

This handbook belongs to _____



Silverland Middle School

2025-2026

“GO VAQUEROS!”

BE RESPONSIBLE, BE RESPECTFUL, BE SAFE

Steve Henderson, Principal
Tammie Moniz, Assistant Principal
Shaun McMackin, Dean

(775) 575-1575
www.sms.lyoncsd.org

Silverland Middle School
1100 Jasmine Lane
Fernley, NV. 89408

Phone: 775-575-1575
Fax: 775-575-1566

SafeVoice: Visit www.safevoicenv.org Call (833)216-SAFE

Our office is open from 7:00 to 3:30, Monday through Friday. School hours for students are 7:30 a.m. to 2:00 p.m. Monday - Thursday and from 7:30 a.m. to 1:00 p.m. on Fridays.

Silverland Middle School Mission Statement:

The Silverland Middle School Learning Community promotes learning for all; with high expectations for academic, social, and emotional growth in a safe, caring, and respectful environment. We instill a personal responsibility in developing excellence; bridging the gap from childhood through adolescence.

Silverland Middle School Core Values

Communication: Open and consistent communication among all members of the SMS Learning Community is essential.

Remediation: SMS will provide all students the opportunity to learn. Remediation will be available for students who are functional below grade level as indicated by educational assessments.

Accountability: Members of the SMS Learning Community will be accountable for their contribution to student achievement.

Respect: The SMS Learning Community will foster an environment that encourages respect among the staff, students, parents and guests of our school.

Silverland Middle School Counseling Vision Statement and Mission Statement

Vision Statement:

In 5-15 years SMS students will have the skills and abilities necessary to achieve success in High school and all post-secondary pursuits. We strive for all students to have knowledge and be able to access the skills needed to become socially competent, self-reliant, life-long learners motivated by a growth mindset.

Mission Statement:

The Mission of the Silverland Middle School Counseling Program is to provide high quality comprehensive school counseling services with equal access to all students. Our programs are designed to help all students develop and enhance their academic, social, career, and personal strengths in order to become responsible and productive citizens for the 21st Century. In partnership with our learning community which encompasses educators, parents/guardians, and the community, professional school counselors strive to ensure that all students at SMS develop the skills, knowledge and understanding necessary to be successful in our changing society.

Silverland Middle School Staff

Administration

Steve Henderson	Principal	shenderson@lyoncsd.org
Tammie Moniz	Assistant Principal	tmoniz@lyoncsd.org
Shaun McMackin	Dean	smcmackin@lyoncsd.org

Administrative Support Staff

Julia Torres	Principal's Secretary	jtorres@lyoncsd.org
Jennilee O'Bryant	School Secretary	jobryant@lyoncsd.org
Phylicia Harlow	Secretary Aide	phylicia.harlow@lyoncsd.org

Counselors

Jeremy Elsmore	Counselor	jeslmore@lyoncsd.org
John Gavin	Counselor	jgavin@lyoncsd.org

Safe School

Yesenia Hernandez	Safe Schools	yhernandez@lyoncsd.org
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Nurse

Mary Kibbe	School Nurse	mkibbe@lyoncsd.org
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Classroom Teachers

Mike Hogan	7 th Science	Hogan.michael@lyoncsd.org
Nicole Barona	7 th Social Studies	nbarona@lyoncsd.org
Neysia Smith	7 th Math	nsmith@lyoncsd.org
Edgar Valencia	7 th Science	edgar.valenciavargas@lyoncsd.org
Marce Lange	7 th Math	mlange@lyoncsd.org
Jackson Chapin	7 th Social Studies	jackson.chapin@lyoncsd.org
Christy Humphrey	7 th Language Arts	chumphrey@lyoncsd.org
Rose Friedman	7 th Language Arts	rfriedman@lyoncsd.org
Matt Adamson	8 th Social Studies	madamson@lyoncsd.org
Amanda Fogelberg	8 th Language Arts	afogelberg@lyoncsd.org
Elizabeth Baumann	8 th Math	ebaumann@lyoncsd.org

Jeremy Rogers	8 th Math	jeremy.rogers@lyoncsd.org
Ashley Walker	8 th Language Arts	ashley.walker@lyoncsd.org
Lisa Wodke	8 th Science	lisa.wodke@lyoncsd.org
Don Speth	8 th Social Studies	dspeth@lyoncsd.org
Morgan Manderbach	8 th Science	morgan.manderbach@lyoncsd.org
Marcus Midkiff	7 th /8 th Science	marcus.midkiff@lyoncsd.org
Marjorie Mauk	7 th /8 th Social Studies Business Enervators	mmauk@lyoncsd.org
Todd Wright	ADV Math/Algebra	twright@lyoncsd.org
Tammi Valentine	7 th /8 th Language Arts	tvalentine@lyoncsd.org
Danielle Jenkins	Teening to Adulging	djenkins@lyoncsd.org
Amber Vedova	Band/Choir/Music App.	avedova@lyoncsd.org
Jeanette Gillespie	PE	jgillespie@lyoncsd.org
Kimberly Basurto	Art	kbasurto@lyoncsd.org
Scott Fellows	PE	sfellows@lyoncsd.org
Trista Speth	Computers	tspeth@lyoncsd.org
Dennis Fulton	Credit Recovery	dfulton@lyoncsd.org
Robin Rash	Librarian	rrash@lyoncsd.org
Cameron Stewart	Building Engineers	cstewart@lyoncsd.org
Kimberly Heater	Gifted & Talented	kheater@lyoncsd.org

College & Career Readiness Interventionist

Amanda Carrera	Interventionist	acarrera@lyoncsd.org
????????	Interventionist	????????@lyoncsd.org

ESL

Corrine Pellett	ESL Parapro	cpellett@lyoncsd.org
Tessa McGarr	ESL Teacher	tmcgarr@lyoncsd.org

Special Education

Sarah Parale	7 th Resource	sparale@lyoncsd.org
Laura Olave	7 th Resource	lolave@lyoncsd.org
Shaun Caudle	8 th Resource	scaudle@lyoncsd.org
Katherine Eads	8 th Resource	katherine.eads@lyoncsd.org
???????????	7th/8th Resource	????????@lyoncsd.org
Dana Sparkes	CLS	dsparkes@lyoncsd.org
Victoria Diaz Chavez	PAES Lab	victoria.diazchavez@lyoncsd.org
Tammy McMackin	Parapro	tmcmackin@lyoncsd.org
Carmen March	Parapro	cmarch@lyoncsd.org
???????????????	Parapro	????????@lyoncsd.org
Jennifer Brown	Parapro	Jennifer.brown@lyoncsd.org
Adrianna Geurts	Parapro	adrianna.geurts@lyoncsd.org
Angelica Crow	Parapro	angelica.crow@lyoncsd.org
Angela Olea	Speech Parapro	aolea@lyoncsd.org

School Psychologist

Christine Karg	School Psychologist	ckarg@lyoncsd.org
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Speech Pathologist

Virtual	Speech Pathologist	????????@lyoncsd.org
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APEP

Joshua Paulman	APEP	joshua.paulman@lyoncsd.org
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Maintenance/Custodial

Tony Adams	Maintenance	Anthony.adams@lyoncsd.org
Jason Karr	Custodian	jkarr@lyoncsd.org
???????????	Custodian	????????@lyoncsd.org
Sheri Vaught	Custodian	svaught@lyoncsd.org
Diana Kissenberger	Custodian	dkissenberger@lyoncsd.org

Kitchen Manager

Stacy Karr

Manager

skarr@lyoncsd.org

School Resource Officers

Deputy Holland

SRO

Deputy ZMack

SRO

POLICY ON STUDENT DISCIPLINE

The Lyon County School District Board of Trustees (“Board of Trustees”) recognizes that exclusion from the educational program of the schools, whether by suspension or expulsion, is the most severe sanction that can be imposed on a student in this District and one that cannot be imposed without due process since exclusion deprives a child of the right to an education.

No student shall be deprived of the right to an education in the public schools of this District without notice of the charges against him or her, an explanation of the evidence and an opportunity for hearing, which will be informal or formal, depending upon the length of exclusion being imposed or proposed. Suspensions, expulsions, or permanent expulsions of students in the District will be imposed only in compliance with all state and federal laws and regulations, including compliance with Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973, as applicable.

For purposes of this policy, “short-term suspension” shall be the temporary exclusion of the student by the school principal from the school, all school programs, and school-sponsored activities for up to ten school days. A “long-term suspension” shall be the exclusion of the student from the school by a panel of three school administrators (“Discipline Panel”) for any period of time beyond ten school days, but no more than one semester. An “expulsion” shall be the exclusion of the student from the school by the Discipline Panel for more than one semester, but not permanently. A “permanent expulsion” shall be the exclusion of the student from the school by the Discipline Panel, without the possibility of returning to any regular school campus. A suspension, expulsion, or permanent expulsion may be appealed in accordance with the procedures outlined in Administrative Guidelines for Suspension and Expulsion. See Board Policy JFCC for right of appeal to the Superintendent of a disciplinary decision imposed for violation of the prohibition on bullying, cyber-bullying, and discrimination based on race.

School administrators shall maintain safe and secure learning and working environments. School administrators and teachers will communicate in writing to all students and parents the expectations of appropriate school conduct. All student behavior will be guided based on these principles. School administrators, teachers, and other staff members will not subject themselves to abuse, annoyance or interruptions of their normal functions by violations of the stated standards. Staff members will hold students to strict account for their conduct on or in close proximity to school grounds, and at such other times and places as the law allows (e.g., at school-sponsored events). Disruption of the delivery of instruction will not be tolerated.

