



**NYE COUNTY SCHOOL DISTRICT**  
**Board of Trustees**  
**Policy Committee Agenda**

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A Policy Committee of the Board of Trustees of Nye County School District will be held on Tuesday, February 22, 2005, beginning at 10:30 AM at the Southern District Office Boardroom, 484 S West Street, Pahrump, NV 89048.

The subjects to be discussed, considered, or acted upon are listed below. Items do not have to be taken in the order presented below and the Board may combine two or more agenda items for consideration at any time. The Board may also remove any items on the agenda or delay discussion relating to any item listed on the agenda at any time. Unless removed from the Consent Agenda, items identified within the Consent Agenda will be acted on at one time.

1. Call to Order
2. Public Comment
3. Approval of Minutes of Past Meeting, Action Item
4. Review, Discussion & Recommendations Regarding Policies, Action Item
  - A. 0213 - Section 504 Nondiscrimination
  - B. 6110 - Title IX - Employee
  - C. 7020 - Title IX - Students
  - D. 0441 Code of Ethical Standards
  - E. 0648 - Voting
  - F. 0649 - Minutes of Proceedings
  - G. 0940 - Travel and Board Visitations
  - H. Review of Community Relations Section
    1. Policies 1000 through 1200
    2. Policies 1220 through 1350
    3. Policies 1350(a) through 1650
    4. Policies 1660 through 1903
5. Clarification of any Questions on Policies from Previous Meeting
6. Assignments for Researching Future Topics
7. Discussion Regarding Old Policy Manual
8. Set Date for next Policy Committee Meeting

## 9. Adjournment

This Meeting will be streamed live online via the link <https://livestream.nyeschools.org/ViewStream.html> on the Nye County School District website. Click on the following link if you have difficulties with the live streaming: <https://bit.ly/ncsdbotmeetings>.

Public input may be accepted live via email for the duration of the Meeting and shared during the public input designated timeframe (all rules and timelines as listed in the Agenda still apply). Public comments made by members of the public attending the meeting virtually must be emailed to [publiccomment@nyeschools.org](mailto:publiccomment@nyeschools.org) and must include:

- a. The author's first and last name
- b. The author's phone number (will not be read with comment)
- c. Date of the Meeting for which the comment is intended

Nye County School District (NCSD) will empower students to learn at their highest level in an environment of mutual respect.

The NCSD BOT Goals are as follows:

### **Culture**

Improve and sustain a culture of learning for all through:

- ◆ Recruiting, selecting, inducting, supporting, evaluating, and developing staff.
- ◆ Fostering a safe and respectful learning and working environment.
- ◆ Promoting ongoing family and community engagement in pursuit of our vision.

### **Academic**

Elevate achievement and support lifelong learning for all through:

- ◆ Creating and sustaining a results-focused learning environment; establishing measurable goals for all.
- ◆ Creating and sustaining an instructional framework and common language to ensure essential content standards drive instruction.

The notice for this posting was posted on the NCSD Website (<https://www.nye.k12.nv.us>), Nevada's Notice Website (<https://notice.nv.gov/>), at the main physical location of the meeting, and has also been provided to all persons who have made a specific request of a copy of the Agenda by US Mail or electronic mail. A Public Binder will be available for viewing at the scheduled location at the time of the Meeting.

### ***NYE COUNTY SCHOOL DISTRICT NOTICE OF NONDISCRIMINATION***

*Nye County School District (NCSD) does not discriminate on the basis of race, color, religion, national origin, ancestry, disability, age, marital status, sex, sexual orientation, gender identity or expression, or any other category protected by applicable state or federal law in its program and activity, including employment. In keeping with requirements of federal and state law, NCSD strives to remove any vestige of discrimination in accommodating the public at public meetings.*

*The Nye County School District is pleased to provide reasonable accommodations for the disabled. Members of the public who are physically handicapped and require special accommodations or assistance to attend the meeting are requested to notify the Executive Assistant to the Superintendent and Board of Trustees in writing at 484 S West Street, Pahrump,*

*NV 89048, email Iliana Garcia at [igarcia@nyeschools.org](mailto:igarcia@nyeschools.org), or call 775-727-7743, ext. 239 at least one week before the meeting.*

**POLICY COMMITTEE MINUTES**  
**February 4, 2005**

The committee meeting was called to order at 1:10 p.m. in the Pahrump boardroom with a videoconference link to the Tonopah boardroom. Nicole Genet, Dawn Murphy, Tracie Ward, Deborah Wescoatt, Dr. William Roberts and Kerry Paniagua were present.

Dawn Murphy nominated Deborah Wescoatt to chair the committee. The vote was unanimous in favor. Mrs. Wescoatt called for public comment; there was none. Mrs. Murphy moved approval of the November 19, 2004 minutes. Mrs. Genet seconded, and a unanimous vote was recorded.

