

Legend

- Non-instructional day
- Non school day

Key Dates

- Mo, Aug 17 Non-instructional Day, In Service
- Tu, Aug 18 Non-instructional Day, In Service
- We, Aug 19 Non-instructional Day, In Service
- Th, Aug 20 Non-instructional Day, In Service Optional
- Fr, Aug 21 Non-instructional Day, In Service Optional
- Mo, Aug 24 Instructional Day, First Day, Professional Development Day
- Tu, Aug 25 Instructional Day, Professional Development Day
- Fr, Sep 4 Non school Day, Holiday - Other
- Mo, Sep 7 Non school Day, Holiday - Other
- Fr, Oct 30 Non school Day, Holiday - Other
- We, Nov 4 Instructional Day, Parent-Teacher Conference, Half Day
- Th, Nov 5 Instructional Day, Parent-Teacher Conference, Half Day
- We, Nov 11 Non school Day, Holiday - Other
- Th, Nov 26 Non school Day, Holiday - Other
- Fr, Nov 27 Non school Day, Holiday - Other
- Mo, Dec 21 Non school Day, Winter Break
- Tu, Dec 22 Non school Day, Winter Break
- We, Dec 23 Non school Day, Winter Break
- Th, Dec 24 Non school Day, Winter Break
- Fr, Dec 25 Non school Day, Winter Break
- Mo, Dec 28 Non school Day, Winter Break
- Tu, Dec 29 Non school Day, Winter Break
- We, Dec 30 Non school Day, Winter Break
- Th, Dec 31 Non school Day, Winter Break
- Fr, Jan 1 Non school Day, Winter Break
- Mo, Jan 18 Non school Day, Holiday - Other
- Fr, Jan 22 Instructional Day, Professional Development Day
- Mo, Feb 15 Non school Day, Holiday - Other
- We, Mar 31 Instructional Day, Parent-Teacher Conference, Half Day
- Th, Apr 1 Instructional Day, Professional Development Day, Parent-Teacher Conference
- Fr, Apr 2 Instructional Day, Professional Development Day
- Mo, Apr 5 Non school Day, Spring Break
- Tu, Apr 6 Non school Day, Spring Break
- We, Apr 7 Non school Day, Spring Break
- Th, Apr 8 Non school Day, Spring Break
- Fr, Apr 9 Non school Day, Spring Break
- Mo, May 31 Non school Day, Holiday - Other
- Th, Jun 3 Instructional Day, Last Day
- Fr, Jun 4 Non-instructional Day, Contingency Day, In Service
- Mo, Jun 7 Non-instructional Day, Contingency Day
- Tu, Jun 8 Non-instructional Day, Contingency Day

July						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
August						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
September						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
October						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
November						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
December						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
February						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						
March						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
April						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
May						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
June						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Total Instructional Days: **178**
Minutes: **64080**

Total Non-Instructional Days: **8**
Minutes: **2880**

Total Non-School Days: **179**
Minutes: **64440**

Form 3	(1)	(2)	(3)	(4)	(4)
Elko Institute for Academic Achievement	ACTUAL PRIOR	ESTIMATED	BUDGET YEAR ENDING	BUDGET YEAR ENDING	AMENDED
REVENUE	YEAR ENDING	CURRENT	TENTATIVE	FINAL	FINAL
	06/30/19	06/30/20	APPROVED	APPROVED	APPROVED
1000 LOCAL SOURCES					
1100 Taxes					
1110 Ad Valorem Taxes					
1111 Net Proceed of Mines					
1120 Sales & Use/School Support Taxes					
1140 Penalties & Interest on Tax					
1150 Residential Construction Tax					
1190 Other					
1200 Revenue from Local Govmt Units other than School Districts					
1300 Tuition					
1310 Tuition from Individuals					
1320 Tuition-other Govt sources within State					
1330 Tuition-other Govt sources out of State					
1400 Transportation Fees					
1410 Trans Fees from Individuals					
1420 Trans Fees - other Govt within State					
1430 Trans Fees - other Govt out of State					
1440 Trans Fees - Other Private Sources					
1500 Investment Income					
1600 Food Services					
1610 Daily Sales - Reimbursable Program					
1620 Daily Sales - Non-Reimbursable Progm					
1630 Special Functions					
1650 Daily Sales - Summer Food Program					
1700 Direct Activities					
1800 Community Service Activities					
1900 Other Revenues					
1910 Rent					
1920 Donations					
1930 Gains/Loss on Sales of Capital Assets					
1940 Textbook Sales & Rentals					
1950 Misc Revenues from Other Districts					
1951 Charter School Fees portion of code 1951					
1960 Misc Revenues from Other Local Govt					
1970 Operating Revenues					
1980 Refund of Prior Year's Expenditures					
1990 Miscellaneous - local sources	76,339	111,643	70,000	70,000	
TOTAL LOCAL SOURCES	76,339	111,643	70,000	70,000	0
3000 REVENUE FROM STATE SOURCES					
3100 Unrestricted Grants-in-Aid					
3110 Distributive School Account (DSA)	1,813,732	1,743,210	1,561,626	1,499,161	
3115 Special Ed portion of DSA	59,431	69,950	44,000	44,000	
3200 State Govt Restricted Funding	189,537	189,239	130,000	130,000	
3210 Special Transportation					
3220 Adult High School Diploma Program Fnd					
3230 Class Size Reduction					
3800 Revenue in Lieu of Taxes					
3900 Revenue for/on Behalf of School Dist					
TOTAL STATE SOURCES	2,062,700	2,002,399	1,735,626	1,673,161	0

