



# BEHAVIOR GUIDELINES

*for*

# SECONDARY STUDENTS





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## STUDENT CODE OF ETHICS

As a secondary student in the Clark County School District I will, at all times strive to demonstrate the seven qualities of moral character fundamental to human conduct: **Respect, Integrity, Responsibility, Empathy, Courage, Manners and Justice.**

**Respect** -- Students demonstrate respect by being considerate of others and for the property of others. Students demonstrate respect for themselves through adherence to these character traits.

**Integrity** -- Students demonstrate integrity through honest and sincere interactions with others. Students demonstrate academic honesty by producing work that is theirs alone.

**Responsibility** -- Students demonstrate responsibility by being dependable, accountable, and taking ownership for their actions.

**Empathy** -- Students demonstrate empathy by being considerate of and sensitive to racial, ethnic, cultural, and community values.

**Courage** -- Students demonstrate courage by expressing their thoughts and feelings in a responsible and respectful way.

**Manners** -- Students demonstrate good manners by being conscientious of and respectful to adults and to each other at all times.

**Justice** -- Students demonstrate justice by treating others in a fair and equitable way.

# CODE OF CONDUCT

## FOR

### SECONDARY STUDENTS

Our schools reflect an image of what occurs in our communities; therefore, it is essential that schools prepare students academically and morally to meet today's challenges. The Clark County School District has an obligation to provide a proper academic and social structure so that all who participate in the educational process can do so in a productive and positive educational environment. Qualities of respect, integrity, responsibility, empathy, courage, manners, and justice are fundamental to human conduct. Students are expected to demonstrate these character traits at all times.

Most students are very serious about taking full advantage of the time they spend in school. They are conscientious about their academic endeavors and their school behavior. They have a good attitude toward school. Students who come to school to learn and participate in school activities seldom have difficulty complying with school rules.

Unfortunately, there are some students who are less sincere about school. They experience difficulty in maintaining a reasonable attitude toward school rules, and the resulting inappropriate behavior creates problems for themselves as well as for fellow students, parents, and school personnel. Student behavior that disrupts the educational process must be addressed and corrected. To this end, the Clark County School District Board of School Trustees has promulgated policies and regulations upon which this Student Code of Conduct is based.

Education is a process which requires reasonable order and decorum. Conduct is the manner in which students are expected to act so that order and decorum can be maintained. Students have certain basic rights under the Constitution of the United States and Nevada State Law. Those rights, however, do not extend to infringement on the rights of teachers to teach and other students to learn. Those rights cannot be exercised in an environment of disturbance and fear.

It is the responsibility of each principal to take appropriate actions as necessary to protect students and school personnel from dangerous or socially detrimental actions of students. A student who obstructs any teaching, administrative, or extra curricular activity is subject to such disciplinary actions as set forth in this **STUDENT CODE OF CONDUCT** handbook, or in Clark County School District Regulation 5141.1 Discipline: Control of Dangerous and Antisocial Behavior. Every student is strictly accountable for his/her conduct in school or school-related functions, away from school property or off school property when that conduct directly impacts the health, welfare, and safety of students or school employees.

To assist students, parents, and staff in maintaining such an environment, this **STUDENT CODE OF CONDUCT** has been developed. Disciplinary offenses and consequences set forth herein are based upon CCSD Regulation 5141.1 Discipline: Control of Dangerous and Antisocial Behavior.

This parent/student booklet describes problem behavior areas and consequences for such behavior.

This booklet describes only major behavior areas. At any time, students may be corrected and counseled by teachers, administrators, or other school district personnel regarding their behavior. Students will be informed as to what they need to do to correct inappropriate behavior.

After reading the **STUDENT CODE OF CONDUCT**, students are asked to share it with their parents or guardians. It is a basic code of conduct designed to assist and support students by providing an atmosphere where they have full freedom to learn.

Special education students are also responsible for complying with the **STUDENT CODE OF CONDUCT** and will be disciplined in accordance with the guidelines set forth under the Individuals with Disabilities Education Act (IDEA).

## HOW TO USE THIS PUBLICATION

Through careful reading of this booklet, students and parents should be able to understand the expected **Code of Conduct**. They will be aware that inappropriate behavior will result in correction of such behavior through constructive and corrective disciplinary action. It is advisable that the reader first become familiar with the Student Code of Ethics and Table of Contents.

This booklet is divided into three main sections:

The first section provides DEFINITIONS\* for specific behavior offenses that are cause for disciplinary action to be taken by school personnel.

The second section provides a chart titled BEHAVIOR OFFENSES AND CONSEQUENCES which outlines specific behavior offenses and a series of subsequent disciplinary actions that may occur. The sequence of disciplinary actions listed demonstrates the minimal disciplinary action, which may be taken, and defines possible additional consequences for each behavior offense. School officials accept responsibility for administering appropriate consequences from the list of corrective disciplinary actions. The decision regarding the consequence will be based on circumstances unique to each individual incident of inappropriate behavior. Factors such as the cause and severity of the offense, the student's attitude, length of time since the last incident, and the student's past behavior records may influence the disciplinary action to be taken. A good record of behavior can result in the administration of minimal disciplinary actions while the student who is more frequently involved in problem behavior can expect more severe consequences. A single incident of severe inappropriate behavior may require application of more than one consequence(s). (For example, a student may be placed on **Suspension**, recommended for **Expulsion**, and referred to the Student – Parent Substance Abuse Awareness Program.)

There are major problem areas that not only violate school rules but federal, state, and local laws as well. When inappropriate behavior violates law, school officials will take appropriate disciplinary action as well as make a **referral to law enforcement and Clark County Juvenile Justice Services authorities for criminal misconduct**. Any action law enforcement authorities might take such as a citation or arrest is separate from any action taken by the school. If the student is arrested, law enforcement officials will normally transport the student to the Clark County Juvenile Detention Center. In accordance with juvenile court practices, the parent is notified by the Clark County Juvenile Justice Services personnel when a child is detained. In accordance with district regulation, the decision to notify parents/legal guardians that a child has been taken into protective custody will be made by the person taking the child into custody. If a parent/legal guardian requests information concerning the child, the parent/legal guardian must be referred to the person who made the decision to take the child into protective custody.

The third section provides descriptions of CORRECTIVE DISCIPLINARY ACTIONS that may be administered in the event of inappropriate behavior. The remainder of this booklet contains: BULLYING and CYBER-BULLYING, the STUDENT DRESS CODE, RULES OF CONDUCT FOR SCHOOL BUS RIDERS, UNDERSTANDING THE WARNING SIGNS OF VIOLENCE, the NEVADA CODE OF HONOR, and the EDUCATIONAL INVOLVEMENT ACCORD.

## NOTICE OF STUDENT SEARCHES

Students are hereby informed that they will be subject to search when they enter campus after the beginning of the school day. This includes, but is not limited to, unauthorized returns. This notice does not exclude personnel, however, from searching a student at any time should there be reasonable suspicion of wrongdoing.

## DEFINITIONS\*

**ALCOHOL/SUBSTANCES REPRESENTED TO BE ALCOHOL** Use, possession, or sale of alcoholic beverages or substances represented to be alcohol. **NOTE: STUDENTS WHO POSSESS ALCOHOL/SUBSTANCES REPRESENTED TO BE ALCOHOL MAY BE RECOMMENDED FOR EXPULSION FROM SCHOOL AND PROSECUTED TO THE FULL EXTENT OF THE LAW.** (See chart)

**ARSON** Intentionally setting fire, or attempting to set fire, or intentionally engaging in conduct which may reasonably be foreseen to set fire to property of another, participating in, or encouraging another person to participate in such conduct. **NOTE: STUDENTS WHO COMMIT ARSON MUST BE RECOMMENDED FOR EXPULSION FROM SCHOOL AND PROSECUTED TO THE FULL EXTENT OF THE LAW.**

\*Consequence(s) for offenses requiring an expulsion recommendation are noted.