There was a discussion about combining policies 0100, 0200, 0300 and 0410. Dr. Roberts suggested one paragraph for each. Mrs. Murphy felt 0410 should be a separate policy. Mrs. Ward asked if 0411 should be combined with the other three. Mrs. Ward asked if 0100 should be kept or deleted because it's in other places. Mrs. Ward wanted 0100 and 0200 combined, and Mrs. Wescoatt said the title for 0100 would be used.

On policy 0422, Ms. Paniagua said the law states that it's the board member's responsibility to forward his oath of office to the State Superintendent. Dr. Roberts thought it should be a staff responsibility, and Mrs. Wescoatt agreed.

It was decided to take out the numbering within the body of policy 0550 and change the legal references on 0580.

Dr. Roberts said Policy 0590 was a good idea when meetings were held at a different time but not now. Mrs. Wescoatt agreed to move it forward for deletion.

The committee decided that policies 0600, 0610, 0620, 0630 and 0640 will be combined. "Order of Business" will be removed from 0644.

Mrs. Wescoatt asked Mrs. Ward to research policy 0648 and suggested checking it against a letter from attorney Paul Anderson and recent changes to the Open Meeting Law. She said there have to be viable reasons for abstaining from a vote.

Dr. Roberts said there is something in the law about how long to keep tapes and electronic posting to a website in regards to policy 0649.

On policy 0220, Mrs. Murphy said she was told a mission statement should be small enough to fit on everything you own. Mrs. Wescoatt asked for it to be brought before the full board and said the Strategic Plan Committee would like to propose a new mission statement and educational philosophy.

Mrs. Wescoatt asked if the exhibit for Policy 0223 was necessary. Dr. Roberts felt it no longer was.

Mrs. Ward said NRS 386.120 and 386.200 should be added to policy 0421.

Mrs. Wescoatt said she thought 0441(a) should be eliminated. Mrs. Ward asked if they should look at the attorney's letter and change number 3 under 0441. It was assigned to Mrs. Ward to rework.

Ms. Paniagua recommended removing the second paragraph on policy 0650 and was so directed.

The committee decided to combine 0720, 0730, 0740 and 0760.

Policy 0940 was assigned to Mrs. Genet to research.

Dr. Roberts said Policy 0951 lists the conditions under which board members may not drive district vehicles. Mrs. Wescoatt said it's the Transportation Supervisor's job to check licenses. She asked that number five be removed. Dr. Roberts cautioned against its removal because he said it must have been placed there for a reason. It was decided to just change the review date.

Regarding policy 0970, there was a discussion about board members claiming state rates and a possible difference from District rates. Ms. Paniagua said board members would still be bound by District policy on claiming per diem and explained why employees and board members can't claim per diem in their duty stations. In the end, it was decided to just change the review date on it and 0971.

As a recap to the board section: the committee decided to make no changes to the following policies and change the review date: 0210, 0300, 0410, 0411, 0424, 0425, 0442, 0560, 0570, 0642, 0653, 0840, 0910, 0920, 0951, 0970 and 0971. The committee decided to bring the following policies to the full board for a discussion: 0301 and 4115. The committee chose to delete the following policies: 0230, 0590 and 0441(a).

Ms. Paniagua said the District has not followed the procedure listed in policy 4115 for the last two superintendent searches. Mrs. Wescoatt asked that it be brought forward to the full board for discussion and asked the Superintendent to make recommendations.

The next section to be reviewed will be Community Relations. Mrs. Wescoatt said she would research the first seven, Mrs. Genet would research 1220 through 1350, Mrs. Ward would research 1350(a) through 1650, and Mrs. Murphy would be responsible for 1660 through 1903.

The next committee meeting was scheduled for Tuesday, February 22, at 9:00 a.m.

Tracie Ward made the motion to adjourn at 2:35 p.m. and Dr. Roberts seconded. Mrs. Murphy was absent for this vote, and the motion carried.

**SECTION 504 NONDISCRIMINATION POLICY**

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 a mental 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; or
3. Is regarded as having such an 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.

The school district 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 or 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 or guardian the right to (1) inspect and review his/her child'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 child's rights; and (6) a hearing on the issue if the school refuses to make the amendment.

Reviewed:

Adopted:

Revised:

NEPN/NSBA Classification:

Legal Reference: Section 504 of the Rehabilitation Act of 1973

**6110**

**TITLE IX – EMPLOYEES**

The Nye County School District is committed to equal opportunity in employment practices. The District seeks to employ the individual who is best qualified for a particular position regardless of ethnicity, culture, religion, disability, sexual orientation, age or gender. Equal employment opportunity is considered by the Nye County School District to include all aspects of employment, recruitment, selection, training, promotion, compensation, benefits, leave, transfer and termination.

