



NYE COUNTY SCHOOL DISTRICT
Board of Trustees
Policy Committee Agenda

A Policy Committee of the Board of Trustees of Nye County School District will be held on Monday, August 17, 2009, beginning at 5:30 PM 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, INFORMATIONAL ITEM
3. APPROVAL OF MINUTES OF PAST MEETING, ACTION ITEM
4. DISCUSSION/POSSIBLE DECISION REGARDING CHANGES TO EXISTING POLICIES & ADMINISTRATIVE REGULATIONS, ACTION ITEM
 - A. 0211 - SAFE & RESPECTFUL LEARNING ENVIRONMENT (SB 163)
 - B. 1320 - PUBLIC ACCESS TO DISTRICT RECORDS
 - C. 3540 - FIXED ASSETS INVENTORY
 - D. 5556 - INTERNET & SCHOOL NETWORK ACCEPTABLE USE (SB 163)
 - E. 7020 - TITLE IX - STUDENTS
 - F. 7560 - HABITUAL DISCIPLINE PROBLEMS
5. DISCUSSION/POSSIBLE DECISION REGARDING NEW POLICIES, ACTION ITEM
 - A. 6145 - STAFF CONDUCT IN CYBERSPACE
 - B. 7335 - STUDENT CONDUCT IN CYBERSPACE
 - C. 7350 - GANG AFFILIATION & ACTIVITY (AB 154)
6. DISCUSSION/POSSIBLE DIRECTION ON POLICIES OR REGULATIONS REQUESTED BY BOARD MEMBERS, ACTION ITEM
 - A. 5670 - GRADUATION PROCEDURES
 - B. 7620 - WELLNESS
7. ASSIGNMENT OF FUTURE POLICY RESEARCH, ACTION ITEM
8. ADJOURNMENT, ACTION ITEM

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 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, or call 775-727-7743, ext. 239 at least one week before the meeting.

Policy Committee Minutes
February 26, 2009

Present: Harold Tokerud, Tracie Ward, Kevin Pape, Dr. William Roberts, Rod Pekarek, Dale Norton, Jerry Hill, Ray Ritchie, Lisa Mays and Kerry Paniagua.

The meeting was called to order at 5:40 p.m. in the Pahrump boardroom with a videoconference link to the Tonopah boardroom.

Dr. Roberts nominated Mr. Pape to chair the committee, and Mrs. Ward nominated Mr. Tokerud. The votes for Mr. Tokerud were unanimous.

There was no public comment. Mrs. Ward moved approval of the August 21 minutes. Mr. Pape seconded, and a unanimous vote was recorded.

Policy 1131 – Educational Involvement Accord. Mrs. Ward made the motion to accept the policy under annual review with no changes. Dr. Roberts seconded, and a unanimous vote was cast.

Policy 1200 – Parent Involvement. Dr. Roberts made the motion to accept the policy under annual review with no changes, and Mr. Pape seconded. There was a unanimous vote in favor.

6143 – Staff Conduct. Mr. Pape made the motion to forward the policy for first reading. Mrs. Ward seconded, and a unanimous vote was registered.

7100 – Student Admission to School. Mrs. Ward noted that J(1)(b) is in conflict with the policy. The policy states the student may remain until the end of the semester, and the regulation states the end of the school year. Mrs. Ward made the motion to move the policy forward for first reading with the change in the fifth paragraph to read “end of the school year.” Mr. Pape seconded, and a unanimous vote was recorded.

8216 – Threat Assessment. Mr. Norton said the training was done last spring. The policy was put together with procedures, definitions, a flow chart and different levels of assessment and screening. It was reviewed by Bob Beard, a national trainer, who said it was a very good model. Mrs. Ward said she would like to see something in there to assure a child who was targeted that he will be safe even though the perpetrator is allowed back in school. She also said the second bullet under “Assess and Discuss all Areas” should include Internet postings. Mrs. Ward made the motion to move the policy for first reading. Dr. Roberts seconded, and a unanimous vote was registered.

Discussion Regarding a Policy Concerning Students not on Track to Earn Credits. Mr. Tokerud said he was unable to find any district policies that addressed what he was looking for. He asked if a high school earns no credits, does he remain a freshman. Mrs. Ward said one of the things Mr. Norton has been doing is picking out the top five offenders at each school. There are some cases where a student misses school 72 times, has 50 excused absences and only 22 trancies.

She suggested this topic go to the Attendance Committee to address. Mr. Norton said existing policy speaks to a ten percent rule of earning credit. There are students who earn no credits and are basically just taking up space. Mr. Tokerud said his concern is the district is doing nothing for that student. He asked if the parents could be given alternatives. Dr. Roberts said the student can't be forced out.

Mr. Norton said his committee can take on the issue. Sometimes it's a lack of follow through by the building principal, and schools aren't tracking the problem. Some schools take it more seriously than others. The biggest problem is that schools with a large number of students are under staffed. Dr. Roberts said parents have the right to excuse their children. Mr. Norton said a parent was recently charged with educational neglect. The penalty is a \$500 fine or six months in jail. Mrs. Ward said if a student is out sick that much, he can be placed under a 504 plan. She also suggested the parent of any student who applies to take the GED should sign a statement acknowledging his child will make significantly less money without a diploma. That would make them aware of the consequences.

5558 – Equipment Loaned to Students. Mr. Ritchie said the district has something in place for loaning equipment to the public, but there hasn't been anything in place for students. There are situations where laptops are loaned to students, and that's increasing. This regulation would hold parents responsible for damage. Seven laptops have been repaired this year, mostly for broken off keys and one or two with broken screens.

Assignment of Future Policy Research. Mrs. Ward said she'd like to look at cyber bullying. She's been reading about it in the School Board Journal, and she'd been given something from NSEA.

Dr. Roberts moved to adjourn at 6:15 p.m. Mr. Pape seconded, and a unanimous vote was cast.

Nye County School District 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 by treating other persons, including, without limitation, pupils, with civility and respect and by refusing to tolerate harassment, intimidation, **bullying or cyber-bullying**. **The Internet must be used in a manner that is ethical, safe and secure, which is essential to a safe and respectful learning environment and essential for the successful use of technology.**

Any form of harassment or intimidation **bullying or cyber-bullying** seriously interferes with the ability of teachers to teach, pupils to learn and other employees to complete their assigned duties. No employee, volunteer, pupil or member of the Board of Trustees shall engage in acts of harassment, intimidation, **bullying or cyber-bullying** on the premises of any public school, school-sponsored event, or school bus in the District, on any school-sponsored activity outside the County **or through any electronic communication. When speech or acts of harassment, intimidation, bullying or cyber-bullying occur off campus, officials only have authority to respond if the impact of the speech or action will substantially disrupt school or will interfere with the rights of others at school. Disciplinary action may be imposed.**

All pupils, employees, board members and members of the public are entitled to maintain their own beliefs and to respectfully disagree without resorting to harassment, intimidation, **bullying, cyber-bullying or violence**. 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.

Reviewed: November 1, 2006

Adopted: December 1, 2006

Revised:

NEPN/NSBA Classification:

Legal Reference: NRS 388.121 through 388.139

TITLE: 0211 – Safe and Respectful Learning Environment

PURPOSE AND BACKGROUND: To inform board members, administrators and employees of the responsibilities associated with this State law.