**ASSAULT** Attempt to cause physical injury intentionally or behave in such a way as could reasonably cause physical injury to a person or group of persons. **NOTE: STUDENTS WHO COMMIT ASSAULT OR BATTERY ON A SCHOOL EMPLOYEE MUST BE RECOMMENDED FOR EXPULSION FROM SCHOOL AND PROSECUTED TO THE FULL EXTENT OF THE LAW.**

**AUTOMOBILE MISUSE** Inappropriate use of an automobile on school property or during school events.

**BATTERY** Unlawful and offensive hitting or touching of another person, a person's clothes, or anything attached or held by him/her. **NOTE: STUDENTS WHO COMMIT ASSAULT OR BATTERY ON A SCHOOL EMPLOYEE MUST BE RECOMMENDED FOR EXPULSION FROM SCHOOL AND PROSECUTED TO THE FULL EXTENT OF THE LAW.**

### **BULLYING AND CYBERBULLYING**

1. "Bullying" means written, verbal or electronic expressions or physical acts or gestures, or any combination thereof, that are directed at a person or group of persons, or a single severe and willful act or expression that is directed at a person or group of persons, and
  - (a) Have the effect of:
    - (1) Physically harming a person or damaging the property of a person; or
    - (2) Placing a person in reasonable fear of physical harm to the person or damage to the property of the person;  
or
  - (b) Interfere with the rights of a person by:
    - (1) Creating an intimidating or hostile educational environment for the person; or
    - (2) Substantially interfering with the academic performance of a pupil or the ability of the person to participate in or benefit from services, activities or privileges provided by a school; or
  - (c) Are acts or conduct described in paragraph (a) or (b) and are based upon the:
    - (1) Actual or perceived race, color, national origin, ancestry, religion, gender identity or expression, sexual orientation, physical or mental disability of a person, sex or any other distinguishing characteristic or background of a person; or
    - (2) Association of a person with another person having one or more of those actual or perceived characteristics.
2. The term includes, without limitation:
  - (a) Repeated or pervasive taunting, name-calling, belittling, mocking or use of put-downs or demeaning humor regarding the actual or perceived race, color, national origin, ancestry, religion, gender identity or expression, sexual orientation, physical or mental disability of a person, sex or any other distinguishing characteristic or background of a person;
  - (b) Behavior that is intended to harm another person by damaging or manipulating his or her relationships with others by conduct that includes, without limitation, spreading false rumors;
  - (c) Repeated or pervasive nonverbal threats or intimidation such as the use of aggressive, menacing or disrespectful gestures;
  - (d) Threats of harm to a person, to his or her possessions or to other persons, whether such threats are transmitted verbally, electronically or in writing;
  - (e) Blackmail, extortion or demands for protection money or involuntary loans or donations;
  - (f) Blocking access to any property or facility of a school;
  - (g) Stalking; and
  - (h) Physically harmful contact with or injury to another person or his or her property.

CCSD Regulation 5141.2 Discipline: Harassment provides further information regarding the district's policy against harassment.

**BUS MISBEHAVIOR** Refusal to obey bus rules, and/or any action which creates a safety hazard or distracts the attention of the driver. (SEE RULES OF CONDUCT FOR BUS RIDERS - Page 19)

**CAMPUS DISRUPTION** Participating in or causing a disturbance at school or school-related activities, e.g., riots, fights, false fire alarms, bomb threats, or similar disturbances.

**COMPUTER MISCONDUCT** Any unauthorized, unacceptable, or inappropriate use of computer activities, computer access, computer software, or any computer equipment; and/or any activity that affects or disrupts the school's or the district's computer hardware, software, or computer systems (local area network and/or mainframe).

**CONTROLLED SUBSTANCE/SUBSTANCES REPRESENTED TO BE CONTROLLED SUBSTANCES** Any student who is found in the last 12 calendar months to have possessed, used, sold, or to have in any way encouraged the possession, use, sale by another of any controlled substance including narcotic drugs, prescription or over the counter drugs except in accordance with CCSD Regulation 5150 Health and Welfare, drug paraphernalia or alcoholic beverages or any represented to be a drug paraphernalia, or alcoholic beverage shall be suspended until an investigation is conducted. **NOTE: STUDENTS WHO DISTRIBUTE A CONTROLLED SUBSTANCE MUST BE RECOMMENDED FOR EXPULSION FROM SCHOOL AND PROSECUTED TO THE FULL EXTENT OF THE LAW.** (See chart)

**DEFIANCE OF SCHOOL PERSONNEL** Refusal to comply with reasonable requests of school personnel.

**DISCRIMINATION** Discrimination is defined as a failure to treat all persons equally where no reasonable distinction can be found between those favored and those not favored. It is the unfair treatment or denial of privileges to persons because of their actual or perceived race, color, national origin, age, sex (including non-conformity to gender stereotypes), sexual orientation, age, disability, and/or religious preference.

**DISORDERLY CONDUCT, PROFANITY, AND OBSCENE BEHAVIOR** Conduct and/or behavior which is disruptive to the school environment such as vulgar, abusive or coarse language, or behavior offensive to decency.

**DRESS CODE VIOLATION** Failure to observe the school's dress code as defined in CCSD Regulation 5131 Dress and Appearance. (See Student Dress Code - Page 15)

**EXPLOSIVE DEVICES OR POISON GAS** Possession, use, or sale of explosive devices, inflammable material, or poison gas, including but not limited to bombs, dynamite, fireworks, firecrackers, or any substance prepared chemically that explodes, or is capable of explosion, or emits a poison gas, or a collection of parts from which an explosive device may be readily constructed. **NOTE: STUDENTS WHO POSSESS AN EXPLOSIVE DEVICE, POISON GAS, OR OTHER SIMILAR ITEM AS DEFINED IN NRS AS A DANGEROUS WEAPON MUST BE RECOMMENDED FOR EXPULSION FROM SCHOOL AND PROSECUTED TO THE FULL EXTENT OF THE LAW.**

**EXTORTION** Solicitation of money, information, or something of value from another person in return for protection, or in connection with a threat to inflict harm, or through intimidation.

**FIGHTING** Engaging in or threatening physical contact for the purpose of inflicting harm on another person.

**FIREARMS** Any weapon which will expel a projectile by the action of an explosive or other propellant as defined by the Federal Gun-Free Schools Act, the frame or receiver of any such weapon, or any firearm muffler or firearm silencer, including but not limited to pistol, rifle, zip gun, shot gun, BB gun, pellet gun, paintball gun, or destructive device whether operable or inoperable, loaded or unloaded. **NOTE: STUDENTS WHO POSSESS A FIREARM AS DEFINED BY THE GUN-FREE SCHOOLS ACT AND/OR NRS (DANGEROUS WEAPONS) MUST BE RECOMMENDED FOR EXPULSION FROM SCHOOL AND PROSECUTED TO THE FULL EXTENT OF THE LAW.**

**FORGERY** Writing and using the signature or initials of another person for an illegal or unauthorized purpose.

**GAMBLING** Participating in games of chance for the purpose of exchanging money and/or other valuables.

**GANG ACTIVITY** Wearing any clothing or carrying any symbol on school district property that denotes membership in or an affiliation with a criminal gang, or engaging in activity that encourages participation in a criminal gang, or facilitates illegal acts of a criminal gang, as defined in CCSD Regulation 5141.1 Discipline: Control of Dangerous and Antisocial Behavior.

**HABITUAL DISCIPLINARY PROBLEM** A student shall be deemed a habitual disciplinary problem if the school in which the pupil is enrolled has written evidence which documents that in one school year the student has threatened or extorted, or attempted to threaten or extort, another pupil or a teacher or other personnel employed by the school two or more times or the pupil has a record of five suspensions from the school for any reason; and the pupil has not entered into and participated in a plan of behavior.

**HABITUAL DISREGARD OF SCHOOL RULES** Repeated occurrences of not following school rules regardless of efforts to correct such behavior.

**HAZING** An activity in which a person intentionally or recklessly endangers the physical health of another person for the purpose of initiation into or affiliation with a student organization, academic association, or athletic team of a school.

**ILLEGAL CONDUCT** Behavior that violates the statutes and/or ordinances of the State of Nevada or any political subdivision of the State of Nevada.

**IMMORAL CONDUCT** Behavior which the administration determines is not in conformity with the accepted principles of right and wrong and which is contrary to the moral standards of the community. This includes inappropriate, suggestive, or explicit sexual behavior. **NOTE: STUDENTS WHO PARTICIPATE IN IMMORAL CONDUCT AS IT PERTAINS TO SEXUAL BEHAVIOR BETWEEN INDIVIDUALS MUST BE RECOMMENDED FOR EXPULSION FROM SCHOOL.**

**NUISANCE ITEMS** Items that are disruptive to the educational environment such as, electronic games, laser pointers, iPods, MP3 players, trading cards, etc.

**PERSONAL TECHNOLOGY AND COMMUNICATION DEVICES** The use by students of personal technology and communication devices such as cell phones, laptops, tablet computers, or similar electronic devices is permitted during scheduled nutrition or lunch periods, and school-sponsored activities at all District school campuses and while on District buses. During the instructional day, students may only use these devices with the approval of the principal. Use that violates state, or federal law, any District policies or regulations, or the Clark County School District Acceptable Use Policy is prohibited. Students must access the internet using the Clark County School District Network. Network filters will be applied to access the Internet and may not be circumvented. CCSD Policy 5136 Personal Technology and Communication Devices provides further detail regarding the use of Personal Technology and Communication Devices.