It shall be the policy of the Board of Trustees that the Superintendent shall cause to be formulated administrative regulations and procedures to provide a basic discipline procedure for all schools in the District.

Reference: NRS 392.461-4675

ADMINISTRATIVE REGULATIONS FOR SUSPENSION AND EXPULSION

I. General Statement.

The law charges every teacher and school administrator with maintaining order and discipline among students and provides that students who do not comply with reasonable rules may be subject to disciplinary action.

These regulations establish the procedures for implementation of Policy JG in the school district.

Throughout these regulations, the term “school administrator” generally refers to the school principal or designee. The term “parent” generally refers to the student’s parents or legal guardians.

These Administrative Regulations incorporate amendments to NRS Chapter 392 enacted by the 2019 Legislature under Assembly Bill 168, by the 2021 Legislature under Assembly Bill 67, and by the 2023 Legislature under Assembly Bills 285 and 330. These changes generally prohibit the suspension or expulsion of students under the age of 11, with exceptions for misconduct in the following seven categories of behavior:

- A. Student who sells or distributes a controlled substance;
- B. Student who commits a battery against a school employee;
- C. Student who commits a battery against a school employee with intent to result in bodily injury;
- D. Student who poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process;
- E. Student in possession of a dangerous weapon other than a firearm;
- F. Student in possession of a firearm; and
- G. Student deemed a habitual discipline problem.

NRS 392 also requires the development of progressive discipline plans based on restorative justice in certain circumstances for students who are being suspended or expelled. “Restorative justice” means nonpunitive intervention and support provided by the school to a student to improve the behavior of the student and remedy any harm caused by the student.

II. DEFINITIONS

Suspension

“Suspend” or “suspension” means the disciplinary removal of a student from the school in which the student is currently enrolled for not more than one school semester.

Expulsion

“Expel” or “expulsion” means the disciplinary removal of a student from the school in which the student is currently enrolled for more than one school semester with the possibility of:

1. Except as otherwise provided in subsection 2, returning to the school in which the student is currently reenrolled or another public school within the school district after the expulsion; and
2. Enrolling in a program or public school for alternative education for students who are expelled or permanently expelled during the period of expulsion.

Permanent Expulsion

“Permanently expelled” means the disciplinary removal of a student from the school in which the student is currently enrolled:

1. Except as otherwise provided in subparagraph (2), without the possibility of returning to the school in which the student is currently enrolled or another public school within the school district; and
2. With the possibility of enrolling in a program or public school for alternative education for students who are expelled or permanently expelled after being permanently expelled.

III. INDIVIDUAL CIRCUMSTANCES

Actions taken to control and correct undesirable student behavior should take individual circumstances into account. Concern for the safety and educational welfare of all students is a priority.

IV. STUDENTS WITH DISABILITIES

Students with disabilities must be disciplined in accordance with applicable provisions of Part B of the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act, state law, and these regulations.

Students with disabilities receiving IEP services who are at least 11 years of age, or younger in the event that the student engages in misconduct in one of the seven categories where state law provides for the suspension, expulsion, and/or permanent expulsion of students with disabilities at any age, may be suspended from school for not more than ten (10) days for each occurrence of misconduct, expelled, or permanently expelled from school only after a designee of the Board of Trustees has reviewed the circumstances and determined that the action is in compliance with the IDEA. In Lyon County School District, the Executive Director of Special Services is the designee responsible for making this determination. Nevada law allows for the suspension of a student with a disability who is under the age of eleven (11) in the following areas of misconduct: 1) Student who poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, 2) Student in possession of a dangerous weapon other than a firearm, or 3) Student in possession of a firearm.

Before any school administrator suspends a student with a disability for any portion of a day, up to a maximum of ten (10) days per occurrence of misconduct, or conducts a hearing regarding a proposed expulsion or permanent expulsion, the administrator must contact the Executive Director of Special Services who will determine whether the procedural requirements, if any, under the IDEA have been satisfied. This determination must be made before implementation of the short-term suspension, or before a hearing is conducted regarding a proposed expulsion or permanent expulsion.

In addition, pursuant to state and federal law, a student with a disability who has been suspended or expelled must be provided with a free appropriate public education in compliance with the IDEA for each school day the student is suspended or expelled after the student has been removed for ten (10) cumulative days.

V. ADMINISTRATIVE RESPONSIBILITY

School administrators are responsible for taking actions as necessary to protect students and school personnel from dangerous or socially detrimental actions of students.

VI. PROHIBITED CONDUCT AND CONSEQUENCES

Consequences for misconduct vary and will be imposed or recommended by school administrators (including, as applicable, the assistant principal or principal) at his or her discretion depending upon individual circumstances. Consequences may include a verbal reprimand, referral to the school

counselor, in-school suspension or other in-school procedures, out-of-school suspension, or expulsion. When appropriate, progressive discipline will be imposed. When city, state or federal laws are alleged to have been violated, referral will also be made to the proper legal authorities. Any offense deemed serious by a school administrator may result in a long-term suspension or expulsion. Under certain circumstances, suspension or expulsion is mandatory under state law. See Section VII.

1. Damage to school property, vandalism, theft
2. Receiving or possessing stolen property, under circumstances that would cause a reasonable person to know the property was stolen from another
3. Presence in an unauthorized area; leaving school buildings or grounds during school hours without proper clearance
4. Engaging in threatening or intimidating behavior
5. Willful disobedience, insolence, or insubordination to administrators, teachers, or other school personnel, including but not limited to behavior which defies instructions of district personnel, and the use of impertinent language toward administrators, teachers, or other school personnel
6. Assault, battery, fighting, or inciting others to engage in fighting
7. Possession of or being under the influence of any controlled substance, alcoholic beverage, or intoxicants; sale of any controlled substance or its counterfeit; possession, sale, or use of drug paraphernalia
8. Possession of firearm or dangerous weapon as defined under NRS 392.466 see Section VII for mandatory suspension or expulsion under certain circumstances
9. Possession of knives or weapons that are not defined as dangerous under NRS 392.466, including but not limited to pocketknives
10. Bullying, cyberbullying, or discrimination based on race in violation of Board of Trustees Policy JFCC
11. Slander or libel, by spreading false information in writing or verbally about a person and harming his/her reputation
12. Hazing in connection with any school or social activity relating to school
13. Disorderly conduct, including conduct that impairs the health, safety, or welfare of teachers, students, or other persons, or interferes with the maintenance of school discipline, including but not limited to reporting a false fire alarm or bomb threat, possession or use of incendiary device, and gambling
14. Use of firecrackers, snappers, or similar devices, including the discharging, distribution, possession, sale or use of the same
15. Use of profane or vulgar language, oral/written obscenity, or obscene gestures; indecent exposure, including an open indecent or obscene exposure of one's person or the person of another
16. Inappropriate dress and appearance that presents potential health or safety problems or causes school disruptions
17. Inappropriate public displays of affection; sexual activity or misconduct
18. Possession, use, sale, or distribution of tobacco products in violation of Board of Trustees Student Smoking Policy JFCG
19. Harassment of other students, administrators, teachers, or other school personnel, including harassment based on sex, gender identity, race, religion, national origin, disability as defined in Board of Trustees Policy AC
20. Truancy; excessive tardies
21. Engaging in conduct that warrants the reasonable belief that substantial disruption of school operations will likely result
22. Violating the district's internet and public network acceptable use policy as defined in Board of Trustees Policy EDB
23. Violating the district's policy concerning the use of cellular telephones and other electronic devices as defined in Board of Trustees Policy EDBB

24. Engaging in gang activity or association in violation of Board of Trustees Policy JFC
25. Violating school bus rules or other school traffic/transportation rules
26. Altering or attempting to alter school records such as attendance records, grade records, etc.
27. Forging or using forged passes, excuses, or other school documents
28. Cheating; dishonesty; plagiarizing
29. Actions for which state law mandates discipline as set forth in Section VII of these guidelines
30. Violating any other rules that the principal has established and has published in the school handbook
31. Violating any prohibition on student conduct established in any Board of Trustees policy
32. Engaging in any conduct that is prohibited by city, state or federal law

VII. SUSPENSION, EXPULSION OR PERMANENT EXPULSION

General Provisions

With the exception of the authority given to LCSD if a student engages in any of the seven categories of misconduct described below, students must be at least 11 years old to be subjected to a suspension, expulsion or permanent expulsion for violations of the LCSD code of conduct.

In extraordinary circumstances, a school official may request an exception from the Board of Trustees to expel or permanently expel a student under 11 years of age.

If a student is suspended for one school semester or expelled, the student must:

1. Enroll in a private school pursuant to Chapter 394 of NRS, or be homeschooled;
2. Enroll in a program of independent study provided pursuant NRS 389.155 for students who have been suspended or expelled from public school or a program of distance education provided pursuant to NRS 388.820 to 388.874, inclusive, if the student qualifies for enrollment and is accepted for enrollment in accordance with the requirements of the applicable program; or
3. Enroll in a program of alternative education provided by the school district. LCSD shall, alone or through a partnership with another school district, provide a program of alternative education in an in-person setting that allows each student enrolled in the program to receive educational services in the least restrictive environment.

