



Humboldt County School District
Student Handbook
and
Information Guide

Print, Sign and Return the signature pages OR Digitally Sign your Acceptance through the links found near the end of the handbook for each child attending an HCSD school.

*Student Residency and Opt Out Directory Information are placed at the end of the handbook and can be completed and submitted if that is information you want to communicate to the school.

Revised July 2025

Welcome to Humboldt County School District

This handbook outlines the rights and responsibilities of students and the standards for student conduct in Humboldt County School District. It also provides information about the District and its services. Students and parents or guardians need to read this handbook carefully and retain it for future reference. A more detailed listing of the School Board's policies and regulations can be found at the district's web site: www.hcsdnev.com. An overview of the public complaint process is outlined in this handbook.

Individual schools in the District have the authority to adopt and implement school rules to assist them in implementing the policies established in the District's policies. Schools are responsible for distributing their school specific procedures and rules, and students and families need to become familiar with them.

The School Board has instituted policies that ensure the fair treatment of students, families, and the general public. The Superintendent of Schools is responsible for following the governance policies of the School Board. The Superintendent and staff of the District strive to involve the public in all significant decisions that impact the school community and communicate proactively with all stakeholders.

■ **District's vision:** HCSD will build leaders of tomorrow by fostering innovation, honoring individuality, embracing community, and promoting ownership of learning.

District's mission: We envision a school district where every student discovers their unique potential and is empowered to pursue personalized pathways to success. Through innovative instruction, authentic assessment, community partnerships, and wraparound support, we prepare all learners for college, career, and life. Whether through academic excellence, career and technical education, the arts, or alternative learning experiences, we are committed to supporting diverse talents, interests, and dreams.

Humboldt County School District is a progressive public-school system located in rural north-central Nevada, 170 miles east of Reno, Nevada. The district serves approximately 3,300 students in 11 schools—three K-4 schools, a 5-6 middle school, a 7-8 junior high, and a 9-12 high school located in the community of Winnemucca, as well as three K-8 schools and one K-12 school in rural areas throughout Humboldt County.

Humboldt County schools are routinely honored for their academic accomplishments, success that administrators attribute to strong leadership within the schools themselves, a core of talented and dedicated teachers and staff members as well as strong parental and community support. Over the course of the past several years, Humboldt County School District schools have been recognized as Distinguished Title I schools at the state and national level, and several sites have been recognized as 5 Star and reward schools. Lowry High School was recently recognized by Money, Inc. as one of only 2 Northern Nevada schools on the list of Nevada's 30 best high schools, as well as being recognized in USA Today as one of the top 25 high schools for athletes in 2025.

The district supports Early Childhood and Pre-K programs to ensure kindergarten readiness. Children in grades K-6 focus on core subjects such as reading, writing and math, science, and social studies. In addition to the core subjects, elementary students also participate in P.E., music, and computers.

Junior high school students enjoy a comprehensive academic curriculum, as well as elective courses such as PE, arts, band, choir, and STEM/PLTW courses. Sports include basketball, cheerleading, soccer, volleyball, wrestling, and track and field.

High school students enjoy a comprehensive academic curriculum including many Advanced Placement and Honors courses, band, choir, visual and performing arts classes and Career and Technical Education opportunities. In addition, students have the opportunity to gain college credit through partnerships developed with Great Basin College. A full sports program is available and includes football, basketball, baseball, softball, wrestling, track, volleyball, soccer, golf, and cheerleading; a full array of club and extra-curricular activities ensures that every student has the opportunity to "belong." An alternative education program offers students another option to acquire a high school education.

Rural K-12 students thrive in an environment marked by strong academic expectations set amid close-knit communities with strong parental support. With a four-day, Monday through Thursday, schedule, rural students enjoy expanded family time.

HCSD expanded the learning options available to their students through the Options Program which includes Distance Education for students in grades K-12 as well as an Adult Education Program.

If you have any questions about the contents of this handbook, you may contact your school's principal or call the Superintendent's Office at (775) 623-8100. We look forward to working with you and your child(ren) during the school year.

Humboldt County School District

District Office
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(775) 623-8100

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Grades 5-6
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Disclaimer:

THE SCHOOL RULES IN THIS HANDBOOK ARE SUBJECT TO CHANGE, PLEASE SEE THE HUMBOLDT COUNTY SCHOOL DISTRICT WEBSITE FOR MOST UP-TO-DATE RULES, POLICIES, AND REGULATIONS.

Humboldt County School District makes every effort to keep the District Student Handbook and Information Guide updated annually. School Site Handbooks are provided as a quick guide to rules and regulations that facilitate the day to day operations at the individual school sites.

Please be aware that school rules published in the School Site Handbooks and District Handbook and Information Guide are subject to change to maintain compliance with federal, state, and/or local regulations and are subject to review and alteration as becomes necessary for the routine operation of the school. The public is notified of potential District Policy changes when they are placed on a School Board Agenda for discussion and action. Regulations are to help implement the Policy approved by the Board. The most current handbook will be available on the District website at www.hcsdnv.com or contact the District Administrative Office at (775)623-8100 for assistance.

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STUDENT REGISTRATION INFORMATION

The District welcomes all students and their families to our learning community. Families will be provided information regarding student registration, the schools, family assistance programs, transportation, health and food services, special education and other community services. Families may call individual school sites to obtain more information regarding the registration process.

Parents/Legal Guardians are asked to bring the following information when registering their child:

- State issued birth certificate
- Medical information
- Proof of immunizations
- Proof of Residency (NV Energy, Southwest Gas, or water); or, current lease agreement
- Parent/legal guardian's name, address and phone number
- Emergency phone numbers for when parents cannot be reached
- Family doctor's name if possible
- Previous school; name, address, phone, fax numbers
- Special Education information, if applicable
- Certified copies of Letter of Guardianship or Decree or Order Designating Custodial Parent, if applicable
- Notarized Statement of Parents/Court Appointed Guardians Allowing Temporary Authority to Enroll Student, if applicable

Enrollment for a kindergarten student takes place during a special registration session in May. Children must be five (5) years old on August 1st of the current year to enroll in kindergarten. New families moving to town may register their child online at any time by going to our website page: www.hcsdnv.com

Students Transferring from Other Districts

When parents move into HCS D, they must bring in proof of residency and complete registration online through Infinite Campus. Parents/legal guardians must also provide a state issued birth certificate, medical information, proof of immunizations, pertinent address and phone numbers of parents/legal guardians, emergency contacts and family doctors, special education information, if applicable, certified copies of "Letter of Guardianship or Decree or Order Designating Custodial Parent", if applicable, a Notarized Statement of Parents/Court Appointed Guardians Allowing Temporary Authority to Enroll Student, if applicable. New families moving to town may register their child online at any time by going to our website page:

<https://www.hcsdnv.com/families-students/parent-information/registration>

Transfers within the District

Occasionally parents/legal guardians wish to transfer their child from one school to another school in the district. The District's policy allows for transfers under certain circumstances if the enrollment of the school to which the parents/legal guardians wish their child transferred has capacity and the administration of the schools feel it is in the child's best interest.

Students Residency

Parents are asked to verify residential address information yearly and provide any updates as soon as possible for the safety of their students and to confirm correct school zoning. Parents have the option of working with school resource officers to confirm proof of residency.

Student Retention

Though retention in a grade is not always successful, it is one way to remediate under-achievement or give a student the opportunity to mature a year. Typically, if a student is retained, it is done in elementary school with the involvement and recommendation of the student's teacher(s) and parents/legal guardians.

ASSESSMENTS

HCSD Assessment Vision

Humboldt County School District uses a variety of high-quality assessments to gather meaningful information about student learning. Our goal is to use this information to improve our teaching methods and help all students succeed.

District-Level Assessments

I-Ready (Reading & Math): The I-Ready assessment is given **three times a year**—in the fall, winter, and spring—to track your child's academic growth. The results from these tests help us customize our instruction to meet your child's specific needs.

- **Kindergarten:** Students take the reading assessment in the winter and spring.
- **Grades 1-4:** Students take the reading assessment each time as part of the state's **Read by Grade Three** law.
- **Grades 5-8:** Students take these assessments to help us measure their progress over time.

Nevada State Assessments

State and federal laws require all public school students in Nevada to take a series of standardized tests. These assessments measure student progress and help ensure every child receives a quality education.

High School Assessments

- **ACT:** All juniors take the ACT, which covers **writing, reading, English, math, and science**. It measures a student's readiness for college and careers. While a passing score is not required, taking the test is mandatory for graduation in Nevada schools.
- **Career & Technical Education (CTE) Assessments:** Students in grades 11 and 12 who are completing a CTE program take two assessments. One measures general **workplace skills**, and the other is a **program-specific test**.
- **Nevada Science Assessment: 10th-grade students** take this exam each spring. Participation in this exam is required for graduation in Nevada schools.

Elementary and Middle School Assessments

- **Smarter Balanced Assessments (SBAC):** Students in **grades 3-8** take the SBAC in **English Language Arts and math**. This computer-based test provides valuable feedback and helps determine school performance ratings.
- **Nevada Science Assessment:** Students in **grades 5 and 8** take a science exam each spring to demonstrate their knowledge of Nevada's science standards.

Specialized Assessments

- **English Language Proficiency Assessment (WIDA Access 2.0):** This test is given annually to **English language learners** in grades K-12. It measures proficiency in speaking, listening, reading, writing, and comprehension. Students take this test each year until they meet the criteria to exit the program.
- **Nevada Alternate Assessment (NAA):** The NAA is an alternate statewide assessment for students in **grades 3-8 and 11** with significant cognitive disabilities.

National Assessments

- **National Assessment of Educational Progress (NAEP):** Also known as "The Nation's Report Card," the NAEP is the only assessment that measures what students across the U.S. know and can do in various subjects. Students in **grades 4 and 8** may be selected to participate in this optional assessment.

TEST SECURITY

In order to maintain the integrity of state and district assessments, students and parents are encouraged and school officials are required to report any suspected testing irregularities. Testing irregularities may be committed by school officials, students or any other parties involved in the testing process.

- A test administration irregularity is the failure to administer an examination in the manner intended by the person or entity that created the examination.
- A test security irregularity is an act or omission that tends to corrupt or impair the security of an examination. Irregularities in testing security include such things as failing to comply with state and district security procedures or disclosing questions, or answers to questions, on an examination in a manner not otherwise approved by law.

Nevada law specifically prohibits any school official from directly or indirectly using his or her official authority to influence a student, parent, or another school official in an effort to interfere with the disclosure of information concerning a testing irregularity. A person who willfully discloses untruthful information concerning testing irregularities may be guilty of a misdemeanor and subject to disciplinary action. A teacher or administrator may be demoted, suspended, not re-employed, or his or her license suspended for failure to observe and carry out state, school or district test security plans.

Issues of test security and procedures that ensure the security of the examinations are outlined in greater detail in Humboldt County School District's Test Security Plan. A copy of this plan may be viewed on the Humboldt County School District website, www.hcsdnv.com. School official is defined as a member of a board of trustees or a licensed or unlicensed person employed by the board of trustees or a licensed or unlicensed person employed by the board of trustees of a school district. Nevada Revised Statutes (NRS) 391.600 through 391.648 provide for specific rights and responsibilities of school district personnel with regard to the disclosure of irregularities in testing administration and testing security relative to all state and district mandated examinations. These rights and responsibilities can be viewed on the Nevada Legislature website, www.leg.state.nv.us

PARENT REFUSAL

Parents that refuse to have their child take required state assessments, results in a direct impact on our schools. The State of Nevada requires that **at least 95% of all students** in each grade take state assessments. If less than 95% of our students take the required state tests, our school Star Ratings will be negatively affected. This can impact our funding and the programs we offer students.

If you decide to refuse a state-level assessment for your child, you must submit a written letter to the school principal each year. The letter must include the student's name, current date, reason for refusal and your signature prior to when the testing window begins. The assessments that do NOT allow for refusal include the English Language Proficiency (WIDA 2.0) assessments as they are federally mandated and the state-mandated ACT for graduation from Nevada high schools.

TRANSPORTATION

Transportation Information

Bus route information is available at each school, the Transportation Office and on the District website:

<https://www.hcsdnv.com/our-district/departments/maintenance-transportation>

Due to late student registrations during the first two weeks of school, bus routes and stop times may be altered. Only children eligible for transportation services will be transported.

School bussing in the State of Nevada is not mandated. However, Humboldt County School District provides this privilege as a service to students. The District operates transportation services for K through 12th students who live outside of the boundaries the HCSD Board of Trustees has authorized for transportation. For K-12 students, transportation may be provided for students who live outside of a 2-mile radius of the school or live outside the city limits. Students with disabilities may qualify for special transportation if they cannot access school on regular school bus routes. Special transportation must be included in the child's Individualized Education Plan (IEP).

It is the District's goal to provide safe and economical student transportation services. To accomplish this goal, there are responsibilities and rules for each member involved in the transportation system: staff, students and parents/legal guardians. We ask parents/legal guardians to become familiar with the rules and procedures and to discuss them with their child so that we can work as a cooperative team to make transportation successful. HCSD Bus Rules can be found on the District website, www.hcsdnv.com (Departments /Maintenance & Transportation/HCSD Bus Rules.) Please click the link to below to complete the bus contract form:

https://docs.google.com/forms/d/e/1FAIpQLSdr8ZfwtMEmDIZtdZBuLZ24H_DbZond_6lP9PirO-C0V9w-Q/viewform

Area radio stations (KWNS 92.7 and Mix 102.7) and Infinite Campus messages will announce school cancellations, delay of starting time or dismissal of school. If no announcements about Humboldt County Schools are made, schools are open. If schools are closed for emergency reasons for one day, they will be open the following day unless information to the contrary is announced.

Facebook: <https://www.facebook.com/profile.php?id=61578111884314>

ATTENDANCE NRS 392.040

The District schools in Winnemucca and McDermitt operate on a 180 day program and Denio, Kings River, Orovada and Paradise operate on a 150 day program (4-day school week). Nevada law (NRS 392.040) requires school age children to be enrolled in public school and attend on a regular basis. Except as otherwise provided by law, each parent, guardian, or other person in the State of Nevada having control or charge of any child between the ages of 6 and 18 years shall send the child to a public school during all the time the public school is in session in the school district in which the child resides. Absences should be pre-arranged when possible. Students must attend ninety percent (90%) of the time; therefore, students on a 180-day program should miss less than 18 days and students on 150-day program should miss less than 15 days during the school year.

Children are exempt from public school enrollment and attendance if they are enrolled in a private school and/or if they are registered for homebound instruction through the District.

Regular attendance is essential if students are to receive full benefit from the educational opportunities. An absence means not only that the student misses the instruction that has been taught on that day, but also that the student usually misses key points and assignments for the next day. Frequent absences often result in the student becoming discouraged and resistant to school because the student loses continuity and understanding of the class work.

Chronic Absenteeism - Chronic Absenteeism is defined by Nevada law as missing 10 percent or more of school days and may result in denial of grade promotion and/or credit.

The following information concerning attendance will be helpful to parents for maintaining positive attendance:

- Attendance as well as achievement will determine successful completion of school classes.
- Within 3 school days of a student's absence, parents or legal guardians must notify the school of the absence in

writing or by calling the school to excuse the absence.

- Absences are excused for illness and emergencies beyond student control and for other reasons where satisfactory arrangements are made in advance by a parent or legal guardian.
- All absences, whether excused or unexcused, are counted toward chronic absenteeism for promotion and/or credit denial.
- Parents/Guardians are urged to make doctor or dental appointments after school hours to minimize the loss of school time.
- Requests to leave school for any reason must be approved by a parent or legal guardian, and can only be excused up to 10 percent of school days by the principal/designee.

Every effort should be made to avoid keeping a student out of school for reasons other than real illness. Of course, when a student is ill, he/she should be kept at home. School staff is responsible for maintaining attendance records and reporting absences to parents by a notation on the report card, by a telephone call, email, or by mail when a problem is evident. Chronic absences will result in written notification to the student's parent/legal guardian and may result in a referral for services to improve your student's attendance.

Students enrolled in the distance education program are required to report to the Teacher of Record on a weekly basis either by a face- to-face meeting, a telephone call, or an e-mail communication. Failure to report will be deemed as an absence from the program.

TRUANCY

Failure to attend school in Humboldt County may result in the student being marked truant resulting in students being referred to your school's Truancy-Attendance Board. A student is deemed truant when he/she is absent from school without the written approval of his/her teachers or principal. Unapproved absences for at least one period, or the equivalent of one period, may be deemed as truancy. In accordance with NRS 392.140, any student who has been declared a truant three or more times within one school year must be declared a habitual truant. Truancy will result in written notification to the student's parent/legal guardian and may result in a referral for services to improve your student's attendance.

DRESS CODE

Student dress and grooming is the responsibility of the individual and his/her parents/guardians in cooperation with the following District guidelines:

- Dress and grooming shall be clean and consistent with health, sanitary and safety practices.
- When a student is participating in school activities, his/her dress and grooming shall not disrupt the performance or constitute a health threat to him/herself or other students.
- Dress and grooming shall not disrupt the teaching-learning process.
- Students are expected to wear clean clothing that is not disruptive, distracting, or that promotes violence, drugs, or illegal activities
- Students who represent the school in a voluntary activity may be required to conform to dress and grooming standards and may be denied the opportunity to participate if those standards are not met.

Each school and its administrators have latitude to manage the school dress code to create a safe and respectful learning environment. School staff have flexibility to guide students, identify dress code violations, and determine consequences based on school expectations and norms.

HOMELESS STUDENTS

All students are guaranteed the rights of a free and appropriate education when experiencing homelessness as guaranteed in the McKinney-Vento Homeless Assistance Act. The definition of homeless children and youth is an individual who lacks a fixed, regular, and adequate nighttime residence and includes:

- An individual whose primary nighttime residence is in a public or private shelter for temporary accommodations (welfare hotels, transitional housing, etc.)
- An individual who sleeps in a public or private place not designated for regular sleeping accommodations for a human being (car, park, hotel, camper, etc.)
- Children living in a domestic violence shelter
- An individual, who out of necessity, is living with a relative due to lack of housing or domestic hardship
- Unaccompanied youth who have been abandoned or forced out of their home by parents or caretakers (under 18 years of age) Even if students secure permanent housing, they remain a student in transition for the remainder of the academic school year.

Under the McKinney-Vento Act, children in homeless situations have the right to:

- Go to school, no matter where they live or how long they have lived there.
- Attend either the local school or the school of origin, if this is in their best interest; the school of origin is the school the child attended when he/she was permanently housed or the school in which the child was last enrolled.
- Receive transportation to and from the school of origin.
- Enroll in school immediately, even if missing records and documents normally required for enrollment, such as a birth certificate, proof of residence, previous school records, or immunization/medical records.
- Enroll, attend classes and participate fully in all school activities while the school arranges for the transfer of records.
- Have access to the same programs and services that are available to all other students including transportation and supplemental educational services.
- Attend school with children not experiencing homelessness; segregation based on a student's status as homeless is prohibited.
- As per district policy, any tardiness or absence that is related to a child's or youth's living situation shall be excused.
- Pupils may receive full or partial credit for a specific course of study without satisfying the attendance requirements or hours of classroom instruction.
- High schools will develop and carry out a plan to award and accept full or partial credit for coursework that is satisfactorily completed by a homeless youth or a pupil that lives in foster care regardless of time, place, or pace at which the pupil progressed or the number of hours of classroom instruction the pupil received.

The District has a homeless liaison and each school has a homeless liaison that will ensure immediate enrollment into a school without required documents. All students in the District are able to be bused to any school of enrollment. Students will receive additional academic support as needed, and additional services can be afforded the student as appropriate. To contact the Homeless Liaison, call the Office of Educational Opportunity, 775-623-8128. If you or someone you know is in need of support, please have them complete the HCSO Student Residency Form below and return it to your school's administrative office, counselor, or social worker.

NEVADA DEPARTMENT OF EDUCATION CODE OF HONOR (HCSO POLICY 5005)

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

What is cheating?

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

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

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

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

All stakeholders have a responsibility in maintaining academic honesty. Educators must provide the tools and teach the concepts that afford students the knowledge to understand the characteristics of cheating and plagiarism. Parents must support their students in making good decisions relative to completing coursework assignments and taking exams. Students must produce work that is theirs alone, recognizing the importance of thinking for themselves and learning independently, when that is the nature of the assignment. Adhering to the Code of Honor for the purposes of academic honesty promotes an essential skill that goes beyond the school environment. Honesty and integrity are useful and valuable traits impacting one's life.

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

*****Parent signature is required on the Parent/Student Signature and Acknowledgement Form.*****

STUDENT RECORDS & INFORMATION AND CONFIDENTIALITY

Student Records HCSO Policy 5095

Student records will be maintained by the District for the benefit of the student. They will be used to promote the instruction, career development, guidance and educational progress of the student. Student records must be maintained in the legal name of a student. In compliance with federal and state regulations, the following is a notice to parents/legal guardians and students who are eighteen (18) years of age or older ("eligible students") of their rights regarding student records.

Confidentiality

Information contained in students' personal folders and health records shall be regarded as confidential by all school personnel.

Family Educational Rights & Privacy Act - Parent-Student Rights Regarding Records (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records.

These rights are:

(1) *The right to inspect and review the student's education records within 45 days of the day the school receives a request for access.* Parents or eligible students should submit to the school principal or Superintendent a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

(2) *The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.* Parents or eligible students who wish to request that the school amend a student's record should address the school principal or Superintendent in writing, clearly identifying the part of the record that they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

(3) *The right to privacy of personally identifiable information in the student's education records, except to the extent that FERPA authorizes disclosure without consent.* One exception which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has outsourced services or functions it would otherwise use its own employees to perform (such as an attorney, auditor, medical consultant, or therapist); a parent or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

(4) *The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA.*

The name and address of the office that administers FERPA is: **Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, DC 20202-8520** or visit the web at **<https://studentprivacy.ed.gov/file-a-complaint>**

Parents may obtain a copy of the School District's policy regarding student education records. All student records shall be periodically reviewed, and irrelevant material shall be discarded.

Protection of Pupil Rights Amendment (PPRA)

The Protection of Pupil Rights Amendment (PPRA) (20 U.S.C. § 1232h; 34 CFR Part 98) applies to programs that receive funding from the U.S. Department of Education (ED). PPRA is intended to protect the rights of parents and students in two ways:

- It seeks to ensure that schools and contractors make instructional materials available for inspection by parents if those materials will be used in connection with an ED-funded survey, analysis, or evaluation in which their children participate; and
- It seeks to ensure that schools and contractors obtain written parental consent before minor students are required to participate in any ED-funded survey, analysis, or evaluation that reveals information concerning:
 1. Political affiliations;
 2. Mental and psychological problems of the student or student's family
 3. Sex behavior and attitudes;
 4. Illegal, anti-social, self-incriminating and demeaning behavior;
 5. Critical appraisals of others with whom respondents have close family relationships;
 6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
 7. Religious practices, affiliations, or beliefs of the student or parents; or
 8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

Parents or students who believe their rights under PPRA may have been violated may file a complaint with ED by writing to the Family Policy Compliance Office. Complaints must contain specific allegations of fact giving reasonable cause to believe that a violation of PPRA occurred.

For additional information or technical assistance, you may call (202) 260-3887 (voice). Individuals who use TDD may call the Federal Information Relay Service at 1-800-877-8339. Or you may contact us at the following address:

Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, D.C., 20202-5920.

“OPT OUT” DIRECTORY INFORMATION

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Humboldt County School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Humboldt County School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Humboldt County School District to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories—names, addresses and telephone listings—unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want Humboldt County School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by October 1. If enrolled after October 1st, the written request is due within 2 weeks of the enrollment date. HCSD has designated the following information as directory information: [Note: An LEA may, but does not have to, include all the information listed below.]

- Student's name
- Address
- Telephone listing

- Electronic mail address
- Photograph
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended
- Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems that cannot be used to access education records without a PIN, password, etc. (A student's SSN, in whole or in part, cannot be used for this purpose.)

*****Parent signature is required on the Parent/Student Signature and Acknowledgement Form.*****

SAFE AND RESPECTFUL LEARNING ENVIRONMENT

General Statement of Policy

It is the policy of Humboldt County School District to maintain a learning and working environment that is safe and respectful. The School District prohibits any form of unlawful harassment, discrimination, violence and bullying.

It shall be a violation of Administrative Regulation 5145, for any pupil, teacher, administrator or other personnel of the School District to inflict, threaten to inflict or attempt to inflict unlawful harassment, discrimination, violence and bullying upon a pupil, teacher, administrator or other school personnel either through conduct or communication of a sexual nature, or regarding religion or race as defined by this Administrative Regulation. (For purposes of this Administrative Regulation, school personnel include school board members, school employees, agents, volunteers, contractors or persons subject to the supervision and control of the District.)

The School District will act to investigate all complaints, either formal or informal, verbal or written, alleging unlawful harassment, discrimination, violence and bullying and to discipline or take appropriate action against any pupil, teacher, administrator or other school personnel who is found to have violated this Regulation.

The purpose of Regulation 5145 is to communicate to all students and school personnel, including supervisors and managers, that the District will not tolerate unlawful harassment, discrimination, violence or bullying behavior which is committed in school facilities, on school grounds, during lunch or break periods, at any school-sponsored activities, on a school bus, at a bus stop or on the way to or from school. This also includes conduct off property that materially and substantially affects and disrupts school operations or causes school officials to reasonably believe it will do so. Students found in violation of this Regulation may be subject to disciplinary action.

Reporting Procedures

Any person who believes he or she has been the victim of unlawful harassment, discrimination, violence and bullying, by a pupil, teacher, administrator or other school personnel of the School District, or any person with knowledge or belief of conduct which may constitute unlawful harassment, discrimination, violence and bullying, toward a pupil, teacher, administrator or other school personnel should report the alleged acts immediately to an appropriate School District official designated by this Regulation. The School District encourages the reporting party or complainant to use the report form that is available either from the principal of each building or from the School District Administration Office; however, oral reports shall be considered complaints as well. Nothing in this Regulation shall prevent any person from reporting harassment or violence either directly to a District Human Rights Officer or the Superintendent.

Every pupil is encouraged to immediately report any incidents of threats or acts of violence of which she/he is aware of against any student, school staff, administrator, volunteer, visitor or other individual. Threats or acts of violence may include:

1. Discussing or depicting weapons or bringing them to the school.
2. Displaying overt signs of extreme stress, resentment, hostility, or anger.
3. Making threatening remarks, either verbally or in writing.

4. Sudden or significant deterioration of performance.
5. Displaying irrational or inappropriate behavior.

In Each School Building: The building principal is the person responsible for receiving oral or written reports of unlawful harassment, discrimination, violence and bullying, at the building level. Any adult School District personnel who receive a report of unlawful harassment, discrimination, violence and bullying shall inform the building principal immediately. Upon receipt of a report, the principal must notify the School District Human Rights Officer immediately, without screening or investigating the report. The principal may request, but may not insist upon, a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the principal to the Human Rights Officer. If the report was given verbally, the principal shall personally reduce it to written form within 24 hours and forward it to the Human Rights Officer. Failure to forward any unlawful harassment, discrimination, or violence and bullying report or complaint as provided herein will result in disciplinary action against the principal. If the complaint involves the building principal, the reporting party or complainant shall file the complaint directly with the Superintendent or Human Rights Officer.

In the District: The School Board will designate a School District Human Rights Officer to receive reports of complaints of unlawful harassment, discrimination, violence and bullying. If the complaint involves a Human Rights Officer, the complaint shall be filed directly with **Dustin Christean, Assistant Superintendent** at the district office 310 E. 4th Street, Winnemucca, Nevada 89445, 775-623-8196. He can also be reached by email at dchristean@hcsdnv.com during school hours as well as after school hours.

If after investigating any complaint of unlawful harassment, discrimination, violence or bullying, the School District determines that the complaint is illegitimate and/or was not made in good faith or that a pupil has provided false information regarding the complaint, disciplinary action may be taken against the pupil who filed the complaint or who gave the false information. Submission of a good faith complaint or report of religious, racial or sexual harassment or violence will not affect the complainant or reporter's future employment, grades, or work assignments.

The School District will respect the privacy of the complainant; the individual(s) against whom the complaint is filed and the witnesses as much as possible, consistent with the School District's legal obligations to investigate, to take appropriate action and to conform to any discovery or disclosure obligations.

Investigations

By authority of the School District, the Human Rights Officer, upon receipt of a report or complaint alleging unlawful harassment, discrimination, violence and bullying, shall immediately undertake or authorize an investigation. The investigation may be conducted by School District officials or by a third party designated by the School District.

The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.

In determining whether alleged conduct constitutes a violation of this policy, the School District should consider the surrounding circumstances, the nature of the behavior, past incidents, post incidents, or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this Regulation requires a determination based on all the facts and surrounding circumstances.

In addition, the School District may take immediate steps, at its discretion, to protect the complainant, students, teachers and administrators or other school personnel pending completion of an investigation of alleged unlawful harassment, discrimination, violence and bullying.

The investigation will be completed as soon as practicable. The School District Human Rights Officer shall make a written report to the Superintendent upon completion of the investigation. If the complaint involves the Superintendent, the report may be filed directly with the School Board. The report shall include a determination as to whether the allegations have been substantiated as factual, and whether they appear to be violations of this Regulation and/or state and federal law.

School District Action

Upon receipt of a report, the School District will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination or discharge. School District action taken for violation of this Regulation will be consistent with requirements of applicable collective bargaining agreements, state and federal law and School District policies.

The result of the School District investigation of each complaint filed under these procedures will be reported in writing to the complainant by the School District in accordance with state and federal law regarding data or records privacy.

The School District will take appropriate action against any pupil, teacher, administrator or other school personnel who retaliates against any person who reports alleged unlawful harassment, discrimination, violence and bullying, or any person who testifies, assists or participates in an investigation, or who testifies, assists or participates in a proceeding or hearing relating to such unlawful harassment, discrimination or violence and bullying. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

EDUCATIONAL INVOLVEMENT ACCORD

Per Nevada Law (NRS 392.4575) the Nevada Department of Education requires all schools to form an Educational Involvement Accord. The Accord is an agreement between the entire school staff, parents/legal guardians, and students on how to work together to improve student outcomes. This Accord aims to:

- Explains some of the shared responsibilities of school staff, parents/legal guardians, and students
- Provides resources to parents/legal guardians to help support their child's education
- Shares how parents can get engaged in their child's education

Parent

I understand that as my child's first teacher my participation in my child's education will help their achievement. As a parent/legal guardian I will consistently:

- Be responsible for my child's attendance to school
- Contribute at least 5 hours of time each school year attending or volunteering at school-related activities, parent-teacher conferences, parent meetings, and other school-sponsored events.
- Read to my child or encourage my child to read
- Review and check my child's homework

The Importance of Regular Two-Way Communication

Two-way communication is back and forth verbal, written, or electronic communication between two sides. Good two-way communication between families and schools is necessary for students to succeed and helps build relationships between teachers and their students' families. Opportunities for two-way communication include:

- Parent-teacher conferences
- Parent-teacher organizations or school community councils
- Weekly or monthly folders of student work sent home for parent review and comment
- Phone calls
- E-mail or school website

Student

I realize that my education is important. As a student I will consistently:

- Arrive at school each day on time and prepared to learn
- Complete and submit homework on time
- Read each day before or after school
- Show effort, respect, cooperation, and fairness to all
- Use all school equipment and property appropriately and safely

Teacher and School Staff

We understand the importance of providing a supportive, effective learning environment that enables the children at our school to meet the State's challenging academic achievement standards. As a school we will consistently:

- Ensure each student is provided high-quality instruction, supervision, and positive interaction
- Make staff available to parents/legal guardians if they have any concerns
- Maximize students educational and social experience
- Provide parents/legal guardians reports on their child's progress
- Seek out the best interest of each student

*****Parent signature is required on the Parent/Student Signature and Acknowledgement Form.*****

ELECTRONIC RESOURCES & DEVICES

Electronic information resources offer access to computers and people throughout the world and are now available to students and staff in our District. The District believes that electronic communication is a tool for lifelong learning and that by providing these services we will promote educational and organizational excellence.

While electronic information resources offer tremendous opportunities and educational value, they also offer persons with illegal or unethical purposes avenues for reaching students, teachers and others, including parents/legal guardians. Students and staff must understand and practice proper and ethical use. All students and staff must be knowledgeable regarding procedures, ethics and security involving the use of electronic communication before receiving an account name and password that allows use of the system. District procedures are in place to protect students, to develop processes for the reporting of abuses and to design methods to prevent their recurrence.

It is important to understand that the use of the network is a privilege, not a right, which may be revoked and/or limited at any time for abusive behavior. All users should be aware that the inappropriate use of electronic information resources can be a violation of local, state and federal laws and those violations can lead to prosecution. For this reason, all users in the District who wish to access electronic information resources are required to sign a contract which confirms that the user understands his/her responsibilities and has chosen to be accountable for his/her use of the district's electronic communication system.

The District requires students and parents/legal guardians to sign an internet access agreement before students are allowed to access approved internet web sites, the agreement is as follows:

INTERNET and ACCEPTABLE USE

Internet Access Agreement: Student

As a condition of the privilege to use Humboldt County School District access to any public or other networks for the current academic year, I understand and agree to abide by the following information:

Humboldt County School District: Summary of the Acceptable Use Policy and Guidelines for Digital Resources

To ensure a safe and effective learning and working environment, we've established an Acceptable Use Policy (AUP) for all students and staff. This policy governs the use of all district technology, including devices, internet access, and data systems, whether you're on or off campus.

Key Principles

Our policy is built on these core beliefs:

- **Learning and Operations:** Technology is a tool to improve learning, communication, and efficiency.
- **Data Privacy:** We are legally and ethically obligated to protect the personal information of our students, families, and staff.
- **Awareness:** All users must understand their rights and responsibilities.
- **Freedom of Expression:** This policy doesn't limit your constitutional rights to freedom of speech or expression.

Student and Parent Responsibilities

Every student and their parent/guardian must read and sign the **Student Contract for Internet Use** at the beginning of each school year. This contract, which is included in the Guide for Families & Students, must be returned to the school before a student can access the internet using district resources.

What to Know About Using District Technology

Privacy and Monitoring

There is no expectation of privacy when using district technology. The district reserves the right to access, review, and delete files and communications on its network and devices. This is done to maintain system integrity and ensure responsible use. As required

by the **Children's Internet Protection Act (CIPA)**, we use internet filters and monitor online activity to protect students from inappropriate content.

Communication and Social Media

When communicating on district systems or as a district representative, you must maintain a professional standard. Employees should never post confidential information or negative comments about students or staff on social media. They should also avoid friending or connecting with current students or their parents on personal social media accounts. All communications may be subject to public records requests.

Device Use and Security

District-issued devices are for educational and business purposes. They are our property and must be returned upon leaving the school or district. You are responsible for taking care of your assigned device and immediately reporting any loss or theft. Personal devices are not permitted on the district network, but may be used on the guest network.

Consequences for Misuse

Using district technology is a privilege. Misuse of these resources can lead to consequences such as:

- Limited access to technology.
- Financial responsibility for damages.
- Disciplinary action, including termination for employees.
- Liability under civil or criminal law.

For a complete copy of the policy, including details on copyright, network usage, and security, please visit the district's official website: <https://www.hcsdnv.com/fs/resource-manager/view/ddd5f54c-6e94-469c-8bdb-6abc62aea033>

Cellular/Electronic Devices

To support school environments in which students can fully engage with their classmates, teachers, and instruction, the Board of Trustees of the Humboldt County School District has determined the use of cell phones and electronic devices by students during school hours should be limited. Students are prohibited from using cell phones during instructional periods unless expressly authorized by the classroom teacher, or administrator, in alignment with classroom instruction. Individual school sites will develop site-based procedures, in alignment with this policy, regarding access to cell phones during passing periods and lunch periods.

Internet and Public Network Acceptable Use and Children's Internet Protection Act "CIPA"

HCSD's Internet and Public Network Acceptable Use Policy, states:

The use of Humboldt County School District access to the Internet and public networks shall be for the purpose of facilitating the exchange of information consistent with the purpose and in the furtherance of district education objectives and in accordance with the latest and best research on K-12 curriculum and student learning.

Users of Humboldt County School District Internet and public network access shall not be used for commercial purposes, including the advertising of commercial offerings.

Humboldt County School District public 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 or objectionable to the recipients thereof that may in any way compromise the integrity of the Humboldt County School District network.

Any use of Humboldt County School District public network access beyond the District itself shall conform to

acceptable use policies of those sources. This includes, but is not limited to, District Policies and Administrative Regulations and procedures.

Furthermore, the District complies with the Children's Internet Protection Act "CIPA". The District will use technology protection measures to block or filter, to a practical extent, access to any material which the District, in its sole discretion, believes to be unlawful, obscene, pornographic and/or harmful to minors over the network. The District reserves the right to monitor users' online activities and to access, review, copy and store or delete any electronic communication or files and disclose them to others as it deems necessary. Educators may use the Internet during class directed group demonstrations with or without parental consent. Users should have no expectation of privacy regarding their use of District property, network and/or Internet access or files, including email.

Terms and Conditions:

Privileges - The use of the computer is a privilege, not a right, and inappropriate use may result in cancellation of those privileges.

Responsibilities - Technology (including the use of the Internet) can be an exciting adventure for students. Students, however, must be held responsible for reporting to parent, teacher, administrator, or any appropriate adult any inappropriate use of the Internet or any destruction of District property.

Network Etiquette - Students are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:

- Do not bully or harass another person, never send, or encourage others to send, threatening or abusive messages (such as to bully another student, sexually harass another student, make any racial remarks, violate copyright laws, or to engage in any illegal or inappropriate uses etc.).
- Do not swear, use vulgarities or any other inappropriate language.
- Respect the rights of others. Do not vandalize or destroy the data of another user.
- Do not use the school's network to gain unauthorized access and do not attempt to bypass blocked Internet sites.
- Do not use the network in a disruptive manner (e.g., downloading video or music without the express consent of the teacher and printing multiple copies of one document, etc.).
- Do not tamper with the District's network or the school's computer hardware or software.
- Do not connect any devices to computers without the consent of a teacher and only under the direct supervision of a teacher. (This includes CD/DVD, external hard drives, flash drives, phones, iPods, PDAs, etc.).
- Do not download, install, or run any programs unless specifically instructed by a teacher and only under a teacher's supervision, and do not knowingly introduce malicious code (viruses, Malware, Spyware, Ransomware, etc.).
- Do not reveal your personal address, phone numbers, social security number or school site.
- Never log on under another person's name; never let anyone know your password.
- All communications and information accessible via the network are subject to copyright law.

Humboldt County School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The District will not be responsible for any damages suffered. This includes loss of data resulting from delays, non-deliveries, mis-deliveries or service interruptions caused by its own negligence or your errors or omissions. Use of any information obtained via the Internet is at your own risk. Humboldt County School District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

Students may be held responsible for any monetary costs incurred from misuse of equipment.

*****Parent signature is required on the Parent/Student Signature and Acknowledgement Form.*****

HCS D NON-DISCRIMINATION POLICY 3000

Notice of Nondiscrimination

Humboldt County School District ("the school district") 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, and provides equal access to the Boy Scouts of America and other designated youth groups.

In keeping with requirements of federal and state law, the school district strives to remove any vestige of discrimination in

employment, assignment and promotion of personnel; in educational opportunities and services offered students; in student assignment to schools and classes; in student discipline; in location and use of facilities; in educational offerings and materials; and in accommodating the public at public meetings.

Notice of Nondiscrimination on the Basis of Sex Under Title IX

Humboldt County School District (“the school district”) does not discriminate on the basis of sex in the education program and activity it operates. Title IX prohibits sex-based discrimination, including sexual harassment, in violation of Title IX of the Education Amendments of 1972. Title IX provides that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any school district education program or activity. The school district is required by Title IX not to discriminate in such a manner. Title IX applies to any school district education program or activity, whether such program or activity occurs on-campus or off-campus. The requirement not to discriminate in the school district’s program or activity extends to employment.

Sexual harassment by school employees is considered grounds for disciplinary action, up to and including discharge. Sexual harassment by students is considered grounds for disciplinary action, up to and including expulsion.

Sexual Harassment Defined Under Title IX

Sexual harassment is defined under the federal Title IX regulations as conduct on the basis of sex that satisfies one or more of the following:

- a. A school employee conditioning the provision of an aid, benefit, or service of the school district on an individual’s participation in unwelcome sexual conduct (i.e., quid pro quo); or
- b. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school district’s education program or activity; or
- c. Sexual assault as defined in the federal Clery Act, or dating violence, domestic violence, or stalking as defined in the federal Violence Against Women Act.

Reports and Complaints of Sexual Harassment

The school district must respond whenever any employee has notice of sexual harassment, including allegations of sexual harassment. Notice to a Title IX Coordinator, or notice to an official with authority to institute corrective measures on the school district’s behalf, or notice to any school district employee charges a school with actual knowledge and triggers the school district’s response obligations.

Because the school district must respond whenever any employee has notice of sexual harassment, including allegations of sexual harassment, all school district employees are required to report possible incidents of sexual harassment involving students and/or employees directly to the school district’s Title IX Coordinator as soon as practicable, but not later than a time during the same day on which the employee became aware of an incident of sexual harassment, including allegations of sexual harassment. Reports by school district employees made in person, by telephone, and/or by email. Failure to report such incidents may result in disciplinary action.

Any person other than a school district employee may report sexual harassment including allegations of sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sexual harassment) in person, by mail, by telephone, or by email, using the contact information listed below for the school district’s Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person’s verbal or written report.

A report of sexual harassment may be made at any time, including during non-business hours, by using the telephone number or email address, or by mail to the office address, listed for the Title IX Coordinator.

The school district has designated the following employee to coordinate its efforts to comply with Title IX. The school district’s Title IX Coordinator is:

**Dustin Christean, Assistant
Superintendent Humboldt County
School District
310 E. Fourth Street**

**Winnemucca, Nevada
89445
775-623-8196
dchristean@hcsdnv.com**

The school district notifies applicants employment, parents or legal guardians of elementary and secondary school students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the school district, of the name or title, office address, email address, and telephone number of the school district's Title IX Coordinator.

The contact information for the Title IX Coordinator will be prominently displayed on the school district's website and on the websites for each school in the district.

Inquiries about the application of Title IX to the school district may be referred to the school district's Title IX Coordinator, or to the Assistant Secretary for Civil Rights of the U.S. Department of Education, 400 Maryland Ave., S.W., Washington, D.C. 20202, or both.

Title IX Sexual Harassment Mandatory Response Obligations and Grievance Process can be found in Board Policy 3005 and Administration Regulation 3005

Notice of Nondiscrimination on the Basis of Disability

Humboldt School District shall ensure that no qualified person with a disability shall, on the basis of disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program of the school district. Humboldt School District, in providing any aid, benefit, or service, shall not, directly or through contractual, licensing, or other arrangements, on the basis of disability:

- a. deny a qualified person with a disability the opportunity to participate in or benefit from the aid, benefit, or service;
- b. afford a qualified person with a disability an opportunity to participate in or benefit from the aid, benefit, or service that is not equal to that afforded others;
- c. provides a qualified person with a disability with an aid, benefit, or service that is not as effective as that provided to others;
- d. provide different or separate aid, benefits, or services to persons with disabilities or to any class of disabled persons unless such action is necessary to provide qualified handicapped persons with aid, benefits, or services that are as effective as those provided to others;
- e. deny a qualified person with a disability the opportunity to participate as a member of planning or advisory boards; or
- f. otherwise limit a qualified person with a disability in the enjoyment of any right, privilege, advantage, or opportunity enjoyed by others receiving an aid, benefit, or service

Parents and Students may opt to:

- 1) Print the signature and acknowledgement forms found on the next two pages, sign, and send back to the school, or
- 2) Ask the school for hard copies to sign or
- 3) Complete the acknowledgement online through the link below. One parent/student signature and acknowledgement form must be submitted for each student attending school in HCSD.

[HCSD Parent/Student Signature and Acknowledgement Form](#)



Humboldt County School District Student Handbook 2025-26

PARENT/STUDENT SIGNATURE AND ACKNOWLEDGMENT FORM

Please complete and return to your child's school.

Student Name	School	Grade
Nevada Department of Education Code of Honor		
I have read and agree to uphold the intent of the Nevada Department of Education Code of Honor.		
_____	_____	_____
parent signature	date	student signature
Nevada Department of Education Educational Involvement Accord		
I have read and agree to uphold the intent of the Nevada Department of Education's "Educational Involvement Accord."		
_____	_____	_____
parent signature	date	student signature
Humboldt County School District Student Internet Access Agreement and Children's Internet Protection Act "CIPA" and P6140.		
I have read the Network and Internet Access Agreement and the District Policy and Administrative Regulation and the Children's Internet Protection Act "CIPA" and agree to abide by the internet 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 I may suffer more serious disciplinary action for continued violations or for severe violations including, but not limited to, detention, suspension, expulsion and legal charges.		
_____	_____	
student signature	date	
Parent consent is required if student is less than 18 years of age.		
I have read the Network and Internet Access Agreement and the District Policy and Administrative Regulation and the Children's Internet Protection Act "CIPA" for my information and agree to abide by their provisions. I give permission to issue an access account for my child. I understand and agree that violations of these agreements may cause my child's access privileges to be revoked and result in the revocation of my child's network access and related privileges. I also understand that continued violations or severe violations may result in more serious disciplinary action including, but not limited to, detention, suspension, expulsion, and legal charges.		
_____	_____	
parent signature	Date	
Humboldt County School District Release of Student Directory Information		
I have read and understand HCSD District Release of Student Directory Information and that my child's directory information will not be withheld unless the completed Release of Student Directory Information Opt Out Form is returned to my child's school found at the end of the handbook.		
_____	_____	_____
parent signature	date	student signature
If Opt Out Form is returned completed the student will not be included in the yearbook.		

Media Release Form

I give permission for my child's school to record, film, photograph, interview and/or publicly exhibit, distribute, or publish my child's name, appearance, and spoken words during the school year, whether undertaken by school or District staff, students, or media. This includes but is not limited to the yearbook, class composite picture, school/class newsletter, or on the HCSD web site. I agree that the school may use, or allow others to use, those works without limitation or compensation. I release the school and the District's staff from any claims arising out of my child's appearance or participation in these works. I understand that such films, photographs, or news articles will be used to promote community awareness.

parent signature

date

Humboldt County School District Field Trip Permission

I hereby consent to my child being taken on field/activity trips during the school year, and I hereby relieve, indemnify, save and hold harmless the District, the Board of Trustees of the District, and all agents or employees thereof from and against any and all liability or claims arising from injury or damage to person or property or both caused by or resulting from said child's acts, omissions or conduct while on said trips. I also release and relieve the aforementioned District and personnel from any and all liability or claims arising from injury or damage suffered or incurred by said child as a result of the acts, omissions, or conduct while on said trips. I also release and relieve the aforementioned District and personnel from any and all liability or claims arising from injury or damage suffered or incurred by said child as a result of the acts, omissions, or conduct of any person, other than the negligence of said District or personnel.

It is further understood that I shall have the responsibility of advising said child of the risks, which are known or should be known, of such trips.

I further agree to assume the responsibility of seeing that my child cooperates and conforms to the fullest extent with the school directions and instructions of the school officials in charge.

parent signature

date

student signature

Date

Humboldt County School District Student Handbook

I have read and am aware of the information contained in the Humboldt County School District Handbook for this school year.

parent signature

date

student signature

date

HCSD STUDENT RESIDENCY FORM

This form is intended to address the requirements of the McKinney-Vento Act (Title X, Part C of the No Child Left Behind Act). The McKinney-Vento act defines “homeless” as “individuals who lack a fixed, regular, and adequate nighttime residence”. This includes children who “are **temporarily** sharing the housing of other persons due to the loss of housing or economic hardship; or displaced due to the inability to obtain adequate housing. The answers to the following questions can help determine the services and supports this student may be eligible to receive under the McKinney-Vento Act. **The information you provide is confidential.** Your child will not be discriminated against based upon the information provided. *(Please see the reverse side for more information)*

In the event that the child is not staying with his/her parent(s) or guardian(s), use the caregiver authorization form to address guardianship issues.

If you own/rent your own home, you do not need to complete this form.

If you do not own/rent your own home, please check all that apply below.

Name of Student: _____

Date of Birth: _____ Age: _____

Name of School: _____ Grade: _____ Gender: _____

Student is unaccompanied (**not** living with a parent or legal guardian)

Student is living with a parent or legal guardian

Presently, where does the student stay at night?

<ul style="list-style-type: none"> ● Doubled up with others (not on the lease / mortgage) <i>(With whom:)</i> 	<ul style="list-style-type: none"> ● Hotel/Motel <i>(Motel name):</i> 	<ul style="list-style-type: none"> ● RV or Mobile Trailer <i>(Name of RV park:)</i>
<ul style="list-style-type: none"> ● Temporary or Transitional Shelter <i>(Name of shelter/transitional housing:)</i> 	<ul style="list-style-type: none"> ● Unsheltered (ie: cars, parks, abandoned buildings) or Inadequate housing (ie: substandard living conditions such as lack of power, water, overcrowding) 	<ul style="list-style-type: none"> ● Other (Explain:)

Name of Parent(s)/Legal Guardians(s) or unaccompanied youth:

*Signature: _____

*I declare under penalty of perjury under the laws of the State of Nevada that the information provided here is true and correct for the student listed above who is of school age and is seeking enrollment in HCSD.

Parent Signature: _____ **Date:** _____

Phone number or contact number: _____

For School Personnel Only: For data collection purposes and student information system coding

(N) Not Homeless (A) Shelters (B) Doubled-Up (C) Unsheltered (D) Hotels/Motels

HUMBOLDT COUNTY SCHOOL DISTRICT

RELEASE OF STUDENT DIRECTORY INFORMATION OPT OUT FORM

According to the Federal Family Educational Rights and Privacy Act of 1974 (FERPA), directory information about students may be released by the district without parental consent, provided annual notification has been given and the school does not have on file written denial to release directory information; however, schools do use discretion when they receive requests for directory information and will not release such information if it is the principal's judgment that releasing such information would not be in the best interest of the student.

Examples of general directory information are:

- name, address, telephone listing, electronic mail address
- date and place of birth, photographs including yearbooks and newspaper articles
- participation in officially recognized activities and sports
- field of study
- weight and height of athletes
- enrollment status
- degrees and awards received
- dates of attendance
- most recent previous school attended
- grade level

This information will be made available to qualified agencies upon request. Qualified agencies include, but are not limited to colleges and universities, scholarship providers, trade/technical schools, and potential employers.

In addition, Federal No Child Left Behind legislation provides that all branches of the military have access to three directory information categories – names, addresses, and telephone listings – unless parents (or students) have advised the school that they do not want their student's information disclosed without prior written consent.

Parents have the right to have directory information withheld upon written request. If you prefer to deny release of your student's directory information, please complete the form below and return it to your child's school.

Only return this form to your child's school if you are requesting to withhold directory information.

**** RELEASE OF STUDENT INFORMATION - REQUEST FOR WAIVER

I request that directory information for my child **NOT** be released:

- Withhold directory information from all agencies and organizations
- Withhold information from Military only (**applies to high school students only**, parent signature not required)

Student Name _____ Student Signature _____

Address _____ Telephone # _____

School of Attendance _____ Grade _____ Date of Birth _____

Parent Name (Print) _____ Parent Signature _____

Date Signed _____ Date Received by School _____

The written request to withhold directory information is due to the school the student is attending by October 1.

If enrolled after October 1-the written request is due within two weeks of enrollment. The request to withhold directory information will be in effect from the date it is received by the school for the current school year.