**RACIALLY DEROGATORY REMARKS** Use of abusive and/or inappropriate words or phrases directed toward an individual's race or heritage is considered harassment and/or verbal assault.

**ROBBERY** Illegally taking property by using force or the threat of force.

**SCHOLASTIC DISHONESTY** Includes, but is not limited to, cheating on tests, plagiarism, and collusion.

A. **Cheating** on a test includes:

1. Copying from another student's test paper;
2. Using material during a test which is not authorized by the individual administering the test;
3. Collaborating with another student during a test without authorization;

4. Knowing, using, buying, selling, stealing, transporting, or soliciting in whole or in part the contents of an unadministered test.
  5. Substituting for another student or permitting another student to substitute for one's self, to take a test; or
  6. Bribing another person to obtain a test that is to be administered.
- B. Plagiarism** means the use of another's work and the unacknowledged incorporation of that work into one's own written work for credit.
- C. Collusion** means the unauthorized collaboration with another person in preparing a written assignment.

**SPRAY PROPELLANTS** All liquid, gaseous, or solid substances intended to produce temporary physical discomfort through being vaporized or other wise dispersed into the air, including but not limited to: Tear Gas, Mace, Capstun, Pepper Spray, etc.

**TARDINESS** Arriving late to class. Please be aware that students who arrive to class 30 or more minutes after the scheduled start of that class will be marked absent for that class period.

**THEFT** Taking property that does not belong to the taker.

**TOBACCO** Use of tobacco on any school campus or at any school sponsored activity or event is prohibited.

**TRESPASSING** Unauthorized presence on school district property or at a school sponsored activity or event without express prior permission of the principal, and/or a refusal to leave the property after having been directed or warned to do so.

**TRUANCY** A student shall be deemed a truant who is absent from school for one or more class periods or the equivalent of one or more class periods during the school day without the written approval of his/her teacher or the principal of the school, unless the student is physically or mentally unable to attend. (NRS 392.130)

**TRUANCY – HABITUAL TRUANT** A habitual truant is defined as a student who has accumulated three or more unapproved or unexcused absences (truancies) from school. Habitual truants are referred to law enforcement for the issuance of a citation. Any student identified as a habitual truant is subject to a fine, community service, and/or Administrative sanctions - Suspension of the student's driver's license or permit (or future ability to apply for one) for 30 days (NRS 392.148). Subsequent habitual truancy citations will result in the suspension of the student's driver's license or permit (or future ability to apply for one) for 60 days (NRS 392.148). Penalties for habitual truancy are prescribed by Nevada State Law and cannot be appealed through the school district.

**VANDALISM, DESTRUCTION, OR DEFACEMENT OF PROPERTY** Willfully and maliciously destroying, defacing, or mutilating the property of another, or intentionally engaging in conduct which could reasonably result in destruction or damage to the property of another. This includes tagging.

**WEAPONS** Possession, use, transmittal, or concealment of **ANY** operable or inoperable weapon or simulated look-alike weapon. Weapons are defined as firearms, including but not limited to pistol, rifle, zip gun, shot gun, BB gun, pellet gun, paintball gun, explosive, explosive propellant, destructive device, or ammunition--whether operable or inoperable, loaded or unloaded; knives, including but not limited to pen knife, pocket knife, hunting knife, and similar objects; other weapons, including but not limited to razor blades, ice picks, or other sharp instruments, nunchaku, metal knuckles, pipes, Chinese stars, billy clubs, and machetes; explosive or inflammable material, including but not limited to bombs, fireworks, or firecrackers; or any other items that may cause bodily injury or death. All weapons, whether or not listed herein, are similarly prohibited. The use of any normally non-dangerous implement such as a stone, table fork, board, stick, or baseball bat as a weapon, shall come under the provisions of this section. **NOTE: STUDENTS WHO POSSESS A WEAPON SHALL BE REFERRED TO THE APPROPRIATE LAW ENFORCEMENT AGENCY AND SUSPENDED FROM SCHOOL UNTIL A THOROUGH INVESTIGATION IS MADE OF THE CIRCUMSTANCES. SHOULD THE TYPE AND/OR CIRCUMSTANCE INVOLVED IN THE OFFENSE FALL UNDER THE GUN-FREE SCHOOLS ACT OR NRS, THE STUDENT MUST BE RECOMMENDED FOR EXPULSION FROM SCHOOL.**

# BEHAVIOR OFFENSES AND CONSEQUENCES

x - minimum consequences  
 o - possible additional consequences  
 (depending on severity and/or frequency)

PARENT NOTIFICATION	COUNSELOR/STUDENT	ADMINISTRATOR/STUDENT	IN-SCHOOL PROCEDURES	REQUIRED PARENT CONFERENCE	SUSPENSION	INVOLVEMENT OF LAW ENFORCEMENT	BEHAVIOR SCHOOL	OTHER	OTHER SPECIFIED
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<b>ALCOHOL, Use of</b>											
1st Offense-----	X	O			X	X	X	O	O	X	Substance Abuse Awareness Program
2nd Offense-----	X	O			X	X	X		X	X	Substance Abuse Awareness Program
<b>ALCOHOL, Distribution of</b>											
Any Offense-----	X	O			X	X	X		X	X	Substance Abuse Awareness Program
<b>ARSON</b> -----	X		X		X	X	X		X	O	Restitution
<b>ASSAULT</b>											
School Employee-----	X	O			X	X	X		X		
Non School Employee-----	X	O			X	O	O	O	O		
<b>AUTOMOBILE MISUSE</b> -----	X		X	X	O		O			O	Revocation of Parking Privileges
<b>BATTERY</b>											
School Employee-----	X	O			X	X	X		X		
Non School Employee-----	X	O			X	O	O	O	O		
<b>BUS MISBEHAVIOR</b>	SEE CHART ON PAGE 19										
<b>BULLYING, CYBER-BULLYING</b>	X	O	X	X	X	O	O	O	O		
<b>CAMPUS DISRUPTION</b> -----	X	O	X	X	X	O	O	O	O		
<b>COMPUTER MISCONDUCT</b>											
1st Offense-----	X	O	X	X	X	O	O	O		O	Restitution
2nd Offense-----	X		X	O	X	O	O	O		O	Restitution
<b>CONTROLLED SUBSTANCES, Use and/or Possession of -</b>											
1st Offense-----	X	O	X		X	X	X	O	O	X	Substance Abuse Awareness Program
2nd Offense-----	X	O	X		X	X	X		X	X	Substance Abuse Awareness Program
<b>Sale and/or Distribution of -</b>											
Any Offense-----	X	O	X		X	X	X		X	X	Substance Abuse Awareness Program

# BEHAVIOR OFFENSES AND CONSEQUENCES

x - minimum consequences  
 o - possible additional consequences  
 (depending on severity and/or frequency)

	PARENT NOTIFICATION	COUNSELOR/STUDENT CONFERENCE	ADMINISTRATOR/STUDENT CONFERENCE	IN-SCHOOL PROCEDURES	REQUIRED PARENT CONFERENCE	SUSPENSION	INVOLVEMENT OF LAW ENFORCEMENT	BEHAVIOR SCHOOL	OTHER	OTHER SPECIFIED
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<b>DEFIANCE OF SCHOOL PERSONNEL</b> -----	x	o	x	o	o	o	o	o	o		
<b>DISORDERLY CONDUCT</b> -----	x	o	x		x	o	o	o	o		
<b>DRESS CODE VIOLATION</b>											
1st Offense-----	o	o	o	x						o	School specific policy
2nd Offense-----	x		x	x	o					o	School specific policy
<b>EXPLOSIVE DEVICES - FIRECRACKERS OR POISON GAS</b> ---	x	o	x		x	x	x		x	x	Confiscation
<b>EXTORTION</b> -----	x	o	x		x	x	x	o	o	o	Restitution
<b>FIGHTING</b> -----	x	o	x		x	o	o	o	o		
<b>FIREARMS</b> -----	x	o	x		x	x	x		x	x	Confiscation
<b>FORGERY</b> -----	x	o	x	x	o	o	o	o			
<b>GAMBLING</b> -----	x	o	x	x	o	o	o	o			
<b>GANG ACTIVITY</b> -----	x	o	x	x	x	o	o	o	o		
<b>HABITUAL DISCIPLINARY PROBLEM</b>	x	o	x		x					x	
										o	
<b>HABITUAL DISREGARD OF SCHOOL RULES</b> -----	x	o	x	x	x	o		o	o		
<b>HAZING</b> -----	x	o	x	o	o	o	x	o	o		