A homeless student or a student in foster care may be suspended from school for not more than 5 days if, following a review of all available information, the principal determines that the conduct of the student poses an ongoing threat to the student or other persons at the school, and if a determination is made that homelessness or being in foster care was not a factor in the behavior that led to the consideration for suspension or expulsion. The person responsible for making a determination of whether or not homelessness or being in foster care was a factor in the behavior shall presume that homelessness or being in foster care was not a factor in the behavior unless the person determines otherwise. A determination that homelessness was not a factor in the behavior must be made in consultation with the LCSD liaison for homeless students in accordance with the McKinney-Vento Homeless Assistance Act of 1987, or a contact person at a school, including, without limitation, a school counselor or school social worker. A determination that being in foster care was not a factor in the behavior must be made in consultation with an advocate for students in foster care at the school in which the student is enrolled or the school counselor of the student.

For any proposed suspension of 10 days or less, see Section IX, Procedures for Short-Term Suspensions.

For any proposed suspension of more than 10 days or an expulsion, see Section X, Procedures for Long-Term Suspensions or Expulsions.

Suspension, Expulsion or Permanent Expulsion in Seven Categories of Misconduct

Nevada law contains specific discipline authority and rules for seven categories of misconduct:

- A. Student who sells or distributes a controlled substance;
- B. Student who commits a battery against a school employee;
- C. Student who commits a battery against a school employee with intent to result in bodily injury;
- D. Student who poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process;
- E. Student in possession of a dangerous weapon other than a firearm;
- F. Student in possession of a firearm; and
- G. Student deemed a habitual discipline problem.

The specific discipline rules for these seven categories of misconduct are described below.

The Superintendent may, for good cause shown in a particular case, allow a modification to the suspension or expulsion provisions for these seven categories of misconduct, if such modification is set forth in writing. The Superintendent shall allow such a modification if the Superintendent determines that a progressive discipline plan based on restorative justice may be used successfully.

A. Student who Sells or Distributes Controlled Substances

State law authorizes the LCSD to impose the following discipline for a student who sells or distributes any controlled substance while on the premises of any public school, at an activity sponsored by a public school or on any school bus:

- Students ages 11 or older may be suspended, expelled, or permanently expelled.
- Students ages 6 through 10 may be suspended, but not expelled or permanently expelled.
- Students ages 5 or less may be suspended, but not expelled or permanently expelled. Any suspension must be reviewed and approved by the Superintendent or designee.

Nevada law does not allow the suspension of a student with a disability who is under the age of eleven (11) for this category of misconduct.

The student must meet with the school and the student's parent/legal guardian. The school will provide the parent/legal guardian a progressive discipline plan based on restorative justice.

The principal of the school may reduce the period of suspension or convert an expulsion to a suspension for a student who distributes a controlled substance while on the premises of a public school, at an activity sponsored by a public school or on a school bus if:

1. The student is less than 11 years of age;
2. The student has not engaged in such proscribed conduct before; and
3. After a thorough review of the facts and circumstances, the principal determines that the student did not know that the substance being distributed was a controlled substance.

The student may be removed from the public school immediately upon being given an explanation of the reasons for the removal and pending proceedings, which must be conducted as soon as practicable after removal.

B. Student who Commits a Battery Against a School Employee

State law authorizes the LCSD to impose the following discipline for a student who commits a battery against an employee of the school while on the premises of any public school, at an activity sponsored by a public school or on any school bus:

- Students ages 8 or older may be suspended, expelled, or permanently expelled.
- Students ages 6 or 7 may be suspended, but not expelled or permanently expelled.
- Students ages 5 or less may be suspended, but not expelled or permanently expelled. Any suspension must be reviewed and approved by the Superintendent or designee.

Nevada law does not allow the suspension, expulsion, or permanent expulsion of a student with a disability who is under the age of eleven (11) for this category of misconduct.

The student must meet with the school and the student's parent/legal guardian. The school will provide the parent/legal guardian a progressive discipline plan based on restorative justice.

“Battery” means any willful and unlawful use of force or violence upon the person of another. (NRS 200.481.1(a))

C. Student who Commits a Battery Against a School Employee with Intent to Result in Bodily Injury

State law authorizes the LCSD to impose the following discipline for a student who commits a battery which is intended to result in the bodily injury of an employee of the school while on the premises of any public school, at an activity sponsored by a public school or on any school bus:

- Students ages 8 or older must be suspended, expelled, or permanently expelled.
- Students ages 6 or 7 must be suspended, but not expelled or permanently expelled.
- Students ages 5 or less may be suspended, but not expelled or permanently expelled. Any suspension must be reviewed and approved by the Superintendent or designee.

“Bodily injury” means any actual damage or injury to a person that interferes with or is detrimental to the health of the person and is more than merely accidental, transient or trifling in nature.

Nevada law does not allow the suspension, expulsion, or permanent expulsion of a student with a disability who is under the age of eleven (11) for this category of misconduct.

The student must meet with the school and the student's parent/legal guardian. The school will provide the parent/legal guardian a progressive discipline plan based on restorative justice.

The principal of a public school may, at his or her discretion, reduce or eliminate the period of suspension, convert an expulsion to a suspension or otherwise reduce, eliminate or alter a disciplinary action imposed upon a student who commits a battery which results in the bodily injury of an employee of the school.

D. Student who Poses a Continuing Danger to Persons or Property or an Ongoing Threat of Disrupting the Academic Process

State law authorizes the LCSD to impose the following discipline for a student who poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process while on the premises of any public school, at an activity sponsored by a public school or on any school bus:

- Students ages 11 or older may be suspended, expelled, or permanently expelled.
- Students ages 6 through 10 may be suspended, but not expelled or permanently expelled.
- Students ages 5 or less may be suspended, but not expelled or permanently expelled. Any suspension must be reviewed and approved by the Superintendent or designee.

The student may be removed from the public school immediately upon being given an explanation of the reasons for the removal and pending proceedings, which must be conducted as soon as practicable after removal.

E. Student in Possession of a Dangerous Weapon Other than a Firearm

State law authorizes the LCSD to impose the following discipline for a student found in possession of a dangerous weapon other than a firearm while on the premises of any public school, at an activity sponsored by a public school or on any school bus:

- Students ages 11 or older may be suspended, expelled, or permanently expelled.
- Students ages 6 through 10 may be suspended, but not expelled or permanently expelled.
- Students ages 5 or less may be suspended, but not expelled or permanently expelled. Any suspension must be reviewed and approved by the Superintendent or designee.

The student may be removed from the public school immediately upon being given an explanation of the reasons for the removal and pending proceedings, which must be conducted as soon as practicable after removal.

“Dangerous weapon” includes, without limitation, a blackjack, slungshot, billy, sand-club, sandbag, metal knuckles, dirk or dagger, a nunchaku or trefoil, as defined in NRS 202.350, a butterfly knife or any other knife described in NRS 202.350, a switchblade knife as defined in NRS 202.265, or any other object which is used, or threatened to be used, in such a manner and under such circumstances as to pose a threat of, or cause, bodily injury to a person.

F. Student in Possession of a Firearm

State law authorizes the LCSD to impose the following discipline for a student found in possession of a firearm while on the premises of any public school, at an activity sponsored by a public school or on any school bus:

- Students ages 11 or older must be suspended, expelled, or permanently expelled.
- Students ages 8 through 10 must be suspended or expelled, but not permanently expelled.
- Students ages 6 or 7 may be suspended, but not expelled or permanently expelled.
- Students ages 5 or less may be suspended, but not expelled or permanently expelled. Any suspension must be reviewed and approved by the Superintendent or designee.

The student must be removed from the public school immediately upon being given an explanation of the reasons for the removal and pending proceedings, which must be conducted as soon as practicable after removal.

“Firearm” is defined in NRS 392.466 as including, without limitation, any pistol, revolver, shotgun, explosive substance or device, and any other item included within the definition of a “firearm” in 18 U.S.C. § 921, as that section existed on July 1, 1995.

G. Student Deemed a Habitual Discipline Problem

A school administrator shall deem a student enrolled in the school a habitual disciplinary problem if the school has written evidence which documents that in one year the student has:

1. Threatened or extorted, or attempted to threaten or extort, another student or a teacher or other personnel employed by the school two or more times; or the student has a record of five significant suspensions from the school of three days or more for any reason; and
2. The school has made reasonable efforts to develop a plan of behavior, and the student has not made efforts to enter into or participate in such a plan of behavior.

If a student is suspended, a school official shall develop, in consultation with the student and the parent or legal guardian of the student, a plan of behavior for the student. The parent or legal guardian may choose for the student not to participate in the plan of behavior. If the parent or legal guardian chooses for the student not to participate, the school official shall inform the parent or legal guardian of the consequences of not participating in the plan of behavior.

State law authorizes the LCSD to impose the following discipline for a student deemed a habitual discipline problem:

- Students at any age may be suspended.
- Students at any age may be expelled under extraordinary circumstances as determined by the principal.
- Students may not be permanently expelled.

Nevada law does not allow the suspension or expulsion of a student with a disability who is under the age of eleven (11) for this category of misconduct.