The Nye County School District may offer reasonable accommodations to qualified applicants and employees with a known disability except where such accommodation poses an undue hardship to the District. Any qualified applicant or employee with a disability who needs reasonable accommodations should notify the Superintendent/designee.

Notice of this policy, regulation and complaint procedure shall be posted in prominent locations in each District building.

Reviewed: March 13, 1996

Adopted: April 10, 1996

Revised:

NEPN/NSBA Classification: GBA, JB

Legal Reference: Title IX, Educational Amendments of 1972  
Title I, ADA

**7020**

**TITLE IX - STUDENTS**

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. Such recognition shall be extended regardless of an individual's economic status, race, ethnic background, culture, religion, disability, sexual orientation, age or gender.

All students shall be provided equal opportunity to participate in all school programs. Instructional material shall represent all types of people, both male and female, in a variety of jobs, skills and positions of leadership.

The Nye County School District is committed to providing an environment free of harassment based on economic state, race, ethnicity, culture, religion, disability, sexual orientation, age or gender.

Notice of this policy, regulation and complaint procedure shall be posted in prominent locations in each school building.

Reviewed: March 13, 1996

Adopted: April 10, 1996

Revised:

NEPN/NSBA Classification: GBA, JB

Legal Reference: Title IX, Educational Amendments of 1972

**CODE OF ETHICAL STANDARDS**

A code of ethical standards is hereby established as a guide for the conduct of the Board of Trustees and employees of the Nye County School District.

General Requirements:

1. No public officer or employee may seek or accept any gift, service, favor, employment, engagement, enrollment or economic opportunity which would tend improperly to influence a reasonable person in his position to depart from the faithful and impartial discharge of his public duties.
2. No public officer or employee may use his position in government to secure or grant unwarranted privileges, preferences, exemptions or advantages for himself, any member of his household, any business entity in which he has a significant pecuniary interest, or any other person.
3. No public officer or employee may approve, disapprove, vote, abstain from voting, or otherwise act upon any matter in which he has a significant pecuniary interest without disclosing the full nature and extent of his interest. Such a disclosure must be made before the time when he is to perform his duty or concurrently with that performance.
  - a. If the person is a member of a body, which makes decisions, he shall make disclosure to the chairman and other members of the body. If the person is not a member of such a body and holds an appointive office, he shall make disclosures to the supervisory head of his organization or if he holds an elective office, to the general public in the area from which he is elected.
4. No public officer or employee may participate as an agent of government in the negotiation or execution of a contract between the government and any private business in which he has a significant pecuniary interest. Unless specifically prohibited by law, a public officer or employee, as such, is not precluded from making a bid on a government contract if the contracting process is controlled by rules of open competitive bidding, sources of supply are limited, he has not taken part in developing the contract plans or specifications, and he will not be personally involved in opening, considering, or accepting offers.
5. No public officer or employee may accept any salary, retainer, augmentation, expense allowance or other compensation from any private source for the performance of his duties as a public officer or employee.
6. Members of the Board of Trustees represent the Nye County School District in the performance of their duties as Board members, which are defined by law in NRS Chapter 386 and under this policy. Official policy or action may only be taken by the Board of Trustees as a whole at regular or special meetings,

duly noticed in accordance with the Nevada Open Meeting law, and shall only become official policy if approved by a majority of all members of the Board of Trustees.

Any statement, action, conduct or direction made, taken or requested by an individual Board member, or by two or members, which deviates from the course and scope of the Board member's duties as defined herein and by law, are not considered to be done in the course and scope of the Board member's official duties.

Therefore, any conduct, action or statement of an individual Board member or members outside the course and scope of the Board member's or members' official duties shall not be considered as the conduct, action or statement of the Nye County School District Board of Trustees. Any legal repercussions which result from such conduct, action or statement of the individual Board member(s) will not be defended or indemnified by the Nye County School District.

Reviewed: May 17, 1995  
Adopted: June 28, 1995  
Revised: October 13, 1998

NEPN/NSBA Classification: BCA  
Legal Reference: NRS 281.501, NRS Chapters 41 & 386

**0648**

**VOTING**

Board members in attendance must vote on all issues. Voting shall be by "yes," "no," or "abstain."