**GRADUATION CEREMONY**  
*Participation in graduation ceremonies is a privilege for graduating seniors. Offenses of school regulations may result in loss of the privilege to participate in the graduation ceremony.*

# BEHAVIOR OFFENSES AND CONSEQUENCES

x - minimum consequences  
 o - possible additional consequences  
 (depending on severity and/or frequency)

	PARENT NOTIFICATION	COUNSELOR/STUDENT	ADMINISTRATOR/STUDENT	IN-SCHOOL PROCEDURES	REQUIRED PARENT CONFERENCE	SUSPENSION	INVOLVEMENT OF LAW ENFORCEMENT	BEHAVIOR SCHOOL	EXPULSION	OTHER	OTHER SPECIFIED
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<b>ILLEGAL CONDUCT</b> -----	X	O	X		X	O	O	O	O		
<b>IMMORAL CONDUCT</b>											
Sexual-----	X	X	X		X	X	X		X		
Non-sexual-----	X	X	X		X	O	O	O	O		
<b>NUISANCE ITEMS</b> -----	O	O	O	X	O					X	Confiscation
<b>PERSONAL COMMUNICATION</b>											
<b>DEVICE</b> -(Inappropriate use)-----	X		X	X	X	O	O			O	Loss of Privilege/Confiscation
<b>RACIALLY DEROGATORY</b>											
<b>REMARKS</b> -----	X	O	X	X	O	O		O			
<b>ROBBERY</b> -----	X		X		X	X	X	O	O	O	Restitution
<b>SCHOLASTIC DISHONESTY</b> -----	X	O	O	X	O	O	O	O			
<b>SPRAY PROPELLANTS</b> -----	X		X	X	X	O		O		X	Confiscation
<b>TARDINESS</b> -----	O	O	O	X	O	O					
<b>THEFT</b> -----	X	O	X	X	X	O	O	O	O	O	Restitution
<b>TOBACCO, Use of</b> -----	O	O		X	O	O				X	Confiscation
<b>TRESPASSING</b> -----	X		X		O	O					
<b>TRUANCY- 1st and 2nd offense</b> ----	X	O	X	O	O						
<b>TRUANCY - Habitual</b> -----	X	O	X	O	O		X				
<b>VANDALISM/DESTRUCTION OR</b>											
<b>DEFACEMENT OF PROPERTY</b> ---											
Less than \$500 damage-----	X	O	X	O	X	O	O	O		O	Restitution
Greater than \$500 damage-----	X	O	X	O	X	O	O	O	O	O	Restitution
<b>WEAPONS</b>											
Dangerous Weapons (NRS)-----	X	O	X		X	X	X		X		
Unspecified weapons-----	X	O	X		X	X	O	O	O		

COMMIT THESE CRIMES AND  
YOU WILL BE SUBJECT TO

# EXPULSION

## ARSON

The willful burning of property.

## ASSAULT AND/OR BATTERY ON A SCHOOL EMPLOYEE

Physical abuse and/or threats of physical abuse directed at a school employee.

## DRUGS/ALCOHOLIC BEVERAGES

Use, possession and/or distribution of a controlled and/or illicit substance or any substance represented to be such.

## IMMORAL CONDUCT

Contact as it pertains to sexual behavior between individuals.

## WEAPONS

Possession, use, transmittal, or concealment of ANY operable or inoperable weapon. Weapons are defined as firearms, knives, explosives, inflammable materials, or other items that may cause bodily injury or death. BB and pellet guns, paintball guns, pocket knives, and fireworks are weapons. The Gun-Free Schools Act and NRS 392.466 specify expulsion requirements based on type of weapons, and/or circumstances surrounding the infraction.

STUDENTS FOUND IN VIOLATION OF THE ABOVE WILL BE REFERRED  
FOR PROSECUTION TO THE FULL EXTENT OF THE LAW



# **CORRECTIVE DISCIPLINARY ACTIONS**

**DISCIPLINE** is the combination of a mental attitude and a system of personal self-control that results in a standard of behavior demonstrated by appropriate conduct in all situations.

In education, it is a process which strengthens, molds, and corrects student behavior through a system of essential rules, and when necessary, just and constructive consequences.

## **INFORMAL CONFERENCE**

School official talks with the student and attempts to reach an agreement regarding the student's behavior.

## **CONFERENCE**

Formal conference is held between the student and one or more school officials. During this conference, the student must agree to correct his/her behavior or additional disciplinary measures may be considered.

## **REQUIRED PARENT CONFERENCE – (RPC)**

A Notice of Required Parent Conference (CCF-805) is to be used by deans, assistant principals, and principals when a student-parent conference is required. The school office is to schedule the conference as soon as possible.

## **IN-SCHOOL PROCEDURES**

School official administers disciplinary procedures intended to correct inappropriate behavior while allowing the student to remain in a class or classes. Such in-house procedures may include telephone contact to parent, teacher assigned discipline, loss of classroom credit for scholastic dishonesty, detention, bus citation including revocation of bus-riding privileges, removal from extracurricular activities, placement in In-House Suspension Program or temporary alternative placement (removal of student from class or classes and temporary placement in an alternative setting), revocation of privileges, and other appropriate in-house procedures.

## **SUSPENSION**

If a student commits an offense that merits his/her removal from school, the Notice of Suspension (CCF-806) is used. Suspension is defined as the temporary removal of a student from school to (1) seek problem resolution, or (2) ensure that the student's presence at the school does not constitute a danger to himself/herself or others, or (3) accomplish stringent disciplinary actions such as a behavior school referral or expulsion. A student may be suspended for up to ten school days or pending a behavior school referral or expulsion recommendation which must be made in accordance with CCSD Regulation 5114.2. Students on suspension status are not allowed on a school campus or at any school sponsored activity for any reason without the express prior permission of the school principal.

## **CORRECTIONAL EDUCATION PROGRAM**

Students expelled for serious offenses are subject to arrest and referral to the Clark County Juvenile Justice Services for adjudication. The court may act to place students under its jurisdiction. In doing so, the student is enrolled in a school district education program.

## **BEHAVIOR SCHOOL REFERRAL**

A behavior school provides instruction for school age students in grades 6 through 12 who have had behavior problems in a comprehensive school. Placement duration is dependent upon positive student performance in this more restrictive program with the opportunity to return to a comprehensive school. Such interim placement generally lasts from 4 to 9 weeks.

## **EXPULSION (LIMITED)**

Long-term termination of enrollment in the regular schools in the Clark County School District, with the potential that a student may return to a regular school campus, under the provisions of a trial enrollment, following a successful period of Continuation School placement. **FOR THOSE ACTIONS LISTED ON PAGE 13, IT IS CONTEMPLATED THAT THESE BEHAVIORS WILL RESULT IN A RECOMMENDATION FOR EXPULSION.**

## **EXPULSION (PERMANENT)**

Total termination of enrollment in the regular schools in the Clark County School District, with potential future enrollment

only in an alternative education program. **FOR THOSE ACTIONS LISTED ON PAGE 13, IT IS CONTEMPLATED THAT THESE BEHAVIORS WILL RESULT IN A RECOMMENDATION FOR EXPULSION.**

### **EXPULSION (HABITUAL DISCIPLINARY PROBLEM)**

Pursuant to NRS 392.466(3), a student who is expelled from any Clark County School District school for habitual discipline as defined by NRS 392.4655, and as set forth in these guidelines, may be suspended from all Clark County School District Schools for a period not to exceed one school semester or expelled. The student must then enroll in a private school, be homeschooled, or enroll in a program of independent study.

### **HABITUAL TRUANCY REFERRAL**

Referral to law enforcement for habitual truancy disposition on occasion of third incidence of truancy.

### **STUDENT/PARENT SUBSTANCE ABUSE AWARENESS PROGRAM REFERRAL**

When the behavior problem area is related to alcohol/substance use or possession, the student and the parent must attend the substance abuse awareness program which involves participation in sessions totaling approximately six (6) hours of instruction.

## **STUDENT DRESS CODE**

The Clark County School District Basic Dress Code serves to provide guidelines for student dress and appearance at all District schools (whether or not they adopt Standard Student Attire). Students are to be dressed in such a manner that their appearance in the school contributes to the learning environment. Exemption from the CCSD Basic Dress Code may be permitted for medical or religious reasons. Students have a responsibility to dress in alignment with the Clark County School District dress and appearance guidelines.