The school must make a reasonable effort to complete a progressive discipline plan based on restorative justice, based on the seriousness of the acts which were the basis for the discipline

VIII. CONDUCT ON AND OFF CAMPUS

Violations of the rules listed in this regulation or the violation of any other regulation, policy, or law may result in the student being suspended or expelled when the misconduct occurs:

- A. At any time on school grounds, at the student's assigned school or at any other school, or upon any properties controlled by the District, whether or not school is in session.
- B. Off school grounds at a school activity, function, event, or on the way to and from school or a school activity, function, or event.
- C. Off school grounds but within sufficient proximity to District property that the conduct may have a direct impact on a school campus, a school sponsored activity, function, or event, or upon the health, welfare, or safety of students or school employees.
- D. Off school grounds by a student who is truant and whose conduct may impact a school campus, a school sponsored activity, function or event, or the health, welfare, or safety of students or school employees.
- E. At any time on or off the school grounds when the conduct has a direct impact on the health, welfare, or safety of students or school employees. This includes conduct off the school grounds that materially and substantially disrupts school activities, or causes school officials to reasonably believe that it will do so.

IX. PROCEDURES FOR SHORT-TERM SUSPENSIONS(up to 10 school days)

Students who have been subjected to a short-term (up to 10 school days) out-of-school suspension will be allowed to make up work assigned during that period. It is recognized, however, that no assignments adequately substitute for being present for classroom instructional activities and that

many activities by their nature may be impossible to make up. The student is responsible for initiating the request for any available makeup work.

Students who have been subjected to a short-term out-of-school suspension may not attend, practice, or participate in any extra-curricular activities during the suspension. Students who have been subjected to a short-term out-of-school suspension will not be allowed on school premises unless prearranged with a school official.

The following procedures will be used to suspend a student from school for up to 10 school days. Except for the seven categories of misconduct described in Section VII, students must be at least 11 years old to be subjected to a short-term suspension.

The term “school administrator” refers to a dean/assistant principal or principal.

- A. The school administrator tells the student that he/she is meeting with the student to investigate allegations that the student has violated laws, and/or rules, policies, or regulations of the school district.
- B. The school administrator tells the student the specific laws, rules, policies, and/or regulations that are alleged to have been violated and that if the evidence supports the allegations, there will be consequences up to and including short-term or long-term suspension from school, and expulsion. The school administrator asks the student if the student understands the allegations.
- C. The school administrator explains to the student the evidence the school administrator has regarding the alleged violation(s).
- D. The school administrator asks the student to explain his or her conduct and gives the student an opportunity to present the student's side of the story.
- E. After hearing the student's explanation and evidence, the school administrator determines whether he/she needs more information and, if so, obtains it before making a decision. If no additional information is needed, the school administrator determines what, if any, violations exist and assigns appropriate consequences.
- F. Before any school official suspends a student with a disability receiving IEP services for any portion of a day (up to a maximum of ten (10) days per occurrence of misconduct), the administrator must contact the Executive Director of Special Services who will determine whether procedural requirements, if any, under the IDEA have been satisfied. This determination must be made before implementation of the suspension.
- G. If suspension is appropriate (for ten consecutive school days or less), the administrator notifies the student that the student will be suspended for (number of days) commencing (starting date). A special education student receiving IEP services may be suspended for up to ten (10) days maximum per occurrence of misconduct.
- H. On the same day that the suspension is issued, the school administrator notifies the student and, if the student is under 18 years of age, the student’s parent or legal guardian via telephone call that the student has been suspended, including the terms (a description of the act committed by the student and the date on which the act was committed), effective date, and duration of the suspension. The terms of the suspension and the current process to exercise the right to appeal the suspension shall be confirmed in writing through correspondence from the school administrator to the student and, if the student is under 18 years of age, the student’s parent or legal guardian. Only suspensions of three (3) or more days may be appealed.
 - a. If the suspension is for 3-10 days, the correspondence must also include:
 - i. An explanation that if the student receives five significant suspensions of three or more days on his or her record during the current school year and has not entered into and participated in a plan of behavior, the student will be deemed a habitual disciplinary problem;

- ii. An explanation that a student who is deemed a habitual disciplinary problem may be suspended from school; or expelled from school under extraordinary circumstances as determined by the principal of the school;
 - iii. If the student has a disability and is receiving IEP services, an explanation of the effect of NRS 392.466, including that if it is determined that the student's behavior is not a manifestation of the student's disability, he or she may be suspended or expelled from school in the same manner as a student without a disability;
 - iv. A summary of the provisions in NRS 392.4655 concerning the development of a behavior plan.
- I. The student or, if the student is under 18 years of age, the parent or legal guardian of a student suspended for up to 10 school days may appeal the decision of the school administrator by contacting the Deputy Superintendent in writing within five (5) days of the issuance of the suspension. Only suspensions of three (3) or more days may be appealed.
- a. The request for an appeal may be filed based on one or more of the following grounds:
 - i. A procedural error that significantly impacted the outcome of the investigation. The request for an appeal must include a statement of the alleged procedural error.
 - ii. New evidence which was unknown or unavailable during the original investigation and that could substantially impact the original findings or sanction. The request for an appeal must include a summary of new evidence, why it was unavailable at the time of the investigation and its potential impact.

The Deputy Superintendent will schedule a hearing on an appeal of a suspension within five (5) days of receipt of the written request for an appeal. The appeal of a suspension for up to 10 school days will be conducted in an in-person or virtual hearing chaired by a Lyon County School District school administrator who did not issue the original suspension. The student or, if the student is under 18 years of age, the parent or legal guardian and a Lyon County School District school counselor shall be invited to the appeal hearing. During the hearing, the student or, if the student is under 18 years of age, the parent or legal guardian shall present any relevant information concerning the incident and alleged misconduct which formed the basis of the disciplinary action, as well as present any concerns regarding the student's meeting with the school administrator who issued the suspension. The school administrator chairing the appeal hearing, in consultation with the school counselor, shall then determine whether the disciplinary action taken by the school administrator who issued the suspension will be upheld or overturned. The Deputy Superintendent will notify the student or, if the student is under 18 years of age, the parent or legal guardian of the appeal decision within two school days of the appeal hearing. The appeal decision is final.

X. Procedures for Long-Term Suspensions (more than 10 school days, up to one semester), Expulsions (more than one semester), and Permanent Expulsions

Students who have been subjected to a long-term suspension, expulsion, or permanent expulsion may not attend, practice, or participate in any extra-curricular activities during the suspension. Students who have been subjected to a long-term suspension, expulsion, or permanent expulsion will not be allowed on school premises unless prearranged with a school official.

The following procedures will be implemented for long-term suspensions for more than 10 consecutive school days (up to one semester), expulsions (more than one semester), and permanent expulsions (no possibility of returning to a regular campus. The term "expulsion" generally refers to either an "expulsion" or a "permanent expulsion." Except for the seven categories of misconduct

described in Section VII, students must be at least 11 years old to be subjected to a long-term suspension or expulsion.

The timelines are general guidelines, subject to modification under individual circumstances.

- A. If the school administrator determines that a long-term suspension or expulsion is an appropriate consequence for a violation of laws, rules, policies, and/or regulations, the school administrator must notify the Superintendent within two days, or as soon as practicable, of imposing a short-term suspension.
- B. Students with disabilities receiving IEP services may not be suspended for more than ten (10) days per occurrence of misconduct. Students with disabilities receiving IEP services may be expelled or permanently expelled. Before any hearing is scheduled to propose the expulsion or permanent expulsion of a student with a disability, the administrator must contact the Executive Director of Special Services who will determine whether procedural requirements, if any, under the IDEA have been satisfied. This determination must be made before scheduling any hearing.
- C. The Superintendent or his or her designee will designate a panel of three impartial school district administrators (the "Discipline Panel") to conduct a hearing on the proposed long-term suspension or expulsion.
- D. The hearing will generally be scheduled no later than the conclusion of the short-term suspension, unless individual circumstances require an extended timeline.
- E. Three calendar days in advance of the scheduled hearing, the school administrator will send or hand-deliver to the student (if 18 years of age or older) and his or her parents or guardians a written notice that includes the following:
 - i. A statement of the laws, rules, policies, and/or regulations allegedly violated by the student and the disciplinary action proposed by the school administrator;
 - ii. Notification that the school district will convene a hearing before imposing any additional suspension (beyond any short-term suspension already imposed) or expulsion;
 - iii. Notification of the date, time, and location for the scheduled hearing;
 - iv. Notification of the student's right to be represented at the hearing by an advocate of his or her choosing, including legal counsel;
 - v. Notification of the student's right to present evidence and witnesses in his or her own behalf and to cross-examine witnesses against the student who are available and present at the hearing;
 - vi. Notification of witnesses the school intends to present;
 - vii. Notification of written evidence the school intends to present and copies of any such evidence;
 - viii. Notification of the current process to exercise the right to appeal the long-term suspension or expulsion; and
 - ix. A copy of this administrative regulation.
- F. The Discipline Panel will not be required to observe the strict rules of evidence observed by the courts, and shall be allowed to take such evidence, including oral and written evidence and impeaching evidence, as the Discipline Panel deems appropriate.
- G. Neither the school administrator nor the student or his or her parent shall discuss the merits of the case with any member of the Discipline Panel prior or subsequent to the hearing.
- H. The District will record the hearing, and the District's recording is the official recording of the proceeding. The student, or if the student is under 18 years of age, the parent or legal guardian may obtain a copy upon request.
- I. All hearings shall be closed to the public. (NRS 392.467)
- J. At the conclusion of the hearing, the Discipline Panel shall issue a written decision stating its findings with respect to the alleged violation(s) of laws, rules, policies, and/or regulations and the disciplinary consequences, if any, to be imposed. Generally, when feasible, the written

decision will be provided to the student and, if the student is under 18 years of age, the parent or legal guardian prior to the conclusion of any short-term suspension that has been imposed.