Reviewed: May 17, 1995

Adopted: June 28, 1995

Revised:

NEPN/NSBA Classification: BEDF

Legal Reference:

**MINUTES OF PROCEEDINGS**

1. Written minutes of the meeting will include:
  - a. The date, time and place of the meeting;
  - b. The members of the Board of Trustees who were present or absent;
  - c. The substance of all matters proposed, discussed or decided;
  - d. A record of each trustee's vote on any matter decided;
  - e. The substance of any remarks made by any member of the general public who addresses the trustees if he/she requests that the minutes reflect the remarks;
  - f. A copy of prepared written remarks if a member of the general public requests that they be included; and
  - g. Information any trustee requests to be included or reflected in the minutes.
2. The Board of Trustees shall approve the minutes of meetings within thirty working days after adjournment of the meeting. The Clerk shall sign the approved minutes.
3. The public has the legal right to inspect minutes or audio tape recordings of meetings within thirty working days after adjournment of the meeting.
4. Minutes have permanent value. The school district shall bind the approved minutes and keep them in the Office of the Superintendent for five years. After five years, the school district may transfer minutes for archival preservation per the applicable statutes.
5. The school district must retain audio tapes of meetings for at least one year after adjournment of the meeting at which they were recorded.
6. Minutes of closed meetings become public records when the Board of Trustees determines that the matters discussed no longer require confidentiality and the person whose character, conduct, competence or health was discussed has consented to their disclosure.
7. Any person whose character, conduct, competence or health was discussed in a closed session has the right to request and receive a copy of the minutes whether or not they become public and a right to inspect the audio tape of the meeting.
8. The school district will make the records of any closed session available to the Attorney General upon request.

Reviewed: May 17, 1995  
Adopted: June 28, 1995  
Revised: June 2, 2004

NEPN/NSBA Classification: BEDG  
Legal Reference: NRS 239.080 through 239.125 & 241.035

**0940****TRAVEL AND BOARD VISITATIONS**

A school board member may be reimbursed for transportation to visit schools in the district, at the current rate.

Subsistence and travel for Trustees shall be in accordance with NRS 386.290 and 387.319.

1. Out-of-state travel and in-state travel for special conferences, meetings, etc., shall be approved at a regular meeting before actual travel is to occur.
2. If a Trustee desires approval of travel expenses after a regular meeting of the school district and before the actual travel, approval by the President and Superintendent is necessary. The travel expense will be presented at the next regular meeting in the same manner as other claims against the school district fund.

Reviewed: May 17, 1995  
Adopted: June 28, 1995  
Revised:

NEPN/NSBA Classification: BID  
Legal Reference: NRS 386.290, 387.319

**COMMUNITY/AGENCY RELATIONS GOALS AND OBJECTIVES**

The Nye County School District Board of Trustees is committed to open, two-way communication between citizens and schools; to providing the public with timely, accurate and complete information about their schools; and to supporting school/community partnerships to enhance the quality of education for students.

Trustees and staff share responsibility for communicating and interpreting district policies, programs, goals, and direction to the community. Trustees and staff shall strive to develop cooperative school district-community relations and to achieve mutual understanding and respect that are essential to the success of any public entity.

The Board encourages a district communications/community relations program that:

- A. Enhances communication, understanding, trust and mutual support between the district and the people it serves;
- B. Improves public participation, especially among parents, in school activities and programs, including program design and decision-making;
- C. Strengthens relationships and interactions among staff, citizens, parents and students; and
- D. Promotes understanding and cooperation between the schools and community groups, including neighborhoods; religious, fraternal and service organizations; labor; the media; business and industrial units; councils and political organizations; and other governmental agencies.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: KA  
Legal Reference:

**PARENT RIGHTS AND RESPONSIBILITIES**

The following statement on the rights and responsibilities of parents has been adopted by the Board in order to describe the role of the parent and the role of the school in the attainment of a relationship that will support a successful school experience for each child.

Every parent/legal guardian has the right to:

- be treated with courtesy by all members of the school staff;
- respect as an individual regardless of race, creed, national origin, disabling condition, economic status, gender, or age;
- be informed of academic requirements of any school program;
- participate in meaningful parent-teacher conferences to discuss his/her child's school progress and welfare;
- be informed of school policies and administrative decisions;
- be informed of approved procedures for seeking changes in school policies and for appealing administrative decisions;
- inspect his/her child's cumulative record and remove or correct any false or misleading statements in conformity with current guidelines established by the state and federal governments;
- be informed of all programs in special education;
- appeal the placement, in accordance with established guidelines, of his/her child in a special education class;
- secure as much help as is available from the school district to further the progress and improvement of his/her child;
- expect that every attempt will be made by school personnel to ensure that parents receive important school news and messages;
- reasonable protection for his/her child from physical harm while under school authority;
- organize and participate in organizations for parents; and
- be informed of educational and cultural programs available to the public school children.

Every parent/legal guardian has the responsibility to:

- make every effort to provide for the physical needs of the child;

- strive to prepare the child emotionally and socially to make the child receptive to learning and discipline;
- strive to have the child attend school regularly and on time;
- encourage and lead the child to develop proper study habits at home;
- know school requirements and procedures;
- speak up to prevent misunderstandings;
- discuss problems with the appropriate persons; and
- work for the success and improvement of the school program.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: KB  
Legal Reference:

**PARENT INVOLVEMENT IN EDUCATION - TITLE I SCHOOLS**

The Board of Trustees recognizes the importance of having parents involved in the educational programs of their children. Since current research indicates that a home/school partnership and greater involvement of parents in the education of their children generally results in higher achievement scores, improved student behavior, and reduced absenteeism, parents of students enrolled in the district's Title I program are encouraged to take an active role in the education of their children.