APPLICABILITY: Board members & all employees

MONITORING RESPONSIBILITY: Title IX Officer

OUTLINE OF PROCEDURE:

NCSD will provide for the appropriate training of all administrators, principals, teachers and other personnel as prescribed under “**Training.**”

I. DEFINITIONS

- A. “Harassment” means a willful act or course of conduct that is not otherwise authorized by law and is: (a) highly offensive to a reasonable person; and (b) intended to cause or actually causes another person to suffer serious emotional distress.
- B. “Intimidation” means a willful act or course of conduct that is not otherwise authorized by law and (a) is highly offensive to a reasonable person; and (b) poses a threat of immediate harm or actually inflicts harm to another person or to the property of another person.
- C. **“Bullying” means a willful act or course of conduct on the part of one or more pupils which is not authorized by law and which exposes a pupil repeatedly and over time to one or more negative actions which is highly offensive to a reasonable person and is intended to cause and actually causes the pupil to suffer harm or serious emotional distress. Such negative actions may include, without limitation:**
 - a. **Destroying the property of a pupil;**
 - b. **Excluding a pupil from participating in activities;**
 - c. **Extorting a pupil;**
 - d. **Gossiping maliciously;**
 - e. **Speaking disparagingly about the ethnicity of a pupil;**
 - f. **Staring and glaring;**
 - g. **Taunting;**
 - h. **Teasing;**
 - i. **Unreasonably banning the ability of a pupil to enter or exit an area;**
 - j. **Using gestures with the intent to cause and actually causing a pupil to suffer harm or serious emotional distress; and**
 - k. **Using oral, written or electronic communication with the intent to cause and actually causing a pupil to suffer harm or serious emotional distress.**
- D. **“Cyber-bullying” means bullying through the use of electronic communication.**

E. **“Electronic communication” means the communication of any written, verbal or pictorial information through the use of an electronic device, including, without limitation, a telephone, a cellular telephone, a computer or any similar means of communication.**

II. REQUIREMENTS AND METHODS FOR REPORTING VIOLATIONS OF NRS 388.135

NCSD shall assure that any person who believes that he or she has been a victim of harassment, intimidation, **bullying or cyber-bullying** as defined by NRS 388.125 and/or 388.129 by any or all individuals specified in NRS 388.135 are encouraged and instructed to adhere to the following reporting mechanism:

- A. Students. It is the District’s policy to encourage students who are targets of harassment, intimidation, **bullying or cyber-bullying** and students who have first-hand knowledge to report such **incidents** to any teacher, counselor or school administrator, orally or utilizing the form provided in Administrative Regulation 7020.
- B. Employees. Any District employee, who witnesses, overhears or receives a report, formal or informal, written or oral, of harassment, intimidation, **bullying or cyber-bullying** at school, school-sponsored event or on a school bus shall report it to the principal/designee, orally or utilizing the form provided in Administrative Regulation **7020**. If the report involves the school principal, the report shall be made directly to the District’s Title IX Officer or Superintendent. If the report involves a member of the board of trustees or the Superintendent, the person reporting the **incident** shall contact the Nevada Department of Education Equity Coordinator.

Principal’s Responsibility

The principal or designee is the person at the school level responsible for receiving oral or written reports of harassment, intimidation, **bullying or cyber-bullying**. Upon receipt of a report, the principal shall notify the Title IX Coordinator immediately, without screening or investigating the report. The principal may request, but may not insist upon, a written complaint. **If the report was provided verbally, he shall reduce it to written form within 24 hours and forwarded to the Title IX Coordinator as soon as practicable.** The principal **may** utilize the forms provided in 6110 (for employees) or 7020 (for pupils). Failure to forward any report or complaint will result in disciplinary action against the principal/designee. If the report involves the Title IX Officer, the reporter shall refer the complaint directly to the Superintendent.

Title IX Coordinator’s Responsibility

The Title IX Coordinator shall receive the complaint, assign an investigator and assure that timelines and procedures are being followed. The Title IX Coordinator is responsible for the annual report to the Department of Education regarding violations of NRS 388.135. He/she is also responsible for training. Contact information on current Title IX officers is available on the Department of Education website (www.doe.nv.gov/titleix). **The name, mailing**

address and telephone number of the District's Title IX Coordinator will be prominently posted in school facilities.

Investigation

Upon receipt of a written complaint, the District Title IX Coordinator will assign an investigator who shall interview individuals involved and any other persons who may have knowledge of the circumstances and may use other methods and documentation. The investigator shall consider, among other things, the nature of the behavior; how often the conduct occurred; whether there were past incidents or past continuing patterns of behavior; and the relationship of the parties involved. The investigator shall complete the investigation no later than fourteen calendar days following receipt of the complaint.

Upon completion of the investigation, the investigator shall decide if a violation of NRS 388.135 occurred and report that decision, along with the evidence supporting it, to the Title IX Coordinator **and the Superintendent**, or, if the complaint involves the Superintendent or member of the Board of Trustees, directly to the Nevada Department of Education Equity Coordinator, for appropriate action **in accordance with district or state disciplinary policy**.

School District Action

He/she shall take disciplinary or remedial action in order to ensure that further harassment, intimidation, **bullying or cyber-bullying** does not occur. Such action may include, but is not limited to, (1) counseling, awareness training, parent-teacher conferences, warning, transfer, suspension and/or expulsion of a student, and (2) counseling, awareness training, transfer, suspension and/or termination of an employee or board of trustee member. Action taken shall be consistent with the requirements of applicable collective bargaining agreements, Nevada Revised Statutes, federal law and District policies.

Appeals

A person deemed to be in violation of NRS 388.135 **and the policy** may appeal the determination and/or action taken. If the person filing the appeal is a student, the appeal shall proceed in accordance with District policy governing student discipline and due process requirements. If the person filing the appeal is an employee, the appeal shall proceed in accordance with policies governing employee discipline, including, if applicable, grievance procedures under any negotiated agreement, and with legal due process requirements.

III. NOTICE THAT HARASSMENT AND INTIMIDATION ARE PROHIBITED IN PUBLIC SCHOOLS

The Superintendent shall use all reasonable means to inform students, employees and parents/guardians that the District will not tolerate harassment, intimidation, **bullying or cyber-bullying**. The District shall include the text of the provisions of NRS 388.125 to 388.135, inclusive, and the policy adopted by the Board of Trustees under the heading

“Harassment, Intimidation, **Bullying and Cyber-Bullying** is Prohibited in Public Schools” within each copy of the Parent/Student Handbook.

IV. **RETALIATION**

District employees and board members are prohibited from directly or indirectly interfering with or preventing the disclosure of information concerning a violation of NRS 388.135. No cause of action may be brought against a **pupil**, employee or volunteer who reports a violation of NRS 388.135 unless the person who made the report acted with malice, intentional misconduct, gross negligence, or intentional or knowing violation of the law.

V. **TRAINING**

The Superintendent shall develop age-appropriate methods of discussing the meaning and substance of **the Safe and Respectful Learning Environment policy and regulation** with staff and students in order to help prevent harassment, intimidation, **bullying or cyber-bullying**.

In addition to informing staff and students about the policy, the Superintendent shall develop a plan which includes requirements and procedures to assure that the following **training** be provided to all administrators, principals, teachers and other personnel employed by the District:

1. Awareness concerning the various types of harassment, intimidation, **bullying or cyber-bullying**; how the harassment, intimidation, **bullying or cyber-bullying** manifests itself, and the devastating emotional and educational consequences.
2. Training in the appropriate methods to facilitate positive human relations among pupils without the use of harassment, intimidation, **bullying or cyber-bullying** so that pupils 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 pupils.
4. Methods to teach skills to pupils so that they are able to replace inappropriate behavior with positive behavior.

V. **RECORD KEEPING AND NOTIFICATION**

The Superintendent shall assure that a record of any complaint and investigation of harassment, intimidation, **bullying or cyber-bullying**, the disposition of the complaint, and any disciplinary or remedial action is maintained in a confidential file. The Superintendent shall assure that the complainant is notified whether allegations were substantiated, whether a violation of NRS 388.135 occurred, and whether action was taken as a result.

Prior to September 1 the District’s Title IX officer will submit a report to the State Superintendent of Public Instruction that includes a description of each violation of NRS

388.135 that occurred in the immediately preceding school year that resulted in personnel action against an employee or suspension/expulsion of a pupil.

