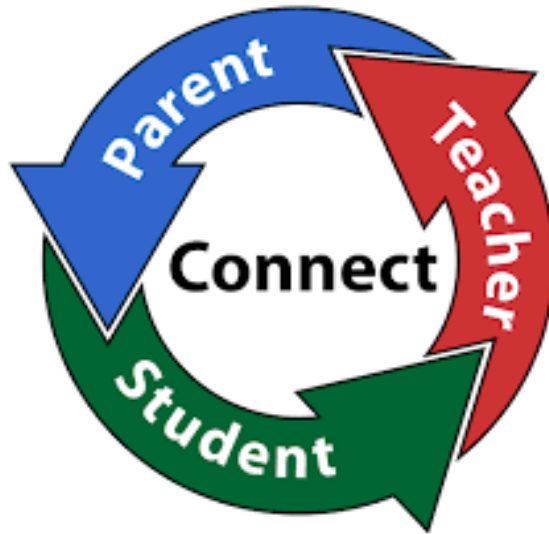


Nye County School District



Parent/Student Handbook

2016-2017



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INTRODUCTION

THE IMPORTANT INFORMATION HANDBOOK

This handbook has been revised and updated from last year, especially in the areas of bullying and graduation. Please take the time to review this document with your student(s). This handbook is intended to be used by students, parents/legal guardians and staff as a guide to the rules, regulations and general information about the Nye County School District, also referred to herein as NCSD. Each student is responsible for becoming familiar with the handbook and for knowing the information contained in it. Parents/legal guardians are encouraged to use this handbook as a resource and to assist their child in following the rules contained in this handbook.

Although the information found in this handbook is detailed and specific concerning many topics, the handbook is not intended to be all-encompassing so as to cover every situation and circumstance that may arise during any school day or school year. Additionally, individual schools may initiate a School Handbook detailing specifics within their school to be used in conjunction with the Nye County School District Parent/Student Handbook. This handbook does not create a contract. The administration reserves the right to make decisions and make rule revisions at any time to implement the educational program and to assure the well-being of all students. The administration will be responsible for interpreting the rules contained in this handbook. Should a situation or circumstance arise that is not specifically covered in this handbook, the administration will make a decision based upon all applicable school district policies, state and federal statutes and regulations.

The Nye County School District is committed to educational equity for students, staff and patrons of Nye County public schools. In all programs conducted by the school district, the dignity and worth of each individual will be recognized. Nye County School District is an Equal Opportunity Employer. Nye County School District does not sanction or tolerate discrimination in any form on the basis of race, color, religion, age, gender, pregnancy, sexual orientation, national origin, ancestry, disability, veteran status, domestic partnership, genetic information, gender identity or expression, political affiliation, or membership in the Nevada National Guard. Nye County School District has a policy of active recruitment of qualified minority teachers and non-certified employees.

For questions regarding this policy, please contact the Title IX Coordinator, 484 S. West St., Pahrump, NV 89048 or call (775) 727-7743. Se pueden conseguir y pedir copias en español.

NYE COUNTY SCHOOL DISTRICT VISION, MISSION AND GOALS

PREAMBLE:

The Nye County School Board of Trustees is an elected body with governance responsibilities for public schools in the communities of Amargosa, Beatty, Duckwater, Gabbs, Pahrump, Round Mountain and Tonopah. Nye County School District is the largest geographical school district in the contiguous United States. It is our responsibility to do the following:

1. Set a clear direction for the district;
2. Empower and hold the superintendent responsible for implementing our direction and managing district operations;
3. Develop and adopt policies that support and implement our direction; and
4. Adopt budgets that direct resources to support educational goals.

The Board expects a high-performing district that achieves exceptional results. We believe the process of continuous improvement and reform can be consistent over time, transcending board membership and superintendents.

VISION:

“Every Student a Success”

MISSION:

Educate students with the skills necessary to achieve their full potential.

CORE VALUES AND BELIEFS:

Potential: Every student deserves the opportunity to achieve his or her potential.

High Expectations: The district will foster a culture of high expectations.

Accountability: The district will be open, transparent and accountable to the public.

Safety: All school and departments will be safe and supportive.

Responsiveness: Public education should be responsive to an ever-changing world.

GOALS:

Elevate achievement for all students

Provide educational opportunities through graduation and beyond

Increase the graduation rate

Foster a safe and respectful learning and work environment

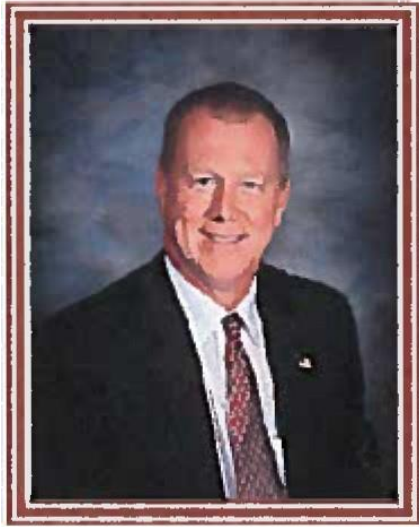
Continuously incorporate technology to achieve our mission

IMPLEMENTATION:

To implement our vision, the board will work with the superintendent each year to determine strategic initiatives, annual board projects and performance measures.

WELCOME TO THE 2016-2017 SCHOOL YEAR
OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Nye County School District

Dear Parents/Legal Guardians and Students,



I would like to personally welcome you and your family to the 2016-2017 school year. It is my privilege and honor to serve as Superintendent of Nye County School District (NCS D). I continue to have the passion and commitment to serve this organization, as well as the desire to continue to make a difference in Nye County School District.

Currently in my fifth year as the Superintendent of Schools, I remain as committed to the NCS D students as I was going into my first year. Together we will continue to move forward with every child in mind. Our goal is to provide excellent instruction to every child, in every classroom, every day.

The vision of the Nye County School District board of Trustees is: Every Student a Success, Their mission is to educate our students with the skills necessary to achieve their full potential. Their goals are as follows:

- Elevate achievement for all students
- Provide educational opportunities through graduation and beyond
- Continuously incorporate technology to achieve our mission
- Foster a safe and respectful learning and working environment
- Increase the graduation rate
- Promote parent involvement in pursuit of our vision

Please visit the Nye County School District's Website (<http://www.nye.k12.nv.us>). You will find an abundance of information located there including links to your child's school and to our Facebook page.

Nye County School District has moved to a new student information system this school year. The State Edition of Infinite Campus is a district-wide system designed to manage attendance, grades, schedules, assessments and other student information. Parents/guardians will have on-line access to the Campus Portal, a confidential and secure website to view student progress in school. The target date to provide access to this system will be at the conclusion of the first nine weeks of school. The parent portal will be opened in segments until fully implemented.

On behalf of Nye County School District, Board of Trustees, the leadership and administrative team, professional staff and support staff, I welcome you to join us in preparing your child for their future. Please do not hesitate to contact us if we can be of assistance to you at any time during the school year. If you would like to volunteer for Nye County School District, please contact our volunteer office.

Respectfully,

A handwritten signature in black ink that reads "Dale A. Norton". The signature is written in a cursive, flowing style.

Dale A. Norton, Superintendent
Nye County School District

NYE COUNTY SCHOOL DISTRICT CONTACTS

SUPERINTENDENT

Dale A. Norton
(775) 727-7743 Ext 239

ASSOCIATE SUPERINTENDENTS

Evangelyn Visser
(775) 727-7743 Ext 227
Dennis Scherz
(775) 727-7743 Ext 224

BUSINESS AND FINANCE

Ray Ritchie, Chief Operating Officer
(775) 727-7743 Ext 234

HUMAN RESOURCES

Sheena Barnes, Director/Title IX Coordinator
(775) 727-7743 Ext 238

SPECIAL EDUCATION SUPPORT SERVICES

Sam Simatos, Director
(775) 751-4015

TRANSPORTATION/MAINTENANCE & OPERATIONS

Cameron McRae, Manager
(775) 727-2443

FEDERAL AND STATE PROGRAMS

Karen Holley, Coordinator
(775) 727-7743 Ext 229

FOOD SERVICE

Jodi Martinez, Coordinator
(775) 727-7743 Ext 260

TECHNOLOGY

Seonsuk (Sunny) Kim, Supervisor
(775) 727-7743 Ext 256

NYE COUNTY SCHOOL DIRECTORY

2016-2017

<p>Amargosa Valley ES/MS GRADES: PK-8 #106 & MS #316 Robert Williams, Principal Al Eiseman, Assistant Principal HC 69 Box 401-Z Secretary – Lindie Cruz 777 E. Amargosa Farm Rd Amargosa Valley, NV 89020 (775) 372-5324 Fax (775) 372-5314</p>	<p>Pahrump Valley High GRADES: 9-12 #604 Chris Brockman, Principal Secretary – Maggie Villa Sonja Miller, Asst. Principal Registrar – Jen Shockley Jason Odegard, Asst. Principal Fax: (775) 727-2284</p> <p style="text-align: right;">Attendance – Lyn Light Attendance – Joanne Baumgarten Athletics – Kendra McCauley</p> <p>501 E. Calvada Blvd Pahrump, NV 89048 (775) 727-7737 (Main) Fax (775) 727-7722</p>
<p>Beatty Elementary/MS GRADES: PK-8 ES #201 & MS #311 Robert Williams, Principal Al Eiseman, Assistant Principal P.O. Box 369 Secretary – Linda Borowick 301 N. 4th St Beatty, NV 89003 (775) 553-2902, 2472 Fax (775) 553-2646</p>	
<p>Beatty High School GRADES: 9-12 #601 Robert Williams, Principal Al Eiseman, Assistant Principal Secretary – Joanne Nelson P.O. Box 806 1 Hornet Ave Beatty, NV 89003 (775) 553-2595 Fax (775) 553-2887</p>	<p>Pathways/Adult Ed GRADES: 7-12 #902 Shelly Pierson, DSA Secretary – Elli Michaels 484 S. West St Clerical/Adult Ed – Sharon Peterson Pahrump, NV 89048 (775) 751-6822 Fax (775) 751-6829</p>
<p>Duckwater School GRADES: K-8 #101 James Fossett, Rural Director Lynette Huston – Head Teacher 2 Duckwater Rd Duckwater, NV 89314 NO Fleet Service – ALL Mail goes by US Mail (775) 863-0277 Fax (775) 863-0149</p>	<p>Rosemary Clarke Middle School GRADES: 6-8 #301 Tim Wombaker, Principal Secretary – Nancy Berry Laura Weir, Assistant Principal Registrar – Cindy Allison Erin Jerabek, Assistant Principal Attendance – Patti Biggs 4201 N. Blagg Rd Pahrump, NV 89060 (775) 727-5546 Fax (775) 727-7104</p>
<p>Floyd Elementary GRADES: PK-5 #210 Jeff Skelton, Principal Secretary – Teresa Veloz 6181 S. Jane Ave Registrar – Micki Goold Pahrump, NV 89061 (775) 751-4889 Fax (775) 751-5094</p>	<p>Round Mountain Elementary GRADES: K-5 #103 James Fitch, Principal Secretary – Sandy Dutton P.O. Box 1429 59 Hadley Circle Round Mountain, NV 89045 (775) 377-2236 Fax (775) 377-2354</p>
<p>Gabbs School GRADES: K-12 ES #105, MS #315, HS #602 David Dispensa, Principal Secretary – Frances Hanifen P.O. Box 147 511 E Ave Gabbs, NV 89409 (775) 285-2692 Fax (775) 285-2381</p>	<p>Round Mountain MS/HS GRADES: 6-12 #313 James Fitch, Principal Secretary – Joy Millard P.O. Box 1427 61 Hadley Circle Round Mountain, NV 89045 (775) 377-2690 Fax (775) 377-1239</p>
<p>Hafen Elementary GRADES: K-5 #207 Kenneth Weaver, Principal Secretary – Shelley Baka 7120 S. Hafen Ranch Rd Registrar – Susan McRae Pahrump, NV 89061 (775) 751-4688 Fax (775) 751-4686</p>	<p>Special Education Services (SESS) Sam Simatos, Director of Special Education Joe Gent, Special Education Coordinator 900 E. Jackrabbit St., Suite 2 Secretary – Shanda Hammar Pahrump, NV 89048 (775) 762-2638/(775) 751-4015 Fax (775) 751-4025</p>
<p>J.G. Johnson Elementary GRADES: PK-5 #108 TBD, Principal Secretary – Lori Ince 900 E. Jackrabbit St Registrar – Sharon Braithwaite Pahrump, NV 89048 (775) 727-6619 Fax (775) 727-7885</p>	<p>Tonopah Elementary/MS GRADES PK-8 ES #202 & MS #312 Scott Moore, Principal Secretary – Melissa Fitch P.O. Box 1749 1220 Idaho Circle Tonopah, NV 89049 (775) 482-6644 Fax (775) 482-5717</p>
<p>Manse Elementary GRADES: PK-5 #102 Kyle Lindberg, Principal Secretary – Remle Perez 4881 N. Lola Ln Registrar – Jan Ballantine Pahrump, NV 89060 (775) 727-5252 Fax (775) 727-1526</p>	<p>Tonopah High School GRADES: 9-12 #603 James Fossett, Rural Director Secretary – Janet Dwyer PO Box 1349 1 Ray Tennant Dr Tonopah, NV 89049 (775) 482-3698 Fax (775) 482-3635</p>

BOARD OF TRUSTEES

PRESIDENT



Tracie Ward
Area IV

VICE PRESIDENT



Mike Floyd
Area III

CLERK



Teresa Stoddard
Area II

Welcome to our Nye County Schools. We hope that you will have a pleasant and productive school year.

This handbook provides information mandated by federal and state laws. It also includes information on student dress, access to student records and the disciplinary hearing process. If you need other information, such as grading system, prices of lunch, clubs and athletics, please ask the school to provide you with copies of the pertinent policies and regulations.

We recognize that all parents and guardians play an important role in educating our students. We want to remind you that you have the right to become actively involved in any decisions directly affecting your children. We welcome you to our schools and actively seek your involvement and support.

If you have any questions concerning the routine operations of the school, please ask the school principal or superintendent.

If you have concerns regarding policy, curriculum or budget, please contact us. If you have time, please come to our board meetings. You elected us to serve you and we do want to hear from you!

Sincerely,

Nye County School District Board of Trustees



Timothy Sutton
Area VII



Harold Tokerud
Area VI



Pamela Hiler
Area V



Edna Jean Forsgren
Area I

The Nye County School District Board of Trustees is committed to providing the highest quality education for all students in Nye County. The board supports the development of responsible adults:

1. who are productive citizens of a pluralistic community, nation and world;
2. who are prepared to learn throughout their lives; and
3. who are appreciative of the arts, history and culture.

As the elected governing body of the school district, the board believes in sharing its decision-making processes with parents, students, other community members and staff members. Board members are elected by Nye County constituents to four year terms.

A board meeting calendar may be found on our website at www.nye.k12.nv.us or by request from any school or the district offices. Board meetings are held in each of the communities throughout the district at least once per year. Opinions may be expressed to the board in writing and will be distributed to board members.

Written comments to the board may be addressed to:

Nye County School District
Board of Trustees
484 S. West Street
Pahrump, NV 89048

While the board welcomes any and all correspondence from the public, no formal action may be taken regarding issues submitted to board members either verbally or in writing. The board may take action only during a formal meeting on agenda items. A copy of the agenda request form may also be obtained from our website.

PARENT NOTES:

GUIDE TO SOLVING PROBLEMS AND GETTING ANSWERS FAST

The Nye County School District has established procedures to effectively and efficiently respond to questions and suggestions from parents/guardians and community members. This guide is meant to serve as a resource for parents/guardians and community members to identify the district staff that would have the most information to provide answers to questions and concerns. If you have any questions or concerns related to the school district or your student's progress, please do not hesitate to call. The NCSD is here to meet the needs of all students, staff, parents/guardians and community members. Below you will find the chain of command to follow in order to solve problems or get answers.

K-8 SCHOOLS & HIGH SCHOOLS

Step 1 – Classroom Teacher
Step 2 – School Principal
Step 3 – District Office, Principal's Direct Supervisor
Step 4 – Assistant Superintendent
Step 5 – Superintendent

TRANSPORTATION

(Bus Stops, Route Problems, etc.)
Step 1 – Transportation Office
Step 2 – Transportation Supervisor
Step 3 – Transportation Manager
Step 4 – Chief Operating Officer
Step 5 – Superintendent

CURRICULUM QUESTIONS

(State standards, textbooks, materials, etc.)
Step 1 – Classroom Teacher
Step 2 – School Principal
Step 3 – Curriculum Coordinator
Step 4 – Assistant Superintendent
Step 5 – Superintendent

MEDICAL QUESTIONS & CONCERNS

Step 1 – School Health Aide/Designee
Step 2 – School Principal
Step 3 – District Nurse
Step 4 – Special Ed. Support Services
Step 5 – Assistant Superintendent
Step 6 – Superintendent

SPECIAL EDUCATION

Step 1 – Special Ed. Teacher
Step 2 – School Principal
Step 3 – Special Ed. Support Services Director
Step 4 – Assistant Superintendent
Step 5 – Superintendent

STUDENT BEHAVIOR

Step 1 – Classroom Teacher
Step 2 – School Principal
Step 3 – District Office, Principal's Direct Supervisor
Step 4 – Assistant Superintendent
Step 5 – Superintendent

AFTER SCHOOL ACTIVITIES

Step 1 – Activity Sponsor
Step 2 – School Principal
Step 3 – District Office, Principal's Direct Supervisor
Step 4 – Superintendent

BUDGET & FINANCE QUESTIONS

Step 1 – Chief Operating Officer
Step 2 – Superintendent

FACILITY USAGE

Step 1 – School Principal
Step 2 – Board Services Coordinator
Step 3 – Chief Operating Officer

ATHLETICS

Step 1 – Coach
Step 2 – Athletic Director
Step 3 – School Principal
Step 4 – Superintendent

CONTACT INFORMATION:

* For Curriculum, Budget/Finance and Facility Usage – NCSD Office, 775-727-7743

* For Special Ed. Support Services – SESS Office, 775-751-4015

* For all others, use telephone numbers provided under NCSD Contacts, Pg. 10

NEVADA DEPARTMENT OF EDUCATION CODE OF HONOR

There is a clear expectation that all students will perform academic tasks with honor and integrity, with the support of parents, staff, faculty, administration and the community. The learning process requires students to think, process, organize and create their own ideas. Throughout this process, students gain knowledge, self-respect and ownership in the work that they do. These qualities provide a solid foundation for life skills, impacting people positively throughout their lives. Cheating and plagiarism violate the fundamental learning process and compromise personal integrity and one's honor. Students demonstrate academic honesty and integrity by not cheating, plagiarizing or using information unethically in any way.