Elko Institute for Academic Achievement

Budget Fiscal Year 2020-2021

REVENUE	(1)	(2)	(3)		(4)
	ACTUAL PRIOR YEAR ENDING 06/30/19	ESTIMATED CURRENT YEAR ENDING 06/30/20	BUDGET YEAR ENDING 06/30/21		AMENDED FINAL APPROVED
			TENTATIVE APPROVED	FINAL APPROVED	
4000 FEDERAL SOURCES					
4100 Unrestricted Grants-in-Aid DIRECT from Fed Govt					
4103 E-Rate Funds					
4200 Unrestricted Grants-in-Aid from Fed Govt pass thru the State					
4300 Restricted Grants-in-Aid Direct - Fed					
4500 Restricted Grants-in-Aid Fed Govnt pass-thru the State	38,795	24,470	20,000	20,000	
4700 Grants-in-Aid from Fed Govt Thru Other Intermediate Agencies					
4800 Revenue in Lieu of Taxes					
4900 Revenue for/on Behalf of School District					
TOTAL FEDERAL SOURCES	38,795	24,470	20,000	20,000	0
OTH ER FUN	(1)	(2)	(3)		(4)
	ACTUAL PRIOR YEAR ENDING 06/30/19	ESTIMATED CURRENT YEAR ENDING 06/30/20	BUDGET YEAR ENDING 06/30/21		AMENDED FINAL APPROVED
			TENTATIVE APPROVED	FINAL APPROVED	
5000 OTHER FINANCING SOURCES					
5100 Issuance of Bonds					
5110 Bond Principal					
5120 Premium of Discount on the Issuance of Bonds					
5200 Fund Transfers In					
5300 Proceeds from the Disposal of Real or Personal Property					
5400 Loan Proceeds		400,000		269,399	
5500 Capital Lease Proceeds					
5600 Other Long-Term Debt Proceeds					
6000 Other Items					
6100 Capital Contributions					
6200 Amortization of Premium on Issuance of Bonds					
6300 Special Items					
6400 Extraordinary Items					
TOTAL OTHER SOURCES	0	400,000	0	269,399	0
8000 OPENING FUND BALANCE					
Reserved Opening Balance	186,201	306,382	200,000	130,000	
Unreserved Opening Balance	457,824	608,811	445,192	633,873	
TOTAL OPENING FUND BALANCE	644,025	915,193	645,192	763,873	0
Prior Period Adjustments					
Residual Equity Transfers					
TOTAL ALL RESOURCES	2,821,859	3,453,705	2,470,818	2,796,433	0

Budget Fiscal Year 2020-2021

Elko Institute for Academic Achievement Form 4 PROGRAM FUNCTION OBJECT	(1)	(2)	(3) BUDGET YEAR ENDING (4) 06/30/21		(5)
	ACTUAL PRIOR YEAR ENDING 06/30/19	ESTIMATED CURRENT YEAR ENDING 06/30/20	TENTATIVE APPROVED	FINAL APPROVED	AMENDED FINAL APPROVED
100 REGULAR PROGRAMS					
1000 Instruction					
100 Salaries	559,028	533,237	543,900	533,237	
200 Benefits	211,014	269,060	274,400	269,060	
300/400/500 Purchased Services	2,585	31,400	32,000	31,400	
600 Supplies	97,618	74,470	76,000	74,470	
700 Property	50		0		
800 Other					
2100-2600, 2900 Other Support Services					
100 Salaries	10,105	6,000	6,100	6,000	
200 Benefits	15,081	3,000	3,100	3,000	
300/400/500 Purchased Services	72,801	39,470	40,300	39,470	
600 Supplies	7,611	3,000	3,100	3,000	
700 Property					
800 Other					
2700 Student Transportation					
100 Salaries					
200 Benefits					
300/400/500 Purchased Services					
600 Supplies					
700 Property					
800 Other					
100 TOTAL REGULAR PROGRAMS	975,893	959,637	978,900	959,637	0
140 Summer School for Reg Programs					
1000 Instruction					
100 Salaries					
200 Benefits					
300/400/500 Purchased Services					
600 Supplies					
700 Property					
800 Other					
2100-2600, 2900 Other Support Services					
100 Salaries					
200 Benefits					
300/400/500 Purchased Services					
600 Supplies					
700 Property					
800 Other					
2700 Student Transportation					
100 Salaries					
200 Benefits					
300/400/500 Purchased Services					
600 Supplies					
700 Property					
800 Other					
140 TOTAL Summer School - Reg Prog	0	0	0	0	0