References: NRS 388.121 through 388.139, NCSD Policies 0212, 6110 & 7020
Revisions: July 2009
Effective Date: December 1, 2006
NEPN/NSBA
Classification:

PUBLIC ACCESS TO DISTRICT RECORDS

The Board of Trustees is mindful of the right of individuals to privacy and of the desirability of efficient administration of the District. Therefore, 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 given in accordance with 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 will authorize the inspection and copying of records in accordance with the criteria established by law or outlined in other District policy.

The Superintendent 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 Superintendent 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.

Reviewed: April 22, 2005
 Adopted: September 25, 1996
 Revised:

NEPN/NSBA Classification: KDB

Legal Reference: NRS 239.005, 239.010, 239.0105, 239.0107, 239.011, 239.0115, 239.012, 239.030, 239.051, 239.055, 239.121, 239.124, 239.130, 239.300, 239.310, 239.320, 239.330, 239B.030, 239B.060, 241.035, 281.190 & 354.624
 Family Educational Rights and Privacy Act, 1974
 Freedom of Information Act

TITLE: 1320 - Public's Right to Know/Freedom of Information (Public Access to District Records)

PURPOSE AND BACKGROUND: To explain district procedures applicable under law regarding access to district records.

APPLICABILITY: All district sites

MONITORING RESPONSIBILITY: Superintendent/Designee

OUTLINE OF PROCEDURE:

Public Records Custodians. At schools, the building principal shall serve as the public records custodian and shall be responsible for the maintenance of district records in accordance with district policy. At all other sites, the public records custodian shall be the Chief Financial and Administrative Officer (CFO). The custodian(s) shall permit access to, and copying of, district records by the public with either general or specific authorization from the CFO who is the public records coordinator for the school district.

Staff shall provide full assistance to members of the public making inquiries or requests related to district records. Staff shall locate and produce for inspection requested records which are not exempt from disclosure and which have been sufficiently identified in a request for inspection.

The CFO and site custodian shall have authority to impose reasonable conditions on the manner of inspection of records so as to minimize damage or disorganization of the records and to prevent excessive interference with other essential operations of the district.

Public records of the NCS D shall be available during office hours for inspection by any person and may be copied using the following guidelines.

I. Public Records

- A. District employees must, by law, respond to *written requests* to inspect or copy a public record within five (5) business days after the request is received. The employee receiving the request will date stamp the request.**
- B. The requestor will be allowed to inspect the record or request a copy.**
- C. If possible, the record will be copied promptly. If not, the requestor will be notified of the date and time when the record will be available (within 5 days). If the record cannot be made available within five days, the requestor will be notified in writing of the date and time when the record will be made available, if known; the request will be honored within a reasonable amount of time.**
- D. If the office does not have legal custody or control of the record, the requestor will be notified in writing and given the location (if known) where the record may be located.**

- E. A copy of a public record may be requested in any medium readily available. A request for a copy in a particular medium shall not be refused simply because a copy has already been prepared in a different medium or is preferred by the employee making the copy.

II. Confidential Records

- A. If the record is confidential, the requestor will be notified in writing and given the applicable statute. If the employee responding to the request is unsure whether the record is confidential, he/she shall refer the question to the Superintendent/designee.
- B. For records pertinent to FERPA, see Policies 7810, 7830 and 7860 and Administrative Regulations 7810, 7820 and 7860.
- C. Records which contain confidential information shall be provided if the confidential information can be redacted, deleted, concealed or separated from non-confidential information.
- D. Any public record declared confidential that has been in the legal custody or control of NCS D for at least 30 years may be inspected or copied upon order of the Fifth Judicial District Court. If the record pertains to a natural person, the requestor may not apply for a court order until 30 years after the record has been in the legal custody or control of NCS D or the death of the person to whom the record pertains, whichever is later. NCS D has the burden of proving confidentiality in any judicial or administrative proceeding in which confidentiality is at issue.

III. Fees

NCS D may charge a fee for copying a public record. The fee must not exceed the actual cost to provide the copy unless:

- A. A specific statute or regulation requires the copy be provided at no charge;
- B. A specific fee that must be charged is set forth by statute or regulation;
- C. A collective bargaining or other applicable agreement provides for a specific fee;
- D. The copying requires an extraordinary use of personnel or technological resources.
 - 1. The requestor must be informed of the expected fee before preparing the information. It must be reasonable and must be based on the cost NCS D actually incurs.
 - 2. If additional requests are made for the same information, NCS D shall not charge the extraordinary fee if the additional request does not require the extraordinary use of personnel or technological resources.

NOTE: The term “actual cost” does not include a cost that NCSD incurs regardless of whether or not a person requests a copy of a particular public record.

All or a portion of a fee may be waived if a written policy is adopted concerning waivers, and the policy or a sign delineating fees is posted in a conspicuous place at each NCSD office that provides copies of public records.

It is recommended that the request and a copy of the information provided be filed for at least one year in the event additional requests are received for identical information.

References: NRS 239.005, 239.010, 239.0105, 239.0107, 239.011, 239.0115, 239.012, 239.030, 239.051, 239.055, 239.121, 239.124, 239.130, 239.300, 239.310, 239.320, 239.330, 239B.030, 239B.060, 241.035, 281.190 & 354.624
Family Educational Rights and Privacy Act, 1974
Freedom of Information Act

Revisions: July 2005

Effective Date: September 25, 1996

NEPN/NSBA

Classification: EGE, KDB

The charge for making copies
of public records
in this office is:

_____ ¢ per page*

*The customer may be
charged for
extraordinary costs
(see Administrative
Regulation 8690)

Price last reviewed
on _____ (date).

FIXED ASSETS INVENTORY

The Nye County School District shall maintain an inventory of all fixed assets of the district. The inventory shall be kept of all assets purchased or acquired through gift or loan by the school district. Individual fixed assets inventory records shall be maintained in such a manner as to be readily entered in the general ledger of the district.

The fixed assets referred to in this policy shall include all equipment in excess of **\$5,000**. Any equipment having a useful life of over one year shall also be inventoried.

The Superintendent/designee shall establish proper procedures for administering the fixed assets inventory. The grant department shall be responsible for assuring that fixed assets purchased through grants are inventoried on an annual basis.

The Chief Financial Officer shall establish procedures to clearly delineate the responsibility for record keeping and authorization for disposal of property. He/she will also establish procedures to ensure that the federal granting agency is appropriately reimbursed for disposal of property acquired with federal funds if deemed necessary.

Reviewed: April 12, 2005
Adopted: April 9, 1997
Revised: November 19, 2003

NEPN/NSBA Classification: DID
Legal Reference: NRS 354.625 & NAC 354.750, GASB-34 & OMB Circular A-87

Reviewed:
Adopted:
Revised:

NEPN/NSBA Classification:
Legal Reference:

INTERNET AND SCHOOL NETWORK ACCEPTABLE USE

The use of the Nye County School District (NCSD) networks and Internet access is intended to aid in education process and research.

The access, provided by the NCSD, to the Internet and school networks shall be used to facilitate the exchange of information consistent with the district educational objectives. **The Internet will be used in a manner that is ethical, safe and secure and will not be used as a means of cyber-bullying.**

NCSD school network access shall not be used to transmit any communication where the meaning of the message, or its transmission or distribution, would violate any applicable law or regulation, or which is obscene, abusive or otherwise likely to be offensive.

Users of NCSD Internet and school network access shall promote efficient use of the school networks to minimize and avoid, if possible, congestion of the networks and interference with the work of other users of the networks. Users of NCSD access to the Internet and school network services shall respect the rights and property of others and shall not improperly access, misappropriate or misuse the information or files of other users.