1. Require the wearing of shoes with soles. House slippers and shoes with wheels are not permitted.
2. All clothing must be sufficient to conceal any and all undergarments. No skin will show between bottom of shirt/blouse and top of pants or skirts at any time. All sleeveless shirts must have straps at least three inches wide. Prohibited tops include, but are not limited to, crop tops, tank tops, strapless, low-cut clothing, clothing with slits, or tops and outfits that provide minimum coverage.
3. Require that all shorts, skorts, skirts, and jumpers/dresses must be at fingertip length.
4. All jeans, pants, and trousers must be secured at waist level. Sagging is strictly prohibited. Jeans, pants, and trousers are not to have rips or tears that expose undergarments and/or are located mid-thigh or higher.
5. Headgear (hats, hoods, caps, bandanas, hair grooming aids, etc.) is not permitted on campus except for designated school approved uniforms, special events, authorized athletic practices, documented medical conditions, bona fide religious reasons, or CCSD/school sanctioned activities.
6. Slogans or advertising on clothing, jewelry, buttons, and/or accessories which by their controversial, discriminatory, profane, and/or obscene nature disrupt the educational setting are prohibited.
7. Any clothing, jewelry, buttons, and/or accessories that promote illegal or violent conduct, or affiliation with groups that promote illegal or violent conduct such as, but not limited to, the unlawful use of weapons, drugs, alcohol, tobacco, or drug paraphernalia, or clothing that contains threats are prohibited.
8. Spiked or studded clothing, jewelry, and/or accessories are prohibited.
9. Outerwear such as coats, mittens, and scarves must be removed upon entering the classrooms/buildings.

Administrators, teachers, and staff may use their discretion as appropriate based on the temperature in the facility.

The school administration shall have the right to designate which types of dress, fashion, fads, or appearance disrupt or detract from the educational program and may be a potential safety hazard. The principal shall retain the authority to grant exceptions for spirit days, special event dress days, and school wide free dress days. On those CCSD/school sanctioned exception days, schools will notify the students and parents/guardians of the unique dress provisions. Additional information regarding student dress and appearance, including Standard Student Attire, is contained in CCSD Regulation 5131 Dress and Appearance.

## Rules of Conduct for School Bus Riders

*The students on the bus are under the immediate supervision of the bus driver and are, thus, subject to the rules set by the Clark County Board of School Trustees and the State of Nevada. Any offense of these rules by a student is to be documented on a School Bus Incident Report to Parents issued by bus drivers concerning the disciplinary offense with copies distributed to the principal, the parents, and the Clark County School District Transportation Office.*

***In order to provide for safety to passengers and effective, efficient use of buses, the following rules of conduct are established:***

Bus students must stand in an orderly single-file line at pickup points until the bus comes to a complete stop.

Students must board the bus in an orderly fashion and go directly to a seat. All students must remain seated while the bus is in motion. Students must remain seated until the bus has fully stopped, then enter the aisle and go directly to the front exit door. Exit through the front exit door after the bus has come to a complete stop. If you must cross the road, walk forward 10 feet or more, wait for the driver's signal, then cross when it is safe to do so.

## School Bus/Personal Vehicle Instructions:

- When driving your personal vehicle, it is unlawful to pass a school bus with its flashing red lights and stop arms activated (unless a median separates your portion of the roadway from the portion of the roadway where the bus is loading/unloading).
- It is unlawful to cross any portion of a crosswalk within the school-crossing zone until all students and the crossing guard has cleared the entire crosswalk. When traveling within the school zone, you must ensure that you are traveling at the appropriated post speed limit. Always be alert and watch for children.
- The school bus loading/unloading zones are designated for school buses only. Any distracting action by the student creates a safety hazard by demanding unnecessary attention of the driver. Such actions are forms of misconduct. Specifically, loud talking, use of profanity, fighting, throwing things, smoking, damaging the bus or bus seats, standing, and eating or drinking, are examples of misconduct that may result in disciplinary action.

## School Bus Student Behavior Offenses/Consequences

*Any distracting action by the student creates a safety hazard by demanding unnecessary attention of the driver. Such actions are forms of misconduct. Specifically, loud talking, use of profanity, fighting, throwing things, smoking, damaging the bus or bus seats, standing, and eating or drinking, are examples of misconduct that may result in disciplinary action. Misconduct at the bus stop is considered a violation. When a student is guilty of misconduct on the bus, it will be reported to the principal of the student's school.*

**Parents will be held responsible for any bus damage that may result from the student's misconduct.**

**Misconduct may be cause to deny the privilege of transportation to the student for a limited, specified time. Continued misconduct may result in loss of riding privileges.**

*In conformance with the rules of conduct, the site administrator will address offenses in the following manner:*

1. *Confer with the student, the parent/guardian, or appropriate transportation staff, as necessary, to resolve student conduct problems.*
2. *Designate students as ineligible for transportation services when warranted and notify the Transportation Department and the parent or guardian of the action taken.*

## CCSD School Bus Student Offenses/Consequences

### OFFENSE:

#### CATEGORY I

- Deliberate littering of paper, gum, etc.
- Excessive noise and outbursts
- Continuous eating/drinking on bus
- Failing to sit in assigned seat
- Failing to remain seated
- Rude, discourteous conduct
- Riding unauthorized bus
- Getting on or off the bus at an unassigned bus stop
- Repeatedly late to the bus
- Other behavior that has not improved after driver has given several verbal warnings

#### CATEGORY II

- Hanging out of window/door
- Throwing objects in or out of bus
- Refusing to obey driver
- Improper boarding/departing
- Bringing unauthorized objects aboard the bus
- Inappropriate language
- Other behavior resulting in the driver's attention being taken off the road

#### CATEGORY III

*(Immediate administrative response required)*

- Possession of a weapon
- Smoking on bus/arson
- Fighting/pushing/tripping
- Destruction of property
- Tampering with bus equipment
- Verbal or physical assault
- Indecent exposure
- Harassment or taunting others
- Other acts resulting in damage or injury to self or others

## MINIMUM ADMINISTRATIVE ACTION: (In accordance with CCSD Regulation 3533 Safety of Students: Transportation Vehicles)

### CATEGORY I

- 1st Offense = Student-School Conference; Parent Notification
- 2nd Offense = Student-School-Driver and In-house Suspension or Detention
- 3rd Offense = Improper boarding/departing Three-day Bus Suspension and Required Parent Conference

### CATEGORY II

- 1st Offense = Student-School Conference; Parent Notification
- 2nd Offense = Three-day Bus Suspension and Required Parent Conference
- 3rd Offense = Loss of Riding Privileges for remainder of School Year

### CATEGORY III

- 1st Offense = Three-day Bus Suspension and Required Parent Conference
- 2nd Offense = Loss of Riding Privileges for remainder of School Year

**If more than one category is indicated on the bus incident report, the principal shall determine the appropriate action based on the most serious offense.**

# Understanding the warning signs of VIOLENCE — tips for families

The information listed below is to acquaint you with the warning signs of violence and some tips for prevention. This information should be used as a guideline only. The presence of one or more of these warning signs does not always mean that a young person will exhibit violent behavior. It is important to keep in mind that there are many possible factors that could contribute to youth violence. Please contact a school counselor for an appropriate community referral.

## WARNING SIGNS

- > Threatening physical harm
- > Difficulty controlling anger
- > Plans to get back at or even with other
- > Bullying and intimidating
- > Treatment of others as personal property
- > Punching or fighting
- > Engaging in racial or other ethnic conflict
- > Violent outbursts
- > Abusive language, especially aimed at authority figure or friend
- > Suicidal plans, thoughts or ideation
- > Continued failure to take responsibility for actions
- > Previous aggressive behavior
- > Little or no remorse for actions
- > Withdrawn - little social interaction with peers
- > Vandalizing school property
- > Engaging in sexual harassment

## TIPS FOR PREVENTING VIOLENCE

- > Teach students that reporting violence or threats of violence is important
- > Parents are encouraged to communicate with schools, especially when a child is experiencing problems
- > Work as a team with school personnel to address early behavior which may lead to violence
- > Talk to young people about violence in advance
  - - Do not wait until the issue comes up because of a specific incident
- > When a specific incident occurs either at school or in the media, discuss how it might have been prevented
  - - What constructive choices might have been available?
- > Encourage students to get involved in school activities
- > Watch for any unusual behavior and report it to appropriate school personnel
- > Set expectations for appropriate student behavior and communicate consequences
- > Set a good example

## FOR MORE INFORMATION, CONTACT

### Clark County School District

Department of Pupil Personnel Services.....	855-9775	Guidance Services.....	799-8441
Operation Crime Free Schools Hotline.....	799-0228	Psychological Services.....	799-7465
School Police Dispatch.....	799-5411	Safe & Drug Free Schools	

### County Police Crime Prevention

Boulder City.....	293-9224	Henderson.....	267-5000
Las Vegas Metropolitan.....	828-3111	North Las Vegas.....	633-9111
Clark County Social Service Neighborhood Justice Center.....			455-3898
Westcare Incorporated.....			385-3330

## Nevada Code of Honor and the Educational Involvement Accord

In accordance with NRS 392.461, the following two pages provide samples of forms - the *Nevada Code of Honor* and the *Educational Involvement Accord* – which must be used by all CCSD. These two forms, **along with the materials listed below**, are required to be distributed to each student’s parent(s) or guardian(s) at the beginning of each school year or upon a student’s enrollment in the class, as applicable.