Elko Institute for Academic Achievement PROGRAM FUNCTION OBJECT	(1)	(2)	(3)		(4)	(5)
	ACTUAL PRIOR YEAR ENDING 06/30/19	ESTIMATED CURRENT YEAR ENDING 06/30/20	BUDGET YEAR ENDING 06/30/21		FINAL APPROVED	AMENDED FINAL APPROVED
			TENTATIVE APPROVED			
200 SPECIAL PROGRAMS						
1000 Instruction						
100 Salaries	192,137	127,312	129,900		127,312	
200 Benefits	75,009	54,339	55,400		54,339	
300/400/500 Purchased Services	17,536	18,075	18,400		18,075	
600 Supplies	16,452	21,788	22,200		21,788	
700 Property						
800 Other						
2100-2600, 2900 Other Support Services						
100 Salaries						
200 Benefits						
300/400/500 Purchased Services						
600 Supplies						
700 Property						
800 Other						
2700 Student Transportation						
100 Salaries						
200 Benefits						
300/400/500 Purchased Services						
600 Supplies						
700 Property						
800 Other						
200 SPECIAL PROGRAMS	301,134	221,514	225,900		221,514	0
240 Summer School for Special Programs						
1000 Instruction						
100 Salaries						
200 Benefits						
300/400/500 Purchased Services						
600 Supplies						
700 Property						
800 Other						
2100-2600, 2900 Other Support Services						
100 Salaries						
200 Benefits						
300/400/500 Purchased Services						
600 Supplies						
700 Property						
800 Other						
2700 Student Transportation						
100 Salaries						
200 Benefits						
300/400/500 Purchased Services						
600 Supplies						
700 Property						
800 Other						
240 TOTAL Summer School - Spec Prog	0	0	0		0	0

Form 4 Expenditures

3/24/2020

PROGRAM FUNCTION OBJECT	(1)	(2)	(3)		(4)	(5)
	ACTUAL PRIOR YEAR ENDING 06/30/19	ESTIMATED CURRENT YEAR ENDING 06/30/20	BUDGET YEAR ENDING 06/30/21		FINAL APPROVED	AMENDED FINAL APPROVED
			TENTATIVE APPROVED			
000 UNDISTRIBUTED EXPENDITURES						
2100 Support Services-Students						
100 Salaries						
200 Benefits						
300/400/500 Purchased Services						
600 Supplies						
700 Property						
800 Other						
2100 SUBTOTAL	0	0	0	0	0	0
2200 Support Services-Instruction						
100 Salaries						
200 Benefits						
300/400/500 Purchased Services						
600 Supplies						
700 Property						
800 Other						
2200 SUBTOTAL	0	0	0	0	0	0
2300 Support Services-Gen Admin						
100 Salaries						
200 Benefits						
300/400/500 Purchased Services	18,094	17,000	17,300	17,000		
600 Supplies						
700 Property						
800 Other						
2300 SUBTOTAL	18,094	17,000	17,300	17,000		0
2400 Support Serv-School Admin						
100 Salaries	245,154	249,700	254,700	249,700		
200 Benefits	92,766	101,660	103,700	101,660		
300/400/500 Purchased Services	12,044	9,500	9,700	9,500		
600 Supplies						
700 Property						
800 Other						
2400 SUBTOTAL	349,964	360,860	368,100	360,860		0
2500 Central Services						
100 Salaries						
200 Benefits						
300/400/500 Purchased Services	27,350	21,000	23,000	21,000		
600 Supplies						
700 Property						
800 Other						
2500 SUBTOTAL	27,350	21,000	23,000	21,000		0

PROGRAM FUNCTION OBJECT	(1)	(2)	(3) BUDGET YEAR ENDING 06/30/21		(5)
	ACTUAL PRIOR YEAR ENDING 06/30/19	ESTIMATED CURRENT YEAR ENDING 06/30/20	TENTATIVE APPROVED	FINAL APPROVED	AMENDED FINAL APPROVED
2600 Operating/Maintenance Plant Service					
100 Salaries					
200 Benefits					
300/400/500 Purchased Services	167,022	180,625	206,000	205,625	
600 Supplies	10,000	16,555	16,900	16,555	
700 Property		830,000			
800 Other					
2600 SUBTOTAL	177,022	1,027,180	222,900	222,180	0
2700 Student Transportation					
100 Salaries					
200 Benefits					
300/400/500 Purchased Services	3,392	2,500	4,100	2,500	
600 Supplies					
700 Property					
800 Other					
2700 SUBTOTAL	3,392	2,500	4,100	2,500	0
2900 Other Support (All Objects)					
100 Salaries					
200 Benefits					
300/400/500 Purchased Services					
600 Supplies					
700 Property					
800 Other					
2900 SUBTOTAL	0	0	0	0	0
2000s TOTAL SUPPORT SERVICES	575,822	1,428,540	635,400	623,540	0
3100 Food Service					
100 Salaries					
200 Benefits					
300/400/500 Purchased Services					
600 Supplies					
700 Property					
800 Other					
3100 TOTAL FOOD SERVICES	0	0	0	0	0