WHAT IS CHEATING?

Cheating or academic dishonesty can take many forms, but always involves the improper taking of information from, and/or giving of information to another student, individual or other source. Examples of cheating can include, but are not limited to:

1. Taking or copying answers on an examination or any other assignment from another student or other source.
2. Giving answers on an examination or any other assignment to another student.
3. Copying assignments that are turned in as original work.
4. Collaborating on exams, assignments, papers and/or projects without specific teacher permission.
5. Allowing others to do the research or writing for an assigned paper.
6. Using unauthorized electronic devices.
7. Falsifying data or lab results, including changing grades electronically

WHAT IS PLAGIARISM?

Plagiarism is a common form of cheating or academic dishonesty in the school setting. It is representing another person's works or ideas as your own without giving credit to the proper source, and submitting it for any purpose. Examples of plagiarism can include, but are not limited to:

1. Submitting someone else's work, such as published sources in part or whole, as your own without giving credit to the source.
2. Turning in purchased papers or papers from the Internet written by someone else.
3. Representing another person's artistic or scholarly works such as musical compositions, computer programs, photographs, drawings or paintings as your own.
4. Helping others plagiarize by giving them your work .

All stakeholders have a responsibility in maintaining academic honesty. Educators must provide the tools, and teach the concepts that afford students the knowledge to understand the characteristics of cheating and plagiarism. Parents must support their students in making good decisions relative to completing coursework assignments and taking exams. Students must produce work that is theirs alone, recognizing the importance of thinking for themselves and learning independently, when that is the nature of the assignment.

Adhering to the Code of Honor for the purposes of academic honesty promotes an essential skill that goes beyond the school environment. Honesty and integrity are useful and valuable traits impacting one's life.

Questions or concerns regarding the consequences associated with a violation of the Code of Honor may be directed towards your child's school administration and/or the school district.

ACCOUNTABILITY (AB460)

NEVADA GROWTH MODEL

NGM (Policies 5611 and 5616) The Nevada State Board of Education is committed to ensuring that all of the State’s students are ready for college and careers after high school. This commitment requires that our educational system track how students are progressing in their learning. The NGM is part of the statewide assessment system that provides information about how students are growing in academic achievement over time – both growth of individual students and growth of groups of students.

THE FOLLOWING ASSESSMENTS ARE ADMINISTERED TO ALL NCSD STUDENTS:	
NORTHWEST EVALUATION ASSOCIATION – MEASURE OF ACADEMIC PROGRESS (NWEA-MAPS)	The NWEA benchmark assessments are used to measure student academic growth three times a year. The NWEA’s MAP inventories are computer-based and aligned with the Nevada State Standards. The MAPs are designed to answer the question, “Are students gaining reading, writing, math skills and content?” The MAP assessments are adaptive and measure the growth of each student based on his/her ability level in each subject.
SMARTER BALANCE ACHIEVEMENT CONSORTIUM (SBAC)	SBAC is a system of valid, reliable and fair next-generation assessments aligned to the Nevada Academic Standards in English Language Arts, literacy and mathematics for Grades 3 & 8.
NEVADA FORMATIVE WRITING ASSESSMENT	Students in Grades K-8 are assessed on essay writing on a specific topic following the Smarter Balanced Writing Rubric, as determined by the school site.
END OF COURSE	Students in the classes of 2017 & 2018 must participate in four End of Course (EOC) assessments and pass the aligned class in order to graduate. The class of 2019 and thereafter must pass each EOC at the level established by the State Board of Education.
ACT – AMERICAN COLLEGE TEST	College Career Readiness assessment for Students in Grade 11
THE FOLLOWING ARE ADMINISTERED TO APPROPRIATE STUDENTS BASED ON INDIVIDUAL NEEDS	
ACCESS (WIDA)	English Language Proficiency Assessment: Given to students with limited English proficiency upon enrollment. An annual English proficiency exam (W-APT) is administered to students who qualify for the English as a Second Language (ESL) program.
NEVADA ALTERNATE ASSESSMENT (NAA)	Some special education students may qualify for an alternative assessment called the Nevada Alternate Assessment.
CAREER & TECHNICAL EDUCATION SKILLS ASSESSMENT (CTE)	Students enrolled in CTE courses will be assessed on career and end-of-program technical skills assessment.
NATIONAL ASSESSMENT OF EDUCATIONAL PROGRESS (NAEP).	The NAEP is given in Grades 4, 8 & 12, only to those 3 schools who have been selected by the National Assessment Governing Board & the National Center for Education Statistics.

NEVADA TESTING PROGRAMS

2016-17 School Year

Following is a list of the Assessment testing that is used by NCSd:

1. End of Course Testing
2. SBAC - Smarter Balanced Achievement (Grades 3 & 8)
3. NAA - Nevada Alternative Assessment (grade/subgroup appropriate enrolled students)
4. ACCESS (WIDA) - annual language proficiency assessment
5. ACT - American College Test (College Career Readiness Assessment), Grade 11
6. CTE - Career and Technical Education Assessment (grade/subgroup of appropriate enrolled students)
7. NAEP - National Assessment of Educational Progress (grade/subgroup of appropriate enrolled students)

Schedules for testing dates will be available at your school, the NCSd website, www.nye.k12.nv.us; and at the Tonopah and Pahrump district offices.

ATTENDANCE

ATTENDANCE PHILOSOPHY (NCSd POLICY 7222)

School attendance for Kindergarten through Grade 12 is essential to students' academic success and personal growth. In order to meet or exceed the state and district academic standards and develop habits of punctuality, self-discipline and responsibility, students must attend and participate in their prescribed educational program. Attendance is a shared responsibility of students, parents/legal guardians, school staff and community.

SCHOOL DAY (NCSd POLICY 5030)

The school term will consist of 180 days or equivalent minutes of instruction in accordance with NRS 388.090. The length of the school day will be in keeping with or exceed state requirements. Beginning and ending times vary from school to school. Contact your local school to find out the beginning and ending times.

TARDY DEFINED

If a student comes to class late, he/she will be marked tardy. Tardiness will be reviewed by the school and appropriate intervention will be determined. (Further specifics are in NCSd Administrative Regulation 7222.D)

ABSENCE DEFINED

Elementary Absence (including Full-Day Kindergarten): If a student is absent for 150 minutes (2.5 hours) or less, he/she is marked absent for a half day. If a student is absent for 151 minutes or more, he/she is marked absent for a full day.

Secondary Absence: If a student misses an entire class period, he/she will be marked absent. (This definition is for 5-Day Week schools. Further specifics are in NCSd Administrative Regulation 7222.B)

CHRONIC ABSENTEEISM (NRS 392.122)

Chronic Absenteeism is defined by the NCSd Board as any student who is absent for more than eighteen (18) days or periods in the same class during the school year. (Further specifics are in NCSd Administrative Regulation 7222.F) Required minimum attendance for students in the school district in

order to be promoted to the next higher grade or earn credit, pursuant to NRS 392.122.1, is ninety percent (90%) of their enrollment. Students are legally required to attend 90% of the enrollment period.

TRUANCY DEFINED (NRS 392.130)

Students are required by law to attend all their scheduled classes and it is illegal for them to be truant. Also, according to NRS 392.210, a parent/legal guardian or other person who has control or charge of any student, and to whom notice has been given of the student's truancy as provided in NRS 392.130 and 392.140, and who fails to prevent the student's subsequent truancy within that school year, is guilty of a misdemeanor. As required by NRS 392.144, if a pupil is a habitual truant as defined by NRS 392.140, the principal of the school shall report the student to the Nye County truancy officer or to the local law enforcement agency for investigation and issuance of a citation, if warranted, in accordance with NRS 392.149.

Truancy, as defined by NRS 392.130, is an absence which has not been approved pursuant to Subsections 1 or 3, and has been deemed an unapproved absence. In the event of an unapproved absence, the teacher, truancy officer or other school official shall deliver or cause to be delivered a written notice of truancy to the parent/legal guardian or other person having control or charge of the student.

Habitual truant, as defined by NRS 392.140, is any student who has been declared truant three (3) or more times within one (1) school year. Any student who has once been declared a habitual truant, and who in an immediately succeeding school year is absent from school without written approval, may again be declared a habitual truant. The principal is required by law to follow school district procedures in reporting any student who is a habitual truant.

CERTIFICATION OF ATTENDANCE FOR DEPARTMENT OF MOTOR VEHICLES (NRS 392)

In conjunction with the Nevada Department of Motor Vehicles (DMV) and pursuant to NRS 392.148, if a student between the ages of 14 and 18 years is declared a habitual truant, the school principal or designee can impose administrative sanctions which include suspension or denial of the student's permit or license or deny future privileges. The principal shall fill out the required DMV Certification of Attendance accordingly.

PREARRANGED ABSENCES (NRS 392.130)

For the purposes of this section, the days on which a student is not in attendance because the student is absent for up to 10 days within 1 school year with the approval of the teacher or principal of the school, pursuant to NRS 392.130, must be credited towards the required days of attendance if the student has completed class work requirements. The teacher or principal of the school may approve the absence of a student for deployment activities of the parent/legal guardian of the student, as defined in NRS 392C.010. The NCSB Board of Trustees has adopted a policy pursuant to Subsection 5, which states the 10-day limitation on absences does not apply to absences that are excused pursuant to this policy.

PARENT/LEGAL GUARDIAN RESPONSIBILITIES

1. The parent/legal guardian shall provide an oral or written excuse explaining the cause of the absence within three (3) days after the student returns to school (NRS 392.130).
2. The parent/legal guardian shall notify the school of any student health problems, which may result in lengthy/chronic absences from school. The purpose of notification is to discuss possible educational alternatives. (NCSB Policy 0213)
3. It is the parent's/legal guardian's responsibility to attend conferences relating to attendance, if requested by the school.

APPEAL OF DECISION TO FAIL/RETAIN DUE TO ATTENDANCE (NCSD Policy 7222)

If it is determined a student will fail or will not be promoted to the next grade because he/she has absences in excess of 10%, the student's parent/legal guardian may appeal this decision. If the student is able to pass the course and can be promoted to the next grade, the student will be considered for this option based on his/her content, knowledge, motivation and maturity.

At the discretion of the principal and the student's teacher(s), the student may be given the opportunity to earn credit in the class or be promoted if all of the following conditions are met:

1. The student or parent/legal guardian requests an administrative review of the absences and the student's failing academic status in writing to the school principal.
2. The student's positive attitude, desire to attend school, and motivation to pass the class or be promoted warrants a second chance.
3. The administrator and the teacher(s) of the class in question must agree that the student can pass the class academically, given the amount of time remaining in the semester or school year.
4. The student and parent/legal guardian agree in writing that:
 - a. Any further unexcused or truant absence will result in an "F" for the course and/or the student not being promoted.
 - b. The student will successfully complete all make-up work according to a schedule developed cooperatively with the teacher(s).
 - c. The student will successfully complete all subsequent class work and course/class requirements on time.

NRS 392.125 "The teacher and principal in joint agreement have the final authority to retain a pupil in the same grade for the succeeding school year."

SCHOOL RESPONSIBILITIES

1. The school will inform the parent/legal guardian of each student who is enrolled in the school that the parent/legal guardian and the student are required to comply with the provisions governing the attendance and truancy of students as set forth in NRS 392.040 to 392.160, inclusive, and any other policies concerning attendance/truancy adopted by NCSD's Board of Trustees.
2. The school will attempt to contact the parent/legal guardian on the day of the student's unverified absence (Messenger).
3. The parent/legal guardian shall be informed of any known or suspected truancy involving their student.
4. Whenever a student's lack of attendance jeopardizes his/her continued educational progress, the school administration shall contact the parent/legal guardian and request a conference to determine causes and solutions. Whenever possible, the conference shall include the parents/legal guardians, student and appropriate school personnel.
5. Schools will indicate on academic warning notices, progress reports and/or report cards information regarding absences and missed instruction that may impact the student's progress.

SCHOOL CLOSINGS AND CANCELLATIONS

In order to provide for the safety of NCS D students, NCS D has established the guidelines in the event of weather advisories or winter storm warnings. Whenever weather impacts any of our communities, NCS D staff will track weather conditions and the resulting impact on roadways, utilizing such sources as the National Weather Service, NDOT, Nevada Highway Patrol and school principals in the affected communities for up-to-date information. Since weather conditions can impact school schedules for parents, students and staff, decisions about delayed starts or closures will be made as early in the morning as possible. The NCS D transportation manager, in consultation with the superintendent, will make such decisions for the Pahrump community. Principals in the other NCS D communities, in consultation with the superintendent, will make the decisions for their respective schools.

DELAYED START

If a community has received a significant amount of snow or there is a prediction of extreme weather conditions that could impact road safety, a Delayed Start may be issued to allow time for road crews to adequately clear roadways. If a Delayed Start is issued:

1. Schools will start 2 hours later than usual.
2. Bus routes will be delayed 2 hours.

CLOSURES

If weather conditions are so severe that an extreme hazard exists on the roadways, schools will be closed for the day. No classes, programs or activities will be held that day.

COMMUNICATION

Delayed starts or closures will be communicated to parents and staff in a variety of ways: Messenger, the district's main web page, local radio/TV stations (including Bishop's KIBS for northern schools), phone trees, social media if possible, and other methods unique to the community.

RELEASE OF STUDENTS DURING SCHOOL DAY (NCS D Policy 7692)

No K-8 student shall be removed from school grounds, any school building, or school function during school hours except by a person duly authorized in accordance with district procedures. Before a student is removed or excused, the person seeking to remove the student must present to the satisfaction of the principal/designee evidence of his/her proper authority to remove the student and sign an Early Dismissal Log maintained at school stating name, reason for removal and contact information. A teacher should not excuse a student from class to confer with non-school personnel unless the request is approved by the principal/designee.

Prior to sending a student to his/her home for illness, discipline, or a corrective action, the principal/designee shall attempt to reach the student's parent/legal guardian to inform him/her of the school's action and to request that he/she come to the school for the student. If the principal/designee cannot reach the parent/legal guardian, the student shall remain at school until the close of the school day. A student may be released to legal authorities in accordance with NCS D Policy 1840.

SCHOOL CALENDARS

The entire school calendar for your attendance area can be found at the following locations: NCSd website: www.nye.k12.nv.us, your school office, and the Tonopah and Pahrump district offices.

IMPORTANT DATES:

First day of school - Monday, August 8, 2016
End of 1st Quarter - Friday, October 7, 2016
End 2nd Quarter/End of 1st Semester - Friday, December 23, 2016
End of 3rd Quarter - Friday, March 10, 2017
Last Day of School/Early Dismissal - Wednesday, May 17, 2017 (Gabbs & Round Mountain)
Last Day of School/Early Dismissal - Thursday, May 18, 2017 (All 5-day Schools)

PARENT-TEACHER CONFERENCES/EARLY DISMISSAL DATES:

Parent-Teacher Conferences/Early Dismissal - Thursday, October 20, 2016 (Amargosa)
Parent-Teacher Conferences/Early Dismissal - Thursday, October 20, 2016 (Grades K-5/Pahrump)
Parent-Teacher Conferences/Early Dismissal - Wednesday, October 19, 2016 (Grades 6-12/Pahrump)
Parent-Teacher Conferences/Early Dismissal - Wednesday, October 19, 2016 (Grades K-12/Beatty, Duckwater, Tonopah, Gabbs, Round Mountain)
Early Dismissal - Wednesday, November 23, 2016 (All Schools - Thanksgiving)
Parent-Teacher Conferences/Early Dismissal - Thursday, March 23, 2017 (Amargosa)
Parent-Teacher Conferences/Early Dismissal - Wednesday, March 22, 2017 (Grades 6-12/Pahrump)
Parent-Teacher Conferences/Early Dismissal - Wednesday, March 22, 2017 (Grades K-12/Gabbs, Round Mountain)
Parent-Teacher Conferences/Early Dismissal - Thursday, March 23, 2017 (Grades K-5/Pahrump)
Parent-Teacher Conferences/Early Dismissal - Wednesday, March 22, 2017 (Grades K-12/Beatty, Duckwater, Tonopah)
Early Dismissal - Thursday, April 13, 2017 (Gabbs, Round Mountain - Spring Break)
Early Dismissal - Friday, April 14, 2017 (All 5 day Schools - Spring Break)

TEACHER IN-SERVICE AND HOLIDAYS/NO SCHOOL DATES:

Teacher In-Service/No School - Thursday, August 11, 2016 (Pahrump, Tonopah, Amargosa, Beatty, Duckwater)
Teacher In-Service/No School - Friday, August 12, 2016 (All Schools)
Teacher In-Service/No School - Friday, August 19, 2016 (Gabbs & Round Mountain)
Teacher In-Service/No School - Friday, September 2, 2016 (Gabbs, Round Mountain, Duckwater, Beatty, Amargosa, Tonopah)
Labor Day/Holiday/No School - Monday, September 5, 2016
Teacher In-Service/No School - Friday, September 23, 2016 (Pahrump Schools)
Nevada Day/Holiday/No School - Friday, October 28, 2016
Teacher In-Service/No School - Monday, October 31, 2016 (Pahrump Schools, Beatty, Amargosa, Duckwater, Tonopah)
Veteran's Day/Holiday/No School - Friday, November 11, 2016
Thanksgiving/Holiday/No School - Thursday/Friday, November 24-25, 2016
Winter Break/No School - Monday, December 19, 2016 to Monday, January 2, 2017
Martin Luther King Jr. Day/Holiday/No School - Monday, January 16, 2017
Teacher In-Service/No School - Friday, February 17, 2017
President's Day/Holiday/No School - Monday, February 20, 2017
Family Day/Holiday/No school - Friday, March 24, 2017
Spring Break/No School - Monday through Friday, April 17-21, 2017

CREDITS/PROMOTION/GRADUATION

HIGH SCHOOL ACADEMIC PLANS (NCSB POLICY 5601)

Each school in which Grade 9 students are enrolled will develop a four-year Academic Plan in consultation with the student, the student's parent/legal guardian and a school counselor. The plan will serve as a guide for the student and parent/legal guardian to plan, monitor and manage the student's educational and occupational development. The plan may include designation of a career pathway, enrollment in dual credit, career/technical education, advanced placement and honors courses. If a student enrolls in a high school after Grade 9, an Academic Plan must be developed for the student with appropriate modifications for the student's grade level. If the student does not satisfy all the goals contained in the plan, the student will still be eligible for a diploma if he/she otherwise satisfies requirements for a diploma.