Access, beyond the NCSD networks, shall conform to acceptable use policies of those sources. This includes, but is not limited to, NCSD policies, administrative regulations and procedures.

No individual will install software, diskettes or other media from home on school district equipment due to licensing, virus and support issues unless the software with appropriate licensing is donated to and approved by NCSD. Staff may install NCSD software on home/personal computers when home use is expressly permitted by the software license.

Teachers will use the current grading software approved by the District.

This policy is subject to annual review.

Reviewed: March 13, 2008
Adopted: January 31, 1996
Revised: April 3, 2008

NEPN/NSBA Classification: IJNDA
Legal Reference: NRS Chapters 201, 388, 390 and 393

TITLE: 5556 - Internet Use

PURPOSE AND BACKGROUND: To provide structure for the appropriate use of Internet and network access. These regulations were developed as part of the District's Technology Plan.

APPLICABILITY: All Students and Employees

MONITORING RESPONSIBILITY: Classroom Teachers and Work Site Supervisors

OUTLINE OF PROCEDURE:

Internet and public network access to age-appropriate instruction materials shall be consistent with the purpose of district educational objectives.

- A. The right of privacy of the information placed or received on a school network accessed through the NCSD is not guaranteed. The NCSD has the right to look at information or materials students and staff store on networks accessed through the NCSD and remove it if it is unlawful, hurtful to another person, or uses inappropriate language or pictures.
- B. Users of NCSD Internet and school network access shall promote efficient use of the school networks to minimize and avoid congestion and interference with the work of other users.
- C. NCSD has the right to review information and materials students and staff store on networks accessed through the NCSD network and to remove such information or materials if it results in undue congestion or interference with the work of others.
- D. NCSD network and Internet access shall not be used for commercial purposes including the advertisement of commercial offerings.
- E. Changes or additions to NCSD networks are provided for general information purposes only and do not necessarily reflect the philosophy of the NCSD. The NCSD will not be held responsible for information contained within or received through NCSD network services. The NCSD will not be responsible for any information or services that are placed on NCSD networks that may be objectionable to any user of the network.
- F. The NCSD will not be held responsible for any improper use of NCSD networks by students and staff. Students and staff will be responsible for information they place or find on NCSD networks. **The Internet will not be used as a means to cyber-bully, harass or intimidate another individual.**
- G. The NCSD will not be responsible for loss of computer data or information, or damage to data or information, which might occur as a result of using NCSD networks. The NCSD will not be responsible for any computer viruses which might be picked up from a NCSD network or any damages which those computer viruses might cause, either immediately or later.
- H. For reasons of network security, no device or equipment connected to the NCSD wide-area network or to local-area networks connected to the wide-area network may be used to

connect to the Internet or to any other NCSD or commercial network without prior authorization of NCSD's Systems Administrator.

- I. The use of the NCSD network is a privilege, not a right, and improper use could result in a written warning. The immediate suspension of privileges could also result. If the user's privileges are suspended, the Systems Administrator and the school administrator will review the incident, determine if the use was inappropriate, and the Systems Administrator will then make a final decision. In addition to the above, the Systems Administrator may close an account at any time. NCSD staff members may request such action to preserve the integrity of the network.

- J. Students and staff wishing to use access provided through the NCSD shall, at the beginning of each academic year, read and sign an Acceptable Use Agreement prior to using the NCSD access to the Internet and to other school networks and will be responsible for observing all mandated rules and regulations therein.

Following is the Acceptable Use Agreement.

References: NRS Chapters 201, 388, 390 and 393
Revisions: 2005
Effective Date: January 31, 1996
NEPN/NSBA
Classification: IJNDB

**NYE COUNTY SCHOOL DISTRICT
ADMINISTRATOR/STAFF INTERNET ACCESS AGREEMENT**

As a condition of my right to use the NCS D network and access to the Internet or any other public network for the _____ academic year, I understand and agree to the following:

1. I will follow all the guidelines and regulations of Administrative Regulation 5556, NCS D's Computer Network and Internet Acceptable Use.
2. The use of the NCS D network and access to the Internet or any other public networks is a privilege which may be revoked by the NCS D at any time for abusive conduct or violation of any of the conditions of use set forth herein, in Administrative Regulation 5556, or in future written, electronic or web-site based directions, policies, regulations and guidelines that may be developed during this academic year. NCS D reserves the right to regulate time and access of personal use.
3. NCS D has a right to review and monitor any material created, stored, transmitted or received via the NCS D network or access thereof to the Internet or other public network. NCS D has the right to remove any material which the District, in its sole discretion, believes may be harmful to minors, obscene, pornographic, abusive, unlawful or otherwise objectionable, and I hereby waive any right of privacy which I may otherwise have in and to such material.
4. NCS D will not be liable for any direct or indirect, incidental or consequential damages due to information gained, created, transmitted and/or obtained via use of the NCS D network or access thereof to the Internet or other public networks. Information and services contained on the Internet and other public networks in no way are intended to reflect the beliefs or philosophy of NCS D, nor are they intended to refer to, or be applicable to, any specific person, case or situation.
5. NCS D does not warrant the functions of its network or any of the networks accessible through NCS D access will meet any specific requirements I may have, will be error free or uninterrupted, nor shall NCS D be liable for any direct or indirect, incidental or consequential damages (including lost data, information or profits) sustained or incurred in connection with the use, operation or inability to use NCS D's network or access.
6. That in consideration for the privilege of using the NCS D access and network, I hereby release the NCS D, its staff, administrators, operators and any other institutions with which they are affiliated from any and all claims and damages arising from my use or inability to use NCS D's network or access including, without limitation, the types of damages identified in paragraphs 4 and 5 above.

I have read the above Network and Internet Access Agreement and the attached District Policy and Administrative Regulation and agree to abide by their provisions. I agree that violations of these agreements and regulations may result in the revocation of my network access and related privileges. I also agree that for severe infractions I may be subject to severe disciplinary action such as job termination, suspension or admonition.

Staff Name: _____ Location: _____
Staff Signature: _____ Date: _____
Address: _____
Home Phone: _____ Work Phone: _____ Ext: _____

**NYE COUNTY SCHOOL DISTRICT
TEACHER/SUBSTITUTE/PARA-PROFESSIONAL INTERNET ACCESS
AGREEMENT**

As a condition of my right to use the NCS D network and access to the Internet or any other public network for the _____ academic year, I understand and agree to the following:

1. I will follow all the guidelines of Policy and Administrative Regulation 5556, NCS D's Computer Network and Internet Acceptable Use.
2. The use of the NCS D network and access to the Internet or any other public network is a privilege which may be revoked by the NCS D at any time for abusive conduct or violation of any of the conditions set forth herein, in Administrative Regulation 5556, or in future written, electronic or web-site based directions, policies, regulations and guidelines that may be developed during this academic year. NCS D reserves the right to regulate time and access of personal use.
3. NCS D has a right to review and monitor any material created, stored, transmitted or received via the NCS D network or access thereof to the Internet or other public network. NCS D has the right to remove any material which the District, in its sole discretion, believes may be harmful to minors, obscene, pornographic, abusive, unlawful or otherwise objectionable, and I hereby waive any right of privacy which I may otherwise have in and to such material.
4. NCS D will not be liable for any direct or indirect, incidental or consequential damages due to information gained, created, transmitted and/or obtained via use of the NCS D network or access thereof to the Internet or other public networks. Information and services contained on the Internet and other public networks in no way are intended to reflect the beliefs or philosophy of NCS D, nor are they intended to refer to, or be applicable to, any specific person, case or situation.
5. NCS D does not warrant the functions of its network or any of the networks accessible through NCS D access will meet any specific requirements I may have, will be error free or uninterrupted, nor shall NCS D be liable for any direct or indirect, incidental or consequential damages (including lost data, information or profits) sustained or incurred in connection with the use, operation or inability to use NCS D's network or access.
6. In consideration for the privilege of using the NCS D access and network, I hereby release the NCS D, its staff, administrators, operators and any institutions with which they are affiliated from any and all claims and damages arising from my use or inability to use NCS D's network or access including, without limitation, the types of damages identified in paragraphs 4 and 5 above.
7. I agree to supervise and monitor use of the network and Internet by students in my care by visually monitoring and verbally stressing the importance of proper use of the network and Internet. I agree that students in my care will not be left unattended while using the network and/or Internet and to report student misuse or abuse of equipment or the network and violations of policy and regulations.