PROGRAM FUNCTION OBJECT	(1)	(2)	(3)		(4)	(5)
	ACTUAL PRIOR YEAR ENDING 06/30/19	ESTIMATED CURRENT YEAR ENDING 06/30/20	BUDGET YEAR ENDING 06/30/21		FINAL APPROVED	AMENDED FINAL APPROVED
			TENTATIVE APPROVED			
4700 Building Improvement						
100 Salaries						
200 Benefits						
300/400/500 Purchased Services		6,000				
600 Supplies						
700 Property						
800 Other						
4700 SUBTOTAL	0	6,000	0		0	0
4900 Other (All Objects)						
100 Salaries						
200 Benefits						
300/400/500 Purchased Services						
600 Supplies						
700 Property						
800 Other						
4900 SUBTOTAL	0	0	0		0	0
4000s TOTAL FACILITIES ACQUISITION & CONSTR	0	6,000	0		0	0
5000 Debt Service	53,817	74,141	56,114		85,849	
000 TOTAL UNDISTRIBUTED EXPENDITURES	629,639	1,508,681	691,514		709,389	0
TOTAL ALL EXPENDITURES	1,906,666	2,689,832	1,896,314		1,890,540	0
6300 Contingency (not to exceed 3% of Total Expenditures)	XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX					
8000 ENDING FUND BALANCE						
Reserved Ending Balance	174,031	130,000	225,000		130,000	
Unreserved Ending Balance	741,162	633,873	493,378		775,893	
TOTAL ENDING FUND BALANCE	915,193	763,873	718,378		905,893	0
TOTAL APPLICATIONS	2,821,859	3,453,705	2,614,692		2,796,433	0

CHECKS:	Contingency cannot exceed:	XXXXXXXXXX	80,695	56,889	56,716	0
	Calculated Total Ending Fund Balance:	915,193	763,873	574,504	905,893	0

Dennis M. Zimmerman II

148 Walnut St.
Elko, NV 89801
Mardenz2@hotmail.com

Work cell 777-6016
Home 753-4774

September 12, 2014

Professional Objective: I am seeking a position for the EIAA school board

Work History:

8/1990 – Present – Employed with Newmont Mining Corporation. Different positions held within Newmont Mining Corporation listed below:

6/1/04 – Present - Human Resources Representative – Human Resources Representative. I handle all aspects of employee relations, contract interpretation, benefits explanation, investigations and corrective actions. The first 2 years in HR, I coordinated the recruiting of hourly underground employees. I also conduct the New-hire training classes ranging from 1 to 50+ employees every two weeks.

1/02 - 5/31/04 Training Coordinator – Surface Mine Maintenance- Organized and coordinated training classes, programs, MSHA courses, schedule crews, equipment and community resources for training purposes, directed and instructed training courses, developed Power Point presentations and produced Standard Operating Procedures (SOPs).

5/11/00 - 12/01 Front-line Shop Foreman – Directed the workforce in a heavy equipment shop facility. Maintained safety of workforce, conducted safety meetings, addressed personnel issues and investigations, coached and mentored workforce and addressed corrective action when needed.

8/92 - 5/00 Heavy Equipment Diesel Mechanic – Rebuilt equipment, trouble-shot, repaired all kinds of Caterpillar heavy equipment. I also held the responsibility of relief foreman for 9 months before accepting a full time position as front-line foreman.

8/90 - 7/92 Mechanic Apprentice – Northern Nevada Community College; Manpower Training Cooperative Program in diesel mechanic education and on site training at various sponsoring mining companies in the Elko area (Barrick, Newmont).

Education:

- Bachelors Degree in business Management from Great Basin College, 2011.
- Associate of Applied Science-Diesel Technology, Northern Nevada Community College (Great Basin College), 5/93.
- University of Nevada Reno-- Extended Studies Human Resources Courses: 4 courses remaining to completion.
- Manpower Training Cooperative, Northern Nevada Community College, scored 5th out of 100, 8/90-6/92.

Licenses and Certificates:

- Rock Climbing Certification, Boy Scouts of America, October 17-19, 2003
- Fire Science Academy, University of Nevada, Reno: Wildland and Industrial Fire Fighting Refresher, May 23, 2003
- Fire Science Academy, University of Nevada, Reno: Extrication Refresher, May 22, 2003
- Fire Science Academy, University of Nevada, Reno: Confined Space Refresher, May 21, 2003
- Fire Science Academy, University of Nevada, Reno: High Angle Refresher, May 20, 2003
- Fire Science Academy, University of Nevada, Reno: Hazardous Materials Refresher, May 19, 2003
- Emergency Medical Technician, Intermediate Certification, 2002, Certificate is Current
- Timken Corporation, Mining and Power Plant Industry Bearing Training Program Drill School, Dec. 18, 2001
- Ingersoll Rand (IR), Service and Maintenance Training, Dec. 04, 2001
- Hazmat Technician Certified, recertification Oct. 9, 2001.
- University of Nevada, Reno-Fire Science Academy/Crisis and Emergency Management Institute, High Angle Special, 3/2000
- Goodyear-1 Day Off-the-Road Basic Training, 2/2000
- Mobile Air Conditioning Society (MACS) Training in CFC-12 refrigerant recycling and services procedures, 8/99
- Caterpillar 3500 EUI/MUI Engines Training and Certification, 7/10/98
- Cashman Equipment/Caterpillar Off Highway Truck Electronics Training and Certification, 1/8-9/98
- Cashman Equipment/Caterpillar VIMS Introduction Training and Certification, 3/4/96
- Rory McLaren Fluid Power Training and Certification in Practical Hydraulics, . 7/95
- International Mobile Air Conditioning Association (IMACA) Training and Certification in Mobile Air Conditioning Refrigerant Recovery and Recycling Equipment, 8/93
- Cashman Equipment/Caterpillar 785/9 Systems Training, 7/93

Community Works and Interests:

- Emergency Medial Technician, Intermediate, Elko Ambulance, since 1994, expired in 2009
- Basketball Referee, Northeastern Nevada Official Association (NENOA), since 1994
- Basketball Referee, Police Athletic League (PAL), since 1994
- American Youth Soccer Organization (AYSO) coach and Board Member, Aug. 2002 -2006
- Volunteer with the Girl Scouts of Sierra Nevada, official Girl Scout 2003-2004
- Official Member and Volunteer with the Boys Scouts of America 2003 - Present
- Currently Cub Scout Pack Master for Pack 91
- Hobbies: Rock Climbing, hiking, photography

HILIARY N. WILSON, ESQ.

NV Bar No. 10799
687 Palace Parkway
Spring Creek, Nevada 89815
hiliary15@yahoo.com
(775) 385-4093

Education

University of Wyoming, College of Law Juris Doctor

May 2007

❖ Emphasis in Tax Courses:

Have Taken: Income Tax, Taxation of Business Entities, Trusts and Estates, Business Planning, Business Organizations, Secured Transactions, Estate Planning, Gift and Estate Tax, Bankruptcy

Great Basin College

May 2004

❖ Bachelors of Applied Science in Business Management

Work Experience

September 2010-Present

Newmont Mining Corporation

- ❖ Title: Assistant Regional Legal Counsel
- ❖ MSHA Litigation, Contracts, HR, Land Matters
- ❖ Ethics Advocate for the North America Region

October 2007 – September 2010

Elko County District Attorney's Office

- ❖ Title: Deputy District Attorney
- ❖ Charge and litigate adult misdemeanor and felony crimes, including white collar crimes
- ❖ Conduct bench trials, preliminary hearings, and felony jury trials

May 2006 – August 2006

Elko County District Attorney's Office

- ❖ Took Oath of Attorney and certified to participate in the limited practice of law in Nevada
- ❖ Conducted legal research and then presented the findings in a Memo
- ❖ Did two Bench Trials (traffic citations)

May 2005 – August 2005

Elko County District Attorney's Office

- ❖ Legal Research
- ❖ Research for a brief
- ❖ Child Support Enforcement such as wage garnishments and delinquent letters

May 2001 – August 2004

Elko County District Attorney's Office

- ❖ Title: Assistant Caseworker
- ❖ Worked while attending Great Basin College full time

Awards and Honors

2006 – 2007

Phi Delta Phi Law Fraternity

- ❖ Office held: Magistrate

2006 – 2007

Alumni Scholarship

May 2004

Nominated for International Mission on Business

References available upon request

Layla Buehn Miguel

116 Colonial Cir. Elko, NV

775-401-0191

lailabuehn@gmail.com

OBJECTIVE

To support education in our community and growth in the next generation of leaders.

EDUCATION

B.S. 2008 Accounting
Linfield College
McMinnville, OR

B.S. 2004 Env. Science &
Resources and Biology
Portland State University
Portland, OR

KEY SKILLS

Financial Reporting
Budgeting
Continuous Improvement
Systems and processes
Analytics & reporting
Employee engagement

PROFESSIONAL EXPERIENCE

January 2019 - Present

VP Finance & Administration • Responsible for Finance, HR and Administrative functions of the company, with a team of 10 professionals • RAM Enterprise, Inc.

May 2014 – December 2019

Director of Finance • Responsible for all Finance and Accounting functions of the company with a team of 5 professionals • RAM Enterprise, Inc.

February 2009 – April 2014

Corporate Accountant • Responsible for all Accounting functions of the company with a team of 2 professionals • RAM Enterprise, Inc.

January 2007 – January 2009

Independent Accounting Advisor • Specializing in set up and maintenance of small business booking keeping systems

COMMUNITY INVOLVEMENT

2012 – 2013 Boy scouts local chapter treasurer

2013 – Present EIAA PTSO board member – seats held: Treasurer and Secretary

REFERENCES

Available upon request



ELKO INSTITUTE FOR ACADEMIC ACHIEVEMENT

1031 Railroad Street, Suite #107

Elko, Nevada 89801

Phone: (775) 738-EIAA (3422) Fax: (775) 738-3488



7/21/2020

Nevada State Public Charter School Authority
1749 North Stewart Street Suite 40
Carson City, Nevada 89706

Dear Charter School Governing Body:

On behalf of the Governing Body of Elko Institute for Academic Achievement (EIAA), please accept this The Letter of Intent to serve as our notice for a charter renewal to the existing charter due to expire on June 30, 2021.