- Information describing how the parent or legal guardian may contact the pupil’s teacher and the principal of the school in which the pupil is enrolled;
- The curriculum of the course or standards for the grade in which the pupil is enrolled, as applicable, including, without limitation, a calendar that indicates the dates of major examinations and the due dates of significant projects, if those dates are known by the teacher at the time that the information is distributed;
- The homework and grading policies of the pupil’s teacher or school;
- Directions for finding resource materials for the course or grade in which the pupil is enrolled, as applicable;
- Suggestions for parents and legal guardians to assist pupils in their schoolwork at home;
- The dates of scheduled conferences between teachers or administrators and the parents or legal guardians of the pupil;
- The manner in which reports of the pupil’s progress will be delivered to the parent or legal guardian and how a parent or legal guardian may request a report of progress;
- The classroom rules and policies;
- The dress code of the school, if any;
- The availability of assistance to parents who have limited proficiency in the English language;
- Information describing the availability of free and reduced-price meals, including, without limitation, information regarding school breakfast, school lunch, and summer meal programs;
- Opportunities for parents and legal guardians to become involved in the education of their children and to volunteer for the school or class; and
- The code of honor relating to cheating prescribed pursuant to NRS 392.461.

Schools will provide the *Educational Involvement Accord* to each student’s parent/legal guardian and provide the parent/legal guardian with a reasonable timeline to sign the *Educational Involvement Accord* and return it to school. Additional guidelines regarding the implementation of these requirements are available on the Nevada Department of Education website at <http://www.doe.nv.gov/parents/accord.html>.

# CODE OF HONOR

## Nevada Department of Education

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

### **What is cheating?**

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

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

### **What is plagiarism?**

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

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

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

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

# EDUCATIONAL INVOLVEMENT ACCORD

## Nevada Department of Education

### PARENT

I understand that as my child's first teacher my participation in my child's education will help his/her achievement. Therefore, to the best of my ability, I will continue to be involved in his/her education by:

- Reading to my child or encouraging my child to read;
- Being responsible for my child's on-time attendance;
- Reviewing and checking my child's homework;
- Monitoring the activities of my child, such as the amount of time spent watching television, using a computer, playing video games, etc.; and
- Contributing at least 5 hours of time each school year in the area such as:
  - Attending school-related activities;
  - Attending organized parent meetings, such as PTA, PTO, or parent advisory committees;
  - Attending parent-teacher conference(s);
  - Volunteering at the school;
  - Chaperoning school-sponsored activities;
  - Communicating with my child's teacher(s) regarding his/her progress, as needed.

Parent/Legal Guardian Signature \_\_\_\_\_ Date: \_\_\_\_\_

### STUDENT

I realize that my education is important. Therefore, I agree to carry out the following responsibilities to the best of my ability by:

- Arriving at school each day on time and being prepared;
- Showing effort, respect, cooperation, and fairness to all;
- Using all school equipment and property appropriately and safely;
- Completing and submitting homework in a timely manner; and
- Reading each day before and after school.

Student Signature \_\_\_\_\_ Date: \_\_\_\_\_

### TEACHER AND SCHOOL STAFF

We understand the importance of providing a supportive, effective learning environment that enables the children at our school to meet the State's academic achievement standards through our role as educators and models. Therefore, staff agrees to carry out the following responsibilities to the best of our ability by:

- Ensuring that each student is provided high-quality curriculum and instruction, supervision and positive interaction;
- Maximizing the educational and social experience of each student;
- Carrying out the professional responsibility of educators to seek the best interest of each student; and
- Providing frequent reports to parents on their children's progress, and providing reasonable access of staff to the parents and legal guardians of students to discuss their concerns.

School Staff Designee Signature \_\_\_\_\_ Date: \_\_\_\_\_

# **BULLYING and CYBERBULLYING**

## **Bullying and Cyberbullying is prohibited in Public Schools**

The Nevada laws related to bullying and cyberbullying have recently been revised by the Nevada Legislature in Senate Bill 504 (SB 504). The law requires the District to include a copy of the text of the NRS 388.121 to 388.145 and certain sections of SB 504 in the rules of behavior for students. Because the provisions of SB 504 have not yet been codified, the District has combined the NRS and SB 504 in an attempt to provide a comprehensive summary of the bullying laws. Section numbers before the NRS statutory numbers are from SB 504. References to “this act” are also a reference to SB 504.

## **Policy 5137 - SAFE AND RESPECTFUL LEARNING ENVIRONMENT: BULLYING AND CYBERBULLYING**

### **I. Introduction**

The Clark County School District is committed to providing a safe, secure, and respectful learning environment for all students and employees at all District facilities, school buildings, in school buses, on school grounds, and at school-sponsored activities. The school district strives to address bullying and cyberbullying so that there is no disruption to the learning environment and learning process.

### **II. Definitions**

#### **A. Definition of Bullying**

1. Under NRS 388.122, “bullying” means written, verbal or electronic expressions or physical acts or gestures, or any combination thereof, that are directed at a person or group of persons, or a single severe and willful act or expression that is directed at a person or group of persons, and:
  - a. Have the effect of:
    - (1). Physically harming a person or damaging the property of a person; or
    - (2). Placing a person in reasonable fear of physical harm to the person or damage to the property of the person; or
  - b. Interfere with the rights of a person by:
    - (1). Creating an intimidating or hostile educational environment for the person; or
    - (2). Substantially interfering with the academic performance of a student or the ability of the person to participate in or benefit from services, activities or privileges provided by a school; or
  - c. Are acts or conduct described in paragraph (a) or (b) and are based upon the:
    - (1). Actual or perceived age, race, color, national origin, ethnicity, ancestry, religion, gender identity or expression, sexual orientation, physical attributes, physical or mental disability of a person, sex, or any other distinguishing characteristic or background of a person; or
    - (2). Association of a person with another person having one or more of those actual or perceived characteristics.
2. The term includes, without limitation:
  - a. Repeated or pervasive taunting, name-calling, belittling, mocking or use of put-downs or demeaning humor regarding the actual or perceived age, race, color, national origin, ethnicity, ancestry, religion, gender identity or expression, sexual orientation, physical attributes, physical or mental disability of a person, sex, or any other distinguishing characteristic or background of a person;
  - b. Behavior that is intended to harm another person by damaging or manipulating his or her relationships with others by conduct that includes, without limitation, spreading false rumors;
  - c. Repeated or pervasive nonverbal threats or intimidation such as the use of aggressive, menacing, or disrespectful gestures;

- d. Threats of harm to a person, to his or her possessions, or to other persons, whether such threats are transmitted verbally, electronically, or in writing;
  - e. Blackmail, extortion, or demands for protection money or involuntary loans or donations;
  - f. Blocking access to any property or facility of a school;
  - g. Stalking; and
  - h. Physically harmful contact with or injury to another person or his or her property.
- B. Under NRS 388.123, “cyberbullying” means bullying through the use of electronic communication. The term includes the use of electronic communication to transmit or distribute a sexual image of a minor. As used in this section, “sexual image” has the meaning ascribed to it in NRS 200.737 which is any visual depiction, including, without limitation, any photograph or video of a minor simulating or engaging in sexual conduct, or of a minor as the subject of a sexual portrayal.
- C. Under NRS 388.124, “electronic communication” means the communication of any written, verbal or pictorial information through the use of an electronic device, including, without limitation, a telephone, a cellular phone, a computer, or any similar means of communication.
- D. A student who is a minor who knowingly and willfully transmits or distributes an image of bullying, electronically or using another means, with the intent to encourage, further, or promote bullying:
1. For a first violation is considered a child in need of supervision, as that term is used in Title 5 of the NRS.
  2. For a second or subsequent violation, commits a delinquent act, for which a court may order the detention of the minor in the same manner as if the minor had committed an act that would have been a misdemeanor if committed by an adult.