I have read the above Network and Internet Access Agreement and the attached Policy and Administrative Regulation and agree to abide by their provisions. I agree that violations of these policies and regulations may result in the revocation of my network access and related privileges. I also agree that for severe infractions I may be subject to severe disciplinary action such as job termination, suspension or admonition.

Staff Name: _____ Location: _____
Staff Signature: _____ Date: _____
Address: _____
Home Phone: _____ Work Phone: _____ Ext: _____

NCSD STUDENT INTERNET RULES OF ACCEPTABLE USE

I understand that it is a privilege to use the NCSD network to access any public or other network, such as the Internet. I understand and agree with the following:

1. The privilege to use the NCSD network to access public and other networks may be revoked by the District at any time for abusive conduct or violation of the conditions of use below. This includes, but is not limited to: (1) the placing, transmission or deliberate access of obscene, abusive or otherwise offensive or objectionable language in any form using NCSD access; **(2) plagiarism; and (3) use of the internet for the purpose of cyber-bullying others.** The District reserves the right to determine what constitutes abusive conduct or violation of District policies.
2. The NCSD has the right to review any material stored in District files to which other NCSD users have access and to edit or remove any material which they, in their sole discretion, believe may be unlawful, obscene, abusive or otherwise objectionable. I hereby waive any right of privacy, which I may otherwise have in and to such material.
3. All information and services contained at Internet access points in the District are placed there for general informational purposes and are in no way intended to refer to or be applicable to any specific person, case or situation.
4. I am using this service at my own risk. The NCSD is not able to monitor or control all information accessible through the Internet and cannot be held responsible for all content.
5. Files downloaded from the Internet may contain computer viruses. The NCSD is not responsible for damage to my disk or computer or any loss of data, damage or liability that may occur from my use of NCSD computers.
6. I will not attempt to modify or tamper with NCSD's computer hardware or software, introduce viruses, or install or run any unauthorized programs.
7. I will not attempt to gain unauthorized access to other computers or networks, violate the acceptable use policies of any network to which I connect, or improperly read, copy, misappropriate, alter, misuse or destroy any information or files on this or other computers.
8. I will not use this access for unlawful activities, including violations of copyright law or other rights of third parties, or transmission of obscene, threatening or harassing material.
9. I will not use this access to operate an on-line business, distribute commercial advertising or represent myself as another person.
10. If I violate this agreement in any way, I understand that I may lose my Internet access privileges temporarily or permanently. I may be held financially liable for any damage that I cause to District computer hardware or software. Unlawful activities may result in criminal prosecution.

Student Name (print) _____
School _____

I have read the above Network and Internet Rules of Acceptable Use and agree to abide by their provisions. I agree that violation of the agreement may result in the revocation of my public network access and related privileges.

Student Signature _____ Date _____
Mailing Address _____
Home Phone _____ Other Phone _____

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.

See 0211 Safe and Respectful Learning Environment Policy and Regulation.

Reviewed: February 22, 2005

Adopted: April 10, 1996

Revised: March 11, 2005

NEPN/NSBA Classification: GBA, JB

Legal Reference: NRS 388.135 & Title IX, Educational Amendments of 1972

7560

HABITUAL DISCIPLINE PROBLEMS

A student may be declared a habitual disciplinary problem if written documentation exists that:

1. In one school year, the student has threatened or extorted or attempted to threaten or extort another pupil or a teacher or other personnel employed by the school, or
2. In one school year, the pupil has been suspended for initiating at least two fights on school property, at an activity sponsored by a public school, on a school bus, or, if the fight occurs within one hour of the beginning or end of a school day, on his way to or from school, or
3. The student has been suspended five times for any reason.

The student declared a habitual disciplinary problem must be expelled or suspended for a period equal to one semester. The pupil must receive equivalent instruction authorized by the state board pursuant to subsection 1 of NRS 392.070.

Reviewed: August 12, 2005
Adopted: December 10, 1997
Revised: May 29, 2003

NEPN/NSBA Classification:
Legal Reference: NRS 392.4655, 392.4657 & 392.466

The Nye County School District recognizes that technological advances fast outpace the district's ability to keep up. The District also acknowledges that boundaries may be blurred between acceptable and inappropriate behavior between employees and students in this arena, particularly for young teachers who may have become accustomed to the use of the latest technology to communicate with professors.

Employees may be flattered when students ask for access to social network sites or other personal information; however, employees are strongly discouraged from the use of text messaging or giving social network passwords or personal email addresses to students. Fraternalization between employees and students via the Internet is prohibited except for legitimate exchanges pertaining to educational matters (such as class assignments), and those must be maintained through the District email server. Any legitimate email exchanges must not be conducted during hours which would lead a prudent person to question whether an inappropriate relationship may exist.

Employees who participate in social networking websites (such as MySpace or FaceBook) shall not post any data, documents, photos or inappropriate information on any website that might lead to disruption in the classroom. The determination of any questionable material will be made by the Superintendent.

The creation of false profiles or web-based identities or third persons pretending to be someone else on social networking sites may be harmful to the reputation of that person and may be legally actionable if the maker of the statement knew it was false or recklessly made.

The District is under no obligation to provide assistance to employees who violate this policy and are accused of inappropriate behavior with students. If an investigation indicates an employee has engaged in inappropriate behavior with a student, discipline will be taken in accordance with the negotiated agreement. In the absence of such an agreement, appropriate discipline will be taken, up to and including termination.

Nothing in this policy prohibits employees from the use of educational websites. Access to social networking websites for individual use during working hours is prohibited. This policy extends to student teachers and substitute teachers.

Reviewed:

Adopted:

Revised:

NEPN/NSBA Classification: GBEBB

Legal Reference: SB-163 (2009), NRS 389.520

STUDENT CONDUCT IN CYBERSPACE

The Nye County School District believes that respect, responsibility, integrity and fairness are fundamental to the development of its citizens. Students are expected to exhibit these qualities toward teachers, staff and other students.

Parents/guardians are encouraged to provide proper guidance to students regarding electronic communications, including the use of the Internet, and the importance of Internet safety, as well as discouraging improper conduct such as:

- Sending or displaying offensive messages or pictures of themselves or others or linking them to teachers, other staff or students;
- Using obscene or vulgar language toward teachers, staff or students;
- Using electronic communications in order to harass, intimidate, or cyber-bully another;
- Requesting personal information from employees, such as addresses, phone numbers, email addresses or social network passwords;
- Plagiarizing the work of others;
- The theft of information or data in an electronic form;
- Communication with on-line predators; or
- Pretending to be, or creating false profiles about, employees or other students in order to harm, bully, harass, degrade, exploit, disgrace, embarrass or intimidate the person being profiled or others related to the person being profiled.

“Electronic communication” means the communication of any written, verbal or pictorial information through the use of an electronic device, including, without limitation, a telephone, a cellular phone, a computer or any similar means of communication.