- K. The decision of the hearing committee may be appealed by the student or, if the student is under 18 years of age, the parent or legal guardian of a student suspended for more than 10 school days or expelled. The request for an appeal may be filed based on one or more of the following grounds:
- i. A procedural error that significantly impacted the outcome of the investigation. The request for an appeal must include a statement of the alleged procedural error.
 - ii. New evidence which was unknown or unavailable during the original investigation and that could substantially impact the original findings or sanction. The request for an appeal must include a summary of new evidence, why it was unavailable at the time of the investigation and its potential impact.

The student or, if the student is under 18 years of age, the parent or legal guardian may appeal the decision of the hearing committee by contacting the Deputy Superintendent in writing within five (5) days of the issuance of the decision of the hearing committee. The Deputy Superintendent will schedule a hearing on the appeal of a long-term suspension or expulsion within five (5) days of receipt of the written request for an appeal.

The Deputy Superintendent will immediately contact the Superintendent. The appeal of a long-term suspension or an expulsion will be conducted by the Superintendent or designee in an in-person or virtual hearing within five (5) days of receipt of the request for an appeal. During the hearing, the student or, if the student is under 18 years of age, the parent or legal guardian shall present any relevant information concerning the incident and alleged misconduct which formed the basis of the disciplinary action, as well as present any concerns regarding the impartial hearing proceedings. Following the hearing, the Superintendent or designee will review the recording of the hearing and the final decision of the Discipline Panel. The Superintendent or designee will review adherence to the requirements for procedural safeguards listed above. The Superintendent or designee will review the evidentiary basis for the decision of the Discipline Panel. After reviewing the evidentiary basis for the decision and the extent to which the hearing procedures were adhered to, the Superintendent or designee shall then determine whether the disciplinary decision of the Discipline Panel will be upheld or overturned. The Superintendent or designee will notify the student or, if the student is under 18 years of age, the parent or legal guardian of the decision of the Superintendent or designee within two school days of the appeal hearing. The decision of the Superintendent or designee is final.

XI. Students Under Suspension or Expulsion From Other Schools

Except as otherwise provided in NRS 392.4675, Lyon County School District Schools will not accept students who are under suspension or expulsion from other schools until such suspension or expulsion has been completed.

XII. Exception to Policy JG

An exception to this policy will be made with respect to student-athletes who test positive for alcohol, tobacco, or controlled substances pursuant to LCSD Policy JFCJ (Random Drug Testing of Student Athletes). Students testing positive as a result of Policy JFCJ will be regulated in accordance with that policy.

XIII. Temporary Alternative Placement

If a student's behavior severely and consistently interferes with teaching and learning, he/she may be removed from class (or other school premise) temporarily in accordance with NRS 392.4645.

The student who interferes with the teacher teaching or the students learning may be removed from class temporarily. While out of class, the student must be supervised and working on schoolwork (in another classroom or in the office). The principal (or designee) will meet with the student and notify parents within 24 hours of the student's removal from class. Within three days, there will be a conference including the administrator, student, parents, teacher, counselor and Case Manager (if applicable). After the conference, the principal will decide whether the student should return to class. If the recommendation is that the student returns to class, and the referring teacher disagrees with that decision, the principal will call a meeting of the Progressive Discipline Committee (consisting of two elected teachers and an elected staff member; if the referring teacher or staff member is a member of the committee, the elected alternates should take their place at the review meeting) and inform the parents that the committee will be meeting to discuss the student's placement. The Committee will review the circumstances for the student's removal and assess the best placement. The committee shall direct that the student be: (1) returned to the classroom (or other premise) from which he/she was removed; (2) assigned to another classroom (or other premise); (3) assigned to an alternative educational program; or (4) referred to an Administrative Panel for possible suspension or expulsion. The committee may take other appropriate disciplinary action against the student should it deem necessary.

XIV. Transportation (NRS 392.4636)

The Board recognizes that parents of pupils who are transported to school by District buses are responsible for the supervision of such pupils until such time as the pupil boards the bus in the morning and after the pupil leaves the bus at the end of the school day. The responsibility of the School District commences when the pupil boards the bus and ends when the pupil is delivered to the regular bus stop at the close of the school day. The Board shall require pupils to conduct themselves in the bus in a manner consistent with established standards for classroom behavior. In cases when a pupil does not conduct themselves properly on a bus, the Transportation Supervisor or designee shall inform the building principal, who will inform the parents immediately of the misconduct and request their cooperation in changing the pupil's behavior.

Pupils who become a serious disciplinary problem on the school bus may have their riding privileges suspended. In such cases, the parents of the pupils involved become responsible for seeing that their children get to and from school safely, except as provided in IDEA for a student with a disability whose IEP includes transportation as a related service.

Specific Authority to Suspend, Expel or Permanently Expel (NRS 392.466) AUGUST 2024

	AGE	SUSPENSION	EXPULSION	PERMANENT EXPULSION	CONDITIONS FOR IMPLEMENTATION
SALE OR DISTRIBUTION OF CONTROLLED SUBSTANCE	11+	Yes	Yes	Yes	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal.
	6-10	Yes	No	No	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal.

	5 or less	Yes	No	No	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal. Suspension must be reviewed and approved by Superintendent or designee
BATTERY AGAINST EMPLOYEE	8+	Yes	Yes	Yes	
	6-7	Yes	No	No	
	5 or less	Yes	No	No	Suspension must be reviewed and approved by Superintendent or designee.
BATTERY AGAINST EMPLOYEE WITH INTENT TO RESULT IN BODILY INJURY *New category	8+	Yes	Yes	Yes	Pupil must be suspended, expelled, or permanently expelled
	6-7	Yes	No	No	Pupil must be suspended.
	5 or less	No	No	No	Pupil may be suspended Suspension must be reviewed and approved by Superintendent or designee.
PUPIL WHO POSES A CONTINUING DANGER TO PERSONS OR PROPERTY OR AN ONGOING THREAT OF DISRUPTING THE ACADEMIC PROCESS *New category	11+	Yes	Yes	Yes	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal.
	6-10	Yes	No	No	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal.

	5 or less	Yes	No	No	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal. Pupil may be suspended only after the suspension is reviewed and approved by Superintendent or designee.
POSSESSION OF DANGEROUS WEAPON OTHER THAN FIREARM	11+	Yes	Yes	Yes	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal.
	6-10	Yes	No	No	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal.
	5 or less	Yes	No	No	Pupil may be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal. Pupil may be suspended only after the suspension is reviewed and approved by Superintendent or designee.
POSSESSION OF FIREARM	11+	Yes	Yes	Yes	Pupil must be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal. Pupil must be suspended, expelled, or permanently expelled. (lengths of removals no longer in statute)
	8-10	Yes	Yes	No	Pupil must be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal. Pupil must be suspended or expelled.

	6-7	Yes	No	No	Pupil must be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal. Pupil may be suspended.
	5 or less	Yes	No	No	Pupil must be removed from the public school immediately upon being given an explanation of the reasons for the removal of the pupil and pending proceedings, which must be conducted as soon as practicable after removal. Pupil may be suspended. Pupil may be suspended only after the suspension is reviewed and approved by Superintendent or designee.
HABITUAL DISCIPLINE PROBLEM	No Age Limit	Yes	Yes Under extraordinary circumstances as determined by the principal	No	School must make a reasonable effort to complete a progressive discipline plan based on restorative justice, based on the seriousness of the acts which were the basis for the discipline

ADDITIONAL PROVISIONS THAT APPLY TO ALL SUSPENSIONS, EXPULSIONS, AND PERMANENT EXPULSIONS

Nevada law allows for the suspension of a student with a disability who is under the age of eleven (11) in the following areas of misconduct: 1) Student who poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, 2) Student in possession of a dangerous weapon other than a firearm, or 3) Student in possession of a firearm. Suspensions are limited to no more than 10 days per occurrence of misconduct.

A pupil with a disability who has been suspended or expelled must be provided a free appropriate public education in compliance with IDEA for each school day the pupil is suspended or expelled after the pupil has been removed for 10 cumulative days. (This has been federal law for many years.)

The Superintendent of a school district may, for good cause shown in a particular case, allow a modification to a suspension or expulsion if such modification is set forth in writing. The Superintendent of a school district must allow such a modification if he or she determines that a progressive discipline plan based on restorative justice may be used successfully.

If a pupil is expelled or the period of the pupil's suspension is for one school semester, the pupil must (a) enroll in a private school pursuant to chapter 394 of NRS or be homeschooled; (b) enroll in a program of independent study provided pursuant to NRS 389.155 for pupils who have been suspended or expelled from public school or a program of distance education provided pursuant to NRS 388.820 or 388.874, inclusive, if the pupil qualifies for enrollment and is accepted for enrollment in accordance with the requirements of the applicable program; or (c) enroll in a program of alternative education provided by the school district in which the pupil resides. Each school district shall, alone or through a partnership with another school district, provide a program of alternative education pursuant to this paragraph in an in-person setting that allows each pupil enrolled in the program to receive educational services in the least restrictive environment.

ADVISORY

Advisory is a vital element of your education. Our teachers are using advisory as a time to get to know you and become your advocate here at Silverland. Academic, social, and emotional issues will be discussed regularly during this time. Your advisory teacher will be the person you will be advised to go to with questions and problems that you might encounter throughout the year. He/she will be the one helping you get your locker, learning to open it, and maintain regular cleaning of your locker. They will also be helping with grade checks. Attending this class is an important tool for your success.