### **III. Bullying and Cyberbullying are Prohibited in Public Schools**

No member of the Board of Trustees, employee of the school district, member of a club or organization which uses District facilities (regardless of whether the club or organization has any connection to the District), or any student shall tolerate or engage in bullying or cyberbullying at any District facilities, school buildings, in school buses, on school grounds, or at school-sponsored activities. This includes classrooms, hallways, locker rooms, cafeterias, restrooms, gymnasiums, playgrounds, athletic fields, school buses, parking lots, and other areas on the premises of a school.

### **IV. Reporting of Bullying and Cyberbullying**

#### **A. Students**

It is the policy of the Clark County School District to encourage students who are subjected to, witness, or overhear incidents of bullying and cyberbullying to report such incidents. Students should report any incident(s) of bullying and cyberbullying to a teacher, counselor, or school administrator. Students are also encouraged to report knowledge of bullying and/or cyberbullying via the CCSD “Say No to Bullying” Web site that allows individuals to anonymously report unlawful activities. However, students should be aware that the CCSD “Say No to Bullying” Web site is not monitored after school hours, or during weekends and holidays.

#### **B. Employees**

Any Clark County School District teacher, administrator, principal, coach, or other staff member who witnesses or receives information about an incident of bullying and/or cyberbullying at any District facility, on school grounds, in school buildings, on school buses, or at school-sponsored activities shall report it to the principal or the principal’s designee as soon as practicable, but not later than a time during the same day on which the teacher, administrator, principal, coach, or other staff member witnesses or receives information about the incident.

#### **C. No cause of action may be brought against a student, an employee, or volunteer of a school who reports a bullying**

and cyberbullying incident unless the person who made the report acted with malice, intentional misconduct, gross negligence, or intentional or knowing violation of the law.

- D. If the principal determines that the report was false and that the person who made the report acted with malice, intentional misconduct, gross negligence, or intentional or knowing violation of the law, the principal may recommend the imposition of disciplinary action or other measures against the person in accordance with District policies that govern disciplinary action.

## **V. Investigation of Reported Violation**

- A. Upon receiving a report of bullying or cyberbullying, the principal or designee shall immediately take any necessary action to stop the bullying or cyberbullying and ensure the safety and well-being of the reported victim or victims of the bullying or cyberbullying and shall begin an investigation into the report.
- B. Notification of Reported Violation of Bullying Prohibition
  1. The investigation must include notification provided by telephone, electronic mail or other electronic means, or provided in person, of the parents or guardians of all students directly involved in the reported bullying or cyberbullying, as applicable, either as a reported aggressor or a reported victim of the bullying or cyberbullying. The notification must be provided not later than:
    - a. If the bullying or cyberbullying is reported before the end of school hours on a school day, 6 p.m. on the day on which the bullying or cyberbullying is reported; or
    - b. If the bullying or cyberbullying was reported on a day that is not a school day, or after school hours on a school day, 6 p.m. on the school day following the day on which the bullying or cyberbullying is reported.
  2. The notification may not include personally identifiable student information other than the name of the parent's child to whom the notice is addressed, and is not required to label the student's alleged role in the incident.
  3. If the contact information for the parent or guardian of a student in the records of the school is not correct, a good faith effort to notify the parent or guardian shall be deemed sufficient to meet the notification requirements of Paragraph 1.
- C. Interviews

The investigation must include interviews with all students whose parents or guardians must be notified pursuant to Paragraph B and with all such parents and guardians.
- D. Timeline for Investigation

The investigation must be completed not later than two (2) school days after the principal or designee receives a report of bullying or cyberbullying. If the principal or designee is not able to complete the interviews required by Paragraph C within two (2) school days after making a good faith effort because any of the persons to be interviewed is not available, one (1) additional school day may be used to complete the investigation.
- E. Written Report
  1. A principal or designee who conducts an investigation shall complete a written report of the findings and conclusions of the investigation.
  2. If a violation is found to have occurred, the report must include recommendations concerning the imposition of disciplinary action or other measures to be imposed as a result of the violation, in accordance with CCSD Regulation 5141.1.
  3. Subject to the provisions of the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g,

and any regulations adopted pursuant thereto, the report must be made available, not later than 24 hours after the completion of the written report, to all parents or guardians who must be notified pursuant to Paragraph B as part of the investigation.

F. Follow-Up

Not later than 10 school days after receiving a report required by Paragraph E, the principal or designee shall meet with each reported victim of the bullying or cyberbullying to inquire about the well-being of the reported victim and to ensure that the reported bullying or cyberbullying, as applicable, is not continuing.

- G. To the extent information is available, the principal or designee must provide, to a parent or guardian of a student to whom notice of a reported bullying violation was provided under Section V(B)(1), a list of resources that may be available in the community to assist a student, as soon as practicable. If a list is provided, the principal or designee, or any employee of the school or the District, is not responsible for providing the resources to the student or ensuring the student receives the resources.

## VI. Discipline

A. Student Discipline

1. Discipline for a violation of the bullying and cyberbullying policy for students is imposed in accordance with CCSD Regulation 5141.1.
2. The parent or legal guardian of a student involved in the reported bullying or cyberbullying violation may appeal a disciplinary decision of the principal or designee made against the student as a result of the violation in accordance with District policies.
3. Not later than 30 days after receiving the disciplinary decision, the parent or guardian may submit a complaint to the Office for a Safe and Respectful Learning Environment within the Nevada Department of Education.

B. Employee Discipline

1. Allegations of bullying and/or cyberbullying among teachers or between teachers and administrators, principals, or other school employees must be reported and will be investigated in accordance with Board policy, administrative procedures, any applicable collective bargaining agreement, and other applicable laws.
2. Any District employee who violates this bullying and cyberbullying policy shall be subject to discipline, if appropriate.
3. An administrator, including a principal, or the designee of an administrator or principal of a school:
  - a. Shall be disciplined by written admonishment, demotion, suspension, dismissal or refusal to reemploy for knowingly and willfully failing to comply with the provisions of NRS 388.1351.
  - b. May be demoted, suspended, dismissed, or not reemployed for knowingly and willfully failing to comply with the provisions of NRS 388.1351 or an intentional failure to report a violation of NRS 388.135 if the administrator witnessed the violation.
4. A teacher may be suspended, dismissed, or not re-employed for knowingly and willfully failing to comply with the provisions of NRS 388.1351 or an intentional failure to report a violation of NRS 388.135 if the teacher witnessed the violation.
5. If an employee is the holder of a license issued pursuant to Chapter 391 of NRS, the Superintendent may recommend to the Board of School Trustees that the Board submit a recommendation to the State Board of Education for the suspension or revocation of the license for knowingly and willfully failing to comply with the provisions of NRS 388.1351.

## **VII. School Safety Team**

- A. The principal of each school shall develop a school safety team to help develop, foster, and maintain a school environment which is free from bullying and cyberbullying. The school safety team shall:
1. Consist of the school principal or designee, and the following persons appointed by the principal: a school counselor; at least one teacher who teaches at the school; at least one parent or legal guardian of a student enrolled in the school; and any other person appointed by the principal. The principal has discretion to limit the number of additional persons appointed to the safety team so that it does not become too large or unmanageable.
  2. Meet at least two (2) times each year.
  3. Identify and address patterns of bullying and cyberbullying.
  4. Assist the principal in reviewing and strengthening school policies to prevent and address bullying or cyberbullying.
  5. Assist the principal in providing information to school personnel, students enrolled in the school and parents of students enrolled in the school about methods to address bullying and cyberbullying.
  6. Not have access to personally identifiable student information related to bullying and cyberbullying, unless a member of the safety team is a school official with a legitimate educational interest, and then only that particular member may have access.
  7. Participate in the District's training regarding bullying and cyberbullying, to the extent that funds are available.

## **VIII. Professional Development**

The Clark County School District will provide for the appropriate training of all administrators, principals, teachers, and all other personnel employed by the District as prescribed by this policy under the heading "Professional Development."

- A. The Superintendent shall develop methods of discussing the meaning and substance of this policy with staff in order to help prevent bullying and cyberbullying.
- B. In addition to informing staff and students about the policy, the Superintendent shall develop a plan, including requirements and procedures, to assure that the following professional development be provided to all administrators, principals, teachers, and other personnel employed by the Board of Trustees of the Clark County School District:
1. Awareness concerning the various types of bullying and cyberbullying; how the bullying and cyberbullying manifests itself; and the devastating emotional and educational consequences of bullying and cyberbullying.
  2. Training in the appropriate methods to facilitate positive human relations without the use of bullying and cyberbullying so that students and employees may realize their full academic and personal potential.
  3. Training in methods to prevent, identify, and report incidents of bullying and cyberbullying.
  4. Methods to promote a positive learning environment.
  5. Methods to improve the school environment in a manner that will facilitate positive human relations.
  6. Methods to teach skills so that students and employees are able to replace inappropriate behaviors with positive behaviors.
  7. Training in the prevention of violence and suicide associated with bullying and cyberbullying and appropriate methods to respond to incidents of violence or suicide.
- C. The Superintendent shall work with the Office for a Safe and Respectful Learning Environment within the Nevada Department of Education to access available outreach and anti-bullying education and training materials, if appropriate.