Use of the Internet to create, disseminate or publish false, untrue or misleading information about an employee or student which tends to harm, bully, harass, degrade, exploit, disgrace, embarrass or intimidate that person is inappropriate behavior and will not be tolerated. Repeated attempts to elicit personal information from employees will be deemed harassment. Disciplinary action will be taken against students who violate this policy whether it occurs:

- On school grounds;
- At school-sponsored functions or events, either on or off school grounds;
- Through the use of District property, such as its Internet or email services, computers, web services, or through the use of printed material produced by the District; or
- At any time off school grounds when the conduct creates a material and substantial disruption of the lawful mission, process or function of the

school district or has a direct impact on the health, welfare or safety of school employees or students.

Such acts may be legally actionable if the maker of the statement knows it was false or recklessly made the statement without determining the truth of the statement.

Reviewed:

Adopted:

Revised:

NEPN/NSBA Classification: JICDA

Legal Reference: SB-163 (2009), NRS 389.520

GANG AFFILIATION AND ACTIVITY

Gang-related activity can be intimidating to students, faculty and staff and is disruptive to the educational process. **The following activities are prohibited on school property or at school-sponsored events: the use of hand signals or graffiti; presence of any clothing, jewelry, accessories, emblems, colors, paraphernalia or manner of dress or grooming that, by virtue of its color, arrangement, trademark, symbol or any other attribute, denotes membership in or an affiliation with a criminal gang; and any activity that encourages participation in a criminal gang or facilitates illegal acts of a criminal gang.**

Any violation of this policy by pupils may result in suspension or expulsion. Actions taken to control and correct undesirable student behavior should take individual circumstances into account but must always be most concerned for the safety and educational welfare of the majority of students.

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

- a. The student associates with admitted or known gang members;
- b. The student wears attire consistent with gang dress;
- c. The student displays gang logos, graffiti and/or symbols on personal possessions;
- d. The student displays gang hand signs or signals to others; and
- e. The student talks about gang activity to others.

A “criminal gang” means any combination of persons organized formally or informally, so constructed that the organization will continue its operation even if individual members enter or leave the organization, which:

- Has a common name or identifying symbol;
- Has particular conduct, status and customs indicative of it; and
- Has as one of its common activities engaging in criminal activity punishable as a felony.

Reviewed:

Adopted:

Revised:

NEPN/NSBA Classification: JICF

Legal Reference: NRS 213.1263 & 392.4635

TITLE: 7350 – Gang Affiliation & Activity

PURPOSE AND BACKGROUND: To provide procedures when encountering gang activity.

APPLICABILITY: All staff & students

MONITORING RESPONSIBILITY: Site administrators & Assistant Superintendent for Character Education.

OUTLINE OF PROCEDURE:

It is the principal's responsibility to take actions necessary to protect students and staff from dangerous or socially detrimental actions of students. Actions taken to control and correct undesirable student behavior should take individual circumstances into account while being most concerned for the safety and educational welfare of the majority of students.

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, initiation rituals or wearing gang attire or "colors." Gang-related clothing, jewelry, accessories, emblems, colors, paraphernalia and materials may vary from school to school and may change from time to time. The District shall consult with local law enforcement agencies regarding changes and shall inform principals/designees about current trends. Principals shall be responsible for informing staff, parents and students of the signs of gang affiliation and potential dangers of gang involvement.

No student on or about school property or at any school sponsored activity:

- 1. Shall wear, possess, use, distribute, display or sell any clothing, jewelry, accessory, emblem or color or carry any symbol, sign or other thing which is an indicator of membership in or affiliation with any gang.**
- 2. Shall use any speech or commit any act in furtherance of the interests of any gang or gang activity, including, but not limited to:**
 - a. Soliciting others for membership in any gangs;**
 - b. Requesting or coercing any person to pay protection or otherwise intimidating or threatening any person;**
 - c. Committing any unlawful act or other violation of district policies and/or regulations; or**
 - d. Inciting, encouraging or aiding any other student to act with physical violence upon any other person.**

Intervention

The following may be utilized in an effort to intervene with a student exhibiting gang affiliation:

- 1. Site administrator meets with the student, parent/guardian, and law enforcement officials to discuss the concerns and consequences of gang involvement. A behavior plan may be created.**
- 2. The student is referred to counseling services.**
- 3. The student is encouraged to join activities that enhance self esteem, model sportsmanship, teach respect toward competitors and teammates, and stress the importance of abiding by rules.**
- 4. Disciplinary action such as suspension or expulsion may be used as a means of policy enforcement.**

References: NRS 213.1263 & 392.4635

Revisions:

Effective Date:

NEPN/NSBA

Classification: JICF

TITLE: 5670 – Graduation Procedures

PURPOSE AND BACKGROUND: To establish guidelines by which a student may obtain a high school diploma and procedures for calculating GPA and ranking students

APPLICABILITY: High School Students

MONITORING RESPONSIBILITY: Building Principal

OUTLINE OF PROCEDURE:

A. Graduation Requirements:

1. Twenty First Century Course of Study Expectations for all students who enter ninth grade during or after the 2007-08 academic year. However, the Nevada Standard Diploma will still be effective for graduation. (Students must take, but not necessarily pass, all the courses listed under “21st Century Diploma.” However, students must pass all courses listed under “Standard Diploma.”)

Required Areas of Study	21st Century Diploma	Standard Diploma	Advanced Diploma
English	4	4	4
Mathematics	4 +	3	4
Science	3 ++	2	3
American History	1	1	1
American Government	1	1	1
World History	1	1	1
Physical Education ^{1,2}	2	2	2
Health Education ²	.5	.5	.5
Use of Computers ³	.5	.5	.5
Art/Humanities & Career-Technical	1	1	1
Electives	4.5	6.5	6
Total Units Required	22.5	22.5	24

+Must include at least Algebra I and Geometry

++Must include 2 lab sciences

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

²Enrollment in Junior Reserve Officer Training Corps (JROTC) for three (3) years will satisfy two units of physical education and .5 units of health education.

³If a student demonstrates competency in the use of computers, he/she is not required to take the course of study in the use of computers. In this situation, the number of credits required for graduation will be reduced by .5 units. Competency in the use of computers will be determined by passing a one semester course in middle school or by passing a computer competency examination.

OPT OUT PROVISION: A student may be granted an exception to the Twenty First Century Course of Study on a limited, individual basis. A student is not required to enroll in the prescribed number of units of credit in the core academic subjects if the student, the parent or legal guardian, and an administrator or counselor at the school in which the student is enrolled mutually agree to a modified course of study for the student, and that modified course of study satisfies at least the requirements for a standard high school diploma or an adjusted diploma, as applicable.

- a. To receive an Advanced Diploma, each student must complete all requirements listed and achieve a minimum 3.25 unweighted grade point average.
 - b. In addition to the earned credits required for graduation, the student must receive a passing score on all sections of the proficiency test as specified by NRS 389.015. For exceptions, see section M below.
2. Acceptable courses for the satisfaction of 1.0 unit of Arts/Humanities or Career and Technical Education requirement may be one of the following:

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

3. Students who enroll in distance learning (Odyssey, PLATO, etc.), independent study/correspondence or college/university courses may earn up to six (6) units of high school credit.

B. Dual Credit:

All dual credit classes will be accepted but will not be weighted. Each 3 to 5 credit college class is equivalent to .5 (1/2) NCS D credit. (See Appendix A)

C. Students will attend four (4) full years of high school with the following exceptions:

1. Early graduation may be allowed upon recommendation of the Principal and approval of the Superintendent. The application must be filed with the Principal no later than the end of the student's first nine weeks' report period during his/her junior (grade 11) year.
2. The student applying for early graduation will meet standards required of all high school graduates in this system.

D. 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, final week will be held during the last week of school.

E. Class Ranking:

The senior student with the highest GPA (weighted) will be designated as the valedictorian. The senior student with the second highest GPA (weighted) will be designated as the salutatorian. In the case of a tie, co-valedictorians and/or co-salutatorians will be designated.