Each student enrolled in Grade 9 and the student's parent/legal guardian must:

1. Work in consultation with a school counselor to develop an academic plan for the student.
2. Sign the academic plan.
3. Review the academic plan at least once each school year in consultation with a school counselor and revise the plan if necessary.

MIDDLE SCHOOL (NCSB POLICY 5601)

Academic plans must be developed for each student that must include:

1. Specific educational goals that the student intends to achieve before promotion to high school
2. An identification of the courses required for promotion to high school
3. An identification of all honors and career and technical education courses offered to the pupil, which will assist in his/her educational advancement, and
4. A description of the expectations of the student's teachers.

DUAL CREDIT CLASSES (NCSB POLICY 5375)

Dual credit classes are offered to NCSB high school students through Great Basin College. More information may be obtained by contacting the Pahrump campus at 775-537-2701 or the counselor at each high school. Permission must be received from the school principal before a student may receive dual credit. Each 3 to 5 credit class is equivalent to .5 (1/2) NCSB credit. College courses taken below the "100" level are remedial, will not be counted toward graduation and will not be given dual credit status.

21st CENTURY COURSE OF STUDY

EXPECTATIONS

The Nye County School District expects all students to meet the requirements of the 21st Century Course of Study. In addition to the three years of mathematics and two years of science necessary to graduate with a high school standard diploma, students will be scheduled into a fourth year of mathematics, which will include Algebra II, and a third year of science, which will include Biology. Although the graduation requirements for a standard diploma will not change, the school district expects its students to be competitive in higher education and the workforce, and to be prepared to take full advantage of what the world has to offer beyond high school.

The Nye County School District believes that all students must be prepared for the following post-secondary opportunities:

1. University/Four-Year College
2. Community/Two-Year College
3. Trade/Technical School
4. Workforce

21st CENTURY COURSE OF STUDY EXPECTATIONS	
ENGLISH	4
MATHEMATICS (Includes Algebra II)	4
SCIENCE (Includes Biology)	3
WORLD HISTORY or GEOGRAPHY (2011)	1
U.S. HISTORY	1
U.S. GOVERNMENT	1
PHYSICAL EDUCATION	2
HEALTH	.5
USE OF COMPUTERS	.5
ELECTIVES (Includes one Arts/Humanities or Career & Technical Education Course)	5.5
TOTAL	22.5

The 21st Century Course of Study provides the following for students:

1. Opens doors to post-secondary education and workforce opportunities
2. Meets Nevada System of Higher Education (NSHE) University Admissions
3. Grade point average (GPA) and core curriculum requirements are:
 - a) GPA (weighted or un-weighted) in the core curriculum
 - b) Approved NSHE Core Curriculum (4 English, 3 Math - including Algebra II, 3 Natural Science, 3 Social Science and History = 13 units)
4. Prepares Students for the Governor Guinn Millennium Scholarship
5. GPA and core curriculum requirements are:
 - a) 3.25 cumulative GPA (weighted or un-weighted) and the core curriculum
 - b) Approved NSHE Core Curriculum (4 English, 4 Math – including Algebra II, 3 Natural Science, 3 Social Science & History = 14 units)

GRADUATION REQUIREMENTS (NCSD POLICY 5670)

To receive a standard high school diploma, each student must complete twenty-two (22) units of approved class work if the student has demonstrated computer literacy, or twenty-two and one-half (22.5) units of approved course work, which shall include satisfactory completion of one semester of course work in the use of computers. All students must enroll in the following required areas of study and earn the number of units indicated to receive the stated diploma type.

GRADUATION AREAS OF STUDIES

Required Areas Of Study	21 st Century Course of Study*	Standard Diploma	Advanced Diploma
English	4	4	4
Mathematics	4+	3	4
Science	3++	2	3
World History	1	1	1
American History	1	1	1
American Government	1	1	1
Physical Education ¹	2	2	2
Health Education	.5	.5	.5
Use of Computers ²	.5	.5	.5
Art/Humanities ³	1	1	1
Electives	4.5	6.5	6
TOTAL CREDITS REQUIRED	22.5	22.5	24

+ Must include at least Algebra 1 and Geometry

++ Must include 2 lab courses

¹ NCSD will exempt a student from one (1) credit of the two (2) credit requirement for physical education if the student participates in interscholastic athletics, drill team, marching band, dance team or cheerleading squad, and if the activity is sponsored by the school and the student actively participates in the activity for at least 120 hours.

² Enrollment in the Junior Reserve Officer Training Corps (JROTC) for one (1) year will satisfy one credit of physical education. Students who complete three (3) years of JROTC will satisfy two credits of physical education and .5 credit of health education.

³ The required course of study in Arts and Humanities may be one of the following:

- | | |
|---|--------------------------|
| Art | Creative Writing |
| Music | Modern Literature |
| Drama/Theatre | Journalism |
| American Literature | English Literature |
| Mythology | World Literature |
| History of Man | Critical Thinking |
| The Novel | Cultural Anthropology |
| Psychology | Shakespearean Literature |
| Short Story | Sociology |
| Any Career & Technical Ed course | |
| Foreign Languages (third and fourth years of instruction) | |

In addition to the required course work, each student must pass the End of Course Exams.

* Required for all students; however, students and parents may “opt out” of the science and math requirements by completing a document available at all guidance offices. Students opting out of the 21st Century Course of Study must still fulfill the requirements for a standard diploma.

GRADUATING SENIORS

NRS 388.090 requires that all school districts schedule and provide a minimum of 180 days for school. This legislation does not allow for any variance for graduating seniors; therefore, finals week will be held during the last week of school. High schools participating in NIAA sport season activities may not hold their graduation ceremony until all NIAA state events have been completed.

In order to participate in the graduation ceremony, a student must be attending an NCSD high school for the entire spring semester. Exceptions may be granted by the principal for students who transfer to an NCSD high school from outside the attendance area. *As of the 2013-14 school year, the State of Nevada will no longer be issuing Certificates of Attendance. Seniors who have not earned a diploma will not participate in graduation exercises (NO EXCEPTIONS).*

EARLY GRADUATION (NCSD POLICY 5671)

To graduate from high school in less than four years a student must:

1. Meet all requirements specified by the NCSD and State of Nevada for a standard or advanced diploma by the planned graduation date
2. Complete the Early Graduation Request form requiring the signature of the parent, student, counselor and the superintendent of schools, at least two marking periods prior to the intended date of early graduation
3. Obtain a parent/legal guardian's written consent to graduate early, if less than 18 years old
4. Receive the principal or counselor's recommendation to graduate early
5. Seek the superintendent's approval.

Once the superintendent has approved a student's request to graduate early, the student becomes a member of the class with which he or she will graduate and competes with this class for all honors (e.g. scholarships awards, speaker) with the exception of valedictorian and salutatorian.

LATE GRADUATION (NCSD POLICY 5671)

A student who does not meet graduation requirements by the close of the regularly-scheduled senior year may enroll in school one extra year to complete course work, become a member of the class with which he or she will graduate and will not compete with this class for all honors. In the event the student needs more than one extra year, the student may enroll in the adult education program.

MILLENNIUM SCHOLARSHIP PROGRAM

In 1999, Governor Kenny Guinn's Millennium Scholarship initiative was enacted into law by the Nevada Legislature. The legislation (NRS 396.911) created the Millennium Scholarship trust fund to be administered by the State Treasurer. In October, the Board of Regents adopted policy guidelines for the administration of the scholarship. Although there are a number of pathways to the Millennium Scholarship, by far the most common will be the successful completion of a rigorous program of study at a Nevada high school.

GRADUATING CLASSES OF 2009 AND LATER

A Nevada high school student, will become eligible for a Millennium Scholarship when all of the following conditions are met:

1. Student must graduate with a diploma from a Nevada public or private high school in the graduating class of the year 2000 or later
2. Student must complete high school with at least a 3.25 grade point average calculated using all high school credit-granting courses. The grade point average may be weighted or un-weighted
3. Student must pass all areas of the Nevada High School Proficiency Examination
4. Student must have been a resident of Nevada, as defined by the Board of Regents' policy (Title 4, Chapter 18, Section 18), for at least two of your high school years.

In addition to meeting all of the above listed requirements, a student who graduates from a Nevada high school with the class of 2009 or later must successfully complete the core curriculum as defined in the NSHE Governor Guinn Millennium Scholarship policies and procedures of the Board of Regents:

HIGH SCHOOL COURSE	UNITS
English	4
Math (including Algebra II)	4
Natural Science	3
Social Science and History	3
TOTAL	14

For additional information regarding the Millennium Scholarship program, please visit website <http://nevadatreasurer.gov>.

RETENTION AND ACCELERATION OF K-8 STUDENTS (NCS D POLICY 5660)

K-8 RETENTION (NRS 392.125)

A student may be retained if he/she has not reached the standard of achievement necessary for satisfactory progress in the next grade. Retention may also be used occasionally for a student who is not sufficiently mature socially, emotionally, mentally or physically.

Per NRS 392.125, before a student may be retained in the same grade rather than promoted to the next higher grade for the succeeding school year:

1. The student's teacher and principal must make a reasonable effort to arrange a meeting and to meet with his/her parent/legal guardian to discuss the reasons and circumstances.
2. The teacher and the principal, in joint agreement, have the final authority to retain a student in the same grade for the succeeding school year.
3. No student may be retained more than one time in the same grade.

K-8 ACCELERATION

Acceleration is the placement of a student in a grade level for which he/she is not chronologically old enough according to policy. Acceleration will be used only in rare and extreme cases. The final decision will be made by the school principal after considering the judgments of the parent/legal guardian, classroom teacher(s) and involved professional staff.

A student may be considered for acceleration only if the following can be clearly demonstrated:

1. Acceleration will be beneficial to the student socially, emotionally and academically.
2. Formal and informal test scores indicate substantially above grade level skills in academic areas, and physical and social development must be sufficiently accelerated to allow the student to function comfortably at the grade level being considered;
3. There is no other way to provide for the student's needs.

The parent(s)/legal guardian(s) must agree with the decision to accelerate the student.

ADVANCEMENT OF 8-12 STUDENTS

PROMOTION AT MIDDLE SCHOOL LEVEL

Academic Probation for Middle School or Junior High Students

If a student does not complete the required semesters for promotion to high school (see Policy/Regulation 5660), it may be possible for the student to be promoted to high school and be placed on academic probation if:

1. The student is deficient in less than one (1) semester of language arts and/or mathematics in Grades 7 & 8; and
2. The student has passed the required two (2) semesters in science and social studies in Grades 7 & 8.

EXCEPTIONS

The student receives a “Meets Standards” or “Exceeds Standards” in language arts and/or mathematics on the relevant Grade 8 State English Language Arts and Math State Criterion Referenced Assessments.

If the student receives the above test scores, he/she may be given Probationary Promotion even though he/she has only passed one (1) semester of language arts or mathematics in the Grade 8 year. [Example: Student A has passed only one (1) semester of language arts in Grades 7 & 8 but has scored “Meets Standards” in language arts on the Grade 8 State Standardized Assessment. The student would be given Probationary Promotion.]

Upon being granted Probationary Promotion, the student will be enrolled in remedial classes in high school that will satisfy his/her current credit deficiencies.

PROMOTION AT HIGH SCHOOL LEVEL

For a student to be considered a sophomore, he/she must have earned 6 credits; to be considered a junior, a student must have earned 12 credits; to be considered a senior, a student must have earned 18 credits.

CREDIT PROFICIENT/CREDIT DEFICIENT

CREDIT PROFICIENT/DEFICIENT DEFINITION

Nye County School District grade classification for high school students will be determined by years in school, not credit earned. However, progress should be continuous and student advancement through established curriculum should be according to the student’s demonstrated ability rather than the student’s age or years in school. Credits earned will be based on total units required for graduation from NCSD high schools.

To earn a Nevada Standard Diploma, a student must earn a minimum of 22.5 credits. Students must earn 6 credits in Grade 9 to be considered credit proficient. At the completion of Grade 10, students must have earned a combined total of 12 credits to be considered credit proficient. In Grade 11 students must have a total of 18 credits to remain credit proficient and on track for graduation. All in Grade 12 shall abide by NCSD’s graduation requirements to remain credit proficient. Anything less than the stated numbers of credits will be considered credit deficient.

Class Ranking	Credits earned end of first semester	Credits earned end of year	Total to be credit proficient
Freshman	3	3	6
Sophomore	3	3	12
Junior	3	3	18
Senior	2	2	22.5 w/ Comp. Literacy

RECOVERING DEFICIENT CREDITS AND EARNING ADDITIONAL CREDITS

Students may make up credit deficiencies in summer school, Adult High School, Pathways Alternative Education Program, correspondence, independent study and other external credit sources. A contract between the student, parent, counselor and principal must be signed prior to enrollment in any credit retrieval program.

Final exams for correspondence or independent study must be taken under school district supervision. Final grades for seniors taking correspondence courses or independent study must be on file in the registrar's office by the end of the 3rd quarter.

Students may earn a maximum of six credits counting towards graduation from external credit sources throughout their high school education.

DISCIPLINE

SCHOOL DISCIPLINE

NCSD believes that an orderly learning environment is critical for students' academic success. Student discipline, when required, should be administered in a caring school environment where good citizenship behavior is taught. School Discipline Plans will reflect a progressive process with consequences from simple misbehavior to severe discipline problems. This section will explain the progressive process for discipline problems.

No student shall be subjected to prejudicial treatment or to the abridgment of his/her rights to attend and benefit from public school on the basis of any of the following: economic status, race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, national origin, linguistic ability, or for the exercise of his/her rights contained within this policy.

CLASSROOM MANAGEMENT

Most students in a school setting have few discipline problems. When classroom rules and teacher expectations are taught and reinforced, students understand and generally try to demonstrate good behavior. The procedures for establishing the rules and expectations of every school and classroom are standardized throughout NCSD. They will include the following:

1. Every school will have implemented an approved Progressive School Discipline Plan. The discipline plan will be available for parents/legal guardians on request.
2. Classroom rules and consequences will align with the Progressive School Discipline Plan.
3. Teachers will explain their classroom rules and consequences within the first week of school/enrollment. Teachers will periodically review the rules as the need arises.
4. The school and classroom teachers will post their rules.
5. Teachers will submit a copy of the classroom rules and consequences to the building principal for review and approval within the first week of school.
6. Elementary School teachers will distribute their homework policy within the first week of school/enrollment.

7. Middle/High School teachers will distribute their syllabus within the first week of school/enrollment.

ADMINISTRATIVE REFERRAL

Although classroom discipline is ultimately the teachers' responsibility, there are times when administrative support is required. Teachers shall follow the procedures contained in the Progressive School Discipline Plan within their classroom before an administrative referral becomes necessary. This plan will include but is not limited to:

1. warnings/classroom consequences;
2. contact with the parent/legal guardian;
3. teacher/parent developed behavior plan; and
4. referral written and administrative action taken.

Teachers will not send referrals to the office for students not being prepared for class (no paper, pencil, book, homework, etc.), unless it reflects a habitual problem and contact with the parent/legal guardian has been made by the teacher according to the Progressive School Discipline Plan.

IN-SCHOOL DETENTION (ISD)

Serious or continuous discipline problems will require that the site administrator remove a student from the classroom. NCSD believes that suspension of a student Out of School should be one of the last resorts. An intermediate step between minor student behavior problems and Out-of-School suspension is the In-School Detention (ISD). Following the steps of the Progressive School Discipline Plan, a student will be separated from the classroom and placed in a time-out setting.

The length of the ISD will be determined by the site administrator to reflect the seriousness of the discipline problem and the age of the student. The period of time may last from a few minutes up to several days. The parent/legal guardian will be notified by the administrative staff about the student's discipline problem and the conditions of the time-out setting. Students are expected to complete school work in the ISD setting and will be supervised by the site administrator and/or designee. The setting for the ISD will be an area designated by the site administrator.

Sometimes other settings are necessary for discipline problems that don't require the removal of student from the classroom. Examples of different settings may include, but not limited to, after-school detention or Saturday School. Parent/legal guardian notification will be made for students placed in these discipline settings that go beyond the normal school hours. The school principal/designee will make appropriate arrangements with the parent/legal guardian. Transportation is the responsibility of the parent/legal guardian.

STUDENT SUSPENSIONS

Parents must receive written notification each time a student is suspended. The notification must include a description of the act committed, the date on which it was committed and an explanation that if the student receives five suspensions during the current school year and has entered into and participated in a plan of behavior, the student will be deemed a Habitual Disciplinary Problem (see NCSD Policy 7560).

Suspensions are generally viewed as the last resort after all other discipline procedures have been explored or the severity of the discipline problem warrants a student being removed from the school setting. Student suspensions are divided into three categories:

1. Class I Administrative Suspension (0-2 days out of school)
 - a) The site administrator/designee removes a student from class and all school-related activities for a time ranging from one class period to a maximum of two school days.

2. Class II Administrative Suspension (3-9 days out of school)
 - a) The site administrator/designee removes a student from classes and all school-related activities for a period of time ranging from three to a maximum of nine school days.
3. Class III Administrative Suspension/HDP (10 or more days out of school)
 - a) A site administrator removes a student from classes as a “Habitual Discipline Problem” (NRS 392.4655).

SCHOOL WORK EXPECTATIONS DURING SUSPENSIONS

For administrative or Class I suspensions, homework and other requirements determined by the site administrator are to be completed and turned in upon the student’s return to school.