In an attempt to ensure that parents of Title I students more fully participate in their child's educational program, the following parental involvement activities will be promoted in the Title I program:

- The District will provide timely information concerning the Title I program, including program plans and evaluations.
- The District will notify each child's parents or legal guardians, in a timely fashion, that the child has been selected to participate in Title I and why the child has been selected.
- Conferences between the individual parents or legal guardians and the Title I teacher will be held.
- The parents/legal guardians of each child selected for Title I services will be informed of the specific instructional objectives for their child.
- The district will report to the parents/legal guardians of each child enrolled in the Title I program on the progress of their child.
- The District will provide opportunities for training of parents/legal guardians whose children are enrolled in the Title I program for the purpose of promoting the education of these children at home as well as school.
- The district will solicit parents'/legal guardians' suggestions in the planning, development, and operation of the program.
- The district will consult with parents/legal guardians about how the school can work with parents to achieve the program's objectives.
- The district will provide timely responses to parents'/legal guardians' suggestions.
- The district will sponsor annual meetings of parents/legal guardians of Title I students and Title I staff as required by federal regulation.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: KBC  
Legal Reference:

**CONTACT WITH SCHOOL DISTRICT STAFF**

Certified staff working at school sites shall be available to consult with parents/legal guardians, citizens, or students in accordance with procedures developed by the Superintendent. Students and parents/legal guardians are encouraged to make appointments with staff to ensure uninterrupted conferences.

Solicitation

No one shall solicit funds or conduct private business with staff or students during school/working hours with the exception of activities related to school programs.

Commendations

Persons who wish to commend or thank a staff member are encouraged to do so verbally or in writing.

School/Classroom Visits

The Board welcomes and encourages visits to schools by parents, other adult residents of the community, and other educators. Visitors must notify the school principal/designee before visiting any area of a school. The school principal/designee may approve or deny classroom observations using criteria established in District regulations. In all cases, the decision will be based on maintaining the best educational interests of all students. The Superintendent/designee will establish guidelines to ensure the orderly and safe operation of the school.

If any person is under the influence of drugs or alcohol or is disrupting any school program, activity, or meeting or threatens to do so or is committing, threatening to commit, or inciting another to imminently commit any act which would disturb or interfere with or obstruct any lawful task, function, process or procedure of any student, official staff member, or guest of the school district, the Superintendent or staff member in charge shall direct the person to leave immediately and/or shall call for the assistance of a law enforcement officer.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: KBD, KI  
Legal Reference:

## NOTIFICATION TO PARENTS REGARDING QUALIFICATIONS OF TEACHERS AND PARA-PROFESSIONALS

At the beginning of each school year, the board of trustees shall provide written notice to the parents/guardians of each pupil enrolled that a parent or guardian may request information regarding the professional qualifications of the pupil's teachers and paraprofessionals. Upon receipt of such request, the following information must be provided:

1. Whether the teacher holds a license for the grade level and subject area in which the teacher provides instruction.
2. Whether the teacher is:
  - a. Providing instruction in an area in which he/she holds no endorsement and in which a shortage exists pursuant to NRS 391.125;
  - b. Providing instruction pursuant to a waiver of the requirements for licensure for the grade level or subject area in which the teacher is employed; or
  - c. Otherwise providing instruction without an endorsement for the subject area in which the teacher is employed.
3. The degree held by the teacher and any other graduate certification or degree held, including the field in which each degree or certification was obtained.
4. The qualifications of the paraprofessional providing services to the pupil.

### Title I or Needs Improvement Schools:

If a pupil enrolled in a Title I school or a school that is designated as needing improvement is assigned to a regular classroom teacher who is not highly qualified or has been taught for four consecutive weeks or more by a teacher who is not the pupil's regular classroom teacher and who is not highly qualified, the principal shall provide notice of that fact to the parent/guardian. The notice must be provided in a uniform and understandable format and, to the extent practicable, in a language that parents/guardians can understand.