1. The graduating senior with the highest GPA will deliver the valedictory address.
2. The graduating senior with the second highest GPA will deliver the salutatory address.
3. Honors graduate status will be accorded to those graduating seniors with a weighted GPA of 3.5 or better.
4. Calculation for class rank and valedictory status shall be carried out to the fourth decimal place.

F. Honors Classes:

1. Honors classes will carry a special notation on both the grade reports and the permanent record. Honors classes will be denoted with "*" at the end of the course title.
2. Students enrolled in honors classes are expected to earn only the highest grades. If the quality of work of a student in an honors class falls below the level of B, a conference shall be held with the principal, teacher, student and parents. At this conference, a decision may be made on whether the student should remain in the class the following semester.
3. The following classes are designated as honors class subjects and will be weighted when figuring grade point averages at the third quarter of the senior year:

Honors Algebra I
Honors Algebra II

Honors Anatomy/Physiology
Honors Botany/Zoology

Trigonometry	Honors English
Honors Geometry	Honors World Literature
Pre-Calculus	British Literature
Calculus	Honors European History
Physics	Honors U.S. History
Honors Astronomy/Geology	Honors U.S. Government
Honors Biology/Earth Science	Foreign Language (above first year)
Honors Chemistry	

G. The Nevada Uniform Grading Scale will be applicable to all students beginning in the 2008-09 academic year.

1. Letter grades and numerical value are indicated by the chart below:

<u>Course Point Range</u>	<u>Letter Grade</u>	<u>Value</u>
90-100	A	4.0
80-89	B	3.0
70-79	C	2.0
60-69	D	1.0
<60	F	0.0

The grade point average of a student enrolled in grades 9 through 12 must be computed to the fourth decimal place and rounded to the third decimal place. A grade point average that:

- Is less than 0.0005 must be rounded down; or
- Is 0.0005 or higher must be rounded up.

2. The following value added grading scale for successful completion of honors and advanced placement courses:

- Honors classes .025; and
- Advanced placement classes .050.

3. Examples of Nevada Uniform Grading Scale in practice:

<u>Class</u>	<u>Grade</u>	<u>Weight</u>
Algebra II	B	3.0
U.S. History	A	4.0
Honors English 11	A	4.25
AP American Government	A	4.5
Honors Chemistry	B	3.25
Spanish II*	C	2.25
Woods II	B	3.0

- a. Add all grades: $3 + 4 + 4.25 + 4.5 + 3.25 + 2.25 + 3 = 24.25$
- b. Divide 24.25 by 7 (total classes) = 3.6428 (4th decimal place) = 3.643 GPA (rounded up)
- c. Cumulative GPA is weighted in the same manner, using the total classes taken.

H. Religious Prayer at School-Sponsored Events

The Establishment Clause of the First Amendment to the United States Constitution has been interpreted to forbid public prayers at school sponsored events, including graduation ceremonies. This does not mean that student speakers cannot speak about religion or religious faith, if they choose to do so, at school sponsored events (see *Lee v. Weisman* and *Santa Fe Independent School District v. Doe*).

I. Baccalaureate:

1. Groups composed of interested students and their families may plan and organize baccalaureate services that are religious in nature. Attendance at such services should be entirely voluntary with students and school personnel acting as private individuals.
2. School district funds, including paid staff time, will not be used for baccalaureate services. Groups planning such services may rent and use school facilities under terms, conditions and rates prescribed by the district.

J. Notification that Senior Student is not Eligible for Graduation:

Parents of 12th grade students who have not passed the proficiency exam or have not earned the credits necessary for graduation will be notified by certified letter at the beginning of the first semester and again at the beginning of the second semester of the student's senior year. The letter will clearly delineate what the student lacks and what he must do in order to merit graduation. If the student was offered remediation for the proficiency exam and refused it, that will also be noted in the letter.

Students who have earned the credits necessary for graduation but have not passed one or more portions of the proficiency examination must be issued a certificate of attendance and will be allowed to participate in commencement exercises. However, students who have not satisfied other requirements for graduation will not be allowed to participate.

A student who passes the proficiency examination during the summer immediately after the completion of his senior year must be issued the appropriate high school diploma. An adult standard diploma must be issued to a pupil who passes each high school proficiency examination that he previously failed to pass.

Parents are encouraged to be pro-active in their child's education and to request a credit audit with the counselor prior to the student's junior year.

The authority to waive any credit requirement rests with the State Superintendent of Public Instruction.

K. Adult High School Diploma Program:

1. Courses for graduation must be initially taken on campus. Should a student want to repeat a course through correspondence, he/she may do so upon written approval of the high school principal and counselor.
2. The maximum allowable credits earned outside the high school program toward high school graduation are six (6), including university courses, community college courses and correspondence courses.
3. Elective correspondence courses must be approved in advance by the high school principal or counselor.

L. Credit for community college or university level coursework may be earned toward graduation under the following criteria:

1. Any community college/university level course which corresponds to a high school course may be taken in place of that course for fulfillment of graduation requirements. Any elective course will count.
 2. The maximum allowable high school credits that may be earned outside the high school program are six (6), including university, community college and correspondence courses.
 3. Courses taken at the community college/university level, independent study/correspondence level or distance learning level need not take the student beyond the high school course level, either in academic areas or employability skills.
 4. All college or university classes with a designation of 3 to 5 credits are equivalent to .5 (1/2) NCSD credit.
2. There will be no exceptions to this policy.

M. Exception to passing the writing component of the Nevada High School Proficiency Examination:

1. The student must have passed both the reading and mathematics components of the High School Proficiency Examinations.

2. The student must have failed the writing component of the High School Proficiency Examination not less than three (3) times before beginning grade 12.
3. The student must have an overall grade point average of 2.75.
4. The student must have satisfied all other graduation requirements.
5. A student may still receive a standard diploma by demonstrating writing proficiency through submission of the following:
 - a. An essay;
 - b. A senior project;
 - c. A portfolio of work; or
 - d. Any combination of the above that demonstrates writing proficiency.
6. The fulfillment of number 5 above must be submitted to the Director of Testing and Accountability by March 15th of the year of graduation. The item(s) will be submitted to the Nevada Department of Education for review and evaluation.

References: NAC Chapter 389
Revisions: July 29, 2008
Effective Date: January 31, 1996
NEPN/NSBA
Classification: IKF

Appendix A

**NYE COUNTY SCHOOL DISTRICT
APPLICATION FOR DUAL CREDIT**

Name _____ Date _____

Address _____ Zip _____

Parent's/Guardian's Name _____ Telephone _____

High School _____ Grade _____

I, _____ have read and agree and hereby request permission to apply for dual credit through the Early Studies Program. I agree to comply with all appropriate policies and regulations of the Nye County School District and the attending institution while in the program, and I understand that credit will be granted only when the course requirements are satisfied and a transcript attesting to this is presented to my high school counselor. I have satisfactorily completed E.S.P. application forms and have been accepted into the program by the institution of higher education.

Student's Signature

Parent's/Guardian's Signature

The student has completed all necessary application forms, has attained junior or senior status and has a minimum of 3.5 or 3.0 cumulative grade point average respectively or has met the requirements as established by his/her L.E.P. and is eligible to participate in the Early Studies Program.

Counselor's Signature

Name of Institution _____

Requested Course Title and Number _____

High School Credit Requested _____

Approved Denied

Principal's Signature

Note: All 3 to 5 credit classes are equivalent to .5 (1/2) NCSD credit.

7620

WELLNESS

The Nye County School District promotes healthy schools and healthy students by supporting wellness, good nutrition and regular physical activity as a part of the total learning environment. The District supports a healthy environment where students learn and participate in positive dietary and lifestyle practices. By facilitating learning through the support and promotion of good nutrition and physical activity, schools contribute to the basic health of students.

The school environment shall be aligned with healthy school goals to positively influence a student's understandings, beliefs and habits as they relate to good nutrition and regular physical activity. All foods available to students on school grounds and at school sponsored events during the instructional day should meet or exceed District Nutrition Standards.