It is the school administrator’s responsibility to notify teachers of students suspended for nine days or less, so homework assignments can be prepared. Upon notification, teachers have until the end of the next school day to submit the assignments to be completed during the suspension to the administrator. It is the site administrator’s responsibility to notify parent/legal guardian when and where to pick up the school assignments. School administrators may adjust the due date of assignments in response to long distances parent/legal guardian may have to travel to pick up school work.

For Class III suspensions imposed by the School District Discipline Hearing Officer, if a student is suspended as a Habitual Discipline Problem according to statute (NRS 392.4655), the school is not responsible for providing that child with school work. For special education students, see section entitled School Discipline for Students with Disabilities.

CLASS III SUSPENSION/EXPULSION HEARING REFERRAL

Site administrators may refer a student to the School District Discipline Hearing Officer for specific misconduct. Every effort is made to conduct the hearing within ten calendar days after the hearing request is submitted to the district office. The parent/legal guardian will be notified of the date, time and location of the hearing by certified mail. The parent/legal guardian has the right to representation by an attorney during the hearing at their own expense. All hearings are closed to the public. The hearing is recorded with a copy provided to the parent/legal guardian upon request. A written record of any action taken by the hearing officer is placed in the student’s confidential disciplinary file at the school. Every reasonable effort is made to accommodate parent/legal guardian schedules when arranging the hearing. The hearing will be convened even if the student is withdrawn from school following the misconduct.

HABITUAL DISCIPLINARY PROBLEM [NRS 392.4655 (1)(a)]

Except as otherwise provided under the statute (NRS 392.4655), a student shall be deemed a habitual disciplinary problem if the school in which the student is enrolled has written evidence which documents that in one school year the student has:

1. Threatened or extorted, or attempted to threaten or extort another student, teacher, or other personnel employed by the school;
2. Been suspended from school for initiating at least two fights on school property;
3. A record of five Class II suspensions from school for any reason (3 or more day’s suspensions).

The suspension can occur for fighting at school, on the way to or from school/school events, and has a one-hour window before or after school or the event. Students declared a “Habitual Discipline Problem” must be suspended from school for a period equal to at least one school semester with possible referral to Pathways Alternative School. Prior to special education students being deemed Habitual Discipline Problems, a Manifestation Determination Review must be held to determine their placement.

Parent/legal guardian may be notified in writing on the first Class II suspension of their student being identified as a potential Habitual Discipline Problem. All prior discipline may be considered in the Progressive Discipline Plan for the current school year.

SCHOOL DISCIPLINE FOR STUDENTS WITH DISABILITIES

School officials can remove any student with a disability from his or her regular school placement. The student can be removed for up to 10 school days in the same school year, even over the parents'/legal guardians' objections. The discipline must be appropriate and must be administered consistently for all non-disabled and disabled students (CFR 34, Sec. 500.521).

After a student is removed from his or her current placement for more than 10 cumulative school days in a school year, services must be provided to the extent required under CFR 34, Sec. 500.521, which concerns the provision of Free Appropriate Public Education (FAPE) for students suspended or expelled from school.

If the student has committed one or more of the following:

1. brought a weapon, firearm or destructive device to school or to a school function;
2. knowingly possessed or used illegal drugs or sold or solicited the sale of controlled substances while at school or a school function;
3. inflicted serious bodily injury;

the student may be removed from his/her regular placement for up to 45 days at a time (CFR 34, Sec. 500.521). Pursuant to state law and disciplinary regulations, suspensions and/or expulsions may occur as indicated in NRS 392.466. For more information regarding firearms, weapons or destructive devices, please refer to the Gun Free Schools Act.

If school officials believe that a student with a disability is substantially likely to injure self or others in the student's regular placement, they can ask an impartial hearing officer to order that the student be removed to an interim alternative educational placement for up to 45 days (Sec. 300.521). If, at the end of an interim alternative educational placement setting, school officials believe that it would be dangerous to return the student to the regular placement because the student would be substantially likely to injure self or others in that placement, they can ask an impartial hearing officer to order that the student remain in an interim alternative educational setting for an additional 45 days (CFR 34, Sec. 500.521).

If necessary, school officials can also request subsequent extensions of these interim alternative educational settings, for up to 45 days at a time, if school officials continue to believe that the student would be substantially likely to injure self or others if returned to his/her regular placement (CFR 34, Sec. 500.521).

At any time, school officials may seek to obtain a court order to remove a student with a disability from school or to change a student's current educational placement if they believe that maintaining the student in the current educational placement is substantially likely to result in injury to the student or others.

School officials can report crimes committed by students with disabilities to appropriate law enforcement authorities to the same extent as they do for crimes committed by non-disabled students.

UNACCEPTABLE BEHAVIOR DEFINED

This document does not attempt to set societal standards. The criterion used for defining unacceptable behavior is whether or not it has the potential to disrupt the educational process.

This list is not all-inclusive; acts of misconduct not specified here shall also be subject to discretionary action by appropriate school personnel. The following definitions are condensed from the Nevada Revised Statutes. **An asterisk (*) indicates a Civil or Criminal Offense.**

PROHIBITED CONDUCT: The commission or participation in, or unlawful attempt of, any of the following activities may constitute cause for disciplinary action. Students at school, school bus stops, school sponsored events, off-campus events and those using district sponsored transportation shall be governed by school district rules and regulations and are subject to the authority of school district officials. An incident which constitutes the commission of a criminal offense will be immediately reported to the appropriate law enforcement agency. The student's parent/legal guardian shall also be notified where possible. Disciplinary action will be taken by the district, whether or not criminal charges result.

ALCOHOL*: (NRS 202.020) The possession, sale, and furnishing of alcoholic beverages; being on campus, on district sponsored transportation, or at a school sponsored activity after having possession of and/or consuming an alcoholic beverage.

ARSON*: (NRS 205.005) The intentional setting of fire.

ASSAULT*: (NRS 200.471) An unlawful attempt, coupled with a present ability, to commit a violent injury on the person of another.

BATTERY*: (NRS 200.481) Any willful and unlawful use of force or violence upon the person of another.

BOMB THREAT/FALSE BOMB THREAT*: (NRS 202.840) Willfully conveying by mail, written notes, telephone, telegraph, radio, or any other means of communication, any threat, knowing it to be false.

BULLYING*: (NRS 388.121-388.145) A willful act which is written, verbal or physical, or a course of conduct on the part of one or more persons which is not authorized by law, and which exposes a person repeatedly and over time to one or more negative actions which is highly offensive to a reasonable person and:

1. Is intended to cause or actually causes the person to suffer harm or serious emotional distress;
2. Exploits an imbalance in power between the person engaging in the act or conduct and the person who is the subject of the act or conduct; and
3. Places the person in reasonable fear of harm or serious emotional distress.

Bullying differs from conflict. Two or more students can have a disagreement or a conflict. Bullying involves a power imbalance element where a bully targets a student who has difficulty defending him or herself.

1. Bullies often feel justified in inflicting hurtful behavior because they think their victims deserve the mistreatment.
2. Students who are repeatedly victimized experience more physical and psychological problems than non-bullied peers.
3. Bullying occurs both with and without a teacher or another adult present.
4. Bullies appear to be concerned with their own wants, pleasures, and needs.
5. Bullies are more likely than non-bullies to be involved in vandalism, fighting, theft, substance abuse, truancy, or to have an arrest by young adulthood.
6. Victims can withdraw and become depressed if bullying continues over time. Some victims could take extreme measures and seek violent revenge or consider suicide.

What are the Forms of Bullying?

1. **Physical:** Physical bullying involves harmful actions against another person's body. Examples include: biting, kicking, pushing, pinching, hitting, tripping, pulling hair, and any form of violence or intimidation. Physical bullying also involves the interference with another person's property including damaging or stealing.
2. **Verbal:** Verbal bullying involves speaking to a person or about a person in an unkind or hurtful way. Examples include: sarcasm, teasing, put-downs, name-calling, phone calls, spreading rumors or hurtful gossip.
3. **Emotional:** Emotional bullying involves behaviors that upset, exclude, or embarrass a person. Examples include: nasty notes, saying mean things using technology (e.g., cyber-bullying using emails, instant messaging, chat rooms, text messaging), intentional exclusion from games or activities, tormenting, threatening, humiliation, or social embarrassment.
4. **Sexual:** Sexual bullying singles out a person because of their gender and demonstrates unwarranted or unwelcome sexual behavior. Examples include: sexual comments, abusive comments, unwanted physical contact.
5. **Racial:** Racial bullying involves rejection or isolation of a person because of ethnicity. Examples include: gestures, racial slurs or taunts, name-calling, making fun of customs/skin color/accent/food choices.

CYBER-BULLYING*: (NRS 388.123) Bullying through the use of electronic communication. Students are prohibited from knowingly and willfully transmitting or distributing certain images of bullying. *See Appendix A - NCS D Policy Safe and Respectful Learning Environment and Appendix B - NRS 388.122, 388.132, 388.1351 1.A, which provide further detail regarding the district's policy against Bullying/Cyber-Bullying.

BURGLARY*: (NRS 205.060) Illegal entry with the intent to commit a crime.

CHEATING/PLAGIARISM/FORGING SCHOOL DOCUMENTS: Use of a created production without crediting the source or to violate rules dishonestly.

DESTRUCTION OF PROPERTY*: (NRS 206.310 & 393.410) Willfully and maliciously destroying or injuring real or personal property of another.

DISOBEDIENCE, INSOLENT AND INSUBORDINATION: Students not following the instructions of district personnel. Students must courteously and respectfully comply with the reasonable requests of any teacher, substitute teacher, staff member, security personnel, or administrator at all times while on any part of the school grounds, in a school vehicle, at any school sponsored activity or on any school sponsored trips.

Students are expected to provide their correct name if asked by any staff member. Failure to comply with the directions of school personnel acting in the performance of their duties shall be considered insubordination and subject to immediate disciplinary action. Disrespect toward teacher, security or other staff members will result in one or more days of in-house detention or suspension depending on the severity of the event. Threatening school officials will result in suspension and referral for legal action. Any battery on staff members will result in suspension and suspension/expulsion hearing. Profanity directed toward staff will result in suspension.

DISRUPTIVE CONDUCT: Conduct which interferes with the educational process or the safety of others. (Note: Serious situations may be handled under criminal sanctions.)

DISTURBING THE PEACE*: (NRS 203.010) Maliciously and willfully disturbing the peace of any person; maliciously and willfully interfering with or disturbing persons in the school.

DRESS CODE: (NCSD Policy 7331) Dress and appearance must not disrupt or detract from the educational environment of the school, including sexually suggestive clothing, gang-related apparel and clothing bearing lewd or profane slogans.

DRUGS*: (NRS 209.4234) Substance abuser defined. Substance abuser means a person who abuses, is addicted to, or is psychologically or physically dependent on alcohol, a controlled substance, or a drug, poison, solvent, or toxic inhalant. This subsection does not include tobacco or products made from tobacco. (Added to NRS by [1997, 2652](#)).

ELECTRONIC COMMUNICATION*: (NRS 388.124) The communication of any written, verbal or pictorial information through the use of an electronic device, including without limitation, a telephone, a cell phone, a computer or any similar means of communication. (Added to NRS by 2009, 687, effective July 1, 2010) (NRS 200.604). See also Cell Phones, Tablets or Other Personal Electronic Devices.

ELECTRONIC DEVICES: (NCSD Policy 7363) The NCSD Board of Trustees considers bringing electronic communication devices such as cellular telephones or pagers to school or extra-curricular activities a privilege. This includes travel time on school buses to and from school on regular route runs unless permission is obtained from the bus driver. Any violation of these provisions will result in the forfeiture of the electronic device. See Discipline Matrix for detailed consequences of usage violations. NCSD will not be held responsible for theft, loss or damage to cell phones or other devices.

EXPLOSIVE DEVICES*: (NRS 202.265) The possession of explosive or incendiary devices.

EXTORTION*: (NRS 205.320) Falsely accusing a person of a crime; using threat of violence to extort or gain information, money or other property from a person; or threatening to expose, libel or to impute any person.

FALSE FIRE ALARMS*: (NRS 475.100) False reporting of or transmission of signal, knowing same to be false.

FALSE REPORTING OF WEAPON: False reporting of possession of a dangerous weapon.

FIGHTING*: (NRS 203.050 Affray) If two or more persons shall, by agreement, fight in a public place, to the terror of the citizens of this state, the persons so offending commit an affray and are guilty of a misdemeanor. [1911 C&P §329; RL §6594; NCL §10277]. (NRS A 1967, 489) Two or more persons fighting. Self-defense does not include striking back.

FIREWORKS*: (NRS 202.265) The possession, sale, furnishing, use of, or discharging of same.

GANG-RELATED ACTIVITY: Gang-related activity can be intimidating to students, faculty and staff and is disruptive to the educational process. Although this list is not all inclusive, examples of inappropriate and unacceptable behaviors are such things as gang graffiti on school property, intimidation of others, gang fights and/or initiation rituals or wearing gang attire or “colors”.

Since gang behavior, markers and colors are variable and subject to rapid change, site administrators and staff must exercise judgment and their individual discretion based upon current circumstances in their neighborhood schools when evaluating gang-related activity. Gang-related indicators which will be considered should include, but are not limited to:

1. the student associates with admitted or known gang members;
2. the student wears attire consistent with gang dress;
3. the student displays gang logos graffiti and/or symbols on person or personal possessions;
4. the student displays gang hand signs or signals to others;
5. the student talks about gang activity to others.

HARASSMENT*: (NRS 200.571) Willful act or course of conduct that is not otherwise authorized by law and is:

1. Highly offensive to a reasonable person;
2. Intended to cause and actually causes another person to suffer serious emotional distress. (Added to NRS by 2001, 1928); and
3. Threat of bodily injury, verbal or written threats to cause physical damage to another's property or threat of physical confinement or restraining the person by words or conduct places the person receiving the threat in reasonable fear that the threat will be carried out. (NRS 200.571)

HAZING*: (NRS 200.605) Any action or activity which inflicts physical or mental harm or anxiety or which demeans, degrades or disgraces a person, regardless of location, intent or consent of participants.

INTIMIDATION: (NRS 388.129) A willful act or course of conduct that is not otherwise authorized by law and:

1. Is highly offensive to a reasonable person; and
2. Poses a threat of immediate harm or actually inflicts harm to another person or to the property of another person. (Added to NRS by 2001, 1928)

INDECENT EXPOSURE*: (NRS 201.220) An open indecent or obscene exposure of his/her person or the person of another.

KNIVES: At administrative discretion (more restrictive consequences may be imposed by Site Administrator)

LIBEL/SLANDER*: (NRS 200.510 & 207.180) A written or verbal malicious defamation expressed to impeach a person's honesty, integrity, virtue or reputation.

MARIJUANA/CONTROLLED SUBSTANCE/NARCOTICS/PARAPHERNALIA*: (NRS Chapter 453 of Nevada Revised Statutes) The possession, distribution, sale or use of narcotics/marijuana/controlled substance/or related paraphernalia. This definition supersedes NRS Chapter 453A regarding Marijuana use for medical purposes.

OBSCENITY: (NRS 201.255) Displaying material which is indecent and has the potential of being disruptive.

PROFANITY: Use of vile or indecent language.

RESISTING OFFICER*: (NRS 199.280) Willfully resisting, delaying or obstructing an officer in the performance of duty.

ROBBERY*: (NRS 200.380) The unlawful taking of personal property from the person of another or in his/her presence against his/her will by means of force or violence or fear of injury.

ROUT/RIOT*: (NRS 203.070) Two or more persons meeting to do an unlawful act; two or more persons actually doing an unlawful act with or without a common cause or quarrel.

SEXUAL ASSAULT*: (NRS 200.366) A person who subjects another person to sexual penetration against the will of the victim, or under conditions in which the perpetrator knows, or should know, that the victim is mentally or physically incapable of resisting or understanding the nature of his/her conduct, is guilty of sexual assault.

SEXUAL HARASSMENT/MISCONDUCT: (NRS 200.604, NRS 201.265) (NCSD Policy 0212/7020) The NCSD prohibits and will not tolerate any form of sexual misconduct (including sexual abuse, sexual molestation, consensual sexual misconduct and sexual harassment) toward students. The District also prohibits student to student sexual misconduct or sexual harassment. The NCSD has defined two (2) general categories or levels of sexual misconduct or harassment.

Level I:

1. Sexual gestures, verbal abuse, sexually oriented jokes, innuendos or obscenities.
2. Displaying of sexually suggestive objects, pictures, cartoons or posters.
3. Displaying of sexually suggestive letters, notes, threats or invitations.

Level II:

1. Physical contact such as assault, attempted rape, impeding or blocking movement of another person, and unwelcome touching.
2. Hazing or daring a student to perform unsafe or unwanted practices.
3. Consensual sexual misconduct.

STALKING*: (NRS 200.575) Willfully or maliciously engaging in a course of conduct that would cause a reasonable person to feel terrorized, frightened, intimidated or harassed, and that actually caused the victim to feel terrorized, frightened, intimidated or harassed.

STOLEN PROPERTY*: (NRS 205.275) Receiving or possessing stolen property of another, knowing, or under such circumstances as would cause a reasonable person to know, they were so obtained.

TAMPERING WITH MOTOR VEHICLES*: (NRS 205.274) Willfully break, injure, tamper, remove parts, deface a vehicle or without consent of owner, climb into or upon a vehicle with intent to injure; to manipulate any levers while vehicle is at rest or unattended or to set vehicle in motion.

TECHNOLOGY AGREEMENT VIOLATION: (NCSD Policy 5556) Any action that breaks the technology contract.

THEFT*: (NRS 205.0832) Stealing, taking, or carrying away property of another.

THREAT*: (NRS 205.320) To threaten directly or indirectly:

1. To accuse any person of a crime;
2. To injure a person or property;
3. To publish or connive at publishing any libel;
4. To expose or impute to any person any deformity or disgrace; or
5. To expose any secret.

THREAT TO EMPLOYEE*: (NRS 199.300, NRS 392.4655 [HDP]) To directly or indirectly address any threat or intimidation to a public employee or any person authorized by law to hear or determine any controversy or matter with the intent to:

1. Cause bodily injury to any person;
2. Cause physical damage to the property of any person other than the person addressing the threat or intimidation;
3. Subject any person other than the person addressing the threat or intimidation to physical confinement or restraint; or
4. Do any other act which is not otherwise authorized by law and is intended to harm any person other than the person addressing the threat or intimidation with respect to the person's health, safety, business, financial condition or personal relationships.

