: An encounter with blood or other bodily fluids may occur in this line of work, you will be expected to know and follow the safety steps in the safety training provided annually.

Employee's Acknowledgment: I acknowledge that I have read the above job description and have received a copy for my records.

Employee's Signature _____ Date Signed _____

Union Signature_____ Date:_____

Superintendent Signature_____ Date:_____

ACTION ITEM #3

Lease Agreement

xerox™

Customer: MINERAL COUNTY SCHOOL DISTRICT

BillTo: MINERAL COUNTY SCHOOL DISTRICT
751 A ST
HAWTHORNE, NV 89415-7729

Install: MINERAL COUNTY SCHOOL DISTRICT
751 A ST
HAWTHORNE, NV 89415-7729

State or Local Government Negotiated Contract : 072848600

Solution

Item	Product Description	Agreement Information	Requested Install Date
1.	**B8255H2 (XEROX B8255H2)** - Br Finisher-2/3 Hp - 1 Line Fax - 1G Buyout- 9 Devices - Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	6/10/2025
2.	**C9265XLS (PRIMELINK C9265XLS)** - Br Booklet Finisher - 1 Line Fax Kit - 1G Buyout- 9 Devices - Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	6/10/2025
3.	**DMPCTL (DMP INTEG CNTRL)** - Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	6/10/2025
4.	**DMPCTL (DMP INTEG CNTRL)** - Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	6/10/2025
5.	**DMPCTL (DMP INTEG CNTRL)** - Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	6/10/2025
6.	**DMPCTL (DMP INTEG CNTRL)** - Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	6/10/2025

Authorized Signature

Customer acknowledges receipt of the terms of this agreement which consists of 3 pages including this face page.

Signer: Stephanie Keuhey Phone: (775)945-2403

Signature: _____ Date: _____

Thank You for your business!
This Agreement is proudly presented by Xerox and

Yosh Curtis
(775)378-3377

For information on your Xerox Account, go to
www.xerox.com/AccountManagement

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Monthly Pricing

Item	Lease Minimum Payment	Print Charges Meter	Volume Band	Per Print Rate	Maintenance Plan Features
1. B8255H2	$192.95	1: Black and White Impressions	1 - 1,000 1,001+	Included $0.0046	- Consumable Supplies Included for all prints - Pricing Fixed for Term
2. C9265XLS	$361.59	1: Color Impressions 2: Black and White Impressions	1 - 1,000 1,001+ All Prints	Included $0.0396 $0.0055	- Consumable Supplies Included for all prints - Pricing Fixed for Term
3. DMPCTL	$93.60	N/A	N/A	N/A	- Full Service Maintenance Included - Pricing Fixed for Term
4. DMPCTL	$93.60	N/A	N/A	N/A	- Full Service Maintenance Included - Pricing Fixed for Term
5. DMPCTL	$93.60	N/A	N/A	N/A	- Full Service Maintenance Included - Pricing Fixed for Term
6. DMPCTL	$93.60	N/A	N/A	N/A	- Full Service Maintenance Included - Pricing Fixed for Term
Total	$928.94	Minimum Payments (Excluding Applicable Taxes)			

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Terms and Conditions

INTRODUCTION:

1. NEGOTIATED CONTRACT. The Products are subject solely to the terms in the Negotiated Contract identified on the face of this Agreement, and, for any option you have selected that is not addressed in the Negotiated Contract, the then-current standard Xerox terms for such option.

GOVERNMENT TERMS:

2. REPRESENTATIONS & WARRANTIES. This provision is applicable to governmental entities only. You represent and warrant, as of the date of this Agreement, that: (1) you are a State or a fully constituted political subdivision or agency of the State in which you are located and are authorized to enter into, and carry out, your obligations under this Agreement and any other documents required to be delivered in connection with this Agreement (collectively, the "Documents"); (2) the Documents have been duly authorized, executed and delivered by you in accordance with all applicable laws, rules, ordinances and regulations (including all applicable laws governing open meetings, public bidding and appropriations required in connection with this Agreement and the acquisition of the Products) and are valid, legal, binding agreements, enforceable in accordance with their terms; (3) the person(s) signing the Documents have the authority to do so, are acting with the full authorization of your governing body and hold the offices indicated below their signatures, each of which are genuine; (4) the Products are essential to the immediate performance of a governmental or proprietary function by you within the scope of your authority and will be used during the Term only by you and only to perform such function; and (5) your payment obligations under this Agreement constitute a current expense and not a debt under applicable state law and no provision of this Agreement constitutes a pledge of your tax or general revenues, and any provision that is so construed by a court of competent jurisdiction is void from the inception of this Agreement.