Reviewed: May 5, 2004  
 Adopted: June 2, 2004  
 Revised:

NEPN/NSBA Classification:

Legal Reference: NRS 391.097, 391.098, 391.100 & 391.125

**1150**

**RELATIONS WITH PARENT ORGANIZATIONS**

Parent-teacher organizations may be established for each school building in the district. The building principals/designees of each school will serve as the liaison officer representing the school district. Membership and rules governing school building organizations will be determined by each school. Activities of school organizations, insofar as they are related to school purposes, will be evaluated by the principal of the particular school.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: KBE  
Legal Reference:

**1200****PARENT INVOLVEMENT**

The Nye County School District welcomes and supports parent and primary care giver involvement in the schools. In order to ensure this involvement, the Nye County School District Board of Trustees:

- Requires effective and meaningful two-way communication between the home and school;
- Promotes and supports responsible parenting;
- Recognizes that parents play an integral role in student learning;
- Actively seeks parental support and assistance for school programs;
- Requires parents to be actively involved in decisions that affect their children's education;
- Works with the community to better serve the educational opportunities for children; and
- Welcomes parent and community volunteers.

Each school shall develop a procedure to implement this policy and measure the results. The Superintendent shall report the status of parent involvement to the Board of Trustees at the end of each school year.

Reviewed: June 28, 2002  
Adopted: July 24, 2002  
Revised:

NEPN/NSBA Classification: KC  
Legal Reference: NRS 392.457

**1220**

**CITIZEN COMMITTEES**

The Board, Superintendent or designee may appoint citizen/staff committees as necessary to assist the district in achieving its goals and objectives. Committees may include staff, consultants, students and citizens. Reports of committee work will be submitted to the Superintendent/designee before implementation or submission to the Board.

The appointing body, Board, Superintendent or designee, may authorize establishment of operating procedures for committees.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: KCB  
Legal Reference:

**1221**

**MEASURING COMMUNITY ATTITUDES/SURVEY QUESTIONNAIRES**

The Board of Trustees recognizes that community participation in school affairs is essential if the school system and the community are to maintain mutual confidence and respect and work together to improve the quality of education for students. It, therefore, intends to use every opportunity to identify the needs of the community and to be responsive, through its action, to those needs.

All citizens of the district will be encouraged to express their ideas, concerns, and judgments about the schools through such means as (a) written suggestions or proposals; (b) presentations at hearings; (c) responses to surveys made through interviews, written instruments, focus groups, or other means; (d) comments at meetings of the Board; and (e) service on citizens' advisory committees.

The advice of the public will be given careful consideration. In the evaluation of such advice, the first concern will be for the educational program as it affects students. The Board's final decision may depart from this advice when, in the judgment of the staff and the Board, such advice is not consistent with goals adopted by the Board, good educational practice, or within reach of the financial resources available.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: KCBA  
Legal Reference:

**COMMUNITY INVOLVEMENT IN SCHOOL ELECTIONS**

Any election to authorize bonded indebtedness will be held on dates in accordance with state law.

In addition to the other provisions of law pertaining to the conduct of bond elections, the clerk of the Board (or his/her designee) will provide for written notification of the election to be sent to each household in the district not more than 30 days nor less than ten days prior to the election.

The notice will contain only the date of the election, the location of polling places at which registered electors may vote and a statement which indicates the amount of proposed bonded indebtedness, the maximum interest rate at which the indebtedness may be incurred, and the maximum period of time within which the debt will be paid.

Expenditures of any school district funds or in-kind services to otherwise inform voters about the issues in the bond election must be specifically authorized by the Board. The information disseminated about election issues will be fair and balanced in accordance with law.

While the Board may, and should, provide the public with information on school building needs, it may not authorize the use of District funds to advocate "yes" votes on bond issues.

As the need for bond issues support arises, a citizens' committee may be encouraged to form for the purpose of promoting the passage of the bond issue and collecting funds needed for such promotion.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: KCCA

Legal Reference: NRS 387.328, 387.3285, 387.3287, 387.331, 387.335

**GIFTS/DONATIONS/BEQUESTS TO SCHOOLS**

Any gifts presented to the school district must be accompanied by a letter from the donor.

Gifts must:

- have a purpose consistent with those of the school;
- not add to staff workload;
- not begin a program that the Board would be unwilling to take over when the gift or grant funds are exhausted;
- not bring undesirable or hidden costs to the school system;
- place no restrictions on the school board;
- be of benefit and appropriate to the education of pupils as outlined in board policy and/or annual district goals;
- not imply endorsement of any business or product; and
- not conflict with any provision of public law.

All gifts, grants, and bequests will become school district property. All donors must consult with the Superintendent and/or principal to ensure usability of gifts.

The Superintendent may accept gifts valued at \$100,000 or less on behalf of the board. Gifts valued at more than \$100,000 or requiring board commitment require board approval prior to acceptance.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised: May 21, 2003

NEPN/NSBA Classification: KCD  
Legal Reference: NRS 386.390

**1300**

**PUBLIC INFORMATION**

The district shall strive to maintain effective, two-way communication with the public. The public information program will provide for:

1. news coverage by both print and broadcast media;
2. direct communication between schools and their patrons;
3. training and assistance to staff in improving their skill and understanding in communicating with the public; and
4. means of soliciting information from the community to allow the Board and staff to gain a broad perspective of community opinion.