APEP

In lieu of suspension a student may be removed from the regular school setting by a school administrator and assigned to the Alternative Placement Education Program (APEP) for a designated period of time. Students assigned to APEP are expected to complete all academic assignments, complete the restorative justice assignment, and follow APEP rules. An APEP student shall not be allowed to attend/participate in school activities other than to attend APEP located at Silverland Middle School on the assigned day(s) of APEP.

ATTENDANCE

Regular attendance is an important factor in determining your academic achievement and a successful completion of a school year. The Nevada State Legislature and the Lyon County School District have enacted laws and policies regulating school attendance.

1. All absences will be recorded by the teacher and attendance secretary.
2. Absences for school-sponsored, approved or related activities will not count against your attendance record.
3. All work missed for absences for school-sponsored, approved or related activities must be made up.
4. When a student has been absent more than 10% of his/her enrollment period, the following procedure will be implemented:
 - a. The school administrator in charge of attendance will set up a meeting with the student and his or her parent or guardian to develop a plan to improve attendance for the remainder of the school year. The plan shall be signed by the student, the administrator and the parent or guardian.
 - b. The school administrator in charge of attendance shall review the available assessment data to determine if the student meets the level of performance specified in LCSD Policy JED numbers 6 and/or 7. If so, no further action is required under the attendance policy. However, the administrator must meet with the parents to develop or revise a plan to improve attendance for the remainder of the school year or the following school year. Additionally, administrators must

provide the parent with the LCSD Attendance Policy JED and stress the importance of regular school attendance.

Before reporting to classes after an absence, it is the student's responsibility to present to the office a written statement signed by the parent/guardian explaining the absence. Students requesting school work for absences require a 24 hour notice. If a student needs to be dismissed early, a note signed by the parent is to be presented to the office stating dismissal time. A parent or guardian must sign out the student in the office before the student is dismissed.

We request that a parent/guardian call the school on the day of their child's absence. It is the parents'/guardians' responsibility to notify the school's attendance office of any absences within 3 school days after students return to school. After 3 days the absences can not be changed.

LYON COUNTY SCHOOL DISTRICT BOARD POLICY JED

ATTENDANCE POLICY

This policy shall be shared with parents upon initial enrollment in the Lyon County School District and in accordance with **NRS 392.040**

It is the policy of Lyon County School District that enrolled students attend regularly in accordance with the Nevada Revised Statutes. It is the position of the Board of School Trustees that regular attendance is critical to the educational development of students and if a student is absent or misses instruction, the learning process is adversely affected since interaction in the classroom setting can seldom be duplicated by make-up work.

Therefore, it shall be the policy of the Lyon County School District that:

1. Students who are enrolled for a full school year in the Lyon County School District must be in attendance for a minimum of 163 days (90%) on a 181 day student calendar in order to be promoted to the next higher grade, or earn high school credit. Students who are enrolled for less than a full year must be in attendance for ninety (90) percent of the period of their enrollment in order to be promoted to the next higher grade. Extenuating circumstances may necessitate a school administrator and/or school attendance committee exempting the student from retention or credit denial.
2. State regulation deems a student absent when they miss 50% or more of the scheduled school day.
3. A student with a disability shall be excused from the requirements of this policy if the student is provided services in accordance with an Individualized Educational Program (IEP) requiring an attendance schedule different from the requirements stated in this policy.
4. A student shall be excused from the requirements of this policy if the student is provided services in accordance with a Section 504 Accommodation Plan requiring an attendance schedule different from the requirements stated in this policy.
5. A student in grades kindergarten through eighth may be exempt from the requirements of Section 1 of this policy if he/she meets the following criteria:
 - a. As determined through a conference between the teacher, administrator, parents and the student (as appropriate), and
 - b. The student is at, or above the RIT cut score for his/her grade level on the MAP test and in the "Meet" score on all Smarter Balanced Assessment Consortiums (SBAC) assessments, or
 - c. In grades 7 through 8, the student completes the designated summer instruction materials, (district credit recovery programs), and/or has fulfilled the credit requirements to be considered for promotion to the next grade or conditional promotion to the high school.
6. A student in grades 9 through 12 may be exempt from the requirements of Section 1 of this policy if he/she meets the following:
 - a. The student and his/her parent or guardian meet with the principal or his/her designee and agree to a plan to assure improved attendance in writing; and the student adheres to the requirements set forth in the plan.
 - b. The student earns credit in the courses he/she is enrolled in.

7. The LCSJ believes that family is the key to a successful education and a well- rounded student. Therefore, as coaches and advisors are creating attendance and participation expectations for their co/extra-curricular activities, family events or other extenuating circumstances will be considered. Each principal will work with the coach/advisor to ensure that expectations are reasonable and clearly communicated prior to the start of the activity or season.

LEGAL REFERENCE: NRS Chapter 392.040-220.

Policy #JED

Revised 4/23/19

TARDINESS AND TRUANCY

A student must bring their valid excuse for tardiness or absence to the office and get an admit slip before reporting to class. School officials will determine the validity of the tardy (oversleeping is not a valid excuse). Unexcused tardiness to class will result in disciplinary action. Once a student receives his/her 5th time of being tardy, the student will begin to receive Level 3 consequences; 10th day of being tardy will result in 1 day of APEP; 9 week intervals (monitored by office/administration). The attendance code for unexcused tardy is a "U" value in Infinite Campus.

If a student is missing more than 30 minutes from a class period, it can be considered a truancy by the administration. School consequences will be assigned in accordance with the progressive discipline plan.

BACKPACKS

Students will put their backpacks in their locker during class time, backpacks are not permitted in class rooms. Due to limited space in the classroom, students are encouraged to carry a Drawstring bag with their supplies to class.

Water Bottles

Students can bring their own water bottles if they choose. The water fountains will be available to refill bottles when needed.

PROGRAM FEES

- Band: Please see Mrs. Vedova: Cost of instrument, rental or instrument upkeep
- P.E.-7th & 8th Grades- P.E. uniform cost \$20.00 for shorts & t-shirt.
Students also need socks and appropriate shoes for participating in physical activity.
- Teening to Adulthood has a \$10 lab fee.
- Art- \$10 supplies fee

BICYCLES/SKATEBOARDS/ROLLERBLADES/SCOOTERS

For safety reasons, skateboards and rollerblades are not to be used on school grounds at any time. Bicycles, skateboards and Scooters are to be walked or carried on campus and locked in the racks. They are not to be brought into the building for any reason and students need to provide their own lock to lock them up at the racks outside. The school cannot accept responsibility for any lost or damaged bicycles, skateboards, or rollerblades.

BREAKFAST/LUNCH PROCEDURES

When arriving at school, students are to pick-up their breakfast at the end of their advisory hallway and head right to the advisory classroom to eat their food.

During lunch, students will be assigned lunch times based on their hallway/teacher and electives will be assigned accordingly. During lunch students will be allowed to eat in the cafeteria or courtyard. NOTE: FOOD WILL NOT BE ALLOWED OUTSIDE on the blacktop!!!

BULLYING/CYBER-BULLYING/HARRASSMENT/INTIMIDATION

Silverland Middle School promotes a zero tolerance policy on bullying, harassment, and intimidation for students, parents/guardians, and staff. SMS has a Safe voice line available for students to anonymously report a bullying/harassment/intimidation incident on campus. **The number for the Safe voice is (833)216-SAFE.** **Silverland Middle School strictly adheres Lyon County School District Policies- JG Policy on Student Discipline and JFCC Safe and Respectful Learning Environment.**

CAMPUS PASSES

1. SMS enforces the LCSD closed campus policy. No student is allowed to leave campus at any time, including lunchtime, during the school day without administrative permission. Permission is given when the parent/guardian has requested permission either in writing or by phone contact.
2. During the school day students are not permitted to leave class for any reason the first 10 minutes and last 10 minutes of class. If a student needs to leave class they are required to use the SMART pass system.

COMMUNICATION

The Silverland Middle School staff realizes how important it is to keep both students and parents informed about what is happening at school. Students on-site will receive announcements

Parents have several ways to stay informed about school activities and daily classroom learning topics and assignments. These are the communication avenues parents are encouraged to use:

1. Infinite Campus-Parents may log on to check grades, attendance and school announcements. Parents may access Infinite Campus through the district website at www.lyoncsd.org or Silverland's website at www.sms.lyoncsd.org.
2. Progress reports/report cards- progress reports are sent home with students every three weeks. Report cards are mailed home twice a year at semester.
3. A Student Handbook is provided to each student at the beginning of the school year. Parents and students sign the student handbook at the end of the planner and return the signed page to their advisory teacher.
4. School Website (www.sms.lyoncsd.org)/Facebook-Parents may access the school calendar/events/lunch and breakfast menus as well as other information.
5. Parent/Teacher Conferences- conferences are scheduled after the first and third quarter.
6. Email- teachers can all be contacted through email. Use their first initial and last name followed by @lyon.csd.org.

DISCIPLINE AND CONSEQUENCES

(Silverland Middle School strictly adheres Lyon County School District Policies- JG Policy on Student Discipline and JFCC Safe and Respectful Learning Environment). We take pride in SMS in the way we respect and work with one another and treat our facility. It is an expectation that students, staff, and parents/guardians **behave in a manner which promotes a safe and respectful learning environment.** In terms of discipline procedures, SMS teachers follow classroom management rules and procedures. SMS administration follows the SMS Behavior Matrix and the LCSD Student Discipline Policy. Staff reviews their own classroom discipline policies, the SMS Behavior Matrix, and the LCSD Student Discipline Policy with students.

DISCRIMINATION

Silverland Middle School does not discriminate against any person on the basis of race, color, national origin, gender, or handicap. If you have any questions or concerns, contact our Title IX Coordinator at 775-463-6800.

DRESS AND GROOMING

Silverland Middle School and Lyon County School District recognize that within certain limits, each student's mode of dress and grooming is a manifestation of personal style, individual preference, culture, race, religious beliefs, etc. Therefore, the LCSD does not discriminate against any person as outlined in state and federal law. However, there is an expectation for students to be appropriately dressed and groomed while at school and school sponsored events.

The following are guidelines for appropriate school dress and grooming:

- Students are expected to be clean and without body odor or clothing that is offensive and disruptive to others.
- Clothing or accessories displaying or referring to alcohol, drugs, tobacco, vaping or any other illegal substance will not be allowed.
- Clothing displaying profane, vulgar, racist, discriminatory, or sexual language, images, or symbols will not be allowed.
- Apparel, accessories, exposed tattoos, symbols, or manner of grooming which indicates gang membership, affiliation or promotion thereof is prohibited.
- Unless medically justified and documented, sunglasses, and headwear (hats, bandannas, hoodies, beanies, etc.) **used to hide the identity of an individual student** will not be allowed in the classroom or other areas of the building.
- Footwear must provide appropriate foot safety and sanitary protection.
- Jewelry and other accessories or clothing which may present a safety hazard or danger to the safety and welfare of self or others will not be allowed.
- **Clothing that exposes the abdomen, torso, back, chest, breasts, buttocks, private parts, and/or undergarments will not be allowed. This includes revealing and/or transparent clothing. All jeans, pants, trousers, skirts, shorts, etc. must be secured at waist level and must not have rips or tears that expose undergarments or other prohibited areas.**

NOTE: School staff may be able to provide assistance with dress and grooming for students in need upon request of a student or family.

A student who is cited for inappropriate or unsafe dress or grooming is expected to take responsibility for immediate corrections. A student who refuses to do so will be subject to disciplinary and/or restorative measures, including possible exclusion from the regular school setting, until acceptable corrective measures are taken. Parents/guardians will be notified of violations so that they may assist with corrective action.

Cell Phones

Student issued computers may be used during instructional times when allowed by the teacher. Students and their parents/guardians will be required to sign a cell phone agreement. Students may use their phones only before school and after school, **once school begins cell phones are put in lockers or bags. *The use of a Cell phone during instructional time, the device will be confiscated by staff and returned to the student according to the SMS Progressive Discipline Plan. (In Accordance with School District Policy EDBB and Nevada State Senate Bill SB444)***

NOTE: For the privacy and safety of our students, cell phones are not to be used in the restrooms or locker rooms. When students leave the classroom to use the restroom they are to leave their cell phone with their classroom teacher.

ELIGIBILITY

Students participating in extra-curricular activities must meet eligibility the following academic and behavior requirements: an unsatisfactory in citizenship or a failing academic grade will result in denial of participation in extracurricular activities for a designated period of time.

EMERGENCY PROCEDURES

SMS conducts monthly fire and lock-down drills. SMS also conducts other safety drills to ensure the safety of students and staff.

ENERGY DRINKS

Studies and reports confirm that most energy drinks have adverse health effects on the human body. At SMS, student health and welfare is concerned- energy drinks (Monster, Red Bull, Rock Star, etc.) are **not permitted.**

FIGHTS

Fighting will not be tolerated at Silverland Middle School. First offense will result in an automatic 3-5 days of APEP along with restorative practice. Second offense will result in an automatic 5-10 days of APEP. Third offense will result in 10 days APEP with possible long term suspension. NOTE: A fight contract and possible notification of LCSO may be required. Due to the zero tolerance policy the School Resource Officer will be involved in each incident.

GRADES AND PROGRESS REPORTS

Report cards are issued at the end of each semester. Progress reports are also issued to each student every three weeks.

GRADING POLICY

SMS staff members each have a classroom grading policy in terms of make-up work, weighting of grades, etc. In general, staff must grade and assess students according to this principle: Academic grades reflect the individual student’s performance in each course:

Truthfulness	Grades students receive must meet worthwhile goals informed by current standards and understandings in the education community. Grades should reflect how well a student has mastered a set of learning targets, and give students timely feedback and opportunities to remediate and reassess their knowledge and skills. Behavior is modified outside of the gradebook so grades simply reflect learning
Reliability	Grades have reliability when similar performance between two students receives the same grade from one classroom teacher as it would another teaching a similar course
Impartiality	Grades are not based on any non-academic criteria such as the student’s gender, race, ethnicity, parental involvement, etc.
Understandability	Grades students receive must convey clarity as to what the student knows and is able to do along with the student’s next steps in learning.

- A-Outstanding achievement.90-100 4 grade points
- B-Above average achievement.80-89 3 grade points
- C-Satisfactory achievement:.70-79 2 grade points
- D-Below average achievement.60-69 1 grade point
- F-Unacceptable performance.below 60 0 grade points
- INC-Incomplete (work must be completed by end of next grading period)
- NG- No grade due to lack of attendance.

Citizenship grade reflects a student’s behavior, attitude and responsibility shown in each class. Student citizenship grades are: (E) Excellence, (S) Satisfactory, (N) Needs Improvement, (U) Unsatisfactory

“HANDS OFF” POLICY

SMS enforces a “Hands Off” policy, which means all students are expected to refrain from any touching or use of force against any other student or staff member. Students are to refrain from any contact, including but not limited to hitting, kicking, pushing, and shoulder checking, and/or throwing objects at another person.

ILLNESS/INJURY AT SCHOOL

If a student is injured or becomes ill at school, he/she is to report to the school nurse. If necessary, parents will be contacted and informed of the situation. Injured or ill students must be checked out through the office before leaving school. In order to control the spread of communicable diseases in the classroom, we ask that students not attend school if he/she has experienced any of the following symptoms during the previous 24 hours.

- Intestinal disorders
- Fever of 99.6 or higher
- Severe cold symptoms
- Eyes are itching, burning, bloodshot, draining or matted shut in the morning, (as these can be symptoms of conjunctivitis and pink eye, usually very contagious and requires treatment by your doctor)

A child may return to school after a minimum of 24 hours of antibiotic eye ointment treatment (murine and Neosporin not acceptable). Students needing medication while at school must have a statement of permission signed by the parent/guardian and a health care provider. A labeled bottle with the student's name and dosage is to be left with the health technician who will see that medication is appropriately administered. No unauthorized medication, including over-the-counter medications, will be dispersed by staff members.

All medications require a completed "Consent and Request for Medication During School Day" LCSD form 131 where both authorized Medical or Health Care Provider and parent/guardian must give written consent for all medications to be administered.

INSURANCE

Lyon County School District does not carry insurance to pay for student injuries on or in school property and activities. Information about low-cost school accident insurance may be obtained in the school office. Any student involved in SMS athletics must show proof of medical insurance.

LIBRARY

It is important for students to know that library (school) materials loaned out to them need to be returned on time. Students are responsible to pay for damaged or lost library books.

The Library is the place to check out your chromebook and to take it if there are issues with it. Students are responsible for any damage that happens to the Computer. (Broken screen, lost keys, etc)

LOCKERS

Lockers will be used at SMS!!! No sharing lockers!!!! This is where students store their Backpacks. Backpacks are not to be stored in teachers' classrooms.

MAKE-UP WORK FOR ABSENCES

LCSD policy provides for a one day allowance to complete school work for each day of an excused absence. It is the student's responsibility to contact teachers to collect missed assignments. If a student knows he/she is going to miss an exam, arrangements for taking the exam should be made ahead of time with the teacher.

PARENT/TEACHER CONFERENCES

Parent Conference Days are scheduled at the end of 1st and 3rd grading periods. Parents are encouraged to request teacher conferences when there is a concern about student progress.

PROGRAM FEES

SMS students who participate in activities or classes that require a fee are responsible for the cost of the activity. Checks for school fees or activities are to be made out to SILVERLAND MIDDLE SCHOOL unless otherwise designated. SMS is unable to cash personal checks.

PBIS (RESPECT, RESPONSIBILITY, SAFETY)

It is an expectation that SMS students display appropriate behavior and respect while at school. This is our school and we need to work together to maintain a high quality environment for learning. The Administration and Staff of Silverland Middle School, are proud of the students who attend our school. A majority of our students are conscientious and well behaved. It is our goal to promote a positive learning experience for all of our students. The

essence of good behavior is RESPECT – respect for *authority*, respect for *others*, respect for *self*, and respect for *rules*. It is an attitude which begins at home, is reinforced at school, and is applied throughout life. Our PBS Matrix instructs and guides our students in what positive is at SMS and what is expected of each student throughout the school. Students demonstrating specific instances of being respectful, responsible or safe can receive PBIS Rewards points from staff members and these may be redeemed for activities or rewards in the PBIS Store.

	Be Responsible...	Be Respectful...	Be Safe...
	<i>Vaqueros own their actions, decisions, and outcomes.</i>	<i>Vaqueros show consideration for themselves, others, and facilities.</i>	<i>Vaqueros protect themselves and others from harm.</i>
School Wide	Use areas and materials for their intended purposes	Use appropriate language, volume, and tone	Keep hands and feet to yourself
	Follow student handbook	Respond appropriately to requests	Follow the rules of the event
	Have a pass when out of the classroom	Treat others appropriately	Report unsafe activities
	Clean up after yourself		Keep backpacks in locker during school hours Follow safety procedures and protocols
Classroom	Be on time	Use appropriate language, volume, and tone	Use desks and other supplies/tools correctly
	Be prepared	Respect individuals personal property and space	Keep hands and feet to yourself
	Clean up after yourself		Follow safety procedures and protocols
	Use your time wisely		
	Follow teacher expectations		
Hallways	Clean up after yourself	Use appropriate language, volume, and tone	Walk to destination
	Use locker at the appropriate times	Respect individual locker time and space	Be aware of surroundings Keep the flow of traffic moving
	Have a pass when out of the classroom		Keep hands and feet to yourself
Bus/Bike Rack	Have changes approved and/or signed before school or at lunch	Use appropriate language, volume, and tone	Use appropriate language, volume, and tone
	Walk to destination	Respect others' property and space	Keep hands and feet to yourself
	Follow bus driver's expectations		Walk your bike /skateboard on school grounds
Gym	Handle equipment and facilities with care	Use appropriate language, volume, and tone	Keep hands and feet to yourself
	Return borrowed equipment to appropriate location	Interact fairly and appropriately	Stay in appropriate areas during class and/or events
	Sit in designated areas	Show good sportsmanship	Use the steps and hand rails
Lunchroom/Commons	Clean up after yourself	Use appropriate language, volume, and tone	Use benches and tables correctly
	Get a pass to visit teacher before lunch	Wait your turn patiently	Report spills and slippery surfaces to an adult
	Follow lunchroom expectations		
	Go directly to the lunchroom at the lunch bell	Respect personal space and property	Walk to destination
Bathroom	Use facility for intended purposes.	Clean up after yourself.	Wash and dry hands completely
	Return to class promptly without detours	Take care of facility.	Report dangerous/illegal activities to adults
	Have a pass when out of the classroom		
	Report any damage that you notice		

PROMOTION

SMS adheres to LCSD Policies IKC and IKFB in regards to promotion to the next grade. To be eligible for high school, students must have earned an established amount of credits. A student who fails two or more of the basic core subjects, or who is absent in excess of 18 attendance days during a school year shall be considered for retention or required to participate in the summer school program. The retention procedure follows due process.

PROMOTION CELEBRATION

All 8th grade students must meet the following guidelines in order to participate in the promotion ceremony:

- State statutes currently require that a middle school student earn a minimum of 3.0 units (1.5 credits) in math, 3.0 units (1.5 credits) in language arts, 2.0 units (1 credit) in science, and 2.0 units (1 credit) in social studies by the end of their 8th grade year to be promoted to high school. Students who have not met this requirement will not participate in the ceremony or other promotion activities.

- Administration will determine the participation of students who have exhibited continued behavior and academic problems.
- During the 8th grade year, students who have more than 18 full day absences (unexcused or excused) will not be allowed to participate in the promotion celebration.
- EXTENUATING CIRCUMSTANCES FOR THE ATTENDANCE REQUIREMENT FOR THE PROMOTION CELEBRATION WILL BE APPROVED BY THE PRINCIPAL: These will apply to students who have missed an excessive amount of school due to circumstances beyond their control. To participate, students must have:
 - Grades must comply with set standards, and show improvement and effort
 - If the student has been absent for an extended period, he/she must have a doctor's note for each absence or tardy over 18
 - Behavior must have been appropriate, with limited or no suspensions
- Promotion dress code: students will be provided with promotion gowns, which need to be zipped up through the duration of the ceremony.

PERSONAL PROPERTY

Personal Property-property belonging to a student should have identification marks. The school is not responsible for personal items a student chooses to bring to school. Items which disrupt the learning environment or present a possible danger will be confiscated and held responsible for any damage or loss of school property (textbooks, computers, library materials, furniture, building or grounds). Lost and Found-Property found on campus is to be turned in to the office. Students who have lost property should first check the lost and found box before reporting loss to the office. ***CAUTION PERSONAL PROPERTY: The Lyon County School District or Silverland Middle School are not responsible for lost, stolen or damage to any items stored or left at school.***

PTA

Silverland parents have a Parent Teacher Association (PTA). Contact information is available by contacting SMS. Parents are encouraged to become members of the PTA.

PDA (Public Displays of Affection)

Inappropriate physical display of affection, inappropriate literature, and/or sexual misconduct will not be tolerated. Kissing, hugging, holding hands, arms around each other, or other forms of affection are not considered appropriate behavior for a school or business setting.

Safevoice

Safevoice is a trusted source to anonymously report any concerns that you see or hear may happen. The Safevoice number is (833) 216-SAFE. Students or parents may call this number or upload the app to report a crime or concern. Use Safevoice if you know someone is planning, or doing anything that is harmful to themselves, others, or property. You can remain anonymous.

STUDENT BODY IDENTIFICATION CARD

Silverland students are issued identification cards after pictures in the Fall. These ID cards are used as a ticket for reduced price to SMS athletic events and dances. They will also be used for staff to give PBIS Rewards points to students. Students are encouraged to wear their ID's while on school grounds.

HOMEWORK CLUB

Monday-Thursday 2:15-3:30

Destination TBA

SUBSTITUTES

Silverland supports the parents, volunteers, staff, and substitutes that are a support for our school. Students are required to be on their best behavior. Students that are disrespectful can expect consequences according to LCSD discipline policy.

TESTING

Students at SMS participate in mandatory State and District assessments and attendance on testing dates are mandatory. Students who are absent will be required to complete make-up tests. If you know that your student is going to be absent during testing please call the school.

TRANSPORTATION

School bus transportation is a privilege that may be withdrawn for inappropriate behavior. A student is to ride the bus to which he/she is assigned. ***Any request to ride a bus or a different bus than usual must be requested in writing by the parent/guardian and approved by a school administrator. The note must be brought to the office before school or during lunch in order to be approved.*** Students waiting until bus dismissal run the risk of the note not being approved. Students will be allowed off regular buses only at designated approved stops. A student involved in a school activity will be provided with transportation from the school activity and back to school. A student must have a permission form signed by a parent/guardian turned in to the office before participating in a bus field trip or activity. A parent/guardian must submit a signed bus release form prior to the activity. Travel permission may not be arranged by phone.

VISITORS

1. All visitors must sign in upon entering the office. Visitors are not allowed to loiter on the campus or in school buildings. Students from other schools, young children and animals are not permitted during the school day except in special circumstances approved by school officials.
2. Parents/Guardians needing to talk to an Administration, Councilor, or any SMS Faculty member needs to leave a message for the person needing to talk to and they will get back to you within a 24 business hour time frame to schedule a time to meet.

VOLUNTEERS

In an effort to keep our school safe, we ask volunteers to take a few moments to complete a volunteer application form available in the office. Volunteers who wish to be at school a minimum of 4 times/month, we ask that you also get fingerprinted (under the Adam Walsh Act) once every 5 years.

Nutrition Services

Chartwells K12 continues to bring technology to the forefront of the dining experience to help students and their parents prioritize healthy food choices and understand ingredients to help protect their children from allergic reactions. Through Nutrislice, an innovative app, students, parents and faculty have access to school menus, including nutrition information, allergens and photos, available on desktop and mobile devices. Everyone is encouraged to download the free Nutrislice App from the App store (iOS) or Google Play (Android) and search for your menus or find them on the web at www.lyoncsd.nutrislice.com. We appreciate your patience as we set up our new online menu application. Parents can view, add money or transfer money between students on the Titan website or app: <https://family.titank12.com/>.

Free Meals this year

Students will be receiving free breakfast and one free lunch again this year. Students can purchase an additional meal or entree. They can also purchase snacks; prices vary per snack.

Students will be required to enter their student IDs to get a meal.

Menus

Parents can check the menus via the nutrislice app or via the website www.lyoncsd.nutrislice.com

Titan-School Lunch Account

Parents can view, add money or transfer money between students on the titan website or app.

<https://family.titank12.com/>

GO VAQUEROS!

Parent-Student Handbook

Please Review the Handbook with your student on SMS website (sms.lyoncsd.org) or through your child's Google drive.

Once reviewed with your child, please sign and have your child return the signed form back to their Advisory teacher.

This serves as an official record that you have received a Parent-Student Handbook and the Lyon County School District Policy JG for the 2025-2026 school year.

Moreover, by signing this document all students, along with their parent(s)/guardian(s), explicitly accept the provisions set forth in the current Parent-Student Handbook and LCSD Policy JG and agree, so far as they may be applicable and not at variance with any of the provisions of this contract, to comply with all school regulations. Silverland Middle School reserves the right to amend the Parent-Student Handbook at any time should the need arise.

Any policy statements published during the course of the school year are considered to be an addendum to the Parent-Student Handbook. The policies stated in the Parent-Student Handbook shall prevail should inconsistencies be found with the published policies in other Silverland Middle School publications. Please see the Silverland website for updated policies and procedures (www.sms.lyoncsd.org).

I have received and reviewed the Parent-Student Handbook and Lyon County School District Policy JG, Policy on Student Discipline for the 2025-2026 school year. (Both policies will also be reviewed in your student's advisory teacher).

Parent/Guardian – Print Name

Parent/Guardian – Signature and Date

Student – Print Name

Student – Signature and Date