THROWING SUBSTANCE AT VEHICLE*: (NRS 205.2741) To throw any stone, rock, missile or any substance at any motor bus, truck or other motor vehicle.

TOBACCO PRODUCTS: (NRS 202.2491-2493, NCS Policy 0223) Possession, use, distribution of tobacco, tobacco products, smokeless tobacco and e-cigarettes on school property, or at a school sponsored activity. Lighters/matches are NOT allowed on school grounds and/or school sponsored activities and can be confiscated, subjecting the student to Progressive Discipline.

TRAFFIC VIOLATIONS ON SCHOOL GROUNDS: Nye County School District regards the use of motor vehicles for travel to and from school as an assumption of responsibility by parents/legal guardians and students. High school students may drive motor vehicles to and from school. Vehicles may not be driven during the day without the consent of the parent/legal guardian and principal. A student may use the school parking lot subject to the following conditions:

1. The student must possess a valid Nevada driver's license and must register the car in the school office.
2. Students may not occupy a vehicle (without school permission) during the school day.

In terms of student conduct rules, "possession" of alcoholic beverages, illegal chemical substances or opiates, firearms or a dangerous weapon shall also extend to a student's vehicle.

TRESPASS*: (NRS 207.200) To be upon the property of another without permission of the owner and to stay upon same after warning, or to be on school property or at a school function while under suspension or trespass notice from school.

TRUANCY*: (NRS 392.210 to NRS 392.210) A parent/legal guardian or other person who has control or charge of any student and to whom notice has been given of the student's truancy as provided in NRS 392.130 and 392.140, and who fails to prevent the student's subsequent truancy within that school year is guilty of a misdemeanor. As required by law (NRS 392.144), if a student is a habitual truant pursuant to NRS 392.140, the principal of the school shall report the student to a school truancy officer or to the local law enforcement agency for investigation and issuance of a citation, if warranted in accordance with NRS 392.149.

Following NRS 392.130, a student shall be deemed a truant who is absent from school without the written approval of his/her teacher or the principal of the school. The teacher or principal shall give his/her written approval for a student to be absent if an emergency exists or upon the request of a parent/legal guardian of the student. Before a student may attend or otherwise participate in school activities outside the classroom during regular classroom hours, he/she must receive the approval of the teacher or principal. An unapproved absence for at least one period, or the equivalent of one period of a school day,

may be deemed truancy for the purposes of this section. If a student is unable to attend school, the parent/legal guardian or other person having control or charge of the student shall notify the teacher or principal of the school orally or in writing in accordance with the policy established by the Board of Trustees of the school district within 3 days after the student returns to school.

WEAPONS*: (NRS 202.265) Possession of a dangerous weapon on the property or in a parked vehicle on the property of school or child care facility; penalty; exceptions. Except as otherwise provided in this section, a person shall not carry or possess while on the property of the Nevada System of Higher Education, a private or public school or child care facility, or while in a vehicle of a private or public school or child care facility:

1. an explosive or incendiary device;
2. a dirk, dagger or switchblade knife;
3. a nunchaku or trefoil;
4. a blackjack or billy club or metal knuckles;
5. a pistol, revolver or other firearm;
6. any device used to mark any part of a person with paint or any other substance.

In addition, violation of other federal or state criminal laws or local ordinances at school, at school sponsored activities or on district sponsored transportation is prohibited.

Please refer to NCS D Discipline Matrix for the mandatory responses to specific violations.

NOTE: Certain activities fall into a category of criminal or civil offenses for which NCS D is required to notify local, state or federal authorities whenever they take place.

PARENT NOTES:

DISCIPLINE MATRIX

R = Recommended Response

***** = Civil or Criminal Offense

M = Mandatory Response

DN = Does Not Apply

HDP = Habitual Disciplinary Problem

Note: **R** = Administrative Discretion = more restrictive consequences may be imposed by site administrator

Note: ANY suspension from school = suspension from extra-curricular activities

Note: ~District Hearing = Class III Suspension/Possible Expulsion

BEHAVIOR	Parent Student Contact	Parent Student Conference	Class I Suspension (0-2 Days)	Class II Suspension (3-9 Days)	H D P	Class III District Hearing	Seek Restitution	Referral to Law Enforcement
ALCOHOL* NRS 202.020 <i>[Possible Referral to Drug Ed. Program]</i>	M	R	M	R				M
ARSON* NRS205.005 <i>1st Offense</i>	M	DN	DN	M		M	M	M
<i>2nd Offense</i>	M	DN	DN	M		M	M	M
ASSAULT* NRS 200.471 <i>1ST Offense</i>	M	R	DN	M				R
<i>2nd Offense</i>	M	DN	DN	M		M		M
BATTERY* NRS 200.481 <i>Any Offense</i>	M	R	DN	M				R
BOMB THREAT* (REAL OR FALSE) NRS 202.840 <i>Any Offense</i>	M	R	DN	M		M		M
BULLYING* (INCLUDING CYBER-BULLYING) NRS 388.121 - 388.145 <i>1st Offense</i>	M	R	R	R				R
<i>2nd Offense</i>	M	R	DN	M				R
BURGLARY* NRS 205.060 <i>Any Offense</i>	M	R		R			M	R
CELL PHONES & OTHER PERSONAL ELECTRONIC DEVICES During Educational Day NRS 392.4637 NCS D Policy 7363 <i>1st Offense/2nd Offense</i>	M							
<i>3rd Offense</i>	M	R	R					
CHEATING/PLAGIARISM/ FORGING SCHOOL DOCUMENTS <i>1st Offense</i>	R	R	R					R
<i>2nd Offense</i>	R	R		R				R
DESTRUCTION OF PROPERTY* NRS 206.310, 393.410 <i>1st Offense</i>	M			R			M	R
<i>2nd Offense</i>	M	DN	DN	M		R	M	M
DISOBEDIENCE/ INSUBORDINATION <i>1st Offense</i>	R		R	R		R		R
<i>2nd Offense</i>	R		DN	M				R
DISRUPTIVE CONDUCT <i>1st Offense</i>	R		R	R		R		R
<i>2nd Offense</i>	R		DN	M				R

DISCIPLINE MATRIX

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***** = Civil or Criminal Offense

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DN = Does Not Apply

HDP = Habitual Disciplinary Problem

Note: R = Administrative Discretion = more restrictive consequences may be imposed by site administrator

Note: ANY suspension from school = suspension from extra-curricular activities

Note: ~District Hearing = Class III Suspension/Possible Expulsion

BEHAVIOR	Parent Student Contact	Parent Student Conference	Class I Suspension (0-2 Days)	Class II Suspension (3-9 Days)	H D P	Class III District Hearing	Seek Restitution	Referral to Law Enforcement
DISTURBING THE PEACE* NRS 203.010 <i>1st Offense</i>	M			R				R
<i>2nd Offense</i>	M	DN	DN	M				
DRESS CODE NCSD Policy 7331 <i>Any Offense</i>	R	R	R	R				
EXPLOSIVE DEVICES* NRS 202.265 <i>1st Offense</i>	M	DN	DN	M				M
<i>2nd Offense</i>	M	DN	DN	DN		M	M	M
EXTORTION* NRS 205.320 <i>Any Offense</i>	M	R		R			M	M
FALSE FIRE ALARM* NRS 475.100 <i>Any Offense</i>	M	R		R				M
FALSE REPORTING OF WEAPON <i>Any Offense</i>	M	R	R					
FIGHTING* NRS 203.050 <i>Mutual</i>	M	M		M				
<i>Initiation-1st Offense</i>	M	M		M				
<i>Initiation-2nd Offense</i>	M	M		M	M			
FIREWORKS* <i>1st Offense</i>	M	R		R				
<i>2nd Offense</i>	M	R		R		R		R
GANG-RELATED ACTIVITY <i>Any Offense</i>	M	R		R				R
HARASSMENT* NRS 200.571	M	R		R				
<i>2nd Offense</i>	M	R	DN	M				R
HAZING* NRS 200.605 <i>Any Offense</i>	R			R				R
INDECENT EXPOSURE* NRS 201.220 <i>1st Offense</i>	M			R				R
<i>2nd Offense</i>	M		DN	M				M
KNIVES	M	M						
LIBEL/SLANDER* NRS 200.510, 207.180 <i>1st Offense</i>	M			R				R
<i>2nd Offense</i>	M		DN	M				M

DISCIPLINE MATRIX

R = Recommended Response

***** = Civil or Criminal Offense

M = Mandatory Response

DN = Does Not Apply

HDP = Habitual Disciplinary Problem

Note: R = Administrative Discretion = more restrictive consequences may be imposed by site administrator

Note: ANY suspension from school = suspension from extra-curricular activities

Note: ~District Hearing = Class III Suspension/Possible Expulsion

BEHAVIOR	Parent Student Contact	Parent Student Conference	Class I Suspension (0-2 Days)	Class II Suspension (3-9 Days)	H D P	Class III District Hearing	Seek Restitution	Referral to Law Enforcement
MARIJUANA* (POSSESSION/ (CONSUMPTION) NRS 453 <i>1st Offense</i>	M	M	DN	M				M
<i>2nd Offense</i> <i>[Possible Referral to Drug Ed. Program]</i>	M	M	DN	M		R		M
MARIJUANA* (SALE/DISTRIBUTION) NRS 392.466 <i>Any Offense</i> <i>[Possible Referral to Drug Ed. Program]</i>	M	M	DN	M		M		M
NARCOTICS/ PARAPHERNALIA CONTROLLED SUBSTANCE* (POSSESSION/ CONSUMPTION) NRS 453 <i>Any Offense</i> <i>[Possible Referral to Drug Ed. Program]</i>	M	M	DN	M		M		M
NARCOTICS/ PARAPHERNALIA CONTROLLED SUBSTANCE* (SALE/DISTRIBUTION) NRS 392.466 <i>Any Offense</i> <i>[Possible Referral to Drug Ed. Program]</i>	M	M	DN	M		M		M
NARCOTICS/PRESCRIPTION MEDICATION/DISTRIBUTION <i>Any Offense</i> <i>[Possible Referral to Drug Ed. Program]</i>	M	M	DN	R				R
OBSCENITY <i>1st Offense</i>	M			R				
<i>2nd Offense</i>	M		DN	M				
PROFANITY <i>1ST Offense-2nd Offense</i>	R							
<i>3rd Offense</i>	R	M		R				
RESISTING OFFICER* NRS 199.280 <i>Any Offense</i>	M		DN	M				M
ROBBERY* NRS 200.380 <i>1st Offense</i>	M		DN	M			M	M
<i>2nd Offense</i>	M		DN	M		M	M	M
ROUT/RIOT* NRS 203.070 <i>Any Offense</i>	M		DN	M				M

DISCIPLINE MATRIX

R = Recommended Response

M = Mandatory Response

HDP = Habitual Disciplinary Problem

***** = Civil or Criminal Offense

DN = Does Not Apply

Note: **R** = Administrative Discretion = more restrictive consequences may be imposed by site administrator

Note: ANY suspension from school = suspension from extra-curricular activities

Note: ~District Hearing = Class III Suspension/Possible Expulsion

BEHAVIOR	Parent Student Contact	Parent Student Conference	Class I Suspension (0-2 Days)	Class II Suspension (3-9 Days)	H D P	Class III District Hearing	Seek Restitution	Referral to Law Enforcement
SEXUAL ASSAULT* NRS 200.366 <i>Any Offense</i>	M	M	DN	M		M		M
SEXUAL HARASSMENT/ MISCONDUCT NRS 200.604 NCSO POLICY 0212 – LEVEL I <i>1st Offense</i>	M	R		R				
<i>2nd Offense</i>	M	R	DN	M				M
SEXUAL HARASSMENT/ MISCONDUCT NRS 200.604 NCSO POLICY 0212 – LEVEL II <i>1st Offense</i>	M	M	DN	M		M		
<i>2nd Offense</i>	M	M	DN	M		M		
STALKING* NRS 200.575 <i>Any Offense</i>	M		DN	M				M
STOLEN PROPERTY* NRS 205.275 <i>Any Offense</i>	M	M	DN	M			M	M
TAMPERING WITH MOTOR VEHICLES* NRS 205.274 <i>1st Offense</i>	M			R			M	R
<i>2nd Offense</i>	M		DN	M	M		M	M
TECHNOLOGY AGREEMENT VIOLATION NCSO POLICY 5556 <i>Any Offense (No Computer Use)</i>	M			R				
THEFT* NRS 205.0832 <i>1st Offense</i>	M			R			M	
<i>2nd Offense</i>	M		DN	M			M	R
THREAT* NRS 205.320	M	M	M	R				R
THREATENING EMPLOYEES NRS 199.300 <i>Any Offense</i>	M	M		M	M	M		M
THROWING SUBSTANCE AT VEHICLES* NRS 205.274 <i>Any Offense</i>	M	R		R			M	
TOBACCO PRODUCTS POSSESSION/DISTRIBUTION (On school property or at a school sponsored activity) NRS 202.2491 - 2493 NCSO POLICY 0223 <i>1st Offense</i>	M			R				
<i>2nd Offense</i>	M		DN	M				

CELL PHONES OR OTHER PERSONAL ELECTRONIC DEVICES

NCS D POLICY 7363 AND REGULATION 7363R

To ensure an environment conducive to learning, the following rules apply:

1. During the school day, students may keep cell phones, tablets or other personal electronic devices out of sight in pockets, backpacks, lockers, etc., and in non-operational mode (i.e., unable to send or receive calls or text messaging and not on vibrate or silent ringer), for use in the case of an emergency. Any device that is visible is considered in use, will be subject to confiscation by NCS D administrators/designees, and will only be released to the parent/legal guardian.
2. Students may bring cell phones, tablets or other personal electronic devices to school and extra-curricular activities, provided they only use the devices outside scheduled class time, render the devices non-operational, keep them out of sight during the educational day and obtain the permission of the bus driver or supervising adult prior to using the device while riding the school bus or participating in school activities.
3. NCS D strictly prohibits the use of cell phones, calculators, cameras, video cameras, or any other electronic device that has the capability of taking, storing, or transmitting pictures in the following areas:
 - a) Locker rooms
 - b) Restrooms
 - c) Any room where testing is conducted, regardless of the type of test

Violations of this policy will result in the following: (NRS 392.4637 and NCS D Administrative Policy 7363)

First Offense:

1. The device shall be confiscated.
2. The parent/legal guardian shall be notified.
3. Arrangements for releasing the device shall be made during parent contact.
4. The policy shall be reviewed with the student and his/her parent/guardian.
5. A warning shall be given regarding the consequences for further violation.

Second Offense:

1. The device shall be confiscated.
2. The parent/legal guardian shall be notified.
3. The device shall be turned over to the parent/legal guardian.
4. The policy shall again be reviewed with the student and his/her parent/legal guardian.
5. A warning shall be given regarding the consequences for any future violation.
6. Consequence shall be given for "electronic devices".
7. Privilege of carrying device shall be revoked for 90 school days

Third Offense:

1. The device shall be confiscated.
2. The parent/legal guardian shall be notified.
3. The device shall be turned over to the parent/guardian.
4. Consequence shall be given for third offense for "electronic devices".
5. Privilege of carrying device shall be revoked for one calendar year.

NOTE: Further disciplinary measures may apply depending on severity of the offense. A student who uses a cell phone or other personal electronic device in the commission of any other disciplinary offense shall have the punishment for the offense increased a step.

EDUCATIONAL PROGRAMS

The Board of Trustees recognizes that it must educate its students from kindergarten through Grade 12 and may elect to provide educational programs for preschool students, adults and other supplemental programs as permitted/required by state law.

ALTERNATIVE SCHOOL PROGRAM (NCS D POLICY 5350)

NCS D offers an alternative setting for qualifying students in Grades 6-12. These programs can offer alternatives for students who may have difficulties when a regular school setting does not fit their social and/or academic needs. Parents may contact Pathways Middle & High School at (775) 751-6822 for further information.

Programs offered are:

1. Behavior Education
2. Credit Recovery
3. Virtual Education
4. Adult Education
5. Accredited High School and Middle School Programs

ENGLISH LANGUAGE LEARNERS (ELL)

It is the policy of the NCS D to provide special instructional programs for all students who are identified as having a primary or home language other than English, and are identified as Limited English Proficient (LEP). The policy will ensure that students have the opportunity to benefit from the district's educational program. Special services may be offered in the neighborhood school or another school, with transportation provided by the district.

The purposes of the program are to develop English language proficiency, to provide language assistance in English as a Second Language (ESL), to provide support in content areas in order to ensure continual concept development, and to enhance the academic achievement of limited English speaking students.

HOME SCHOOL/PRIVATE/CHARTER SCHOOL (NCS D POLICY 5342)

NCS D will follow state statutes in cooperating with parents/legal guardians who wish to home school their children.

Upon request of a parent/legal guardian of a home-schooled student who is enrolled in a private or charter school, the Board of Trustees shall authorize the student to participate in a class that is not available to the student at the home/private/charter school, or participate in extra-curricular activities at a public school. The following criteria must be met prior to allowing a student to enroll in a secondary program:

1. Space must be available for the student.
2. The student must be qualified to participate in the class or extra-curricular activity.
3. Transportation must be provided by the parent/legal guardian.
4. The student must abide by all NCS D rules and regulations regarding attendance, behavior and program specific requirements.
5. The student must pay any expenses for his/her participation that NCS D students must pay.
6. The class or activity is unavailable in the home school or private/charter school.

7. In the event that later enrolling NCS D students have a need to take a class, home/charter/private school students may be removed in the order enrolled (last in, first out) if space availability is an issue. Any fees paid will be reimbursed on a prorated basis.

A home-schooled student must be allowed to participate in interscholastic activities and events pursuant to Nevada Interscholastic Athletics Association regulations and State law. The Board of Trustees may revoke its approval for a student to participate in a class or extra-curricular activity at a public school if the student fails to comply with rules and regulations.

HOMEBOUND STUDENTS

Students who are unable to attend school for a minimum of two (2) weeks due to medical or psychological issues with doctor verification will be considered for homebound services upon parent/legal guardian request. Parents/legal guardians may be required to sign a Release of Information if the district needs to get further documentation from the student's physician. Homebound services for special education students will comply with Federal and State regulations. If you have additional questions, please call NCS D Special Education Office at (775) 751-4015.