Under our current charter contract, EIAA provides educational services to grades kindergarten through eighth grade with each grade consisting of one classroom with 22 students each. This structure will continue for the next four years with a proposed location change in the fifth year. The current address of 1031 Railroad Street, Elko, NV. 89801 will remain to same for this period.

Provided our application is approved by the Charter Authority, EIAA is projecting to construct and relocate into a new school for the 2024-25 school year. The purchased land is located on 9.33 acres across from Great Basin College on College Parkway. With this move, the plan includes an increase to the number of classrooms by one each, therefore, increasing the student capacity from 198 to 396 over a span of time. EIAA will be providing a relocation application to the Charter Authority by the end of this year.

Thank you in advance for your consideration on this matter, and we look forward to working with you in order to continue offering our students with the highest level of education opportunities.

Sincerely,

Dennis Zimmerman
Board President

Ashley Perkins
Principal

MONIQUE SORENSON

1747 Hamilton Creek Trail Elko, NV 89801 | mdh4982@hotmail.com | 775-385-8979

Work Experience

EIAA PTSO Elko, NV

Treasurer October 2012 - Present

- Receive cash and checks and make deposits.
- Coordinate and direct the financial planning, budgeting, and investment activities of all or part of the organization.
- Prepare meeting agendas, attend meetings, and record and transcribe minutes.
- Design or produce materials such as posters or newsletters to promote, market, or advertise fundraising events.
- Develop strategies to encourage new or increased contributions.
- Monitor budgets, expense reports, or other financial data for fundraising organizations.
- Monitor progress of fundraising drives.
- Recruit sponsors, participants, or volunteers for fundraising events.

Self Los Angeles, CA

Care Taker June 2001 - February 2003

- Administer bedside or personal care, such as ambulation or personal hygiene assistance.
- Perform housekeeping duties, such as cooking, cleaning, washing clothes or dishes, or running errands.
- Care for individuals during periods of incapacitation, family disruption, or convalescence, providing companionship, and personal care.

Education

Canyon Canyon Country, CA

• Additional Skills

- Microsoft programs
- Team player
- Fast learner
- Operate office machines

Professional Experience

NEWMONT MINING CORPORATION in Elko, Nevada: Senior Landman - 2018 to present

MONTANA FISH, WILDLIFE & PARKS in Helena, Montana: Realty Specialist - 2016 to 2018

Conducted a variety of land related services for the Department.

- Acquired and disposed of land in various types of easements, fee title, leases and cooperative agreements. Managed negotiations and coordination with all parties.
- Performed research regarding easements, right-of-ways, property rights and encumbrances.
- Identified and resolved property related conflicts including trespass, development rights, and boundary disputes.
- Managed the property taxes and assessments all department lands in Montana.
- Oversaw the development of a road database and mapping pilot project.

MILDREN LAND SERVICES in Helena, Montana: Owner - 2014 to 2018

Provided a variety of business consulting and land related services.

- Performed mineral and surface title research including review of the easements, right-of-ways and property access and preparation of title reports.
- Managed mineralized properties for various companies including claim staking, annual maintenance of mining claims, and the review and payment of property taxes on patented land.
- ArcGIS mapping and fieldwork to located claims boundaries, property monuments, and roads.

AMERICAN INNOVATIVE MINERALS in Helena, Montana: Business Development and Landman - 2013-2014

Developed strategic goals and selected projects to meet these goals as a key member of the project management team.

- Co-authored the company's business plan: developed budgets, analyzed the markets, identified factors critical to the company's strategy, and formulated a plan to achieve the company's objectives. Prepared written presentations utilizing confidential and proprietary information.
- Prepared and presented monthly reports to the CEO, as well as for the Board of Directors as needed and maintained budgets and cash flow documents.
- Provided information and prepared contracts for potential investors, buyers, and customers.
- Conferred with other members of the leadership team in monthly strategic planning meetings to review goals, discuss concerns, and choose projects to meet goals. Met with the team weekly to analyze operations, set objectives, coordinate activities, and resolve issues.
- Worked effectively with staff, contractors, land owners, and various state and federal government agencies including the BLM and DEQ in the planning for and reclamation of historic mine dumps in Montana and Nevada.
- Conducted typical landman work, including: analyzing surface and mineral titles, contacting land owners, preparing and negotiating contracts, evaluating projects to identify potential issues, preparing maps, staking claims, managing the property assets including paying annual maintenance fees and reviewing taxes, and resolving title deficiencies.

ECOTECH RECYCLING in Tel Aviv, Israel: Cofounder and VP for Business Development, 2006-2012

Facilitated the capitalization and launch of this clean-tech engineering company by providing key business and industry expertise and formulating EcoTech's market strategy.

- Worked with the founders to set the strategic vision and goals for the company, explore funding alternatives, and develop plans to achieve the goals.
- Conducted extensive analytical review of the industry and collaborated with numerous key industry players, including major chemical companies, recycling companies, tire manufacturers, equipment manufacturers, rubber product manufacturers, NGOs, and state governmental agencies (primarily in Germany, UK, the US in Oregon, Virginia, New Jersey, and Georgia).
- Pieced together information from seemingly unrelated industries to identify worldwide demand for raw materials and developed strategies to meet this demand with reclaimed materials.
- Prepared business plans and budgets for new recycling facilities, anticipating and preparing for changes in the market.
- Negotiated business partnerships and development agreements. Obtained competitive incentive packages, including grants from New Jersey and Virginia.

CHRISTIAN FRIENDS OF ISRAEL in Jerusalem, Israel: Interim Finance Manager 2005-2006

Recruited by the director to establish a stable finance department and implement changes.

- Conferred with the director and department heads, discussing budgets, planning, fiscal reporting, policy and program improvement, funding strategies, and effective financial management.
- Conducted an internal audit.
- Provided leadership during the restructuring process, replaced the accounting software, and updated accounting procedures.
- Increased longevity in the department by hiring and training local personnel, including the permanent head of the finance department.
- Implemented changes that resulted in an efficient finance office that provides solid support and enables the organization to fulfill its mission.

Pro Bono Consultant in Israel, 2002-2006

Provided professional business expertise and volunteered at numerous non-profit organizations, including:

- Because I Care - Israel, an initiative dedicated to social activism in Israel.
- Agape, an NGO involved in social welfare and community events.

CAPITAL PERSPECTIVE PUBLISHING in Moscow, Russia: Finance and Operations Manager, 2001-2002

- Directed the day-to-day financial operations and attracted new advertisers.
- Expanded the business by offering outsourced publishing services and providing new customer services to clients.
- Analyzed company strategy and conferred with the directors and investors to resolve problems and increase revenues.

MAGRAM MARKET RESEARCH in Moscow, Russia: Client Service & New Business Development 2000

- Pioneered Internet-based market research, analyzing the potential impact of the embryonic Internet advertising market compared to traditional advertising methods.

ANGLO-AMERICAN SCHOOL in Moscow and St. Petersburg, Russia: Business Manager, 1995-1999

Provided leadership as the chief financial officer for a 35-member business office and administrative staff managing this exclusive international school's finances, facilities, and assets. Directed and

coordinated all financial and business aspects of the organization, including the budgeting, accounting, fiscal reporting, internal and external audits, procurement, contracts, and investments.

- Oversaw an annual budget of over \$10 million and assisted in securing funding for a \$45 million new campus through a variety of sources, including government funding, grants, fees, fund raising, investments, and loans.
- Guided the school through the Russian currency collapse of 1998, providing solutions in a challenging environment and remaining economically solvent.
- Member of the senior leadership team during a dynamic period of change and growth.
- Worked alongside and communicated with Embassy leadership, business executives, the board of directors, the director and principals, teachers, support staff, parents, and vendors to achieve the school's mission, in groups and one-on-one settings.
- Increased business office effectiveness and accuracy while minimizing expansion costs with prudent financial management, introducing policies and procedures, installing accounting software, negotiating with vendors, and hiring and training local staff.
- Increased staff longevity and improved team efficiency by interviewing, hiring, providing in-house and external training, rewarding staff input and initiative, reviewing recommendations, and implementing change.

SPECIFIC QUALIFICATIONS

Education and Licences

BA in Business Administration with a Management Option, Washington State University, 1990-1994

Title Producer License No: 100141422, Commission of Securities and Insurance Office Montana

Landman with the American Association of Professional Landman.

Knowledge, Skills, and Abilities

- Experience in researching, reporting, and perfecting title defects including surface, mineral, easements, access, and water rights. Managed numerous mineral properties including patented and unpatented claims. Prepared property maps. 5 years mineral landman experience.
- Well-versed in management principles and practices including personnel management, leadership, strategic planning and analysis, budgeting, coordination and allocation of resources, project management, and organizational structures. 6+ years of personnel management experience, 15+ years of strategic planning and business experience.
- Working knowledge of GAAP accounting principles and practices, including government, not-for-profit, and commercial applications. 6+ years of financial management experience.
- Advanced skills in developing budgets, analyzing data, and preparing financial reports for projects and organizations. 7+ years of budgeting, reporting, and analyzing experience on a monthly basis, 3+ years on an ad-hoc basis.
- Experience working with and comfortable communicating across a wide variety of cultures and industries, in small and large office environments, in both private and government sectors.
- Software: MS Office (Word, Excel, Project, Powerpoint), ArcGIS 10, and SAP. Utilized sub-meter GPS equipment and geomagnetic surveying equipment.

RAMA PARIS

HC 30 Box 320

Spring Creek, NV 89815

Skills Summary

Over 40 years of educational involvement, knowledgeable in special education practices, curriculum development and application, instructional practices, and leadership. Have served on several state and local boards. Co-own and manage successful business.

Education

Degree / Date of Graduation

School Administrator Endorsement 1992 University of Nevada

MS Speech Pathology 1976 Idaho State University

BS Speech Pathology and Audiology 1975 Idaho State University

Experience

1976-77 Humboldt Co. School District Speech Pathologist

1977-2005 Elko Co. School District Speech Pathologist and School Administrator

2011-12 intermittent Elko Institute of Academic Achievement administer

2011-2020 EIAA Board Member

1991-2020 Paris Livestock

Sharon E. Owen

962 College Ave; Elko, NV 89801 • sowen@hotmail.com • 720.366.4878

Summary

Professional with online content development expertise based on sound instructional design and adult learning principles along with new program design and implementation, project management, resource scheduling, student learning assessment, and accreditation acquisition experience.

Key Strengths

- Consensus-building
- Communication strategies
- Curriculum development
- Facilitation
- Organization
- Process improvement
- Program accreditation
- Program review
- Project leadership
- Quality control
- Staff development
- Training

Education

Master of Applied Communication

University of Denver Denver, CO 2005

Capstone: A Plan for Implementing an Online Peer Mentoring Program at a Proprietary Online College

Bachelor of Arts

Pacific University Forest Grove, OR 1997

Majors in Modern Languages (German) and Coordinated Study in Humanities; Minor in Literature

Professional Experience

Senior Instructional Designer

USC Bovard College Los Angeles, CA 2016 – present

- Facilitated program design, syllabi creation, and course development efforts in Canvas learning management system with diverse team of instructional designers, faculty, and industry experts for an online master's degree in project management; supported launch and maintain program quality
- Worked with diverse team of industry leaders, faculty, and instructional designers to develop innovative online human resource management master's degree curriculum and course syllabi
- Supported Phase I planning efforts for USC Bovard Scholars program, including framework design, program outcome mapping, and template creation for session lesson plans for residential portion

Instructional Designer/Project Manager

Colorado State University-Global Campus Greenwood Village, CO 2014 – 2017

- Selected as lead instructional designer for new graduate program to support development process
- Fulfill course development standards and processes in collaboration with faculty and multimedia designers for graduate and undergraduate courses, using Blackboard and Schoology platforms
- Complete special projects, including development of internal staff and faculty training and student orientation; facilitate alternative credit review process with industry partners; create curriculum outcome maps for targeted student learning assessment tasks along with interactive course features
- Serve as internal course finishing and quality assurance team member during production cycle
- Functioned as peer mentor and resource for new instructional designer/project managers

Senior Curriculum Manager

Heald College Walnut Creek, CA 2009 – 2014

- Facilitated quarterly course development process for ground and online courses in business, general education, and healthcare, following faculty governance model while working closely with subject matter experts and conducting quality assurance

Collaboration • Course Development • Facilitation • Project Management

Sharon E. Owen

3466 W. Powers Pl. • Littleton, CO 80123 • sowen@hotmail.com • 720.366.4878

- Served as curriculum team lead for annual and select comprehensive program review efforts; completed annual program review for multiple disciplines over five year span
- Maintained curriculum development standards for assessments used in dual learning modalities; reviewed projects and coached team members' efforts to ensure alignment and efficacy
- Co-managed Pharmacy Technology program accreditation process for eleven campuses within a year's timeframe with all programs receiving full accreditation
- Guided program directors to standardize Health Information Technology, Medical Assisting, Medical Insurance Billing and Coding, Medical Office Administration, and Pharmacy Technology curricula within constraints of project
- Led faculty team through program design effort for bachelor's degree in Healthcare Management
- Co-presented at 2012 Western Association of Schools and College (WASC)'s Academic Resources Conference on student learning outcome assessment best practices
- Facilitated program director and faculty efforts for multiple allied health programs; engaged faculty as course authors for curriculum development and student learning assessment efforts
- Established national and regional affiliation agreements with several major pharmacy chains for placement of externs and graduate employment; shaped communication plans and training; served as primary point of contact at the college for CVS placement opportunities in California
- Collaborated with taskforce to develop and implement ICD-9-CM to ICD-10-CM/PCS transition plan for faculty and students, including training and program refinements
- Oversaw rollout of two associate degree programs across a geographically distributed multi-campus college system, including execution of inter-departmental processes, laboratory build-out, and course development with faculty, campus and executive teams, consultants, and vendors
- Researched and developed online faculty training for Success Strategies course to positively affect student experience and retention rates of first-term students; course adopted at 12 campuses

Adjunct Faculty

Argosy University Online	Pittsburgh, PA	2008 – 2009
Westwood College Online	Denver, CO	2004 – 2008

- Facilitated first-year students in core general education courses, including Success Strategies and Intrapersonal Communication, with high satisfaction rates through instruction focused on learning styles, time management, goal-setting, and communication skills and theory
- Proficient user of eCollege and Blackboard learning management systems for course delivery
- Also served as teaching assistant for Success Strategies and Introduction to Business courses

Project Manager

The Cable Center	Denver, CO	2008
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- Collaboratively planned for and carried out biannual conference services for national committee of domestic and international customer care executives in the cable industry
- Managed resource scheduling and training content development and monitored results in various delivery modes for internal and external constituents based on adult learning and design principles
- Initiated and coordinated internal "brown bag" training series for inter-organizational employees
- Project managed the content and event details for the first Cable Boot Camp and Beyond workshop in partnership with The Cable Center fellows (University of Denver Daniels College of Business faculty) and Women in Cable Telecommunications
- Developed strategic departmental marketing plan and comprehensive training catalog for cable industry professionals