3. FUNDING. This provision is applicable to governmental entities only. You represent and warrant that all payments due and to become due during your current fiscal year are within the fiscal budget of such year and are included within an unrestricted and unencumbered appropriation currently available for the purchase/maintenance of the Products, and it is your intent to use the Products for the entire term and to make all payments required under this Agreement. If (1) through no action initiated by you, your legislative body does not appropriate funds for the continuation of this Agreement for any fiscal year after the first fiscal year and has no funds to do so from other sources, and (2) you have made a reasonable but unsuccessful effort to find a creditworthy assignee acceptable to Xerox in its sole discretion within your general organization who can continue this Agreement, this Agreement may be terminated. To effect this termination, you must, at least 30 days prior to the beginning of the fiscal year for which your legislative body does not appropriate funds, notify Xerox in writing that your legislative body failed to appropriate funds and that you have made the required effort to find an assignee. Your notice must be accompanied by payment of all sums then owed through the current year under this Agreement. You will return the Equipment, at your expense, to a location designated by Xerox and, when returned, the Equipment will be in good condition and free of all liens and encumbrances. You will then be released from any further payment obligations beyond those payments due for the current fiscal year (with Xerox retaining all sums paid to date).

SOLUTION/SERVICES:

4. OVERSIZE PRINTS. Each print made on the following Equipment: B8255H2 and C9265XLS, that is larger than 145 square inches (e.g., 11 x 17 = 187 square inches), but less than or equal to 491 mm in length, will register as two (2) prints on the applicable (B&W/color) meter, and, for that Equipment with extra-long print capability, for any impressions greater than 491 mm will register up to four (4) prints on the applicable (B&W/color) meter.

5. END USER LICENSE AGREEMENT. If the Xerox brand Products acquired include B Series (model Bxxx), C Series (model Cxxx) AltaLink, PrimeLink and/or VersaLink Products, the terms and conditions of the End User License Agreement located at https://www.xerox.com/product-eula shall apply.

PRICING PLAN/OFFERING SELECTED:

6. FIXED PRICING. If "Pricing Fixed for Term" is identified in Maintenance Plan Features, the maintenance component of the Minimum Payment and Print Charges will not increase during the initial Term of this Agreement.

7. NON-XEROX PRODUCTS. 1G Buyout- 9 Devices were selected by you and are not sold by Xerox in the normal course of its business ("Non-Xerox Products"). If you signed a purchase contract for Non-Xerox Products, you assign to Xerox your rights but none of your obligations under such purchase contract. Xerox is leasing Non-Xerox Products to you "AS IS, WHERE IS" and XEROX MAKES NO EXPRESS OR IMPLIED WARRANTIES OF ANY KIND REGARDING NON-XEROX PRODUCTS, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR PARTICULAR PURPOSE AND NON-INFRINGEMENT. To the extent permitted to do so, Xerox assigns to you any warranty rights it has to Non-Xerox Products (which rights shall revert to Xerox if you default under this Agreement). Non-Xerox Products are not covered by Maintenance Services, and you will maintain throughout the initial Term a service agreement for Non-Xerox Products with a service provider acceptable to Xerox. You will pay all personal property taxes related to Non-Xerox Products. You assign to Xerox any rights you have to Non-Xerox Products and title will pass or revert to you (subject to any software licenses relating to Non-Xerox Products) upon expiration of the initial Term.

GENERAL TERMS & CONDITIONS:

8. REMOTE SERVICES. Certain models of Equipment are supported and serviced using product information that is automatically collected by Xerox or transmitted to or from Xerox by the Equipment connected to your network ("Remote Product Info") via electronic transmission to a secure off-site location ("Remote Transmission"). Remote Transmission also enables Xerox to transmit Releases of Software to you and to remotely diagnose and modify Equipment to repair and correct malfunctions. Examples of Remote Product Info include product registration, meter read, supply level, Equipment configuration and settings, software version, and problem/fault code information. Remote Product Info may be used by Xerox for billing, report generation, supplies replenishment, support services, recommending additional products and services, and product improvement/development purposes. Remote Product Info will be transmitted to and from you in a secure manner mutually agreeable to the parties. Remote Transmission will not allow Xerox to read, view or download the content of any of your documents or other information residing on or passing through the Equipment or your information management systems. You grant the right to Xerox, without charge, to conduct Remote Transmission for the purposes described above. Upon Xerox's request, you will (a) provide contact information for Equipment such as name and address of your contact and IP and physical addresses/locations of Equipment and (b) ensure that any Maintenance Release or Update released by Xerox to provide security patches, releases and/or certificates for the Remote Transmission and/or Software is promptly enabled by Customer upon notification by Xerox or by the Equipment or when otherwise made available on xerox.com. You will enable Remote Transmission via a method mutually agreeable to both parties, and you will provide reasonable assistance to allow Xerox to provide Remote Transmission. Unless Xerox deems Equipment incapable of Remote Transmission, you will ensure that Remote Transmission is maintained at all times Maintenance Services are being performed. If you are unable to maintain Remote Transmission, or if Xerox disables Remote Transmission from any Equipment at your request, or if you disable Remote Transmission from any Equipment, Xerox reserves the right to charge you a per device fee for such affected Equipment due to the increased service visits that will be required in order to (x) obtain such information, (y) provide such transmissions, and (z) provide such Maintenance Services and Consumable Supplies that otherwise would have been provided remotely and/or proactively.

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Lease Agreement

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Customer: MINERAL COUNTY SCHOOL DISTRICT

BillTo: MINERAL COUNTY SCHOOL DISTRICT
P O BOX 1540
HAWTHORNE, NV 89415-1540

Install: MINERAL CO HIGH SCHOOL
601 A AVENUE
HAWTHORNE, NV 89415-7903

State or Local Government Negotiated Contract : 072848600

Solution

Item	Product Description	Agreement Information	Requested Install Date
1. B8255H2 (XEROX B8255H2)	- Br Finisher-2/3 Hp - 1 Line Fax - 1G Buyout- 9 Devices - Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	6/10/2025
2. B9100 (PRIMELINK B9100)	- Embedded 1-line Fax - Msi Bypass - Msi Chute Kit - Pr Standard Finisher - 1G Buyout- 9 Devices - Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	6/10/2025
3. C9265XLS (PRIMELINK C9265XLS)	- Br Booklet Finisher - 1 Line Fax Kit - 1G Buyout- 9 Devices - Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	6/10/2025

Authorized Signature

Customer acknowledges receipt of the terms of this agreement which consists of 6 pages including this face page

Signer: Stephanie Keuhey Phone: (775)945-2403

Signature: _____ Date: _____

Thank You for your business!
This Agreement is proudly presented by Xerox and

Yosh Curtis
(775)378-3377

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www.xerox.com/AccountManagement

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Monthly Pricing

Item	Lease Minimum Payment	Print Charges Meter	Volume Band	Per Print Rate	Maintenance Plan Features
1. B8255H2	$192.95	1: Black and White Impressions	1 - 1,000 1,001+	Included $0.0046	- Consumable Supplies Included for all prints - Pricing Fixed for Term
2. B9100	$447.00	1: Black and White Impressions	1 - 1,000 1,001+	Included $0.0039	- Consumable Supplies Included for all prints - Pricing Fixed for Term
3. C9265XLS	$361.59	1: Color Impressions 2: Black and White Impressions	1 - 1,000 1,001+ All Prints	Included $0.0396 $0.0055	- Consumable Supplies Included for all prints - Pricing Fixed for Term
Total	$1,001.54	Minimum Payments (Excluding Applicable Taxes)			

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Lease Agreement

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BillTo: MINERAL COUNTY SCHOOL DISTRICT
P O BOX 1540
HAWTHORNE, NV 89415-1540

Install: MINERAL COUNTY SCHOOL DISTRICT
ELEMENTARY SCHOOL
301 W 9TH ST
HAWTHORNE, NV 89415-7719

State or Local Government Negotiated Contract : 072848600

Solution

Item	Product Description	Agreement Information	Requested Install Date
1. B8255H2 (XEROX B8255H2)	- Br Finisher-2/3 Hp - 1 Line Fax - 1G Buyout- 9 Devices - Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	6/10/2025
2. B9100 (PRIMELINK B9100)	- Embedded 1-line Fax - Msi Bypass - Msi Chute Kit - Pr Standard Finisher - 1G Buyout- 9 Devices - Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	3/11/2026
3. C9265XLS (PRIMELINK C9265XLS)	- Br Booklet Finisher - 1 Line Fax Kit - 1G Buyout- 9 Devices - Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	6/10/2025