SPECIAL EDUCATION

The vision of NCS D is "Every Student a Success". The Office of Special Education Support Services provides guidance and services to ensure that students with identified disabilities are provided a Free and Appropriate Public Education (FAPE), as outlined in the Individuals with Disabilities Education Improvement Act (IDEA) 2004, Section 504 of the Rehabilitation Act, and the American Disabilities Act. Through the team efforts of NCS D personnel, individual school site staff and parents/legal guardians, students ages 3-21 with identified disabilities are provided educational services in the least restrictive environment in order to develop their potential to be successful.

If you think your student needs special education, we ask that you first discuss this with your student's teacher and/or school principal. This way, school personnel can address your concerns and, if needed, get the School Instructional Intervention Team (S.I.I.T.) involved. School S.I.I.T. develop intervention/strategies based on individual student needs to remediate academic and/or behavioral issues. If these interventions/strategies are not successful, the S.I.I.T will usually recommend the student for a special education evaluation. However, if you suspect your student of having a disability that would qualify him/her for special education services, please communicate your concerns to your student's teacher and/or school principal, requesting your student be evaluated for special education services. A written request will ensure a timely response.

Nevada Early Intervention Services (NEIS) provides programming for pre-school children ages 0-3 that have been identified as having a disability. The NEIS can be reached at (702) 486-9215. For children ages 3-5, NCS D conducts Child Find Screening throughout the school year to identify children requiring special education services. Information specific to Child Find Screening is published in the local media throughout Nye County.

ENROLLMENT

ENROLLING A NEW STUDENT

Prior to admission of a student, documentary proof of the student's date of birth must be provided. This proof may include, but is not limited to, any one of the following:

1. An original or certified true copy of the student's official birth certificate.
2. A valid, unexpired passport, which gives the student's date of birth.
3. A sworn (notarized) affidavit of the student's correct date of birth.

4. An official transcript from the last school attended, which includes the student's date of birth.
5. An original, or certified true copy, of the student's baptismal certificate, which includes the student's date of birth.

IMMUNIZATIONS

Per NRS 392.435, a student may not be enrolled in a public school in Nevada unless his/her parent/legal guardian submits a certificate stating the student has been immunized and has received the proper booster for that immunization, or is complying with the schedules established pursuant to NRS 439.550 for the following diseases:

1. Diphtheria
2. Tetanus
3. Pertussis (if the child is under 6 years of age)
4. Poliomyelitis
5. Rubella
6. Rubeola
7. Hepatitis A and B
8. Varicella (chicken pox)
9. T-dap Vaccine (Tetanus, Diphtheria and Pertussis)
10. Such other diseases as the local Board of Health or the State Board of Health may determine

Exceptions:

- a. Exemption when contrary to religious belief: A public school shall not refuse to enroll a child as a student because such child has not been immunized pursuant to NRS 392.435 if the parent/legal guardian of such child has submitted to the Board of Trustees a written statement indicating that their religious belief prohibits immunization of such child or ward.
- b. Exemption because of medical condition: If the medical condition of a child will not permit him/her to be immunized to the extent required by NRS 392.435, and a written statement of this fact is signed by a licensed physician and by the parents/legal guardians, the Board of Trustees shall exempt the child from all or part of the provisions of NRS 392.435, as the case may be, for enrollment purposes.

Conditional enrollment no longer applies to immunization records. No enrollment will be accepted without current immunization records. However, a child may enter school conditionally if the parent/legal guardian submits a certificate from a physician or local health officer that the child is receiving the required immunizations. If such a certificate is not submitted to the appropriate school officers within 90 school days after conditional admittance, the child must be excluded from school and may not be readmitted until the requirements for immunization have been met. A child who is excluded on these grounds is considered a neglected child. Beginning in 2008 and each year thereafter, all students must have a T-dap booster prior to entering the seventh grade.

AGE REQUIREMENT [NRS 392.040]

Children who are 5 years old on or before September 30th may be enrolled for kindergarten at the opening of the school year. **There are no exceptions to the age requirement to enroll a student in kindergarten.**

Children who are 6 years old on or before September 30th will be enrolled in Grade 1 if they have passed kindergarten or passed a district assessment that indicates the student is developmentally prepared for Grade 1.

TEMPORARY GUARDIANSHIP INFORMATION

1. Unless the child is of legal age or emancipated, the child's parent, legal guardian, temporary guardian (whether court or non-court appointed), or foster parent (upon verification from the social worker) must be physically present and involved with enrollment of a student.
2. Legal guardianship is proven by producing certified court documents that state the name of the minor and the legal guardian.
3. A person who enrolls a student and who has a note or a notarized note from the parent is not a legal guardian unless he/she is named the legal guardian in a court document.
4. A copy of the certified court document identifying the person as the legal guardian must be filed in the student's cumulative file.
5. By Nevada law, temporary guardianship expires at the end of six (6) months.

(Further specifics regarding Temporary Guardianship are in NCSA Administrative Regulations 7510R. Temporary Guardianship forms are on the district website www.nye.k12.nv.us.)

FOREIGN EXCHANGE STUDENTS

International students may be enrolled and attend Nye County schools without charge if they meet the following district entrance requirements:

1. Recommendation by an organization specifically designated by the U. S. Information Agency or an approved local organization
2. Appropriate documentation
3. Participation in a foreign exchange program that is on the NCSA's approved list

STUDENT INSURANCE

NCSA does not provide medical insurance coverage for school accidents. Therefore, parents/legal guardians are responsible for any medical expenses if your student is injured during school or at any after school activities.

There is coverage available for your student through an independent plan broker. Brochures on the student insurance are available at the various school sites and also on-line at www.sas-mn.com administered by Student Assurance Services, Inc. at (800) 328-2739 or (651) 439-7098.

ATHLETIC INSURANCE

The parent/legal guardian of students participating in athletic activities must give evidence to the school that they have health insurance before the student is permitted to participate in any athletic activities. The parent/legal guardian must sign a statement releasing the district from any obligation.

CONCUSSIONS AND HEAD INJURIES (NCSA Policy 7473R)

NCSA annually distributes a head injury information sheet to all parents/guardians of student-athletes trying out or participating in competitive sports or cheerleading. The parent/guardian and student-athlete must return a signed acknowledgment indicating that they have reviewed and understand the information provided before the student-athlete may try out or participate in any sports activity. Students will take a baseline test prior to the first practice of the season. District personnel and coaching staff will regularly remind student-athletes to immediately inform coaching staff and/or other district personnel if a blow to the head or the area near the head has been sustained by the student-athlete or teammate, or if a concussion or other head injury is suspected.

SCHOOL BREAKFAST/LUNCH PROGRAM

The NCS D operates a school breakfast and lunch program in all schools. It is administered by the Food Service Coordinator under the general supervision of the Chief Operating Officer.

Free and Reduced Price Meal Applications are available at each school and on NCS D's website. Students may charge breakfast or lunch for up to two days. If unable to pay charges in a timely manner your account will be directed to the food service coordinator at 775-751-6871 or 877-727-7707.

	Reduced Meals		Full Price Meals		Adult Prices	
	Breakfast	Lunch	Breakfast	Lunch	Breakfast	Lunch
All Grades	\$0.30	\$0.40	-----	-----	-----	-----
Elementary Schools	-----	-----	\$1.00	\$2.50	-----	-----
Middle Schools	-----	-----	\$1.00	\$2.50	-----	-----
High Schools	-----	-----	\$1.50	\$3.00	-----	-----
All Schools	-----	-----	-----	-----	\$2.00	\$3.50

PARENT/ GUARDIAN INVOLVEMENT (NCS D Policy 1200)

NCS D welcomes and supports parents/guardians and primary care giver involvement in the schools. In order to ensure this involvement, the NCS D Board of Trustees:

1. requires effective and meaningful two-way communication between the home and school;
2. promotes and supports responsible parenting;
3. recognizes that parents/legal guardians play an integral role in student learning;
4. encourages schools that are open and inviting to parents/legal guardians;
5. requires parents/legal guardians, to be actively involved in decisions that affect their student's education;
6. works with the community to better serve the educational opportunities for students.

NCS D welcomes parent and community volunteers. Please contact the Volunteer Coordinator at 775-727-1875 for more information.

STUDENT RIGHTS (NCS D Policy 7632)

All students have the right to an educational setting that is safe, orderly, educationally efficient, and free from disruption of normal teaching-learning functions.

Students are protected in the exercise of their constitutional rights of free speech, press, and assembly. The exercise of such rights, however, must be conducted in a manner that does not disrupt the educational process, and must be within NCS D's Policy.

STUDENT RECORDS

NCS D maintains the following education records directly related to students:

1. academic records;
2. personal information records;
3. attendance records;
4. health records;
5. progress records;
6. standardized testing records.

Access to education records is limited to:

1. parents/legal guardians of students under 17;
2. parents/legal guardians of students over 17 if such student is a dependent as defined in the Internal Revenue code;
3. students;
4. officials of this school district who have a legitimate educational interest;
5. state and local officials to whom information is required to be reported;
6. certain testing organizations;
7. accrediting organizations;
8. appropriate persons in connection with an emergency;
9. pursuant to subpoena or court order;
10. any person with the written consent of the parent/legal guardian of students under 17 or the student over 17;
11. a school or schools in which a student seeks or intends to enroll.

Educational records are kept to an essential and relevant minimum. Records are reviewed at the end of each school year, and non-essential or irrelevant material is deleted.

NOTE: Copies can be made available to entitled persons at 25 cents per page. Copies of records will be available at no cost for students and parents/legal guardians unable to pay (for the first set). Questions regarding educational records should be directed to the principal of the school the student is attending.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT ACCESS TO STUDENT RECORDS

In compliance with federal law (Family Educational Rights and Privacy Act, 1984), any parent/legal guardian who wishes to review his/her student's records may do so by making a request to the school principal. Adult students (over 18) may also make such requests.

If you feel an item in the record is inaccurate and misleading, you may ask to have it corrected or you may add your comments to the record.

RELEASING STUDENT RECORDS AND INFORMATION

With a few exceptions, we will not release personally identifiable information from student educational records to persons or agencies without written consent. Under one exception, we are authorized to forward student records to schools in another district where a student seeks to enroll, or to colleges or educational institutions to which a student is applying.

RELEASING DIRECTORY INFORMATION

Certain information about your student is defined by the Family Educational Rights and Privacy Act as "directory information". Directory information includes:

1. the student's name, address and telephone number;
2. date and place of birth;
3. major field of study;
4. participation in officially recognized activities and sports;
5. weight and height of members of athletic teams;
6. dates of attendance;
7. degrees and awards received;
8. the most recent previous educational agency or institution attended by the student.

In most cases, requests for this type of information come from the news media. Unless you request that directory information not be released, it will be made available on request. Your written request to withhold directory information should be noted on the annual registration form. It is the policy of the Nye County School District not to release any directory information for commercial purposes.

PHOTOGRAPHS

Occasionally, we take photographs of students for use in district or school-produced publications or for use by the news media. If you choose to grant permission for the use of your student's photograph, please check the appropriate box on the enrollment/update form. If you DO NOT wish to grant permission, please check the appropriate box on the form and let the principal of your student's school know in writing. Published photos in yearbooks, student newspapers, school handbooks, etc., are considered public domain and can be reproduced by the news media.

COMPLAINTS

If you have any complaints regarding the failure of the district or one of its schools to comply with the Family Educational Rights and Privacy act, you may contact the principal or the Pahrump District Office, (775) 727-7743, ext. 224, or (877) 727-7705, Ext 224, or file a complaint with the U.S. Department of Education. Copies of the regulations implementing the Family Rights and Privacy Act and District policy on student records are available by calling the district office.

STUDENT DUE PROCESS RIGHTS

It is the intent of the Board of Trustees that students and their parents/legal guardians be informed of the regulations regarding due process procedures affecting students within the school. Faculty, parents/legal guardians and students shall attempt resolution of problems affecting students and the education process by informal means. If any student or parent/legal guardian feels that the conditions of the school or decisions made by its staff are not fair or reasonable, a conference shall be afforded with the principal or designee to discuss the matter. If the student or parent/legal guardian is not satisfied, the student or parent/legal guardian shall be afforded the opportunity to confer with the assistant superintendent/superintendent and subsequently with the Board of Trustees if not satisfied with the disposition of the matter. There is no appeal process for a student who has been deemed a Habitual Discipline Problem (NRS 392.4655).

PRIVACY (NCSD POLICY 7632)

1. **Custody:** Except in the most extreme circumstances, custody of a student shall not be relinquished by school personnel to any person without the approval of the parent/legal guardian, unless the student is placed under legal authority. In the case of arrest, the school authorities must attempt to notify the student's parent/legal guardian.
2. **Questioning of Students:** Representatives of recognized agencies listed below may find it necessary or convenient to interview or question students during school hours on school grounds, and it is the policy of the district to assist and cooperate with such agencies. A student may be interviewed or questioned by representatives of the following agencies during school hours on school grounds provided the representative contacts the student's principal or his/her appointed representative prior to the questioning:
 - a) Local, state and federal law enforcement agencies and probation departments
 - b) Local and regional fire departments
 - c) Recognized welfare or social service agencies
 - d) Any branch of the armed forces
 - e) Other appropriate governmental agencies

When the students are questioned by a representative of such an agency, the principal or his/her appointed representative shall be present at all times unless the principal feels that such presence is unnecessary or inappropriate. The only exception hereto is when the investigator invokes the provision of NRS 432.B.270 (1), Child Abuse and Neglect. The school will make reasonable effort to contact parent/guardian.

3. **Student Records:** Student records kept by the NCSD will be open to review by parents/legal guardians and/or students and will be treated in a confidential manner, as prescribed by Board Policy 7800 and the Family Educational Rights and Privacy Act of 1974 (FERPA).
4. **School Locker:** The schools will, insofar as possible, provide lockers for the storage of items needed during the school day and will inform the students that these lockers may be searched without their consent. However, lockers assigned to students will not be opened by school authorities except for general housekeeping purposes and in instances when, in the judgment of the principal, the health, safety or general welfare of the student or school requires such action. Neither the school nor the district can assume any responsibility for items stored in these facilities.
5. **Search of Person or Vehicle:** Searches of a student's person, property, or vehicle on school property or at a school function may be conducted if a school employee (certified or classified) notices or is suspicious of the arrangement of student's clothing, possessions, or actions which give reasonable suspicion to believe that a crime or breach of the disciplinary code is or may be committed by the student.
6. **Physical Searches:** Physical searches of a student's person may be conducted only by a principal or designee, who is of the same sex as the student and, except where circumstances render it impossible, may be conducted only in the presence of another authorized person of the same sex.

CONTROVERSIAL ISSUES

1. Students shall have the right to encounter diverse points of view. They may have opportunities to hear speakers and view presentations representing a wide range of views in classes, clubs and assemblies under guidelines established by the school district.
2. If it is established that a student and/or parent/legal guardian objects as a matter of principle to participation in an activity assigned by school personnel, an alternative activity will be assigned without penalty or embarrassment to the student.
3. As a public institution, the schools have a commitment to objectivity and the presentation of all sides of an issue.

SECTION 504 NONDISCRIMINATION

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination against persons with disabilities in any program receiving federal financial assistance. The Act defines a person with a disability as anyone who:

1. Has an intellectual or physical impairment which substantially limits one or more major life activities (major life activities include activities such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working)
2. Has a record of such impairment
3. Is regarded as having such impairment [34 CFR 104.3(j)].

In order to fulfill obligations under Section 504, the school district is responsible for nondiscrimination in policies and practices regarding its personnel and learners. No discrimination against any person with a disability shall knowingly be permitted in any of the programs and practices of the school system.

NCS D has responsibilities under Section 504, which include the obligations to identify, evaluate and, if the learner is determined to be eligible under Section 504, afford access to appropriate educational services. If the parent/legal guardian disagrees with the determination made by the professional staff of the school district, he/she has a right to a hearing with an impartial hearing officer.

The Family Educational Rights and Privacy Act (FERPA) also specifies rights related to educational records. The Act gives the parent/legal guardian the right to:

1. Inspect and review his/her student's educational records.
2. Make copies of these records.
3. Receive a list of all individuals having access to those records.
4. Ask for an explanation of any item in the records.
5. Ask for an amendment to any report on the grounds that it is inaccurate, misleading or violates the student's rights.
6. A hearing on the issue if the school refuses to make the amendment.

WHAT SHOULD YOU DO IF YOU FEEL YOUR RIGHTS HAVE BEEN VIOLATED?

Education is a right guaranteed to the student. The courts have defined the basis on which the denial of that right is justified. The conditions of denial carry with them the guarantee of due process. It is the intent of the Board that every reasonable effort is made on behalf of the student's education, even in the case of suspension or expulsion.

STUDENT RESPONSIBILITIES

ALL STUDENTS HAVE THE RESPONSIBILITY TO:

1. **Attend school to receive an education.** Schools cannot educate students who do not attend. Students must attend school daily unless ill or legally excused.
2. **Be on time for all classes.** Students who enter a classroom after a lesson has begun are interfering with the rights of others to learn and study. Punctuality is a habit that students must develop if they are to be successful in the world of work.
3. **Come to class with the necessary materials.** A teacher should not have to delay instruction because a student comes to class unprepared. This interferes with the rights of others to learn and study.
4. **Complete all in-class and homework assignments, and meet all deadlines.** The full responsibility for student learning does not rest solely with the teacher. Education cannot be effective unless students participate in class and complete all assignments.
5. **Obey school rules and school personnel.** No one has the right to interfere with the education of others. Rules are designed to allow a school to meet its obligation to educate students. Students are required to obey and be courteous to everyone who works in our schools.
6. **Cooperate with school staff.** Every community depends upon its citizens to uphold the rules by which everyone has agreed to live. Students have the responsibility to provide truthful information when asked by school authorities.
7. **Respect the person and property of others.** Respecting the rights and properties of others and demonstrating personal integrity should guide student behavior at school, on the way to and from school, and at school sponsored events. Always be a "good neighbor".
8. **Respect public property.** Schools are a community investment and resource for young people. People who damage school property will be held responsible.
9. **See that school correspondence to parents reaches home in a timely manner.**
10. **Keep textbooks in good condition, inside and out.** This includes: refraining from marking textbooks up with pen or pencil; keeping pages free from fingerprints; ensuring textbook does not become soiled or damaged by weather; refraining from tearing pages,

turning down pages or otherwise damaging pages; keeping textbook protected with a book cover. Student/Parent will accept liability for any loss, abuse, or damage to textbook in excess of that which would be considered normal use (to be determined by issuing teacher and handled at the school level).