A quality physical education program is an essential component of wellness. Physical activity shall be included in each school's daily education program at all grade levels. Physical activity shall include regular instructional physical education, recess, co-curricular activities and walking between classes where appropriate.

Reviewed: November 1, 2006
Adopted: May 26, 2006
Revised: December 1, 2006

NEPN/NSBA Classification: JLC

Legal Reference: Child Nutrition & WIC Reauthorization Act of 2004

TITLE: 7620 - Wellness

PURPOSE AND BACKGROUND: The link between nutrition and learning is well documented. Healthy eating patterns are essential for students to achieve their full academic potential, full physical and mental growth, and lifelong health and well-being. Healthy eating is greatly linked to reduced risk for mortality and development of many chronic diseases as adults. Schools have a responsibility to help students establish and maintain lifelong, healthy eating patterns.

APPLICABILITY: K-12 Students

MONITORING RESPONSIBILITY: Food Service Coordinator, Assistant Superintendent for Student Services & Site Designees

OUTLINE OF PROCEDURE:

Effective July 1, 2006, NCS D shall offer nutrition education and encourage healthy eating habits and adequate physical activity as outlined in this regulation.

1. NCS D will follow health education curriculum standards and guidelines as stated by the Nevada Department of Education. Schools will link nutrition education activities with the coordinated school health program. Students in pre-kindergarten through grade 12 will receive nutrition education that is interactive and teaches the skills they need to adopt healthy eating behaviors. Teachers are encouraged to integrate nutrition education into core curriculum areas such as math, science, social studies, and language arts as applicable.
2. Physical Activity is an important part of the overall well being of students. Students need to learn how to gain and maintain physical health, including nutrition and physical fitness. The physical education and health programs of the District should provide information and opportunities to learn and practice activities that promote physical fitness. Physical education programs at the secondary level shall promote physical activities that will emphasize fitness and especially those activities that can become a part of lifelong patterns of physical fitness. Students shall be given opportunities for physical activity during the school day through physical education classes, passing periods at secondary schools, interscholastic athletics, recess and co-curricular programs where available.
3. Nutrition guidelines shall be made available to students for all foods, whether given away, earned or sold on the school campus during the school day, including 30 minutes before the school day begins and 30 minutes after school is dismissed. Federal guidelines will be followed including a la carte sold by the food service department, vending machines, student stores, fundraisers and any other event during the school day as defined above.
 - Saturated fats shall be limited to 10% of the total calories in the food product.
 - Total fats shall be limited to 30% of the total calories in the food product. Nuts, seeds, fluid milk products containing 2% or less fat, and cheese or yogurt made from reduced-fat, low-fat or fat-free milk are exempt from this standard.

- Sodium shall be limited to no more than 600 mg. of sodium per serving.
- Sugars shall be limited to no more than 35% sugar by weight per serving. This percentage does not include sugars from fruits and vegetables when used as additives.

The above guideline includes a la carte sold by the food service department, vending machines, student stores, fundraisers and any other event during the school day as defined above.

4. Servings will not exceed the following portion sizes:

Elementary Grades		Middle/Junior/High School Grades	
Chips (regular) - 1 ounce			Chips (regular) - 1.25 ounces
Chips (baked or no more than 5 grams of fat per ounce), crackers, popcorn, cereal, trail mix, nuts, seeds, dried fruit, jerky, pretzels - 1.5 ounces			Chips (baked or no more than 5 grams of fat per ounce), crackers, popcorn, cereal, trail mix, nuts, seeds, dried fruit, jerky, pretzels - 1.5 ounces
Cookies/cereal bars (plain) - 2 ounces			Cookies/cereal bars – 2 ounces
Cookies/cereal bars (with nuts, raisins, chocolate pieces and/or fruit purees) – 2.2 ounces			Cookies/cereal bars (with nuts, raisins, chocolate pieces and/or fruit purees) – 2.2 ounces
Bakery items (e.g., pastries, muffins) - 3 ounces			Bakery items (e.g., pastries, muffins) - 3 ounces
Frozen desserts - 4 ounces			Frozen desserts - 4 ounces
Water – No Limit			Water – No Limit
			Electrolyte replacement beverages – 12 ounces

Fruit drinks and frozen slushes (must contain a minimum of 50% fruit juice) - 16 ounces			Fruit drinks and frozen slushes (must contain a minimum of 50% fruit juice) - 16 ounces
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5. Foods of minimal nutritional value will not be given away, sold or used as incentives for students or student activities during the school day. The foods that are restricted from sale or “give away” to students are classified within four categories:

- Soda Water — any carbonated beverage. No product shall be excluded from this definition because it contains discrete nutrients added to the food such as vitamins, minerals, and protein.
- Water Ices — any frozen, sweetened water such as “...sicles” and flavored ice with the exception of products that contain fruit or fruit juice.
- Chewing Gum — any flavored products from natural or synthetic gums and other ingredients that form an insoluble mass for chewing.
- Certain Candies — any processed foods made predominantly from sweeteners or artificial sweeteners with a variety of minor ingredients that characterize the following types: hard candy, jellies and gums, marshmallow candies, fondant, licorice, spun candy and candy coated popcorn.

6 Reimbursable meals provided to students under the National School Lunch Program are exempt from this policy since they are governed by Federal Regulation 7 CFR, parts 210 and 220.

7. Exemptions for foods that exceed the established nutrition parameters are as follows:

- Observance of the following holidays or religious observances: Halloween, Christmas, Hanukkah, Kwanza, Valentine’s Day, St. Patrick’s Day or end of school year parties
- Birthday parties
- As a part of a learning experience related to the reinforcement of established lesson plans in the classroom. An example would be a Hershey bar or M&Ms used to teach fractions or food used to celebrate other cultures. This exemption, however, does not allow for an exemption toward the sale of foods as part of a business enterprise or fundraising activity.

Staff will be exempt in areas of the school building in which students are not present.

8. Fundraising

Foods and beverages sold between 1/2 hour before school starts until 1/2 hour after school ends must adhere to nutrition standards outlined in this policy.

9. Vending Machines

Foods and beverages sold in student accessed vending machines must adhere to nutrition standards outlined in this policy and can operate at any time during the school day. This does not include vending machines dedicated to staff use only.

10. School Stores

Foods and beverages sold during school hours (1/2 hour before school starts until 1/2 hour after school ends) must adhere to nutrition standards outlined in this policy and can be sold at any time during the school day.

11. A la carte

Foods and beverages sold to students must adhere to nutrition standards outlined herein.

12. The NCSD shall:

- Designate at least 15 minutes for students to consume the breakfast meal;
- Designate at least 20 minutes for students to consume the lunch meal;
- Designate at least 30 minutes of time daily, for physical activity.

13. The NCSD shall serve lunch in the elementary schools after the mid-day recess period.

14. Student incentives and rewards:

Teachers are encouraged to use non-food items. If food is used, it must meet the guidelines stated in this policy

15. Revenue accounting

Proceeds from sale of food and beverages on school grounds must directly benefit school academics, activities or the NCSD Food Service Department. Financial accounting for sale of food and beverages on school grounds must adhere to NCSD accounting practices and procedures.

16. The implementation of the NCSD Wellness Policy shall be measured twice per year. The “Wellness Policy Implementation Record” is the designated instrument by which necessary information will be gathered for analysis by the Food Service Coordinator. The “Wellness Policy Implementation Record” is found in Appendix A to this regulation.

17. Persons responsible for the oversight of the wellness policy:

Food Service Coordinator
Assistant Superintendent for District Services
Oversight officer at each site designated by the principal of each site

References: Child Nutrition & WIC Reauthorization Act of 2004
Revisions: December 1, 2006
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