Monthly Pricing

Item	Lease Minimum Payment	Print Charges Meter	Volume Band	Per Print Rate	Maintenance Plan Features
1. B8255H2	$192.95	1: Black and White Impressions	1 - 1,000 1,001+	Included $0.0046	- Consumable Supplies Included for all prints - Pricing Fixed for Term
2. B9100	$447.00	1: Black and White Impressions	1 - 1,000 1,001+	Included $0.0039	- Consumable Supplies Included for all prints - Pricing Fixed for Term

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Monthly Pricing (Cont'd)

Item	Lease Minimum Payment	Print Charges Color	Volume Band	Per Print Rate	Maintenance Plan Features
3. C9265XLS	$361.59	1: Color Impressions	1 - 1,000 1,001+	Included $0.0396	- Consumable Supplies Included for all prints - Pricing Fixed for Term
		2: Black and White Impressions	All Prints	$0.0055	
Total	$1,001.54	Minimum Payments (Excluding Applicable Taxes)			

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Lease Agreement

xerox™

BillTo: MINERAL COUNTY
SCHOOL DISTRICT
P O BOX 1540
HAWTHORNE, NV 89415-1540

Install: SCHURZ
ELEMENTARY SCHOOL
4048 HWY 95 S
HAWTHORNE, NV 89415

State or Local Government Negotiated Contract : 072848600

Solution

Item	Product Description	Agreement Information	Requested Install Date
1. C9265XLS (PRIMELINK C9265XLS)	- Br Booklet Finisher - 1 Line Fax Kit - 1G Buyout- 9 Devices - Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	6/10/2025

Monthly Pricing

Item	Lease Minimum Payment	Print Charges Meter	Volume Band	Per Print Rate	Maintenance Plan Features
1. C9265XLS	$361.59	1: Color Impressions	1 - 1,000 1,001+	Included $0.0396	- Consumable Supplies Included for all prints - Pricing Fixed for Term
		2: Black and White Impressions	All Prints	$0.0055	
Total	$361.59	Minimum Payments (Excluding Applicable Taxes)			

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Terms and Conditions

INTRODUCTION:

1. NEGOTIATED CONTRACT. The Products are subject solely to the terms in the Negotiated Contract identified on the face of this Agreement, and, for any option you have selected that is not addressed in the Negotiated Contract, the then-current standard Xerox terms for such option.

GOVERNMENT TERMS:

2. REPRESENTATIONS & WARRANTIES. This provision is applicable to governmental entities only. You represent and warrant, as of the date of this Agreement, that: (1) you are a State or a fully constituted political subdivision or agency of the State in which you are located and are authorized to enter into, and carry out, your obligations under this Agreement and any other documents required to be delivered in connection with this Agreement (collectively, the "Documents"); (2) the Documents have been duly authorized, executed and delivered by you in accordance with all applicable laws, rules, ordinances and regulations (including all applicable laws governing open meetings, public bidding and appropriations required in connection with this Agreement and the acquisition of the Products) and are valid, legal, binding agreements, enforceable in accordance with their terms; (3) the person(s) signing the Documents have the authority to do so, are acting with the full authorization of your governing body and hold the offices indicated below their signatures, each of which are genuine; (4) the Products are essential to the immediate performance of a governmental or proprietary function by you within the scope of your authority and will be used during the Term only by you and only to perform such function; and (5) your payment obligations under this Agreement constitute a current expense and not a debt under applicable state law and no provision of this Agreement constitutes a pledge of your tax or general revenues, and any provision that is so construed by a court of competent jurisdiction is void from the inception of this Agreement.

3. FUNDING. This provision is applicable to governmental entities only. You represent and warrant that all payments due and to become due during your current fiscal year are within the fiscal budget of such year and are included within an unrestricted and unencumbered appropriation currently available for the purchase/maintenance of the Products, and it is your intent to use the Products for the entire term and to make all payments required under this Agreement. If (1) through no action initiated by you, your legislative body does not appropriate funds for the continuation of this Agreement for any fiscal year after the first fiscal year and has no funds to do so from other sources, and (2) you have made a reasonable but unsuccessful effort to find a creditworthy assignee acceptable to Xerox in its sole discretion within your general organization who can continue this Agreement, this Agreement may be terminated. To effect this termination, you must, at least 30 days prior to the beginning of the fiscal year for which your legislative body does not appropriate funds, notify Xerox in writing that your legislative body failed to appropriate funds and that you have made the required effort to find an assignee. Your notice must be accompanied by payment of all sums then owed through the current year under this Agreement. You will return the Equipment, at your expense, to a location designated by Xerox and, when returned, the Equipment will be in good condition and free of all liens and encumbrances. You will then be released from any further payment obligations beyond those payments due for the current fiscal year (with Xerox retaining all sums paid to date).