11. **Adhere to the Nevada Department of Education Code of Honor** regarding academic honesty and integrity (see page 14 in the Parent/Student Handbook).
12. **Adhere to the Nevada Department of Educational Involvement Accord.** The intent of the Accord is to make parents, students and staff aware of their roles in the learning process.

ADMINISTERING MEDICATIONS TO STUDENTS

Where a student requires medication in order to attend school, the medication may be administered by qualified school district personnel subject to the following conditions:

1. The medication shall be administered pursuant to a written order and written instructions from the student's physician
2. The medication shall be supplied by the student's parents/legal guardians in the original container and readily available in a secured location
3. Orders and instructions shall be obtained at least yearly

Each school/health office site must maintain a daily written log of any medication administered at school or taken at school under supervision. Under certain conditions, a student may be permitted to self-administer prescribed medication for asthma, diabetes or anaphylaxis while on school grounds, at an activity sponsored by the public school or on a school bus.

NCSD health services also promotes and facilitates educational opportunities for school students who, as a result of a medical condition such as diabetes, require nursing services and/or health management while attending NCSD schools. These services include, but are not limited to, carbohydrate calculation, blood-glucose testing and/or administration of insulin. Students with diabetes will be supported to actively participate in self-care and disease management to ensure individualized care at school, during school functions and on the bus.

A parent/legal guardian request for a student to self-administer prescribed medication for asthma, diabetes or anaphylaxis must be submitted to the site administrator/school health office on the district PARENT REQUEST for Pupil to Self-Administer Prescribed Medication(s) form (available in each school's health office). The form must be entirely completed, including the signature of the attending physician. Written verification by the attending physician is required before a student shall be allowed to self-administer prescribed medication for asthma, diabetes or anaphylaxis. Incomplete forms will not be accepted. Verbal approval by a physician will not be honored.

It is the responsibility of the site administrator to ensure the "PUPIL AUTHORIZATION – Self-Administer Prescribed Medication(s) for Asthma and Anaphylaxis" is fully completed and on file at the school. Authorization is valid for the current school term only, regardless of date of inception.

SAFE AND RESPECTFUL LEARNING ENVIRONMENT

NCSD POLICIES 0211, 6110, 7020

NCSD is committed to providing all students and employees with a safe and respectful learning environment in which persons of differing beliefs, characteristics and backgrounds can realize their full academic and personal potential. It is the intent of this policy to ensure that all administrators, principals, teachers and other personnel of the district demonstrate appropriate behavior on the premises of any of its

public schools. NCS D will treat all people, including students, with civility and respect, and by refusing to tolerate harassment and intimidation.

Any form of harassment or intimidation seriously interferes with the ability of teachers to teach, pupils to learn and other employees to complete their assigned duties. No employee, volunteer, student or member of the Board of Trustees shall engage in acts of harassment or intimidation on the premises of any public school, school-sponsored event, or school bus in the district or on any school-sponsored activity outside the county.

All students, employees, board members and members of the public are entitled to maintain their own beliefs and to respectfully disagree without resorting to violence, harassment or intimidation. This policy neither advocates nor requires the acceptance of differing beliefs in a manner that would inhibit the freedom of expression, but does require that individuals with differing beliefs be free from harassment and abuse (see Appendix A).

HARASSMENT/SEXUAL HARASSMENT/INTIMIDATION

It is the policy of the NCS D to maintain a learning and working environment free from discrimination. NCS D prohibits the form of discrimination known as sexual harassment or intimidation of its employees or students, whether committed by a co-worker, supervisor, subordinate, contractor, volunteer or student. Discrimination adversely affects employee morale and productivity and interferes with the student's ability to learn. The district, therefore, also prohibits harassment of any person on the basis of that person's race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, or natural origin as defined by this policy and regulation. Such behavior is just cause for disciplinary action. The district will not tolerate harassing behavior in general - sex-based or sexually harassing behavior between members of the same or opposite sex. The district will act promptly on reports, complaints, and grievances of harassment and sexual harassment or intimidation (including informal reports), which come to the attention of the district.

NCS D prohibits retaliation against any employee or student because he/she has made a report of alleged harassment or sexual harassment, or against any employee or student who has testified, assisted or participated in the investigation of a report. Such retaliation is itself a violation of federal regulation prohibiting discrimination and will lead to disciplinary or other appropriate action against the offender.

This policy applies to harassment/sexual harassment by any individual and/or of any employee or student on district property, while on district business or at any school-sponsored event, regardless of location. This policy applies to any student.

These statements have been adopted by the NCS D Board of Trustees. Copies of these policy statements and hearing procedures will be made available to each student. Copies of the comprehensive administrative regulations are available for review by students and their parents/legal guardians at each school office and on the district website. Suggested amendments or additions will be reviewed by the Board of Trustees each school year for consideration.

GUN FREE SCHOOLS ACT

In accordance with the Federal Gun-Free Schools Act of 1994, if an expulsion recommendation results from a student's possession of a firearm (any weapon which will or is designed to, or may readily be converted to expel a projectile by the action of an explosive or other propellant as defined by the act, the frame or receiver of any such weapon, or any firearm muffler or firearm silencer), or destructive device, explosive, incendiary, or poison gas, said expulsion from a regular school program shall be for a period of not less than one year. Said recommendation may only be modified by the Board of Trustees on a case-by-case basis.

NOTE: The Federal Gun-Free Schools Act of 1994 does not affect the requirement that discipline of students with disabilities who violate school regulations/policies regarding firearms or destructive devices must still comply with Part B of the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act.

STUDENT DRESS FOR SUCCESS

Students' dress, personal appearance and conduct are required to be of such character as to not disrupt or detract from the educational environment of the school. Weather and safety **MUST** be considered in the selection of clothing and shoes.

This dress code is established to ensure and maintain an orderly, non-disruptive school environment free from health and safety issues. Exacerbating messages and provocative displays, whether intentional or unintentional, are forbidden. These provisions are also designed to prevent students from carrying concealed weapons or for providing a means for staff to immediately identify students by preventing clothing that allows students to obscure any part of their head or face. Please obey the following requirements for all NCSD students:

1. Administration will have the discretion to determine the appropriateness of school attire.
2. No skin shall be visible beyond 5" above the knee when wearing shorts, skirts, pants, 'skorts', dresses or any other "below the waist" attire.
3. No sagging pants. Over-sized pants need to be worn with a belt. Pants, shorts and skirts are to be worn on hips or above.
4. Undergarments (boxers, bras, 'tighty-whitey's', gym shorts, etc.) should not be visible or seen at ANY TIME.
5. Pajama pants and slippers are forbidden at school.
6. No see-through or bare belly shirts or blouses (this includes off-color bras that bring attention to the undergarments of an individual).
7. Shirts are not allowed to be low cut, or loose and revealing, showing any part of the chest or torso.
8. Tops must cover at least 3" of the shoulder.
9. Appropriate comfortable, safe shoes with soles (i.e. dress shoes, sneakers and sandals with straps). No shoes with wheels.
10. Hats/head coverings are to be worn in the fashion intended for the particular head covering, and no head covering will be worn inside a building, including any hood.
11. No bandanas, bandana-like headwear, or Do-rags are to be worn or displayed.
12. Accessories that could be used as a weapon or pose a danger are forbidden due to safety concerns.
13. Any clothes, armbands, handkerchiefs or jewelry that display gang affiliation, lewd or profane slogans, hate language, ethnic slurs, and/or promote violence, sex, drugs, tobacco or alcohol are forbidden.
14. Piercings that interfere with the educational environment or pose a danger are forbidden.

Any student who violates the dress code will be sent to the office, may have his/her parents contacted, and the student will only be allowed to return to the school environment after complying with the dress code.

The school administration shall have the right to designate which types of dress, fashion and fads are acceptable at school as well as retain the authority to grant exceptions for special occasions and/or special conditions, which will be reported in each school's Parent/Student Handbook. Failure to comply with the approved NCSD dress code will result in disciplinary action in accordance with the NCSD progressive discipline plans and the NCSD Discipline Matrix.

TRANSPORTATION

AUTOMOBILE USE

NCSD regards the use of motor vehicles for travel to and from school as an assumption of responsibility by parents/legal guardians and students.

High school students may drive motor vehicles to and from school. Vehicles may not be driven during the day without the consent of the parent/legal guardian and principal. A student may use the school parking lot subject to the following conditions:

1. The student must possess a valid Nevada driver's license and must register the car in the school office.
2. Students may not occupy a vehicle (without school permission) during the school day.
3. In terms of student conduct rules, "possession" of alcoholic beverages, illegal chemical substances or opiates, firearms or a dangerous weapon shall also extend to a student's vehicle.
4. Students will operate the vehicle by the same rules/laws as if the parking lot were a public roadway/street.

BICYCLE USE

The principal or site administrator at each school will set rules for students who ride bicycles to and from school. The privilege of riding a bicycle to school may be withdrawn if a student fails to observe these rules.

SCHOOL BUS TRANSPORTATION

Transportation of students by bus will be considered under the following conditions:

1. For all students, if the shortest walking distance is more than one (1) mile for elementary schools or two (2) miles for middle and high schools.
2. Parents must fill out and submit to the Transportation Department an Application/Registration Form each year that they want their children to ride the bus.
3. Students will be assigned bus transportation from home to school/school to home on one bus from one assigned stop.
4. Any request for a permanent or temporary variance to the student's regularly assigned bus and/or stop must be submitted in writing to the Transportation Department. (Do not send notes to the bus or school).
5. Students that qualify for specialized transportation will be assigned transportation services as agreed to in their IEP or 504 plan.
6. Transportation will be provided for students attending kindergarten in the school for which they will be regularly zoned for first grade.
 - a) Kindergarten or Pre-Kindergarten students must be met at the bus stop by a parent/guardian or pre-identified and authorized, responsible adult or high school age sibling.

RULES OF PASSENGER CONDUCT

1. School transportation is a privilege, not a right. The privilege may be denied at any time for cause.

2. The safety of school bus passengers is the most important consideration of the school bus operation. Parents/legal guardians and students must be familiar with the Rules of the Bus and Rules at the Stop which are given to them with each year's Application/Registration form.
3. The school bus is considered an extension of the classroom.
4. Students who fail to abide by the published rules or fail to follow the direction(s) of the bus driver or aide (if applicable) will receive a school bus incident report commonly known as a Referral.
5. Rules of conduct are expected to be followed and will be enforced while en route to and from the bus stop.
6. Buses may be equipped with video/audio recording devices.

RESPONSIBILITY OF STUDENTS

Passengers must follow the rules as provided them with the application/registration form which include but are not limited to the following:

1. Not riding a bus other than their assigned bus. Only boarding or disembarking at their assigned stop.
2. Being at their assigned stop ten minutes prior to the scheduled stop time.
3. Complying with the directions of the driver, when appropriate, for the safe operation of the bus.
4. Behaving in an appropriate, orderly manner while en route to and from the bus, while waiting at the bus stop, and when entering and exiting the bus.
5. Remaining seated at all times and refraining from any movement that would cause interference of passenger safety.
6. Not spraying or using cologne, perfume, deodorant, etc., while on the bus.
7. Not extending any part of their bodies out of the bus or throwing any item in or out of the bus.
8. Not eating, drinking, using tobacco or engaging in any activity detrimental to passenger safety.
9. Not bringing glass containers.
10. Not bringing animals, large musical instruments, sports equipment, weapons, liquors, drugs, tobacco or any other items that cannot be held on one's lap or which could interfere with passenger safety.
11. Not doing damage to any part of the bus, fellow students or their property.
12. Not participating in loud talking, use of profanity, scuffling, throwing things, standing or changing seats, or any other action which creates a safety hazard or which distracts the attention of the driver.
13. Following the bus driver's directions and signals when crossing the roadway after departing the bus.
 - a) Crossing behind the bus is prohibited.
 - b) Do not touch the outside of the bus.

Failure to abide by the above rules will result in a School Bus Incident Report, which will be given to the school administrator to take appropriate action.

RESPONSIBILITY OF ADMINISTRATORS

The transporting of students in district-owned or operated transportation equipment is regarded as an extension of the school property/classroom and as such, the principal of the school of attendance has full disciplinary jurisdiction. The principal will notify the parents/legal guardians and the Transportation Department of action taken.

RESPONSIBILITY OF DRIVERS

1. District school buses will be operated only by school bus drivers who hold a current State of Nevada Commercial Driver's License Class A or B, with a "P" passenger and "S" School Bus endorsements, as well as current state (Department of Education) certificates.
2. Drivers have full responsibility and authority for the safety of students while on or around a bus. They will make every effort to drive safely and encourage good student behavior on the bus so that they may devote their attention to driving. The bus will be operated in a safe and prudent manner at all times.
3. Drivers will not operate the bus of students without having first obtained a complete list of names, addresses, date of birth and phone numbers, provided by the school, of everyone being transported. In case of accident, the police will require this information.
4. Drivers will enforce established student conduct regulations. Drivers are to take proper precautions to avoid physical injury to students. This does not preclude taking adequate defensive measures if the safety of the driver or students is involved.
 - a) Whenever a passenger's conduct potentially affects the safety of the driver or other passengers on the bus, the driver must stop. If, in the driver's best judgment, the incident is of a critical nature, the offending passenger(s) will be removed from the bus by an appropriate administrator or law enforcement officer and provided an alternate means of transportation for the remainder of the trip.
 - b) When the student is guilty of misconduct, the driver will give the completed School Bus Incident Report to the school administrator. After disposition of the report, copies will be distributed to the student, parent/ legal guardian, Transportation Manager and the driver.

CONSEQUENCES OF VIOLATING BUS RULES

The following courses of action are considered as minimum:

1. The first School Bus Incident Report will be reviewed by the principal or his/her designee with appropriate action taken and the parent/legal guardian advised of the situation.
2. The second School Bus Incident Report may result in suspension from the privilege of bus transportation for a period of up to three (3) days, unless a satisfactory alternative to such suspension can be arranged as a result of parent/legal guardian conference. Extra-curricular privileges may also be suspended.
3. The third and any subsequent School Bus Incident Report(s) within a school year may result in permanent suspension from the privilege of bus transportation. A conference will be required among the student, parent/legal guardian, principal/designee and a representative of the Transportation Department to determine the length of the suspension. Extra-curricular privileges will be suspended.

SEVERE DISRUPTION

The following inappropriate behavior may result in immediate removal from the bus and suspension of transportation privileges:

1. Physical harm or threat of harm to another student.
2. Physical harm or threat of harm to bus driver.
3. Fighting, carrying weapons, smoking, use of drugs.
4. Property damage (damage will be paid by offender).
5. Refusal to obey bus driver.

DISCIPLINE QUESTIONS

All discipline questions shall be directed to the School Administrator.

APPENDIX A

NEVADA DEPARTMENT OF EDUCATION MODEL SCHOOL DISTRICT POLICY SAFE & RESPECTFUL LEARNING ENVIRONMENT (SRLE)

SAFE AND RESPECTFUL LEARNING ENVIRONMENT

- I. Bullying, Cyber-bullying, Harassment, and/or Intimidation are Prohibited in Public Schools
 - A. The NCS D is committed to providing all students and employees with a safe and respectful learning environment in which persons of differing beliefs, characteristics, and background can realize their full academic and personal potential. It is the intent of this policy to ensure that all administrators, principals, teachers, and other personnel of the NCS D demonstrate appropriate behavior on the premises of any public school, at a school-sponsored event, or on a school bus. NCS D will treat all people, including students, with civility and respect, and by refusing to tolerate harassment and intimidation.
 - B. No member of the NCS D's Board of Trustees, employee of the NCS D's Board of Trustees, including, with limitation, administrators, principals, teachers or other staff members, nor students, shall engage in acts of bullying, cyber-bullying, harassment, and/or intimidation on the premises of any public school, at a school-sponsored event, or on a school bus.
 - C. It is the intent of this policy that all persons in the NCS D are entitled to maintain their own beliefs and to disagree respectfully without resorting to violence, bullying, cyber-bullying, harassment, and/or intimidation. This policy does not advocate nor require the acceptance of differing beliefs in a manner that would inhibit the freedom of expression, but does require that all persons with differing beliefs be free from harassment and abuse.
 - D. The NCS D will provide the appropriate training to all administrators, principals, teachers and all other personnel employed by this district as prescribed by this policy under the heading "Professional Development".
- II. Requirements and Methods for Reporting Violations of NRS 388.135
 - A. The NCS D shall assure that any person who believes that he or she has been a victim of bullying, cyber-bullying, harassment and/or intimidation as defined by NRS 388.125 and/or NRS 388.129 by any or all individuals as specified by NRS 388.135 is encouraged and instructed to adhere to the following reporting mechanism:
 1. Students: It is the policy of the NCS D to encourage students who are targets of bullying, cyber-bullying, harassment and/or intimidation and students who have first-hand knowledge of such bullying, cyber-bullying, harassment and/or intimidation to report such claims. Students should report any incident(s) to a teacher, counselor or school administrator, or on the district/school on-line Sprigeo bullying reporting website.
 2. Employees: Any NCS D employee, who witnesses, overhears or receives a report, formal or informal, written or oral, of bullying, cyber-bullying, harassment and/or intimidation at school, at a school-sponsored event, or on a school bus, shall report it to the principal or the principal's designee. If the report involves the school principal, the reporter shall make a report

directly to the school district Affirmative Action Officer or superintendent. Contact information on current Affirmative Action Officer/Title IX Officer is available on the Department of Education's Web site at www.doe.nv.gov/TitleIX.htm. If the report involves a NCSB Board of Trustees member or the NCSB Superintendent, the reporter shall contact the Nevada Department of Education's Equity Coordinator.

III. Notice: Bullying, Cyber-bullying, Harassment and/or Intimidation are Prohibited in Public Schools

The NCSB superintendent shall use all reasonable means to inform students, employees and parents or guardians that the district will not tolerate harassment. The NCSB shall include the text of the provisions of NRS 388.125 to 388.135, inclusive, and the reporting procedures for violations outlined in Section II above, within each copy of the rules of behavior for pupils that the school district provides to students.