The Superintendent/designee will provide guidelines for public information responsibilities.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: KD  
Legal Reference:

**PUBLIC ACCESS TO DISTRICT RECORDS**

Mindful of the right of individuals to privacy and of the desirability of efficient administration of the district, full access to information concerning the administration and operations of the district shall be afforded to the public as provided by public disclosure laws. Public access to district records shall be afforded according to the procedures developed by the Superintendent.

School district records include any writing, printing, photocopying, photographing, etc., containing information relating to the conduct of operations and functions of the district which is prepared, owned, used, or retained by the district. The district will release those records defined as non-exempt in the public disclosure laws.

Access to student records is primarily controlled by the Family Educational Rights and Privacy Act of 1974 (Buckley amendment).

The Superintendent/designee shall serve as "public records coordinator" with responsibility and authority for ensuring compliance with the provisions of federal and state law and this policy. The coordinator will authorize the inspection and copying of records only in accordance with the criteria established by law or outlined in other district policy.

The Superintendent will establish procedures for public inspection and/or copying of non-exempt records in accordance with statute.

If the district denies any request, in whole or in part, for inspection and copying of records, the district shall provide the requesting party with a written statement of the reason for the denial with reference to the specific statutory exemption. The Superintendent may establish procedures authorizing the coordinator to seek an injunction to prevent the disclosure of certain records.

The coordinator will not provide access to lists of persons when the requesting party intends to use the list for commercial or personal purposes or when the coordinator has good reason to believe that there is a commercial purpose involved in the request.

**Staff Communication Responsibilities**

Staff shall follow all applicable laws, regulations and rules regarding release of information about students, personnel, and district programs.

The Superintendent shall develop guidelines for release of information.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: KDB

Legal Reference:

**PUBLIC COMPLAINTS:**

The Board of Trustees welcomes the input of parents and citizens on ways in which school services to students can be improved. The Board expects prompt, considerate, and consistent treatment of all citizen concerns.

- A. The Board recognizes that parents/guardians have the right and the responsibility to represent their children and that other citizens have an interest in commenting on public education. Therefore, it is the obligation of District employees to respond to the questions, concerns, and complaints of the parents/guardians or the public.
- B. The Board welcomes constructive criticism of the NCSD intended to improve the quality of the educational program and related services by encouraging parent/guardian and citizen participation while protecting the rights of District employees.
- C. The Board, as a governmental employer, directs that District action relating to complaints against District employees fully comply with the procedures of NRS 391, the negotiated agreements, and the policies and regulations of the District, which ensure due process of law.
- D. In order to avoid potentially litigious situations, both District employees and concerned citizens should exercise discretion in discussing matters that may prove to be potentially libelous or slanderous in nature. A false statement of misconduct may be legally actionable if the maker of the statement knew it was false or if the maker recklessly makes the statement without adequate investigation to determine the truth or falsity of the allegation.
- E. Individual Board members do not have the authority to resolve complaints. If approached directly with a complaint, however, Board members should listen to the complaint and show their concern by referring the complainant to the Superintendent or appropriate designee so that the problem may receive proper consideration.
- F. Parents/guardians of special education students are encouraged to follow appropriate regulations in order to resolve concerns. There are additional complaint procedures guaranteed under federal and state laws for parents/guardians of children with disabilities. Parents/guardians of special education students may contact the Director of Student Services for further information.
- G. Anonymous communications not related to child abuse will be ignored and destroyed. Anonymous communications will not be processed in accord with the procedure contained in this complaint policy.

Reviewed: March 13, 1996

Adopted: April 10, 1996  
Revised: June 10, 1998

NEPN/NSBA Classification: KE  
Legal Reference: NRS 391

**1500**

**NON-SCHOOL USE OF BUILDINGS, GROUNDS AND EQUIPMENT**

The public investment in school plants and sites and the general community welfare justify the use of school buildings and grounds by local citizen groups for cultural, educational, civic and recreational purposes outside of school hours when such use will not conflict with or negatively impact the school program.

The Nye County School District encourages as full and extensive use of its facilities as possible for the welfare of the community, provided that such use will not impair the ability of the district to utilize its resources to the maximum in providing educational opportunities for the students of the district.

The Superintendent will develop a regulation to implement this policy, including a fee schedule.

Reviewed: June 25, 2003

Adopted: July 16, 2003

Revised:

NEPN/NSBA Classification: KF

Legal Reference: NRS 393.071 to 393.0719

**1610**

**DISTRIBUTION OF INFORMATION THROUGH STUDENTS**

The Board recognizes that valuable social, recreation, and educational opportunities are available to families and students through non-profit and public agencies/organizations. Schools may choose to make information available to students about these programs, so long as doing so does not interfere with the educational process.