SOLUTION/SERVICES:

4. OVERSIZE PRINTS. Each print made on the following Equipment; B8255H2 and C9265XLS, that is larger than 145 square inches (e.g., 11 x 17 = 187 square inches), but less than or equal to 491 mm in length, will register as two (2) prints on the applicable (B&W/color) meter, and, for that Equipment with extra-long print capability, for any impressions greater than 491 mm will register up to four (4) prints on the applicable (B&W/color) meter.

5. END USER LICENSE AGREEMENT. If the Xerox brand Products acquired include B Series (model Bxxx), C Series (model Cxxx) AltaLink, PrimeLink and/or VersaLink Products, the terms and conditions of the End User License Agreement located at https://www.xerox.com/product-eula shall apply.

PRICING PLAN/OFFERING SELECTED:

6. FIXED PRICING. If "Pricing Fixed for Term" is identified in Maintenance Plan Features, the maintenance component of the Minimum Payment and Print Charges will not increase during the initial Term of this Agreement.

7. NON-XEROX PRODUCTS. 1G Buyout- 9 Devices were selected by you and are not sold by Xerox in the normal course of its business ("Non-Xerox Products"). If you signed a purchase contract for Non-Xerox Products, you assign to Xerox your rights but none of your obligations under such purchase contract. Xerox is leasing Non-Xerox Products to you "AS IS, WHERE IS" and XEROX MAKES NO EXPRESS OR IMPLIED WARRANTIES OF ANY KIND REGARDING NON-XEROX PRODUCTS, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR PARTICULAR PURPOSE AND NON-INFRINGEMENT. To the extent permitted to do so, Xerox assigns to you any warranty rights it has to Non-Xerox Products (which rights shall revert to Xerox if you default under this Agreement). Non-Xerox Products are not covered by Maintenance Services, and you will maintain throughout the initial Term a service agreement for Non-Xerox Products with a service provider acceptable to Xerox. You will pay all personal property taxes related to Non-Xerox Products. You assign to Xerox any rights you have to Non-Xerox Products and title will pass or revert to you (subject to any software licenses relating to Non-Xerox Products) upon expiration of the initial Term.

GENERAL TERMS & CONDITIONS:

8. REMOTE SERVICES. Certain models of Equipment are supported and serviced using product information that is automatically collected by Xerox or transmitted to or from Xerox by the Equipment connected to your network ("Remote Product Info") via electronic transmission to a secure off-site location ("Remote Transmission"). Remote Transmission also enables Xerox to transmit Releases of Software to you and to remotely diagnose and modify Equipment to repair and correct malfunctions. Examples of Remote Product Info include product registration, meter read, supply level, Equipment configuration and settings, software version, and problem/fault code information. Remote Product Info may be used by Xerox for billing, report generation, supplies replenishment, support services, recommending additional products and services, and product improvement/development purposes. Remote Product Info will be transmitted to and from you in a secure manner mutually agreeable to the parties. Remote Transmission will not allow Xerox to read, view or download the content of any of your documents or other information residing on or passing through the Equipment or your information management systems. You grant the right to Xerox, without charge, to conduct Remote Transmission for the purposes described above. Upon Xerox's request, you will (a) provide contact information for Equipment such as name and address of your contact and IP and physical addresses/locations of Equipment and (b) ensure that any Maintenance Release or Update released by Xerox to provide security patches, releases and/or certificates for the Remote Transmission and/or Software is promptly enabled by Customer upon notification by Xerox or by the Equipment or when otherwise made available on xerox.com. You will enable Remote Transmission via a method mutually agreeable to both parties, and you will provide reasonable assistance to allow Xerox to provide Remote Transmission. Unless Xerox deems Equipment incapable of Remote Transmission, you will ensure that Remote Transmission is maintained at all times Maintenance Services are being performed. If you are unable to maintain Remote Transmission, or if Xerox disables Remote Transmission from any Equipment at your request, or if you disable Remote Transmission from any Equipment, Xerox reserves the right to charge you a per device fee for such affected Equipment due to the increased service visits that will be required in order to (x) obtain such information, (y) provide such transmissions, and (z) provide such Maintenance Services and Consumable Supplies that otherwise would have been provided remotely and/or proactively.

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