IV. Professional Development

- A. The superintendent shall develop methods of discussing the meaning and substance of this policy with staff in order to help prevent harassment.
- B. In addition to informing staff and students about the policy, the superintendent shall develop a plan, including requirements and procedures, to assure that the following professional development be provided to all administrators, principals, teachers and other personnel employed by the Board of Trustees of the NCSB:
 - 1. Awareness concerning the various types of bullying, cyber-bullying, harassment and/or intimidation; how the bullying, cyber-bullying, harassment and/or intimidation manifests itself; and the devastating emotional and educational consequences of bullying, cyber-bullying, harassment, and/or intimidation.
 - 2. Training in the appropriate methods to facilitate positive human relations among students without the use of bullying, cyber-bullying, harassment and/or intimidation so that students may realize their full academic and personal potential.
 - 3. Methods to improve the school environment in a manner that will facilitate positive human relations among students.
 - 4. Methods to teach skills to students so that the students are able to replace inappropriate behavior with positive behavior.

V. Reporting

The NCSB superintendent or designee shall report annually to the Superintendent of Public Instruction on any violations that occurred during the previous school year that resulted in personnel action against an employee or expulsion of a student, if any. In addition to this information, the superintendent or designee shall include in the report a description of the reporting process utilized by the district to collect such information from students and staff.

NRS STATUTES REGARDING BULLYING/CYBER-BULLYING

NRS 388.122 "Bullying" means written, verbal or electronic expressions or physical acts or gestures, or any combination thereof, that are directed at a person or group of persons, or a single severe and willful act or expression that is directed at a person or group of persons, and

- 1. Have the effect of:

- a) Physically harming a person or damaging the property of a person; or
 - b) Placing a person in reasonable fear of physical harm to the person or damage to the property of the person; or
2. Interfere with the rights of a person by:
- a) Creating an intimidating or hostile educational environment for the person; or
 - b) Substantially interfering with the academic performance of a pupil or the ability of the person to participate in or benefit from services, activities or privileges provided by a school; or
3. Are acts or conduct described in paragraph 1 or 2 and are based upon the:
- a) Actual or perceived race, color, national origin, ancestry, religion, gender identity or expression, sexual orientation, physical or mental disability of a person, sex or any other distinguishing characteristic or background of a person; or
 - b) Association of a person with another person having one or more of those actual or perceived characteristics.

The term includes, without limitation:

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

388.132 The Legislature declares that:

- 1. Pupils are the most vital resource to the future of this State;
- 2. A learning environment that is safe and respectful is essential for the pupils enrolled in the public schools in this State and is necessary for those pupils to achieve academic success and meet this State's high academic standards;
- 3. Every classroom, hallway, locker room, cafeteria, restroom, gymnasium, playground, athletic field, school bus, parking lot and other areas on the premises of a public school in this State must be maintained as a safe and respectful learning environment, and no form of bullying or cyber-bullying will be tolerated within the system of public education in this State;
- 4. Any form of bullying or cyber-bullying seriously interferes with the ability of teachers to teach in the classroom and the ability of pupils to learn;
- 5. The use of the Internet by pupils in a manner that is ethical, safe and secure is essential to a safe and respectful learning environment and is essential for the successful use of technology;
- 6. The Legislature hereby declares that it will ensure that:
 - (a) The public schools in this State provide a safe and respectful learning environment in which persons of differing beliefs, races, colors, national origins, ancestries, religions, gender identities or expressions, sexual orientations, physical or mental disabilities, sexes or any other distinguishing characteristics or backgrounds can realize their full academic and personal potential;

(b) All administrators, principals, teachers and other personnel of the school districts and public schools in this State demonstrate appropriate and professional behavior on the premises of any public school by treating other persons, including, without limitation, pupils, with civility and respect, by refusing to tolerate bullying and cyber-bullying, and by taking immediate action to protect a victim or target of bullying or cyber-bullying when witnessing, overhearing or being notified that bullying or cyber-bullying is occurring or has occurred;

(c) All persons in public schools are entitled to maintain their own beliefs and to respectfully disagree without resorting to bullying, cyber-bullying or violence; and

(d) Any teacher, administrator, principal, coach or other staff member or pupil who tolerates or engages in an act of bullying or cyber-bullying or violates a provision of NRS 388.121 to 388.145, inclusive, and sections 2, 3 and 4 of this act regarding a response to bullying or cyber-bullying will be held accountable; and

7. By declaring this mandate that the public schools in this State provide a safe and respectful learning environment, the Legislature is not advocating or requiring the acceptance of differing beliefs in a manner that would inhibit the freedom of expression, but is requiring that pupils be free from physical, emotional or mental abuse while in the care of the State and that pupils be provided with an environment that allows them to learn.

NRS 388.1351 1. A teacher [or], administrator, principal, coach or other staff member who witnesses a violation of NRS 388.135 or receives information that a violation of NRS 388.135 has occurred shall [verbally] report the violation to the principal or his or her designee [on] as soon as practicable, but not later than a time during the same day on which the teacher [or], administrator, principal, coach or other staff member witnessed the violation or received information regarding the occurrence of a violation. 2. [The principal or his or her designee shall initiate an investigation not later than 1 day after receiving notice of the violation pursuant to subsection 1. The principal or the designee shall provide written notice of a reported violation of NRS 388.135 to the parent or legal guardian of each pupil involved in the reported violation. The notice must include, without limitation, a statement that the principal or the designee will be conducting an investigation into the reported violation and that the parent or legal guardian may discuss with the principal or the designee any counseling and intervention services that are available to the pupil. The investigation must be completed within 10 days after the date on which the investigation is initiated and, if a violation is found to have occurred, include recommendations concerning the imposition of disciplinary action or other measures to be imposed as a result of the violation, in accordance with the policy governing disciplinary action adopted by the board of trustees of the school district.] Upon - 10 - - receiving a report required by subsection 1, the principal or designee shall immediately take any necessary action to stop the bullying or cyber-bullying and ensure the safety and well-being of the reported victim or victims of the bullying or cyber-bullying and shall begin an investigation into the report. The investigation must include, without limitation: (a) Except as otherwise provided in subsection 3, notification provided by telephone, electronic mail or other electronic means or provided in person, of the parents or guardians of all pupils directly involved in the reported bullying or cyber-bullying, as applicable, either as a reported aggressor or a reported victim of the bullying or cyber-bullying. The notification must be provided not later than: (1) If the bullying or cyber-bullying is reported before the end of school hours on a school day, 6 p.m. on the day on which the bullying or cyber-bullying is reported; or (2) If the bullying or cyber-bullying was reported on a day that is not a school day, or after school hours on a school day, 6 p.m. on the school day following the day on which the bullying or cyber-bullying is reported. (b) Interviews with all pupils whose parents or guardians must be notified pursuant to paragraph (a) and with all such parents and guardians. 3. If the contact information for the parent or guardian of a pupil in the records of the school is not correct, a good faith effort to notify the parent or guardian shall be deemed sufficient to meet the requirement for notification pursuant to paragraph (a) of subsection 2. 4. Except as otherwise provided in this subsection, an investigation required by this section must be completed not later than 2 school days after the principal or designee receives a report required by subsection 1. If the principal or designee is not able to complete the interviews required by paragraph (b) of subsection 2 within 2 school days after making a good faith effort because any of the persons to be interviewed is not available, 1 additional school day may be used to complete the investigation. 5. A principal or designee who conducts an investigation required by this section shall complete a written report of the findings and conclusions of the investigation. If a violation is found to have occurred, the report must include recommendations concerning the imposition of disciplinary action or other measures to be imposed as a result of the violation, in accordance with the policy governing disciplinary action adopted by the board of - 11 - - trustees of the school district. Subject to the provisions of the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g, and any regulations adopted pursuant thereto, the report must be made available, not later than 24 hours after the completion of the written report, to all parents or guardians who must be notified pursuant to paragraph (a) of subsection 2 as part of the investigation. 6. Not later than 10 school days after receiving a report required by subsection 1, the principal or designee shall meet with each reported victim of the bullying or cyber-bullying to inquire about the well-being of the reported victim and to ensure that the reported bullying or cyber-bullying, as applicable, is not continuing. 7. The parent or [legal] guardian of a pupil involved in the reported violation of NRS 388.135 may appeal a disciplinary decision of the principal or his or her designee, made against the pupil as a

result of the violation, in accordance with the policy governing disciplinary action adopted by the board of trustees of the school district. Not later than 30 days after receiving a response provided in accordance with such a policy, the parent or guardian may submit a complaint to the Department. The Department shall consider and respond to the complaint pursuant to procedures and standards prescribed in regulations adopted by the Department. Sec. 13. NRS 388.139 is hereby amended to read as follows: 388.139 Each school district shall include the text of the provisions of NRS 388.121 to 388.145, inclusive, and sections 2, 3 and 4 of this act, and the policies adopted by the board of trustees of the school district pursuant to NRS 388.134 under the heading "Bullying and Cyber-Bullying Is Prohibited in Public Schools," within each copy of the rules of behavior for pupils that the school district provides to pupils pursuant to NRS 392.463. Sec. 14. NRS 391.31297 is hereby amended to read as follows: 391.31297 1. A teacher may be suspended, dismissed or not reemployed and an administrator may be demoted, suspended, dismissed or not reemployed for the following reasons: (a) Inefficiency; (b) Immorality; (c) Unprofessional conduct; (d) Insubordination; (e) Neglect of duty; (f) Physical or mental incapacity; - 12 - - (g) A justifiable decrease in the number of positions due to decreased enrollment or district reorganization; (h) Conviction of a felony or of a crime involving moral turpitude; (i) Inadequate performance; (j) Evident unfitness for service; (k) Failure to comply with such reasonable requirements as a board may prescribe; (l) Failure to show normal improvement and evidence of professional training and growth; (m) Advocating overthrow of the Government of the United States or of the State of Nevada by force, violence or other unlawful means, or the advocating or teaching of communism with the intent to indoctrinate pupils to subscribe to communistic philosophy; (n) Any cause which constitutes grounds for the revocation of a teacher's license; (o) Willful neglect or failure to observe and carry out the requirements of this title; (p) Dishonesty; (q) Breaches in the security or confidentiality of the questions and answers of the examinations that are administered pursuant to NRS 389.550 or 389.805 and the college and career readiness assessment administered pursuant to NRS 389.807. (r) Intentional failure to observe and carry out the requirements of a plan to ensure the security of examinations and assessments adopted pursuant to NRS 389.616 or 389.620; (s) An intentional violation of NRS 388.5265 or 388.527; (t) Knowingly and willfully failing to comply with the provisions of NRS 388.1351; (u) Gross misconduct; or [(u)] (v) An intentional failure to report a violation of NRS 388.135 if the teacher or administrator witnessed the violation. 2. In determining whether the professional performance of a licensed employee is inadequate, consideration must be given to the regular and special evaluation reports prepared in accordance with the policy of the employing school district and to any written standards of performance which may have been adopted by the board. 3. As used in this section, "gross misconduct" includes any act or omission that is in wanton, willful, reckless or deliberate disregard of the interests of a school or school district or a pupil thereof. - 13 - - Sec. 15. NRS 391.313 is hereby amended to read as follows: 391.313 1. Whenever an administrator charged with supervision of a licensed employee believes it is necessary to admonish the employee for a reason that the administrator believes may lead to demotion or dismissal or may cause the employee not to be reemployed under the provisions of NRS 391.31297, the administrator shall: (a) Except as otherwise provided in subsection 3, bring the matter to the attention of the employee involved, in writing, stating the reasons for the admonition and that it may lead to the employee's demotion, dismissal or a refusal to reemploy him or her, and make a reasonable effort to assist the employee to correct whatever appears to be the cause for the employee's potential demotion, dismissal or a potential recommendation not to reemploy him or her; and (b) Except as otherwise provided in NRS 391.314, allow reasonable time for improvement, which must not exceed 3 months for the first admonition. - The admonition must include a description of the deficiencies of the teacher and the action that is necessary to correct those deficiencies. 2. An admonition issued to a licensed employee who, within the time granted for improvement, has met the standards set for the employee by the administrator who issued the admonition must be removed from the records of the employee together with all notations and indications of its having been issued. The admonition must be removed from the records of the employee not later than 3 years after it is issued. 3. An administrator need not admonish an employee pursuant to paragraph (a) of subsection 1 if his or her employment will be terminated pursuant to NRS 391.3197. 4. A licensed employee is subject to immediate dismissal or a refusal to reemploy according to the procedures provided in NRS 391.311 to 391.3197, inclusive, without the admonition required by this section, on grounds contained in paragraphs (b), (f), (g), (h), (p), [and] (t) and (u) of subsection 1 of NRS 391.31297. Sec. 16. NRS 391.330 is hereby amended to read as follows: 391.330 The State Board may suspend or revoke the license of any teacher, administrator or other licensed employee, after notice and an opportunity for hearing have been provided pursuant to NRS 391.322 and 391.323, for: 1. Immoral or unprofessional conduct. 2. Evident unfitness for service. - 14 - - 3. Physical or mental incapacity which renders the teacher, administrator or other licensed employee unfit for service. 4. Conviction of a felony or crime involving moral turpitude. 5. Conviction of a sex offense under NRS 200.366, 200.368, 201.190, 201.220, 201.230, 201.540 or 201.560 in which a pupil enrolled in a school of a county school district was the victim. 6. Knowingly advocating the overthrow of the Federal Government or of the State of Nevada by force, violence or unlawful means. 7. Persistent defiance of or refusal to obey the regulations of the State Board, the Commission or the Superintendent of Public Instruction, defining and governing the duties of teachers, administrators and other licensed employees. 8. Breaches in the security or confidentiality of the questions and answers of the

examinations that are administered pursuant to NRS 389.550 or 389.805 and the college and career readiness assessment administered pursuant to NRS 389.807. 9. Intentional failure to observe and carry out the requirements of a plan to ensure the security of examinations and assessments adopted pursuant to NRS 389.616 or 389.620. 10. An intentional violation of NRS 388.5265 or 388.527. 11. Knowingly and willfully failing to comply with the provisions of NRS 388.1351. Sec. 17. This act becomes effective on July 1, 2015

APPENDIX B

NEVADA CODE OF HONOR AND THE EDUCATIONAL INVOLVEMENT ACCORD

In accordance with NRS 392.461, the Nevada Code of Honor and the Educational Involvement Accord must be used by all NCSD. The Nevada Code of Honor (found on page 14) and the Educational Involvement Accord form, along with the materials listed below, are required to be distributed to each student's parents/legal guardians at the beginning of each school year, or upon a student's enrollment as applicable.

1. Information describing how the parent/legal guardian may contact the student's teacher and the principal of the school in which the student is enrolled (page 10);
2. The curriculum of the course or standards for the grade in which the student is enrolled, as applicable, including, without limitation, a calendar that indicates the dates of major examinations and the due dates of significant projects, if those dates are known by the teacher at the time that the information is distributed (www.doe.nv.gov, or course syllabus);
3. The homework and grading policies of the student's teacher of school;
4. Directions for finding resource materials for the course or grade in which the student is enrolled, as applicable;
5. Suggestions for parents/legal guardians to assist students in the schoolwork at home;
6. The dates of scheduled conferences between teachers or administrators and the parents/legal guardians of the student (page 20);
7. The manner in which reports of the student's progress will be delivered to the parent/legal guardians and how a parent/legal guardian may request a report of progress;
8. The classroom rules and policies;
9. The dress code of the school, if any (if the school does not have a dress code, page 56);
10. The availability of assistance to parents/legal guardians who have limited proficiency in the English language (page 44);
11. Information describing the availability of free and reduced-price meals, including, without limitation, information regarding school breakfast, school lunch, and summer meal programs (page 49)
12. Opportunities for parents/legal guardians to become involved in the education of their children and to volunteer for the school or class; and
13. The code of honor related to cheating prescribed pursuant to NRS 392.461.

Schools will provide the Educational Involvement Accord to each student's parent/legal guardian and provide the parent/legal guardian with a reasonable timeline to sign the Educational Involvement Accord and return it to school. Additional guidelines regarding the implementation of these requirements are available on the Nevada Department of Education website at <http://www.doe.nv.gov/parents/accord.html>.

EDUCATIONAL INVOLVEMENT ACCORD - Nevada Department of Education

PARENT/LEGAL GUARDIAN

I understand that as my child's first teacher my participation in my child's education will help his/her achievement. Therefore, to the best of my ability, I will continue to be involved in his/her education by:

1. Reading to my child or encouraging my child to read;
2. Being responsible for my child's on-time attendance;
3. Reviewing and checking my child's homework;
4. Monitoring the activities of my child, such as the amount of time spent watching television, using a computer, playing video games, etc.; and
5. Contributing at least 5 hours of time each school year in the area such as:
 - a) attending school-related activities;
 - b) attending organized parent meetings, such as PTA, PTO, or parent advisory committees;
 - c) attending parent-teacher conference(s);
 - d) volunteering at the school;
 - e) chaperoning school-sponsored activities;
 - f) communicating with my child's teacher(s) regarding his/her progress, as needed.

Parent/Legal Guardian Signature _____ Date: _____

STUDENT

I realize that my education is important. Therefore, I agree to carry out the following responsibilities to the best of my ability by:

1. Arriving at school each day on time and being prepared;
2. Showing effort, respect, cooperation and fairness to all;
3. Using all school equipment and property appropriately and safely;
4. Completing and submitting homework in a timely manner; and
5. Reading each day before and after school.

Student Signature _____ Date _____

TEACHER AND SCHOOL STAFF

We understand the importance of providing a supportive, effective learning environment that enables the students at our school to meet the State's academic achievement standards through our role as educators and models. Therefore, staff agrees to carry out the following responsibilities to the best of our ability by:

1. Ensuring that each student is provided high-quality curriculum and instruction, supervision and positive interaction;
2. Maximizing the educational responsibility of educators to seek the best interest of each student; and
3. Providing frequent reports to parents/legal guardians on their student's progress, and providing reasonable access of staff to the parents/legal guardians of students to discuss their concerns.

School Staff Designee Signature _____ Date _____

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