The Superintendent shall authorize guidelines for the distribution of information to students through school district channels.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: KHB  
Legal Reference:

**1630**

**CONTESTS, ADVERTISING AND PROMOTIONS**

Any club, association or other organization must have prior approval for students' participation in any contest, advertising campaign or promotion. Approval may be given by the Superintendent/designee following recommendation by the teacher and principal. Criteria to be used are:

1. The objectives of the contest, campaign, or promotion shall be consistent with the district's goals and policies;
2. The proposed activity shall have educational value to the participants; and
3. Participation by a student would not interfere with his/her program of curricular or co-curricular activities.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: KHC  
Legal Reference:

**1650**

**POLITICAL CANDIDATES**

The Board is a non-partisan public body and, as such, will not endorse political candidates. The Board may, from time to time, support positions on public issues that impact the school district. Neither staff nor students will disseminate candidate campaign materials from school district sites nor will district facilities, equipment, or other resources be used to disseminate candidate campaign materials.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: KHE  
Legal Reference:

1730

## **RELATIONS WITH CHURCHES AND RELIGIOUS GROUPS**

While the Board recognizes the principles of freedom of religion and separation of church and state, it also recognizes the important role of spiritual development in the lives of the students and employees.

The school system will allow individuals to observe recognized religious holidays when those holidays conflict with the school calendar. Staff or students are encouraged to share with their class the meaning of the religious holidays they observe.

The district recognizes and shall honor the constitutional rights of students to the free exercise of religion and to have their schools free from sectarian control or influence. Staff members and students are encouraged and expected to create an atmosphere in the schools where the diverse beliefs of all students may be accommodated in a spirit of mutual respect and understanding.

### Religious Recruitment on School Properties

No person will be allowed to recruit students for a religious purpose or religious organization on school properties or at school-sponsored activities.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: KJC  
Legal Reference:

**1760**

**RELATIONS WITH LABOR ORGANIZATIONS**

No person will be denied district employment by reason of membership or non-membership in a labor organization.

The term "labor organization" means any organization of any kind, or any agency or employee, representation committee, or plan in which employees participate and which exists for the purposes, in whole or in part, of dealing with one or more employers concerning grievances, labor disputes, wages, rates of pay, hours of employment, or conditions of work.

The right of persons to work will not be denied or abridged on account of membership or non-membership in any labor union or labor organization. In the exercise of such rights, all persons will be free from threats, force, intimidation, or coercion.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: KJF  
Legal Reference:

**1840**

**RELATIONS WITH LAW ENFORCEMENT AGENCIES**

District personnel shall seek to maintain cordial working relationships with law enforcement agencies.

The primary responsibility for maintaining proper order and discipline in the schools is that of district personnel. Therefore, district employees shall be responsible for holding students accountable for infractions of school rules, which may include violations of the law occurring during schools hours or at school activities. (See Student Behavior Handbook)

The Board may enter into inter-governmental agreements with cities or counties to provide on-site law enforcement presence to assist schools in fulfilling the district's mission of providing a safe and orderly environment for students and staff.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: KLG  
Legal Reference:

**RELATIONS WITH ARMED FORCES**

This policy is established by the Board of Trustees to provide reasonable guidelines for non-school personnel to have access to school facilities, students, and directory information for recruiting purposes.

- All recruiters, military, non-military, commercial and educational, will be treated uniformly in the conduct of on-campus student recruitment. Scheduling of recruiting visits of recruiters to the school will be announced to the student body in advance through the principal's office. Recruiters will be afforded the opportunity to conduct meetings during the school day with those students who are interested.
- All group meetings are to be scheduled through the school principal. Classroom teachers who schedule organizational recruiters as a career awareness activity should coordinate those activities through the appropriate member of the guidance staff.
- Follow-up visits to the high school by recruiters in order to meet with individual students will be permitted but only upon the individual request of the student involved and with the authorization of the high school administration. The requests for follow-up individual meetings are to be scheduled through the individual student's guidance counselor.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: KLMA  
Legal Reference:

**1900**

**COOPERATIVE PROGRAMS WITH OTHER DISTRICTS AND PUBLIC AGENCIES**

Whenever it appears to the economic, administrative, and educational advantage of the district to participate in cooperative programs with other units of local government, the Superintendent shall prepare and present for the Board's consideration an analysis of each cooperative proposal.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: LB  
Legal Reference:

**1903**

**INDEPENDENT SCHOOLS**

The district shall cooperate with private and parochial schools, including day care agencies, both in federally assisted programs and other aspects of district operations in ways that are required by law. The primary obligation of the district shall be to its students, and such cooperation shall not interfere with or diminish the quality of services offered to its students.

Reviewed: August 28, 1996  
Adopted: September 25, 1996  
Revised:

NEPN/NSBA Classification: LBC  
Legal Reference: