



CCHS

CHURCHILL COUNTY HIGH SCHOOL

Home of the Mighty Greenwave

Student Handbook

2025-2026

#1 Greenwave Circle

Fallon, NV 89406

Phone: 775-423-2181

Fax: 775-423-8968 office or 423-6740 counseling office

Attendance Office Absence Reporting Line 775-428-1159

CCHS Website: cchs.churchillcsd.com

CCSD Website: www.churchillcsd.com

*or find us on Facebook at Churchill County High School –
Home of the Greenwave*

or on Twitter @CCHSFallon

THE INFORMATION IN THIS HANDBOOK SUPERSEDES ALL PREVIOUS INFORMATION PRINTED IN HANDBOOKS OR COURSE CATALOGS. ANY LAWS OR REGULATIONS IMPACTING SCHOOL POLICY PASSED BY THE LEGISLATURE WILL BECOME PART OF THIS HANDBOOK. IF REQUIREMENTS ARE MORE SEVERE, THEY WILL TAKE PRECEDENCE OVER WHAT IS STATED IN THIS HANDBOOK.

Churchill County School District Title IX Notice of Non-Discrimination

The Churchill County School District is an Equal Opportunity / Affirmative Action agency and does not knowingly discriminate against any person based on race, color, creed, religion, national or ethnic origin, sex, sexual orientation, age or disability.

All programs, classes and opportunities are available to all students regardless of race, color, creed, religion, national or ethnic origin, sex, sexual orientation, age or disability.

If you have any questions, please contact:

Kathryn Bervin-Mueller 775-423-5187 ext. 1140

Table of Contents

TABLE OF CONTENTS	2-3
Mission Statement	4
Telephone Directory	5
2023-2024 Calendar	6
Bell Schedule	6-7
Student Safety	7
Safe School Helpline	7
Safe Zone	7
Surveillance System	7
Police Officers on Campus	7
Emergencies During Non-Class Time	7
Student Services	7
Transportation	7
Daily Announcements	7
Cafeteria	7
Health Services	7-8
Dispensing of Medications at School	8
Extra-Curricular and Co-Curricular	8
Extra-Curricular and Co-Curricular Activities	8
Academic Expectations and Procedures	8
Eligibility	8
Honor Society	8-9
ACT Testing	9
A.P. Testing	9
Grades	9-10
Proficiency Scale	10
Grading Policy	10-11
Incomplete Grades	11
Added Value Grades	11
Credit by Examination	11
Audit	11
Report Cards	12
Credits--Graduation Requirements/Diploma Types	12
Diplomas	12
Standard Diploma	13
Career and Technical Education Endorsement (CTE)	13
Advanced Diploma	13
Diploma Options	13
Adult Standard Diploma	13
Jump Start College	13
Virtual Online Guidelines	13-14
Nevada Department of Education Code of Honor	13
What is cheating?	13
What is plagiarism?	13-14
Student Support Service: Counseling and Guidance	14
Class Change Policy	14
Attendance Expectations	15
Excused Absences	15
Unexcused Absences	15
Truancies	16
Tardy Policy	16

Makeup Work for Absences	16
Behavior Expectations	16-17
Authorized Areas on Campus	18
Student Dress Code	18-19
Churchill County Behavior Matrix	19-32
Habitual Discipline	32
Nevada Bullying/Harassment	33
Cyber Bullying	33
Sexual Harassment	33
Definition	33
Filing a Complaint	33
Harassment and Intimidation/Hazing	33-34
Off-Campus Lunch	34
Patriotic Exercise	34
Student Fines	34
Student Fees	34
Extracurricular and School Dance Guidelines	35
Parking Policy	35
Other Services	35
District Liability and Student Insurance	35
Fifth Year Students	36
Homeless Students or Students in Transition	36
Release of Student Directory Information	36
Internet Use	37
Graduation Speaker	37
Valedictorian Selection	37
Jump Start Valedictorian	37
Special Considerations	37
Student Politics	38
Fundraising	38
Visitors	38
Churchill County School District Student Internet Access Agreement	38-39
Annual Notification of Rights Under the Family Educational Rights and Privacy Act (FERPA)	39-40

Churchill County High School Staff Directory

Mission: Culture, Communication, Academics, and Partnerships

Greenwave Destination: Success

Main Office

Main Office Number: (775) 423-2181

- **Office Manager:** Nicole Holt, ext. 4106, Holtn@churchillcsd.com
 - **Front Reception:** Terri Pearson, ext. 4100, Pearsont@churchillcsd.com
 - **Fees and Athletic Secretary:** Nevena Kaiser, ext. 4103, Kaisern@churchillcsd.com
 - **Attendance:** Angel Ernst, ext. 4104, cchsattendance@churchillcsd.com
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Administration

- **Principal:** Tim Spencer, ext. 4107, spencert@churchillcsd.com
 - **Vice Principal:** Reema Pulsifer, ext. 4108, Pulsiferr@churchillcsd.com
 - **Vice Principal:** Rachel Knight, ext. 4109, knightr@churchillcsd.com
 - **Dean of Students:** Tricia Strasdin, ext. 4262, strasdint@churchillcsd.com
 - **Athletic Director:** Brian Mello, ext. 4110, Mellob@churchillcsd.com
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Student Support Services

- **Dean of Student:** Tricia Strasdin, ext. 4262, Strasdint@churchillcsd.com
 - **School Resource Officer(SRO):** Sam Ugalde, Ugaldes@churchillcsd.com
 - **Academic Advisor:** Renie Knittle, ext. 4114, knittler@churchillcsd.com
 - **Safe School Professional/Counselor:** Sean Lacow, ext. 4113, Lacows@churchillcsd.com
 - **Safe School Professional:** Lisa Wempner, ext. 4116, wempnerl@churchillcsd.com
 - **Counselor:** Amanda Lister, ext. 4115, [Listera@churchillcsd.com](mailto>Listera@churchillcsd.com)
 - **Reset Room Teacher:** Bonnie Hargis, ext. 4142, hargisb@churchillcsd.com
 - **School Nurse:** April Duong, ext. 4124, Duonga@churchillcsd.com
 - **Native American Liaison:** Sierra Berumen, ext. 4123, berumens@churchillcsd.com, (775) 401-8284
 - **Students in Transition (SIT) Coordinator:** Margaret Scharmann, ext. 4151, scharmannm@churchillcsd.com, (775) 389-7630
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CCHS No School Calendar 2025–2026

Culture, Communication, Academics, and Partnerships-Greenwave Destination: Success

Date(s)	Day(s)	Description
September 1, 2025	Monday	Labor Day
September 19, 2025	Friday	No students or staff (Blue Friday)
October 7, 2025	Tuesday	No students or staff (Blue Friday)
October 31, 2025	Friday	Nevada Day
November 14, 2025	Friday	No students or staff (Blue Friday)
November 24–28, 2025	Mon–Fri	Thanksgiving Break
December 12, 2025	Friday	No students or staff (Blue Friday)
December 22–Jan 2	Mon–Fri	Winter Break
January 5, 2026	Monday	Licensed Professional Development Day
January 16, 2026	Friday	No students or staff (Blue Friday)
January 19, 2026	Monday	Martin Luther King Jr. Day
January 26, 2026	Monday	Licensed Work Day
January 30, 2026	Friday	No students or staff (Blue Friday)
February 13, 2026	Friday	No students or staff (Blue Friday)
February 16, 2026	Monday	Presidents' Day
February 27, 2026	Friday	No students or staff (Blue Friday)
March 13, 2026	Friday	No students or staff (Blue Friday)
April 6–10, 2026	Mon–Fri	Spring Break
April 24, 2026	Friday	No students or staff (Blue Friday)
May 8, 2026	Friday	No students or staff (Blue Friday)
May 22, 2026	Friday	No students or staff (Blue Friday)
May 25, 2026	Monday	Memorial Day

Bell Schedule 2025-2026

M-T	Start Time	End Time	Minutes		Wed-Th urs	Start Time	End Time	Minutes		Fri	Start Time	End Time	Minutes
Zero Hour	7:10 AM	8:00 AM	50		Zero Hour	7:10 AM	7:57 AM	47		Zero Hour	7:10 AM	7:45 AM	35
Warning Bell	8:05 AM				Warning Bell	8:05 AM				Warning Bell	8:05 AM		
1st Period	8:10 AM	9:00 AM	50		1st Period	8:10 AM	8:57 AM	47		1st Period	8:10 AM	8:45 AM	35
Passing	9:00 AM	9:05 AM	5		Passing	8:57 AM	9:02 AM	5		Passing	8:45 AM	8:50 AM	5
2nd Period	9:05 AM	9:55 AM	50		Seminar	9:02 AM	9:33 AM	31		2nd Period	8:50 AM	9:25 AM	35
Passing	9:55 AM	10:00 AM	5		Passing	9:33 AM	9:38 AM	5		Passing	9:25 AM	9:30 AM	5
3rd Period	10:00 AM	10:50 AM	50		2/5 Period	9:38 AM	11:12 AM	94		3rd Period	9:30 AM	10:05 AM	35
Passing	10:50 AM	10:55 AM	5		Lunch 1	11:12 AM	11:47 AM	35		Passing	10:05 AM	10:10 AM	5
4th Period	10:55 AM	11:45 AM	50		Passing	11:47 AM	11:52 AM	5		4th Period	10:10 AM	10:45 AM	35
Lunch 1	11:45 AM	12:20 PM	35		3/6 Period	11:52 AM	1:26 PM	94		Passing	10:45 AM	10:50 AM	5
Passing	12:20 PM	12:25 PM	5		Passing	1:26 PM	1:31 PM	5		5th Period	10:50 AM	11:25 AM	35
5th Period	12:25 PM	1:15 PM	50		4/7 Period	1:31 PM	3:05 PM	94		Lunch 1	11:25 AM	12:00 PM	35
Passing	1:15 PM	1:20 PM	5							Passing	12:00 PM	12:05 PM	5
6th Period	1:20 PM	2:10 PM	50							6th Period	12:05 PM	12:40 PM	35
Passing	2:10 PM	2:15 PM	5							Passing	12:40 PM	12:45 PM	5
7th Period	2:15 PM	3:05 PM	50							7th Period	12:45 PM	1:20 PM	35

Student Safety

If needed CCSD will have the option of reinstating the State of Nevada Covid-19 Guidelines, Directive 024. Any individual on the CCHS campus must wear a mask that covers their nose and mouth while maintaining social distance.

SafeVoiceNV.org Anonymous Helpline - Students with information about students in need or the presence of weapons, drugs, etc. on school property can leave an anonymous message for school officials by calling SafeVoice at 833-216-7233. This service is available 24 hours a day and is completely confidential. SECRET WITNESS number is 775 322-6666. You can also anonymously text safety concerns to 775 426-8901. Include the location of the safety concern in the text.

Safe Zone - For effective learning to occur, students and staff need to feel safe and secure. Churchill County High School (CCHS) is a safe zone, which provides for learning and social interactions based on respect for all. As a result, we have **zero** tolerance for DRUGS, KNIVES, GUNS and OTHER WEAPONS. Violation of the policies that apply to these areas will cause an investigation that may result in suspension, expulsion, and/or arrest.

Surveillance System - CCHS has a surveillance system located throughout the school campus. Students and guests may be recorded while on campus or during school activities.

Police Officers on Campus (SRO) – CCHS has a police officer on campus all day each day of a school week. The police officer is referred to as our School Resource Officer (SRO). The SRO is on campus to meet and greet students and help maintain a safe learning environment on campus as well as to enforce school policies and the law.

Emergencies During Non-Class Time - In the event of an emergency that requires an evacuation of the building, you need to follow the procedures below:

- Before school, you should report to your first class evacuation location.
- During a break or lunch, you should report to your previous class evacuation location.
- If out of class during an emergency, find the nearest class and follow staff directions.

Student Services

Transportation

The Churchill County School District provides regularly scheduled bus routes to and from school each day. Students that participate in after-school programs will require their own transportation. Misbehaving on the bus or damaging the bus in any fashion could result in the loss of riding privileges as well as additional consequences. Transportation issues can be answered by phoning the transportation department at 423-7135.

Daily Announcements

Daily announcements are conducted through the school's PA system, on the school's website and in Infinite Campus as well as posted on TVs in the main CCHS lobby and cafeteria. Students and parents are encouraged to access announcements and/or sign up for email notifications through Infinite Campus.

Cafeteria

The cafeteria at CCHS serves breakfast and lunch each school day. Free and reduced lunch can be an option for qualifying students. Guardians need to complete the free and reduced lunch form and return it. **Breakfast and lunch are only served during non-instructional times – before school and at lunch. Students are NOT permitted to go to the cafeteria between passing periods.**

Health Services

Dispensing of Medications at School

The school nurse's office is located just off the hall near the front entrance of the school. The school nurse is available to assist with dispensing medications and with student first aid and medical concerns. Prescription medications must be dispensed by the school nurse. If you need to take prescription medication during school hours, bring the medication in its original container to the school nurse. CCSD form 1M must be filled out and signed by the parent/guardian, prescribing physician, and school nurse. CCHS students are allowed to carry and self-administer, with parent permission, over-the-counter medications such as Tylenol, Ibuprofen, cough drops, etc. Students may not share over-the-counter medications with other students and privileges may be revoked at any time.

Students are also allowed to carry asthma rescue inhalers and epinephrine auto-injectors (NRS 392.425). CCSD form 5M must be filled out in its entirety and signed by the parent or guardian and the prescribing physician.

Students are **not** permitted to possess any drugs or controlled substances at any time at school, on school grounds, or at school-sponsored events. Refer to CCSD Administrative Regulation 5150 for more information.

Extra-Curricular and Co-Curricular Activities

Students participating in extra-curricular and co-curricular activities may not possess their own medication, with the exception of EpiPens and inhalers and with the written consent of a medical doctor. Coaches and advisors will coordinate with the school nurse to provide medications to student participants as needed during school-related activities. If you are participating in extra-curricular or co-curricular activities and will need to have medications dispensed to you, you and your parents will need to fill out and give to the school nurse the Medical Assistance Request form. We want to ensure that this happens within the guidelines of your student contract, district policies and state law.

Students may participate in the following organizations:

Academic Team	Dance	Honor Society
Associated Student Body	Debate	Pep Club
Band	Drama	S2S
Baseball	FBLA	Softball
Block F	FCCLA	Speech and Debate
Boys Basketball	FFA	SkillsUSA
Boys Golf	Flag Team	Swimming
Boys Soccer	Football	Volleyball
Boys Tennis	Girls Basketball	Wrestling
Boys Track	Girls Golf	Young Democrats Club
Cheer	Girls Soccer	Young Republicans Club
Chorus	Girls Tennis	
Cross Country	Girls Track	

Academic Expectations and Procedures

We hold high expectations for CCHS students in the areas of grades, attendance, behavior, and decision-making. A successful graduate of CCHS has demonstrated high academic achievement, outstanding attendance, and mature behavior by making positive decisions.

Eligibility

To participate in any Churchill County School District activity, a student must be registered, enrolled, residing in Churchill County and attending classes. If activities occur during the summer months, a student must be registered, enrolled and residing in Churchill County to participate. Activities include trying out for athletic teams. If a student is not enrolled, they must follow CCSD Regulation R5601.

- All students participating in athletics, extra-curricular and co-curricular activities and/or going on field trips must be eligible (have no less than 60% in any class).

Churchill County High School Students' online eligibility will be determined as follows:

- The student must be passing their course with an Overall Grade of 60% or higher.
- The student must be within 5 percentage points (5%) of their Completion (Count) percent compared to their Target Completion percent.

Honor Society

Only juniors and seniors who have attended Churchill County High School for at least one semester and are pursuing a standard, advanced, or honors diploma are eligible for consideration for membership and are eligible for this honor. Membership in the National Honor Society is based on the four pillars of scholarship, service, leadership and character. In the fall of each year, those seniors who have achieved a cumulative grade point average of **3.8** or above are presented a Student Activity Information Form to complete and return by a specific date. This form will give the NHS Faculty Council information on a student's involvement in the school and community in the areas of leadership and service. Students should be actively involved in their school and community and demonstrate high levels and examples of service and leadership in order to be considered for membership. The names of those students who submit their forms and essays on time are compiled and sent to every faculty member for evaluation. Faculty and staff provide insights into the character aspects of the prospective members. This information is confidentially gathered, compiled, and presented to the NHS Faculty Council. The NHS Faculty Council serves as the selection committee and evaluates each candidate on the criteria of scholarship, leadership, service and character. The process is repeated at the end of the first semester for juniors. Juniors who are selected continue as members during their senior year. Students selected for membership in the National Honor

Society are expected to maintain the high standards, upon which they were selected, attend meetings and perform 20 hours of volunteer service each year.

The National Honor Society is an honorary society, there is no right to membership; it is a privilege bestowed upon a student by the faculty of the school. This is not an election, nor is membership automatically conveyed simply because a student has achieved a specified level of academic performance. NHS is more than just an honor roll. For a full description of the selection process and other NHS information, please refer to CCSD Administrative Regulation R5107 available on the District website at www.churchillcsd.com (Ref. CCSD Regulation 5107)

ACT Testing

CCHS Students will be participating in the ACT College and Career Readiness System. 11th grade students will be required to participate as a graduation requirement free of charge. (Testing usually take place in February) *Our High School Code is 290060*

Registering Late for ACT/SAT

If you are testing in the United States, U.S. territories, or U.S. commonwealths and you miss the registration deadline, you still have time to submit a registration, but **you must pay a late fee**. Note that late registrations made by mail have a different deadline from those made by phone or online.

- To register online for the SAT, visit www.collegeboard.org or call 609/771-7700. (There is a fee involved)
- To register online for the ACT, visit www.actstudent.org or call 319/337-1270. (There is a fee involved)

Not all test dates shown on the website apply to CCHS.

Please check with your counselor or the CCHS website for dates applicable to us.

A.P. Testing

Students participating in AP courses may choose to take the corresponding AP test. Details at <http://www.collegeboard.org/>

Grades

Proficiency Scales are a tool that displays a collection of related learning targets and scores for determining a student's current level of performance. This is a tool that shows teachers, students, and others what proficiency looks like, what knowledge and skills must be obtained for mastery, and how students might go beyond what the standard requires. This becomes a powerful means of clarifying what students **must know and be able to do** by the end of the unit/course. Teachers use scales to gain information of where the student is at, but most importantly, the teacher has a means of clearly communicating with students about what they need to learn in order to be proficient by the end of the unit. Feedback is crucial for student growth. Please see the example below of how Proficiency Scales will be used at CCHS.

Score	Description
4.0	Complex Content-a performance beyond what a standard requires.
3.0	Target content-the levels of learning required for all students.
2.0	Simple content-basic knowledge or skill necessary for mastering the target content
f1.0	With help, partial success with score 2.0 content and score 2.0 content
0.0	No success

Based on the score from the proficiency scale there will be a conversion into letter grades for academic achievement. Academic grades will be expressed in the letterform:

Conversion Scale to Traditional Scale		
Numeric Score	Percentage	Traditional Grade
3.00 - 4.00	90-100	A
2.50 - 2.99	80-89	B
2.00 - 2.49	70-79	C
1.00 -1.99	60-69	D
Below .99	0-59	F
Conversion Scale to Traditional Scale		
Numeric Score	Percentage	Traditional Grade
4	97 - 100	A+
3.5	94 - 96	A
3	90 - 93	A-
2.5	80 - 89	B
2	70 - 79	C
1	60 - 69	D
Below	59	F

***CCHS Weighted Categories** (Subjective to certain content areas):

- 40% - Formative Assessment
- 40% - Summative
- 20% - Employability

Instructional & Grading Policy (2025/2026)

I. Philosophy & Foundation CCHS’s grading and instructional practices are rooted in Standards-Based Grading (SBG) and the High Reliability Schools (HRS) framework.

Our focus is on competency, what students know and can do, not mere compliance. We commit to: Aligning assessments, instruction, and proficiency scales to state standards. Providing clear, consistent grading practices while honoring teacher autonomy in lesson planning. Ensuring grades for academic mastery reflect a student’s competency on standards, not extra credit, completion, or behavior. Giving students multiple opportunities to demonstrate learning.

II. Grade Entry Requirement: To ensure timely feedback and accurate progress monitoring, teachers must enter a minimum of one Academic grade (Summative or Formative) and one Employability Skills grade in Infinite Campus every week. This ensures a student's grade is always current and reflective of the week’s learning and engagement.

III. Late & Make-Up Work Policy:

Absent Students: Students have one school day to make up work for each day absent without penalty to their Employability Skills grade.

Missing Work: If a student is present but does not submit work, the assignment will be marked M (Missing) in the gradebook. Three-Week Rule: Students have up to three weeks from the original due date to submit missing work. After three weeks: The grade will be changed to a zero. No further submissions will be accepted unless approved by the teacher and an administrator for a documented medical or emergency situation.

During the three-week window, teachers may lower the Employability Skills grade to reflect missed deadlines, as timeliness is a key component of this category.

IV. Assessment Retakes

Students may retake assessments for standards where they are not yet proficient. Retakes require evidence of additional learning, such as completing practice assignments, study activities, or other tasks aligned with the proficiency scale for that standard. The teacher will provide the student with a learning recovery plan before the retake is administered.

V. End-of-Semester Deadlines

End-of-semester deadlines for assignments and retakes will be communicated to families each semester. No work is accepted after this deadline unless due to a documented medical/emergency situation, which will be reviewed by the teacher and admin team to determine the best course of action.

Incomplete Grades: “Incomplete” (I) as a semester grade is used for extenuating circumstances, such as a prolonged illness. It is your responsibility to **COMPLETE THE REQUIRED WORK BEFORE THE END OF THE NEXT PROGRESS REPORT** (six weeks). At that time, the incomplete grade will be changed to a letter grade and entered on your report card.

Added Value Grades

A list of Honors and Advanced Placement courses offered for the 2023-2024 school year is located in the Course Catalog. Added value course grades will be computed as follows:

Value

A = 4 points

B = 3 points

C = 2 points

D = 1 point

.025 added value for Honors Courses

.050 added value for Advanced Placement Courses

Semester grades represent a composite of work completed, test scores, cumulative knowledge and abilities shown by the end of the semester. Progress grades will be issued at the end of six and twelve weeks each semester to inform you and your parents of academic achievement and behavior to that date. Progress grades are not recorded on your permanent report card and, because of major semester examinations and projects, may frequently be less than one-third to two-thirds of your semester grades. Your child’s grade can be viewed through Infinite Campus (IC). Please contact the attendance secretary if you do not have access to IC.

Credit by Examination

Students may challenge some courses and receive credit by passing an examination per semester. The student must request credit by examination two weeks before the date of the examination. If a student passes the examination, he or she will receive a “P” for passing. Failures are not recorded. A student may apply for one-half (1/2) credit by examination per semester. SEE YOUR COUNSELOR FOR DETAILS.

Audit

A student may audit a class by meeting one or more of the following conditions:

1. Entering school later than three weeks into the semester
2. Wanting to attempt a more challenging class without jeopardizing their GPA

The student must attend class regularly, turn in all assignments, follow all class rules, and take all examinations. No credit will be given. If the student attempts and passes the final semester exam a “P” and .5 credit may be awarded. If a student attempts and fails the final exam no grade or credit will be awarded.

A student may request changing to an audit status on or before the first nine weeks of a semester if he or she has a low grade due to lack of ability and not lack of effort. If these requirements are not met, the instructor will request a meeting with the parent, student, teacher, counselor and administrator and the student will be taken off “audit status” and will receive the grade earned. **No grade or credit will be awarded.**

THE FINAL DECISION TO ALLOW A STUDENT TO CHANGE TO OR FROM AN AUDIT STATUS RESTS WITH THE PRINCIPAL.

Report Cards . Grades are recorded as a percentage each semester. Semester grades on transcripts are recorded as a letter grade.

A “P” for “Pass”, “F” for “Fail”, “S” for “Satisfactory”, and “U” for “Unsatisfactory” may be used by instructors in some classes for grading purposes. The PRINCIPAL must approve this system of grading.

CHURCHILL COUNTY HIGH SCHOOL GRADUATION REQUIREMENTS

Credit Area	Standard	Advanced	College and Career Ready
English	4	4	4
Math*	3	4**	4**
Science	2***	3***	3***
World History	1	1	1
US History	1	1	1
Government	0.5	0.5	0.5
Economics/Personal Finance	0.5	0.5	0.5
PE	2	2	2
Art/CTE/Humanities	1	1	1
Computer Ed & Tech	0.5	0.5	0.5
Health	0.5	0.5	0.5
Electives	6	6	6
Flex Credit	1	-	-
TOTAL	23	24	24

***Algebra I and Geometry are required for all students.**

****Algebra II or higher required for Advanced and CCR diploma and Millennium Scholarship Eligibility.**

*****Science requires 1 life science and 1 physical science credit.**

******In Nevada, ALL high school students are required to pass a civics exam based on the USCIS naturalization test as a condition of graduation. This requirement, established by [Senate Bill 322](#), ensures students demonstrate knowledge of American government and civics. This exam is administered in Senior in Government class.**

1.) Economics/Personal Finance is required for class of 2023 and beyond. It is a one semester class.

- a. Government becomes a semester class.
- b. AP Government remains a year-long class.

2.) World History is required and can be counted as a Flex Credit, an elective, or a 3rd social studies credit.

3.) Advanced Diploma and CCR Diploma require a 3.25 or above GPA.

4.) CCR Diploma recipients must demonstrate proficiency in speaking 2 or more languages (Seal of Biliteracy) OR 2 credits were attained through AP, dual credit, CTE, work based learning or world language classes.

- a. College Ready Endorsement: ACT scores 18 English, 20 ELA, and 22 Math
- b. Career Ready Endorsement: ASVAB score of 50 or higher, OR CTE Skills Certificate OR Industry

Required Online Student Progress

First Semester	% Completed
Week 1	10%
Weeks 2/3	20%
Weeks 4/5	30%
Weeks 6/7	40%
Weeks 8/9	50%
Weeks 10/11	60%
Weeks 11/12	70%
Weeks 12/13	80%
Weeks 14/15	90%
Weeks 16/17	100%

	Second Semester	% Completed
	Week 1	10%
	Weeks 2/3	20%
	Weeks 4/5	30%
	Weeks 6/7	40%
	Weeks 8/9	50%
	Weeks 10/11	60%
	Weeks 11/12	70%
	Weeks 12/13	80%
	Weeks 14/15	90%
	Weeks 16/17	95%
	Weeks 18/19	100%

Nevada Department of Education Code of Honor

There is a clear expectation that all students will perform academic tasks with honor and integrity, with the support of parents, staff, faculty, administration, and the community. The learning process requires students to think, process, organize and create their own ideas. Throughout this process, students gain knowledge, self-respect, and ownership in the work that they do. These qualities provide a solid foundation for life skills that impact 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
- 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.
- Helping others plagiarize by giving them your work.

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

These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the No Child Left Behind Act of 2001 (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the National Defense Authorization Act for Fiscal Year 2002 (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.

Student Support Services: counseling and Guidance

Students are encouraged to visit with their counselors for personal guidance, for course scheduling, and for information on grades, graduation requirements, career planning, colleges, scholarships, tutoring, study help and testing programs. The counselors are available to discuss any home, school, or social concerns (see telephone extensions on page 5). Counselors provide academic, vocational, and personal/social counseling services for students. If you would like to see your counselor, you may stop by the counseling office **before or after school, between classes or lunch to make an appointment**. A variety of support groups may also be available. Please visit the school website for detailed counseling information. **STUDENTS NOT IN ATTENDANCE DURING THE FIRST WEEK OF SCHOOL MAY FORFEIT THEIR ASSIGNED SCHEDULE OF CLASSES.**

Class Change Policy

In order to streamline the start-up here at CCHS, we have had to modify the manner in which schedule change requests are made and addressed, as will be outlined below. A key element in reducing the volume of schedule alterations in the Fall is careful course selection in the Spring. Course selection is not a guarantee of placement. Schedule change requests will be handled in the following manner:

- Schedule correction requests will have priority consideration over schedule change requests.
- Not all requests can be honored. Students may not select preferred teachers or request specific class periods.
- Students should email their counselor to request a schedule change meeting.
- Parents who want to be present for a meeting with their child's counselor for the purpose of a scheduling change concern can request a meeting with their child's counselor by sending an email.

Those requests that can be accommodated without meeting with the counselor will be handled without the student present and a new schedule will be available to the student in Infinite Campus.

Attendance Expectations

Please set up an Infinite Campus Parent Portal to view all student attendance. If you need help setting this up, please contact the school.

Achievement and grades are directly related to attendance. Students who attend school have better grades than students with numerous absences. Students are expected to be in attendance for a minimum of 81 instructional days per semester, or ninety percent (90%) of the instructional days from the time of enrollment per semester, in order to earn credit. All non-exempt absences will count toward 90% student attendance. Exempt absences will not count. Students will be referred to the Student Attendance Review Board (SARB) on the 3rd non-exempt absence. **Students not in attendance after the tardy bell, will be marked absent.** *The authority to approve an absence rests with the principal or their designee.*

Excused Absences

A call, email, or written note by a parent or guardian must be presented to the school office prior to or within three (3) calendar days after students return to school. Students will be marked as truant when such notification is not provided.

1. The following types of absences are considered unavoidable and/or health related. These absences are considered exempt for 10% missed instructional days. For such absences, students are allowed to make up work for full credit upon their return to school. Students will have as many days as they are absent, plus one additional day, to make up work for such absences. It is the shared responsibility of students and teachers to initiate and to facilitate the makeup work for students to the extent that is practical.
 - a. Absence Excused Medical (AEM) Emergency medical, dental, or legal appointments that can be verified.
2. Avoidable Absences: Avoidable absences are those that are not health and/or medical related. These are absences that parents or guardians deem important enough for their children to miss school. These absences are considered non-exempt for missed instructional days and count toward chronic absenteeism.
 - a. Absence Excused Illness (AEI): Parent identified illness related absence, no medical note is provided.
 - b. Parent Excused (PE): Parent excused absence, not health or medically related.

Unexcused Absences

Unapproved/non-exempt absences result when the listed procedures below are not followed. Procedures for clearing approved absences are as follows:

1. If you are absent, have your parents call, email, or write a note to the attendance office with the date of absence and explanation of the reason for the absence. We strongly recommend that parents or guardians contact the school on the date of absence. If a call or note is not received within **three** calendar days upon the student's return to school, the absence(s) will be listed as truant.
2. For medical-related absences, a note from your doctor is requested in accounting for your absence(s). Doctor's note(s) are required for lengthy illnesses, extended absences, or over 10 absences. Absences such as family vacations and events parents deem important enough for you to miss school will be considered a Parent Excused (PE) absence and count toward chronic absenteeism (per State NRS).
3. Prearrange all scheduled absences of three or more days by completing the pre-arranged absence form available from the attendance secretary in the attendance office. You will need to take this to all of your teachers, get their signatures, and then return it to the principal's office for approval.
4. Prior notification is required to leave school during the day by providing a parent note or call to the school. You then need to get a pass for "early out" to present to your teacher so you may leave. Students are NOT permitted to use their cell phone to call or text a parent to leave during the day. Students are required to use non-instructional time (between classes, lunch, before and after school) to access the attendance office. **Calls to release students will not be accepted after 2:30 – parents will need to sign students out at the office. Failure to call or sign students out at the office may result in an unexcused absence(s).**

Truancies

Absences for all or any part of a school day, i.e. or class period for which no notification is given by parents or guardians within three (3) days after a student's return to school.

- a. Absence Unexcused (AU): default code for absences that have not yet been cleared or converted to truancy.

It is important that if your student misses any period during a school day that you contact our office by phone, email or note to verify and clear the absence. If this does not happen, then the absence will become a truancy.

Progressive truancy procedures:

- **First Truancy:** Written documentation in Infinite Campus
- **Second Truancy:** Written documentation in Infinite Campus
- **Third Truancy:** Written documentation in Infinite Campus, Truancy Letter , SARB Meeting; Habitual Truant contract with Juvenile Probation. A contract will also be required by CCHS, which provides intervention support and 8 hours of mandatory tutoring. Students from this point further are marked as Habitual Truant (NRS 392.140) and all further truancies will be reported to Juvenile Probation..

Tardy Policy (by Semester)

In keeping accurate track of attendance, it is important that students arrive promptly to class. This is also an important employability skill. Definition of a tardy: A student is not through the classroom door when the bell rings. This policy applies to unexcused/non-exempt tardy.

Progressive tardy procedures:

1. Teachers will track student tardiness in IC, so parents can review their child's daily attendance as needed.
2. Excessive student tardiness may result in a lunch or after school detention, parent conference and/or educational intervention aimed to increase time management awareness .
3. Tardiness will also affect the Employability Skills grade.

Attendance and Driver License Permits

SB269 - SB269 establishes school attendance requirements for application and maintenance of student learner's permits and driver's licenses. Schools are required to implement this law. Under the law, students under the age of 18 who wish to apply for a learner's permit or driver's license must submit to the DMV office at the time of application a completed DMV-301 form signed by a school official. This form will verify that the applicant has attended at least 90 percent of the school days in the current semester. If the student does not meet the minimum attendance requirement, he/she will be unable to apply until the next semester provided he/she meets the 90 percent attendance requirement. Students who are deemed habitual truants (three or more unapproved absences) could either lose their license or be ineligible to get a license for a minimum of 30 days for the first offense and 60 days for the second offense, regardless of their attendance status in the current semester. Students who turn 18 during the suspension will be required to

complete the terms of the suspension before regaining their driving privileges. Students whose licenses or permits are suspended due to poor attendance must surrender their license or permit to school officials under Nevada law.

Behavior Expectations

On a daily basis, we all make decisions about our behavior. Our positive behavior expectations are to be kind, responsible, respectful and safe. The choices we make always have consequences. Because we have high expectations for CCHS students, we support all healthy, positive choices you make about your behavior.

In all classrooms, we will...

- arrive on time, (If required-wearing a face mask covering just the individuals mouth and nose area) and ready to learn,
- be responsible, respectful, kind and safe.(PBIS/MTSS)
- and show attentive listening, positive participation, and collaboration

In the hallways, restrooms, locker rooms, cafeteria, and other community areas we will...

- show pride for our campus by leaving it better than we found it, using each area appropriately, be aware of our surroundings, and respect personal social distancing
- use mutual respect, present ourselves with profanity-free language and appropriate interactions (without public displays of affection), and be helpful
- go to a counselor or use SafeVoice to report bullying, drug use or other serious concerns

In the parking lots we will...

- drive 10 mph or less, use cautious driving skills, and be aware of our surroundings
- keep music at a low level
- be considerate of other people's property.

At all events, we will...

- Represent CCHS and Fallon with pride and team spirit.
- Present ourselves with profanity-free language and appropriate interactions (without public displays of affection)
- Silence our cell phones during assemblies, concerts, and performances

Students demonstrating inappropriate behavior will receive due process and a consequence determined through the school's behavior policies along with the district policies and state laws. It is important that all students understand what the behavior expectations are here at CCHS . Violations of any of the school behavior policies will result in consequences.

Listed below are some basic rules to guide Churchill County High School students.

1. Students must carry and provide proper identification to school personnel upon request.
2. Students must receive permission to leave the campus for any reason during class. **Permission needs to be granted by a site administrator.**
3. The school cannot assume responsibility for lost, stolen, or confiscated items, which may include money, electronic equipment, or school-issued supplies.
4. Students representing the school in school-affiliated groups or clubs, co-curricular activities, and extracurricular activities must conform to the standards established by the coaches or sponsors of the activities, district policy and by the Nevada Interscholastic Activities Association, as applicable.
5. Personal electronic devices must be turned off and must not be visible during scheduled class times, unless otherwise indicated by your classroom teacher. This includes, but is not limited to, cell phones, iPods, MP3 players, and gaming devices. These items may be confiscated if used during this period. Teacher Assistants (TA) and Office Aids are also not allowed to use personal electronic devices during instructional time. Personal electronic devices are prohibited during classroom assessments, semester exams, and state and other testing situations.
6. Food and drinks are not permitted in any of the school's computer labs or in a classroom when Chromebooks are being utilized.
7. Food delivery services, such as GrubHub, are not allowed on the CCHS campus unless approved by administration.
8. Skateboards, skate shoes, roller blades, etc. may not be used on school property. Students are not allowed to carry skateboards with them or store them in a teacher's classroom. Skateboards must be locked up on the skateboard rack near the bus loading area. Students must provide their own lock.

9. Acceptable Use Policy (AUP): In order to use any school computer, students must have on file an AUP agreement signed by both the student and his/her parent or guardian.
10. Lockers are considered school property and may be searched at any time. School officials may search students, backpacks, purses, and vehicles if there is reasonable suspicion that the student has violated school rules laws.
11. Churchill County School District prohibits behavior that is intimidating, harassing, threatening, or disruptive. It also prohibits behavior associated with gang activity or affiliation on school property or at school-sponsored activities.
12. Students must obtain administrative approval for any meeting or assembly held on school property and any printed matter they wish to distribute or post on school property. It is inappropriate for students to gather in a manner that obstructs the orderly movement of pupils and staff.
13. Student records are confidential information made available only to the parent/guardian and/or the student. A parent/guardian wishing access to their student's records may do so by contacting the Principal's Office and providing proper identification. A secondary school student or the parent of the student may request that the student's name, address, and telephone listing not be released without prior written parental consent. This form is available in the counseling office.
14. Access to Student Recruiting Information by Military Agencies: Notwithstanding section 444(a) (5)(B) of the General Education Provisions Act and except as provided in paragraph (2), each local educational agency receiving assistance under the Act shall provide, on a request made by military recruiters or an institution of higher education, access to secondary school students' names, addresses, and telephone listings.

Authorized Areas on Campus

During class time, each student should be in their assigned classroom unless they have a pass from their teacher, counselor, or administration directing them to a specific area.

After arriving at school, students are encouraged to leave the parking lots immediately and not return until it is time to leave campus. During the school day, students who do not have a scheduled class to attend must go to an authorized area on campus. Authorized areas are:

- Library
- Computer labs
- Southwest corner of the cafeteria

All areas between buildings are out of bounds. Students are not allowed to visit classrooms they are not scheduled for. Students are NOT to be in any of the following areas during the regular school day without supervision:

- Athletic Fields
- Locker Rooms
- Empty Classrooms

Student Dress Code (CCSD regulation 5135.10)

The purpose of the school district dress code is to promote a learning environment that is safe, respectful, and free from distractions. To put it simply, the priority at CCHS is to teach and learn, not to be on display. Students who disregard the dress code will receive consequences outlined in the school's progressive discipline policy. In the case of inappropriate jewelry, chains, safety pins, etc., administration will request that students give such items to them, and the students' parents or guardians will need to call to arrange for pick-up.

The following are general dress guidelines:

All students are expected to dress appropriately for school. Students must maintain a neat, clean appearance at all times. Apparel shall not be so tight fitting, sheer, transparent (including mesh), brief, low cut or revealing above or below the waist to be indecent, distracting or disruptive to the school environment.

Please note that building administrators reserve the right to request a change of clothing when it interferes with the welfare and safety of all. If a change of clothes is not available, the student will not go back to class until one can be provided. We appreciate your help and support in an effort to maintain a school environment where students are given every opportunity to learn. If you have any questions, please feel free to contact the school.

The purpose of the student dress code is to encourage students to dress for "success" and come to school properly prepared for learning.

Any student wearing or carrying gang related, drug, or alcohol paraphernalia or symbols, or making gestures that symbolize gang membership shall be referred to the principal. The student's parent/guardian shall be contacted, and the student shall be sent home to change clothes if necessary.

- Require the wearing of shoes. Footwear, which does not offer sanitary or safety protection, shall be prohibited.
- Require the wearing of shirts or blouses appropriately buttoned and in accordance with the design of that shirt or blouse.
- Require that a safety dress code be followed for any specialty class such as shop, HOSA, physical education, and Science classes with a lab.. Prohibit the wearing of transparent clothing, bare midriff tops, strapless tops, low cut clothing, or any other outfits/items that provide only minimum coverage. Dresses, blouses, and tank tops must cover the back, and must not have an extended dropped armhole.
- Prohibit obscene language, symbols, slogans or advertising, drug/alcohol slogans and symbols, symbols or slogans of violence or sexual innuendo, or that imply gang membership or affiliation. (Bandanas, outfit colors, inappropriate tattoos)
- Require clothing to be so constructed as not to be revealing. All clothing must be styled and worn so no undergarments are exposed.
- Prohibit any dress or lack thereof that causes a disruption of the educational process.
- Because of safety concerns, the administration may restrict certain articles of clothing, jewelry, and/or footwear from being worn or brought to school. This could be done either on a temporary or permanent basis in order to protect students and staff.
- The principal shall retain the authority to grant exceptions to the school dress policy for special occasions and/or special conditions. When students or parents disagree with district staff regarding a piece of clothing, the principal will make the final determination.
- Each teacher has the right to allow hats or caps to be worn or not in class during the school day.
- Shirts should cover the torso and cleavage at all times.
- Shorts must extend no higher than mid-thigh.
- Sunglasses are not to be worn in class unless a student has a verified medical reason.
- Clothing and accessories that display suggestive, double meaning, hate language (symbols of racism or violence), or drug/alcohol-related words and/or symbols are inappropriate. Also prohibited are apparel, jewelry, accessories, notebooks or any manner of grooming which because of its color, the way it is worn, its trademark or any characteristic, carries known gang connotations or can be used as a weapon. This includes, but is not limited to, chains, spikes, pins, or needles. Administration will make this determination.
- No undergarments exposed.
- Students are asked to change if clothing is deemed inappropriate. The parents will be notified of dress code violations and further disciplinary action may happen for repeated violations.
- School organizations or departments that sponsor off-campus athletics may adopt special rules regarding dress and grooming to be followed when representing the school in such activities.

Behavior/Violation	Definition/Description	First Offense Consequences	Second Offense Consequences	Third Offense Consequences
I. Attendance				
Excessive Tardies (minor)	Arriving late to class after the school day has started or more than 10 minutes after a class has begun. Considered	1-3 tardies: Parent/guardian notified via Infinite Campus (if opted for), teacher call/emails guardian with	4 tardies: Administrator conferences with students and parents.	4 or more tardies: Student/Guardian conference with admin., CARE TEAM referral and Intervention Plan and/or student is assigned detention

	excessive at five or more times in one semester.	evidence of 2 way communication.		(lunch or after-school.)
Truancy (minor)	All unverified absences (AUKs), or being absent for an entire day or a class period without permission.	Parent/guardian is notified of absence through Infinite Campus. The Guardian has 3 days to excuse the absence.	Parent/guardian is notified of absence through Infinite Campus. The Guardian has 3 days to excuse the absence.	Parent/guardian is notified of absence through Infinite Campus. The Guardian has 3 days to excuse the absence. 3 unexcused absences may result in referral to the Student Attendance Review Board and student is deemed Habitual Truant for 2 years.
Truancy Confirmed	Confirmation that a student is truant. Example: Seen walking down the street by staff and confirmed with parent.	Parent meeting/communication. 1 day ISS-Reset room	Parent meeting/communication. 2 days ISS Reset Room	Parent meeting with admin, CARE team intervention plan. SARB referral.

<p>Habitual Truancy (major)</p>	<p>Declared a truant three or more times in one school year (NRS 392.040).</p>	<p>The parent/guardian is notified of a School Attendance Review Board (SARB) hearing; the student must have a conference with a counselor, SSP, or administrator; and the student and parent must attend the SARB hearing.</p>	<p>Re-refer to JPO when SARB contract is broken. CARE TEAM Intervention Plan implemented and adjusted as needed.</p>	<p>Re-refer to JPO when SARB contract is broken. CARE TEAM Intervention Plan implemented and adjusted as needed.</p>
<p>II. Bullying and Harassment</p>				
<p>Bullying (minor or major)</p>	<p>Written, verbal, electronic, or physical acts causing physical harm, fear of harm, or interfering with a person's rights (NRS 388.122). Can be based on characteristics such as race, religion, gender identity, sexual orientation, disability.</p>	<p>Requires immediate administrative involvement and parent meeting. Possible in or out of school suspension. CARE team referral. Intervention Plan implemented. Possible law enforcement involvement.</p>	<p>Require immediate administrative involvement and parent meeting. Possible in or out of school suspension, expulsion or change of placement. Intervention Plan reviewed and adjusted. Possible law enforcement involvement.</p>	<p>Require immediate administrative involvement and parent meeting. Possible in or out of school suspension, expulsion or change of placement. Intervention Plan reviewed and adjusted. Possible law enforcement involvement.</p>

<p>Cyberbullying (minor or major)</p>	<p>Bullying through electronic communication (NRS 388.123), including transmitting a sexual image of a minor.</p>	<p>Requires immediate administrative involvement and parent meeting. Possible in or out of school suspension. CARE team referral. Intervention Plan implemented. Possible law enforcement involvement.</p>	<p>Require immediate administrative involvement and parent meeting. Possible in or out of school suspension, expulsion or change of placement. Intervention Plan reviewed and adjusted. Possible law enforcement involvement.</p>	<p>Require immediate administrative involvement and parent meeting. Possible in or out of school suspension, expulsion or change of placement. Intervention Plan reviewed and adjusted. Possible law enforcement involvement.</p>
<p>Discrimination Based on Race (minor or major)</p>	<p>Any act based on a person's race, color, culture, etc., that causes harm or creates a hostile learning environment (NRS 388.1235).</p>	<p>For low-level first offenses, a parent/guardian is notified, and there is a student conference with an administrator. Care team referral and Restorative plan will be implemented, may result in in-school suspension. Mid or High level Offences see 2nd offence.</p>	<p>Mid-level and high-level offenses require immediate administrative involvement. May result in in-School or out-of-school suspension, expulsion, or consideration for an alternative environment. Care team Restorative Plan implemented or adjusted. Law enforcement may be involved.</p>	<p>Mid-level and high-level offenses require immediate administrative involvement. May result in in-School or out-of-school suspension, expulsion, or consideration for an alternative environment. Care team Restorative Plan implemented or adjusted. Law enforcement may be involved.</p>

<p>Sexual Misconduct/Harassment (major)</p>	<p>Behaviors sexual in nature that violate district rules, such as unwelcome sexual advances, unwanted touching, etc.</p>	<p>For all offenses, the parent/guardian meeting, with administrators. Care team referral and Intervention Plan implemented. In-school or out-of-school suspension, or expulsion, and law enforcement involvement.</p>	<p>For all offenses, the parent/guardian meeting, with administrators. Care team referral and Intervention Plan adjusted. In-school or out-of-school suspension, or expulsion, and law enforcement involvement.</p>	<p>For all offenses, the parent/guardian meeting, with administrators. Care team referral and Intervention Plan adjusted. In-school or out-of-school suspension, or expulsion, and law enforcement involvement.</p>
<p>Theft/Possession of Stolen Property (major)</p>	<p>Stealing or taking the property of another individual, or being in the possession of property that has been stolen, based on statutory definitions for such actions.</p>	<p>All offenses, a required parent meeting with an administrator will be held. Consequences can include suspension, required reimbursement for the property, and possible law enforcement involvement.</p>	<p>All offenses, a required parent meeting with an administrator will be held. CARE team referral and behavior plan implemented. Consequences can include suspension, required reimbursement for the property, and possible law enforcement involvement.</p>	<p>All offenses, a required parent meeting and with an administrator will be held. Consequences can include suspension, or change of placement, required reimbursement for the property, and law enforcement involvement.</p>
<p>III. Disruption of School Activities</p>				

<p>Disregard for School Rules and/or Interference with Instruction (minor)</p>	<p>Violating school rules in the handbook or disseminated by staff. Examples include disruptive classroom conduct, horseplay, throwing objects, public displays of affection.</p>	<p>Teacher responsibility:</p> <p>1st Offense: Give a warning,</p> <p>2nd Offense: notify the parent/guardian, and hold a parent conference.</p> <p>3rd Offense: Same procedure as 2nd offense.</p>	<p>4th Offense: becomes a Major Behavior. CARE team referral and behavior plan implemented. Administration will hold a meeting with the student and parent, which may include in or out of school suspension.</p>	<p>5th Offense: Students may be classified as habitual discipline problems. CARE team referral and behavior plan adjusted. Administration will hold a meeting with the student and parent, which may include in-school or out of school suspension, or change of placement</p>
<p>Disruption of School Activities (major)</p>	<p>Willfully interfering with or disturbing educational activities. Examples include disturbing the peace, riots/brawls, false fire alarms.</p>	<p>For all offenses, a required parent conference with an administrator will be held. Consequences can include in-school or out-of-school suspension, expulsion, or change of placement and law enforcement involvement.</p>	<p>For all offenses, a required parent conference and a student conference with an administrator will be held. Consequences can include in-school or out-of-school suspension, expulsion, or change of placement and law enforcement involvement.</p>	<p>For all offenses, a required parent conference and a student conference with an administrator will be held. Consequences can include in-school or out-of-school suspension, expulsion, or change of placement and law enforcement involvement.</p>

<p>Insubordination (major)</p>	<p>Repeated and willful failure to follow written or verbal rules and directives. Examples include no-shows for detention/ISS, resisting an officer.</p>	<p>For all offenses, a required parent conference and a student conference with an administrator will be held. Consequences can include in-school or out-of-school suspension, expulsion, or change of placement and law enforcement involvement.</p>	<p>For all offenses, a required parent conference and a student conference with an administrator will be held. Consequences can include in-school or out-of-school suspension, expulsion, or change of placement and law enforcement involvement.</p>	<p>For all offenses, a required parent conference and a student conference with an administrator will be held. Consequences can include in-school or out-of-school suspension, expulsion, or change of placement and law enforcement involvement.</p>
<p>IV. Violation of School Rules</p>				
<p>Cheating/Plagiarism (minor or major)</p>	<p>Improperly taking or giving information, or presenting someone else's work as your own. Includes altering records, forgery, and using AI.</p>	<p>Parent/guardian notified and conference held to discuss cheating violations. Cheating on Formative assessments and independent practice: students will be asked to redo the assignment.</p> <p>For Summative Assessments: students will be referred to administration.</p>	<p>A second offense, or summative assessment cheating requires a parent/student/teacher conference with administration to determine consequences, which may result in a zero grade.</p>	<p>A third offense for cheating requires a parent/student/teacher conference with administration to determine consequences, which may result in a zero grade or suspension.</p>

Dress Code Violation (minor)	Violating the dress code in the student handbook or school uniform policy.	Teacher: Parent/guardian notified and the student must change into appropriate clothes.	Second Offences: Refer to Administration. Parent conference with admin., student changes into appropriate clothing.	A third offense requires a required parent conference and a student conference with an administrator. Possible Behavior Plan.
Inappropriate Language (minor)	Violation of rules regarding spoken language or other communications, such as foul language, disrespect, profanity, and verbal abuse.	Teacher: 1st offence-student warning 2nd offence-parent notified.	Third offense requires a parent conference, a student conference with an administrator, and possible in-school suspension.	In school suspension or other consequences determined by the administrator.
Technology Violation (minor)	Violating the policy on the use of electronic devices, such as cell phone use violations or inappropriate internet use.	Chromebook: Parent/guardian notified and student is warned. Cellphone: Confiscated by teacher and phone sent to the office. Admin calls the parent and issues a warning. The phone is returned to the student. Teacher sends phone to office for 1-4 offences.	Chromebook: A second offense requires a conference with parents and administration. Cell Phone: 2nd offense Admin calls parents. Parents have to pick up the phone and student and parent conference occur. Cell Phone: 3rd offense Same procedure as 2nd offense with the warning that a 4th offense results in not being allowed to bring the phone to school.	Chromebook: A third offense requires a required parent and a student conference with an administrator, and may result in loss of chromebook privilege for a determined period of time. Cell Phone: 4th offense Students are not allowed to have a cell phone on campus. If found with a cell phone, the student may be suspended.

V. Prohibited Behaviors				
Arson (major)	Intentionally setting or attempting to set a fire to property.	All offenses require a required parent conference with an administrator. Consequences will include reimbursement for damages ,may include in-school suspension, out-of school suspension, expulsion, change of placement, and law enforcement involvement.	Change of placement or expulsion.	

<p>Damage to or Destruction of Property on School Grounds (minor or major)</p>	<p>Willful or malicious destruction or injury to real or personal property.</p>	<p>All offenses require a required parent conference with an administrator. Care team referral and behavior plan. Consequences include reimbursement for damages, potential for suspension, and possible law enforcement involvement.</p>	<p>All offenses require parent conference with an administrator. Behavior Plan adjusted. Consequences will include reimbursement for damages, may include in-school suspension, out of school suspension, expulsion, change of placement, and law enforcement involvement.</p>	<p>Change of placement or expulsion.</p>
<p>Gang-Related Behavior/Activity (major)</p>	<p>Violation of the policy prohibiting criminal gang activities on school property.</p>	<p>All offenses require a parent conference with an administrator, CARE team referral and behavior plan. Possible in-school or out-of-school suspension, change of placement, or expulsion. Law enforcement will be involved.</p>	<p>All offenses require a parent conference with an administrator. Behavior Plan adjusted. Consequences may include in-school suspension, out-of school suspension, expulsion, change of placement, and law enforcement involvement.</p>	<p>Change of placement or expulsion.</p>
<p>Habitual Disciplinary Problem (major)</p>	<p>Threatening or extorting another person two or more times, or a record of five significant suspensions in one school year.</p>	<p>All offenses require a parent conference, with an administrator. CARE team referral and behavior plan implemented. Possible in-school or out-of-school</p>	<p>All offenses require a parent conference, with an administrator. Behavior plan adjusted. Possible in-school or out-of-school suspension, change of</p>	<p>Change of placement or expulsion.</p>

		suspension, change of placement, or expulsion. Law enforcement will be involved.	placement, or expulsion. Law enforcement will be involved.	
Sexual Misconduct/Harassment (major)	Sexual misconduct/harassment is defined as violations of school rules related to behavior or harassment of a sexual nature. This includes, but is not limited to, unwelcome sexual advances, recording or transmitting nudity or sexual acts with electronic devices, unwanted touching, threatening sexual harm, consensual sexual activity between students, and other inappropriate or suggestive sexual behavior.	All offenses require a parent conference with an administrator, CARE team referral and behavior plan put in place. Possible in-school or out-of-school suspension, change of placement, or expulsion. Law enforcement may be involved.	Change of placement or expulsion	

Threat to School (major)	Statement of intent to inflict pain, injury, death, or damage against a specific school or its occupants.	All offenses require a parent conference with an administrator, CARE team referral and behavior plan put in place. Possible in-school or out-of-school suspension, change of placement, or expulsion. Law enforcement will be involved.	Change of placement or expulsion, law enforcement involved.	
Threat to Staff (major)	Threatening to cause bodily harm or death to a school employee (NRS 392.915).	All offenses require a parent conference with an administrator, CARE team referral and behavior plan put in place. Possible in-school or out-of-school suspension, change of placement, or expulsion. Law enforcement will be involved.	Change of placement or expulsion, law enforcement	
Threat to Student (major)	Threatening to cause bodily harm or death to another student (NRS 392.915).	All offenses require a parent conference with an administrator, CARE team referral and behavior plan put in place. Possible in-school or out-of-school	Change of placement or expulsion, law enforcement.	

		suspension, change of placement, or expulsion. Law enforcement will be involved.		
Trespassing (minor or major)	Unauthorized presence in an off-limits area after being previously notified that the area is restricted.	All offenses require a required parent conference with an administrator. In-school or out-of-school suspension. Law enforcement may be involved.	All offenses require a required parent conference with an administrator. Out-of-school suspension. Law enforcement may be involved.	Change of Placement, expulsion, law enforcement.
VI. Substance Abuse Related Behaviors: All substances and paraphernalia will be confiscated.				
Alcohol - Possession/Use of (major)	Violation of the district's plan to maintain a safe and substance-free environment.	All offenses require a parent conference with an administrator. CARE team referral. Support Plan put in place. May include in-school or out-of-school suspension. Possible law enforcement.	All offenses require a parent conference with an administrator. Support Plan adjusted.. May include in-school or out-of-school suspension. Possible law enforcement.	All offenses require a parent conference with an administrator. Support Plan adjusted.. May include in-school or out-of-school suspension. Possible law enforcement.

<p>Drug Paraphernalia - Possession of (major)</p>	<p>Possession of drug paraphernalia.</p>	<p>All offenses require a parent conference with the administrator. Care team referral. May include in-school or out-of-school suspension. Law enforcement involvement.</p>	<p>All offenses require a parent conference with the administrator. CARE team referral and intervention plan implemented. May include in-school or out-of-school suspension, expulsion, or change of placement. Law enforcement involvement.</p>	<p>All offenses require a parent conference with the administrator. Intervention plan adjusted. May include in-school or out-of-school suspension, expulsion, or change of placement. Possible law enforcement involvement.</p>
<p>Possession/Use of a Controlled Substance (major)</p>	<p>Possession or use of a controlled substance.</p>	<p>All offenses require a parent conference with the administrator. CARE team referral and intervention plan implemented May include in-school or out-of-school suspension. Law enforcement involvement.</p>	<p>All offenses require a parent conference with the administrator. Intervention plan adjusted. May include in-school or out-of-school suspension, expulsion, or change of placement. Law enforcement involvement.</p> <p>If intent to sell and distribute is established, students will be expelled or change of placement.</p>	<p>All offenses require a parent conference with the administrator. Intervention plan adjusted. May include in-school or out-of-school suspension, expulsion, or change of placement. Law enforcement involvement.</p> <p>If intent to sell and distribute is established, students will be expelled or change of placement</p>

Tobacco Violation (minor)	Possession or use of tobacco products.	All offenses require a parent conference with an administrator, and in-school or out-of-school suspension.	All offenses require a parent conference with an administrator, and in-school suspension. Care Team Referral and Behavior Plan.	All offenses require a parent conference with an administrator, and in-school or out-of-school suspension. Confiscation is also included as a consequence.
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NRS 392.4655 - Habitual disciplinary problem: A pupil shall be deemed a “habitual disciplinary problem” if the school in which the pupil is enrolled has written evidence which documents that in one school year: the pupil has threatened or extorted, or attempted to threaten or extort a pupil or a teacher or other personnel employed by the school; the pupil has been suspended for initiating at least two fights on school property; or the pupil has a record of five suspensions from school for any reason. A second offense in any of the above categories results in a permanent expulsion from the school.

Nevada Bullying/Harassment

NRS 2010 defines bullying as "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."

NRS 2001 prohibits pupils and school employees and officials from engaging in bullying, Cyber Bullying, harassment or intimidation on the premises of any public school, public school sponsored activity, or on any school bus.

NRS 2009 requires the Department of Education to prescribe by regulation a policy for all school districts and public schools to provide a safe and respectful learning environment free of bullying, Cyber Bullying, harassment and intimidation. The policy must include (1) training in positive human relations with pupils without the use of bullying, Cyber Bullying, intimidation or harassment, (2) methods to improve the school environment in the area of positive human relations, and (3) methods to teach skills to pupils so they are able to replace inappropriate behavior with appropriate behavior. Local boards must adopt the policy and report each year on violations.

Cyber Bullying

NRS 2009 defines Cyber Bullying as bullying through the means of electronic communication. "Electronic communication" is defined as the communication of any written, verbal or pictorial information through the use of an electronic device including, without limitation, a telephone, cellular phone, a computer or any similar means of communication."

NRS 2001 prohibits pupils and school employees and officials from engaging in Cyber Bullying on the premises of any public school, public school sponsored activity, or on any school bus.

NRS 2009 requires the Department of Education to prescribe by regulation a policy for all school districts and public schools to provide a safe and respectful learning environment free of bullying, Cyber Bullying, harassment and intimidation. One of the elements the policy must include is training in positive human relations with pupils without the use of bullying, Cyber Bullying, intimidation or harassment.

NRS 2009 requires that the standards for computer education include a review of the ethical use of computers and other electronic devices, methods to ensure the prevention of Cyberbullying, instruction on the safe use of computers and other electronic devices including instruction on how to avoid harassment, Cyber Bullying and other unwanted communication.

Sexual Harassment

Conduct that constitutes sexual harassment that is committed by students of either sex against students or staff of the opposite or same sex is inappropriate behavior. Students can expect guidance, support and/or advocacy from district staff in addressing matters related to sexual harassment or inappropriate behavior of a sexual nature.

Definition: Sexual harassment may include any unwanted physical contact, exposure, verbal comments or written statements that would be offensive to others.

Filing a Complaint: Any Churchill County School District student who believes that she or he has been subjected to sexual harassment should report the incident promptly.

1. The report can be made verbally or in writing to any staff member who will then report the incident to the principal or designee.
2. An investigation will be conducted and a report will be made to the District EEO officer.
3. Confidentiality will be preserved consistent with applicable laws and Churchill County School District's responsibility to investigate and address such complaints.

More detailed information can be found in Churchill County School Board Admin. Regulation 4138

Harassment and Intimidation

The Churchill County School District does not condone harassment or intimidation in our school or at school-related activities. Parents and students should report any incidents of harassment or intimidation to school personnel in order to address and resolve them effectively. A member of the board of trustees of a school district, any employee of the board of trustees, including, without limitation, an administrator, principal, teacher or other staff member, or any pupil shall not engage in harassment or intimidation on the premises of any public school, at an activity sponsored by a public school or on any school bus.

Chapter 388 of NRS:

"Harassment" means a willful act or course of conduct that is not otherwise authorized by law and is:

1. Highly offensive to a reasonable person; and
2. Intended to cause and actually causes another person to suffer serious emotional distress.

"Intimidation" means a willful act or course of conduct that is not otherwise authorized by law and:

1. Is highly offensive to a reasonable person; and
2. Poses a threat of immediate harm or actually inflicts harm to another person or to the property of another person.

Hazing

CCSD Reg. 5410.1 defines hazing as encompassing any intentional action or activity which does not contribute to the positive development of a student-athlete; which inflicts or intends to cause physical or mental harm or anxieties; which may demean, degrade, or disgrace any person regardless of location, intent or consent of participants; or which intentionally endangers a student for admission or affiliation with any athletic team or other school organization. Hazing can also include any exaggerated and excessive teasing. CCHS considers Hazing a form of harassment and will assign consequences according to the behavior matrix. Any person who fails to report knowledge of any incidents of hazing will be considered a participant in the hazing.

Hazing includes, but is not limited to any situation which:

- Creates a risk of injury to any individual or group
- Causes discomfort to any individual or group
- Causes embarrassment to any individual or group
- Involves harassment of any individual or group
- Involves humiliation of an individual or group
- Involves ridicule of an individual or group

Prohibited actions and activities include, but are not limited to, the following:

- Initiation or other activity where there is an expectation of individuals joining a particular team to participate in behavior designed to humiliate, degrade, or review the student-athlete regardless of the person's willingness to participate.
- Activity or action that creates a risk to the health, safety, or property of the District or any member of its surrounding community.
- Requirement or pressure put on an individual to participate in any activity, which is illegal, perverse, and publicly indecent.
- Expectation or pressure on individuals to participate in an activity in which they do not want to participate.
- Degrading or humiliating games or activities that make the member the object of amusement, ridicule, or intimidation.
- Subjecting a member to cruel and unusual psychological conditions.
- Forcing individuals to perform illegal acts, such as stealing, theft, destruction, or removal of public or private property.

Off-Campus Lunch

Open campus is for Juniors and Seniors. Freshman and Sophomore open campus is determined by administration. All students are subject to closed campus restriction as determined by administration. CCHS has an open campus DURING "LUNCH TIME" ONLY; when students are off campus for lunch all CCHS rules of appropriate behavior apply. The purpose of off-campus lunch is to allow you the freedom to make decisions about your lunch options, demonstrate responsibility for your behavior and return to campus on time for your classes. Maintaining an open campus is the responsibility of all CCHS students and is based on responsible student behavior. Open campus is a privilege that may be revoked for any student who behaves inappropriately off campus at lunch or who has attendance, tardy or classroom behavior problems. All school rules apply during lunch, on or off campus.

Patriotic Exercise

CCHS students will be led in the Pledge of Allegiance each day through the intercom system. Then, per NRS 388.075, students will observe thirty seconds of silence.

Student Fines

Students are responsible for returning in good condition all items entrusted to them over the course of the school year, including but not limited to textbooks, library materials and athletic equipment. If the items are not returned, it is the student's responsibility to pay for the replacement cost of the items. This also includes parking fines, which are charged due to the student's abuse of parking privileges. Any student who damages school property will be responsible for restitution. Various privileges will be withheld or revoked if a student's obligations are not met, such as withholding of yearbook distribution, further parking privileges, receiving cap and gown, walking with his or her class at graduation, and receiving a diploma. **In the event that a check with insufficient funds is given to the high school for payment of any debt, a \$25 fee will be added to the amount owing.** Toward the end of the second semester, cash or money orders, or debit/credit will only be accepted as payment. During the last 6 weeks of the second semester, personal checks will not be accepted for payment of fees.

Student Fees

Assessed fees are due and payable by the 4th week of attendance.. CCHS accepts cash, checks, debit/credit (\$2 fee) cards to pay fees. Fees can be paid online or in person at the main H.S. office

Student Yearly Service Fee

Students are assessed a \$20 yearly fee. The \$20 fee allows students free entry into all home sporting events by displaying their student body card. Part of the \$20 fee will go to athletics-\$10.05, Student Counsel \$3.75, Band \$1.20 and Book fee \$5.00.

Extracurricular and School Dance Guidelines

Throughout the year, students will have opportunities to attend school dances both at school and in the community. It is important to remember that all policies of the school and district apply to these functions. The following are guidelines that apply to student and guest participation at CCHS dances:

1. **Students must be in good standing in order to attend—Good attendance, Passing grades, No behavior infractions.**
2. If a student is suspended or learning from home for a period of time assigned by an administrator during when the dance occurs, then that student may not attend. This includes if a student is suspended or learning from home for a period of time assigned by an administrator on a Friday and the dance is held on a Saturday.
3. If a student wishes to bring a guest, he or she must complete the guest form by the date required prior to the dance. If the guest is approved, the guest becomes the student's responsibility at the dance.
4. Students must bring and show school identification in order to enter a dance.
5. Appropriate dancing behavior and adherence to all school rules and policies outlined in the student handbook, including dress code and public displays of affection, are expected.
6. **Tickets must be purchased prior to the dance. No tickets will be sold at the door.**

Parking Policy

All students will use the designated BACK parking lot. The Front Parking lot is designated for STAFF and Visitors,

Parking at CCHS is a privilege that can be revoked. Purchase of a parking pass does not guarantee a space, simply the right to park in the lot.

Consequences for Inappropriate Parking will be administered (see 1 – 3 below).

Parking at CCHS requires a pass to be visible and hanging from the rear-view mirror of the car. The cost is \$5.00 and is paid at the main office. Students have until August 27th to purchase permits for the school year. BEGINNING AUGUST, 30th STUDENTS WILL BE SUBJECTED TO CONSEQUENCES (SEE 1-3 BELOW) FOR FAILURE TO HAVE PERMIT DISPLAYED APPROPRIATELY.

- **The speed limit at CCHS is 10 miles per hour.**
- Students are to park south of the school in the areas that have been designated for student parking. They are not to park in posted handicapped parking (unless appropriate), no-parking zones, fire lanes, visitor parking or bus lanes.
- Students are **not permitted** to park in the faculty lot . Students parking there may be subject to ticketing, loss of parking privileges and vehicles subject to tow.
- Scooters and Bicycles are considered vehicles and must have a permit to park in the designated area in the CCHS faculty lot.
- Parking tags are issued to students, not cars, and can be moved from car to car as needed.
- New tags will not be issued until the parking contract is completed and returned to the office with a \$5.00 fee.
- Stolen tags need to be reported immediately. Replacement tags can be purchased for a \$5.00 fee.
- Students using electronic devices (cell phones) while driving will be subject to ticketing.

Consequences for Inappropriate Parking and Driving:

1. **First Offense** – Ticket
2. **Second Offense** – One-week suspension from parking on campus.
3. **Third Offense**- The student could lose their parking privilege on campus.

Other Services

District Liability and Student Insurance

All students are responsible for any instruments, books, equipment, automobiles, clothing and other items that they have on campus, whether they are owned by the student or have been entrusted to the student by the school district or others. The district is not an agent for any student and is not responsible for any loss, theft or damage to any such items whether in the student's possession or stored/left on campus or other school property.

The district does NOT provide insurance coverage for student injuries in physical education or athletics. If a student is not covered by the parents' insurance, he or she should purchase "school-time" insurance available to all students in Nevada. Forms are available in the administrative office.

Fifth Year Students

If you will need a fifth year to complete coursework, you are welcome at CCHS with approval of an administrator. In order to attend the fifth year day school program, you must enroll in a six period day or in the number of courses you need for graduation. In addition, you are expected to attend regularly and maintain a C or higher average. **All fifth year students will sign a standard behavior contract.** Failure to meet contract expectations, unapproved absences, disruptive behavior, and/or lack of effort in courses will result in the 5th year student being dropped from enrollment.

Homeless Students or Students in Transition

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:

- Sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason
- Living in a motel, hotel, trailer park, or campground due to the lack of alternative adequate accommodations
- Living in an emergency or transitional shelter
- Abandoned in a hospital
- Awaiting foster care placement
- Living in a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings
- Living in a car, park, public space, abandoned building, substandard housing, bus or train station, or similar setting.

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

The District has a homeless liaison that will ensure immediate enrollment into a school without required documents. All students in the District can be bussed 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 Federal Programs, 423-6955.

Release of Student Directory Information

The Churchill County School District makes student Directory Information available in accordance with state and federal law. The term "Directory Information" means one or more of the following items:

1. student name
2. address (military & institutions of higher education)
3. telephone listing (military & institutions of higher education)
4. major field of study
5. participation in officially recognized activities and sports
6. weight and height of members of athletic teams
7. degrees and awards received
8. photograph (this includes yearbooks, class composite pictures, and any pictures in the newspaper)

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. Federal No Child Left Behind legislation provides that all branches of the military & institutions of higher education have access to Directory Information upon request. 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. **This waiver must be submitted annually. If you have questions about the release of your student's information, please contact the main office at 423-5184.**

Internet Use

Students at CCHS have the ability to access the Internet as a learning device. We encourage its use in this capacity. **Each student is given a confidential password that, under no circumstances, should he or she share with other students.** Students should not use someone else's password. In order to access the internet, students must return the Internet Use Agreement. Violations of this agreement such as the accessing of non-educational, inappropriate sites will result in the loss of their computer privileges and other disciplinary consequences. Students are held responsible for any Internet activity that occurs while their login name and password are being used. Students are encouraged to log out anytime they leave their workstation and to change their password frequently.

Graduation Speakers

Senior graduation speaker is the Valedictorian, the Principal, and a Keynote speaker chosen by the Senior Class.

Valedictorian Selection Policy

Each year, two valedictorians will be recognized from the graduating class at Churchill County High School (CCHS).

CCHS Valedictorian

One valedictorian will be selected from students who have taken classes at CCHS. Eligible students will be notified after the first quarter of their senior year and must complete an application process via a Google Form provided by the counseling department. The application must be submitted on or before March 15 of the following year. The selection will be based on the highest GPA calculated from 24 credits completed at CCHS. This calculation will occur at the end of the first semester of the student's senior year and must include the following credit requirements:

- English: Minimum of 3.5 credits
- Science: Minimum of 2.5 credits
- Mathematics: Minimum of 3.5 credits
- Social Studies: Minimum of 2.5 credits
- Electives: Minimum of 10 credits

The CCHS Valedictorian will deliver the commencement speech at the CCHS graduation ceremony.

Jump Start Valedictorian

One valedictorian will be selected from the Jump Start Program based on overall highest GPA. The Jump Start Valedictorian will be recognized at the CCHS commencement ceremony.

Special Considerations

A committee review will be conducted for students who have transferred to CCHS during their high school career, or other such

Students with special considerations must submit a letter of consideration to the counseling office for review by the Valedictorian Selection Committee. This committee will consist of:

- A school administrator
- A representative from the counseling department
- A department chair from the teaching staff

Final decisions regarding valedictorian selection will be made at the discretion of the Valedictorian Selection Committee.

Student Politics

The CCHS student body officers and representatives that you have elected meet with school administration and teachers to share student concerns and ideas. Make your ideas and opinions count by becoming a part of student politics at CCHS.

Fundraising

As stated in Churchill County School District Policy 3301, "The Board of School Trustees must approve all school sponsored fund raising activities which involve a prior contractual agreement of more than one thousand (\$1,000.00) dollars." No fund raising activity is authorized to be held during the instructional hours of the day without approval of the respective principal and the Superintendent. Adult supervision/control is to be utilized for all fund raising activities involving students. Door-to-door sales by students of Churchill County School District are strongly discouraged. If students are involved in fundraising, those funds must be deposited into a recognized CCHS student activity account.

Visitors

All visitors must sign in/ out at the main office for a visitor pass and return the pass at the end of the visit. Visitors are not allowed to attend classes without prior administrative approval. No visitors will be allowed during the week of finals. Only staff, parents/guardians and enrolled students attending scheduled classes are allowed on school grounds. A trespass warning will be issued to unauthorized individuals on a first offense; on a second offense, individuals will be subject to arrest per NRS 207.200.

Churchill County School District Student Internet Access Agreement **Administrative Regulation 6142** **2024-2025 School Year**

As a condition of my right to use the Churchill County School District network and access to the Internet or any other public network for the **2024-2025 academic year**, I understand and agree to the following:

1. I will follow all the guidelines and regulations of Administrative Regulation 6140, Churchill County School District's *Computer Network and Internet Acceptable Use*.

2. The use of the Churchill County School District network and access to the Internet or any other public networks is a privilege which may be revoked by the Churchill County School District at any time for abusive conduct or violation of any of the conditions of use set forth herein, in Administrative Regulation 6140, or in future written, electronic, or web-site based directions, policies, regulations, and guidelines that may be developed during this academic year. Churchill County School District reserves the right to regulate time and access for personal use.
3. Churchill County School District has a right to review and monitor any material created, stored, transmitted, or received via the Churchill County School District network or access thereof to the Internet or other public network. Churchill County School District 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, or that may in any way compromise the integrity of the CCSD network, and I hereby waive any right of privacy which I may otherwise have in and to such material.
4. Churchill County School District will not be liable for any direct or indirect, incidental, or consequential damages due to information gained, created, transmitted, created, and/or obtained via use of the Churchill County School District 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 Churchill County School District, nor are they intended to refer to, or be applicable to any specific person, case or situation.
5. Churchill County School District and/or Technology Department does not warrant the functions of its network or any of the networks accessible through Churchill County School District access, will meet any specific requirements you may have, will be error free or uninterrupted, nor shall Churchill County School District be liable for any direct or indirect, incidental, or consequential damages (including lost data, information, profits) sustained or incurred in connection with the use, operation, or inability to use Churchill County School District's network or access.
6. That in consideration for the privilege of using the Churchill County School District access and network, I hereby release the Churchill County School District, technology management, 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 Churchill County School District'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 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.

Unless written notification of non-consent is received by the school from the parent, parents agree that their child will abide by Churchill County High School's Internet Access Agreement as stated in this handbook and acknowledge the conditions above and acceptance below.

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 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.

Annual Notification of Rights Under the Family Educational Rights and Privacy Act (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 as follows:

1. The right to inspect and review the student's education records within 45 days of the day the Churchill County School District receives a request for access.
Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The school principal will arrange 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 is inaccurate or misleading. Parents or eligible students may ask the Churchill County School District to amend a record that they believe is inaccurate or misleading. They should write to the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District 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 consent to disclosures of personally identifiable information contained 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 District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a counselor, a school psychologist; a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or 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, school system, or institution of postsecondary education where the student seeks or intends to enroll.
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 federal office that administers FERPA is:

**Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605**

In addition, the Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Churchill 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, Churchill 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 Churchill County School District to include this type of information from your child's education records in certain school participations. 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 laws¹ require the CCSD to provide military recruiters and institutions of higher education upon request, with three directory information categories-names, addresses and telephone listings-unless parents have advised the CCSD that they do not want their student's information disclosed without their prior written consent. If you do not want CCSD to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing. CCSD has designed the following information as directory information:

- Student name
- Address (military & institutions of higher education only)
- Telephone listing (military recruiters & institutions of higher education only)
- Major field of study
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- Photograph

*For additional information, please contact the CCSD Special Services Office, at 775-423-5187, or write to:
CCSD Director of Special Services, Fallon, Nevada 89406*