## IX. Disclosure and Public Reporting

- A. The policy will be distributed annually to all students enrolled in the District, their parents and/or guardians, and employees. It will also be made available to organizations in the community having cooperative agreements with the schools. The District will also provide a copy of the policy to any person who requests it.
- B. As required by NRS 385.3483, the following statistics regarding bullying and cyberbullying will be included in the District's annual report of accountability:
  1. The number of reported violations of the bullying and cyberbullying policy occurring at each school, or otherwise involving a student enrolled at the school, regardless of the outcome of the investigation conducted.
  2. The number of incidents determined to be bullying or cyberbullying after an investigation is conducted.
  3. The number of incidents resulting in suspension or expulsion for bullying and/or cyberbullying.
  4. Any actions taken to reduce the number of incidences of bullying or cyberbullying, including without limitation, training that was offered or other policies, practices, and programs that were implemented including actions taken for the "Week of Respect."
  5. Personally identifiable student information related to bullying and cyberbullying must not be included in the annual report of accountability.
- C. An annual summary report shall be prepared and presented to the School Board, which includes trends in bullying behavior and recommendations on how to further reduce bullying behavior. The annual report will be available to the public. The annual report will include statistical information, and will not include personally identifiable student information.

Legal References:	NRS Chapter 200, Crimes Against the Person NRS Chapter 385, State Administrative Organization NRS Chapter 388, System of Public Instruction NRS Chapter 613, Employment Practices
Review Responsibility:	Office of the Superintendent, Equity and Diversity Education Department
Adopted:	[5/13/7/13/06]
Revised:	(3/11/10; 7/12/12; 2/4/15; 8/13/15)

## NRS 388

### PROVISION OF SAFE AND RESPECTFUL LEARNING ENVIRONMENT

#### General Provisions

##### Section 2

If an administrator, principal or the designee of an administrator or principal of a school knowingly and willfully fails to comply with the provisions of NRS 388.1351, the superintendent of the school district:

1. Shall take disciplinary action against the employee by written admonishment, demotion, suspension, dismissal or refusal to reemploy; and
2. If the employee is the holder of a license issued pursuant to chapter 391 of NRS, may recommend to the board of trustees of the school district that the board submit a recommendation to the State Board for suspension or revocation of the license.

##### Section 3

1. The Legislature hereby declares that the members of a board of trustees and all administrators and teachers of a school district have a duty to create and provide a safe and respectful learning environment for all pupils that is free of bullying and cyberbullying.

2. A parent or guardian of a pupil of the public school system of this State may petition a court of competent jurisdiction for a writ of mandamus to compel the performance of any duty imposed by the provisions of NRS 388.121 to 388.145, inclusive, and sections 2, 3 and 4 of this act.
3. Nothing in this section shall be deemed to preclude a parent or guardian of a pupil of the public school system of this State from seeking any remedy available at law or in equity.

#### **Section 4**

1. The Office for a Safe and Respectful Learning Environment is hereby created within the Department.
2. The Superintendent of Public Instruction shall appoint a Director of the Office, who shall serve at the pleasure of the Superintendent.
3. The Director of the Office shall ensure that the Office:
  - (a) Maintains a 24-hour, toll-free statewide hotline and Internet website by which any person can report a violation of the provisions of NRS 388.121 to 388.145, inclusive and sections 2, 3, and 4 of this act, and obtain information about anti-bullying efforts and organizations; and
  - (b) Provides outreach and anti-bullying education and training for pupils, parents and guardians, teachers, administrators, principals, coaches and other staff members and the members of a board of school trustees of a school district. The outreach and training must include, without limitation:
    - (1) Training regarding methods, procedures and practice for recognizing bullying and cyber-bullying behaviors;
    - (2) Training regarding effective intervention and remediation strategies regarding bullying and cyber-bullying;
    - (3) Training regarding methods for reporting violations of NRS 388.135; and
    - (4) Information on and referral to available resources regarding suicide prevention and the relationship between bullying and cyber-bullying and suicide.
4. The Director of the Office shall establish procedures by which the Office may receive reports of bullying and cyberbullying and complaints regarding violations of the provisions of NRS 388.121 to 388.145, inclusive and sections 2, 3, and 4 of this act.
5. The Director of the Office or his or her designee shall investigate any complaint that a teacher, administrator, principal, coach or other staff member or member of a board of trustees of a school district has violated a provision of NRS 388.121 to 288.145, inclusive and sections 2, 3, and 4 of this act. If a complaint alleges criminal conduct or an investigation leads the Director of the Office or his or her designee to suspect criminal conduct, the Director of the Office may request assistance from the Investigation Division of the Department of Public Safety.

**NRS 388.121 Definitions.** As used in NRS 388.121. to 388.145 inclusive, and sections 2, 3, and 4 of this act, unless the context otherwise requires, the words and terms defined in NRS 388.122, 388.123 and 388.124 have the meanings ascribed to them in those sections.

#### **NRS 388.122 “Bullying” defined.**

1. “Bullying” means written, verbal or electronic expressions or physical acts or gestures, or any combination thereof, that are directed at a person or group of persons, or a single severe and willful act or expression that is directed at a person or group of persons, and:
  - (a) Have the effect of
    - (1) Physically harming a person or damaging the property of a person; or

- (2) Placing a person in reasonable fear of physical harm to the person or damage to the property of the person; or
  - (b) Interference with the rights of a person by:
    - (1) Creating an intimidating or hostile educational environment for the person; or
    - (2) Substantially interfering with the academic performance of a pupil or the ability of the person to participate in or benefit from services, activities or privileges provided by a school; or
  - (c) Are acts or conduct described in paragraph (a) or (b) and are based upon the:
    - (1) Actual or perceived race, color, national origin, ancestry, religion, gender identity or expression, sexual orientation, physical or mental disability of a person, sex or any other distinguishing characteristic or background of a person; or
    - (2) Association of a person with another person having one or more of those actual or perceived characteristics.
2. The term includes, without limitation:
- (a) Repeated or pervasive taunting, name-calling, belittling, mocking or use of put-downs or demeaning humor regarding the actual or perceived race, color, national origin, ancestry, religion, gender identity or expression, sexual orientation, physical or mental disability of a person, sex or any other distinguishing characteristic or background of a person;
  - (b) Behavior that is intended to harm another person by damaging or manipulating his or her relationships with others by conduct that includes, without limitation, spreading false rumors;
  - (c) Repeated or pervasive nonverbal threats or intimidation such as the use of aggressive, menacing or disrespectful gestures;
  - (d) Threats of harm to a person, to his or her possessions or to other persons, whether such threats are transmitted verbally, electronically or in writing;
  - (e) Blackmail, extortion or demands for protection money or involuntary loans or donations;
  - (f) Blocking access to any property or facility of a school;
  - (g) Stalking; and
  - (h) Physically harmful contact with or injury to another person or his or her property.

**NRS 388.123 “Cyber-bullying” defined.** “Cyber-bullying” means bullying through the use of electronic communication. The term includes the use of electronic communication to transmit or distribute a sexual image of a minor. As used in this section, “sexual image” has the meaning ascribed to it in NRS 200.737.

**NRS 388.124 “Electronic communication” defined.** “Electronic communication” means the communication of any written, verbal or pictorial information through the use of an electronic device, including, without limitation, a telephone, a cellular phone, a computer or any similar means of communication.

**NRS 388.132 Legislative declaration concerning safe and respectful learning environment.** The Legislature declares that:

1. Pupils are the most vital resource to the future of this state;
2. A learning environment that is safe and respectful is essential for the pupils enrolled in the public schools in this State and is necessary for those pupils to achieve academic success and meet this State’s high academic standards;
3. Every classroom, hallway, locker room, cafeteria, restroom, gymnasium, playground, athletic field, school bus, parking lot and other areas on the premises of a public school in this State must be maintained as a safe and respectful learning environment, and no form of bullying or cyber-bullying will be tolerated within the system of public education in this State;

4. Any form of bullying or cyber-bullying seriously interferes with the ability of teachers to teach in the classroom and the ability of pupils to learn;
5. The use of the Internet by pupils in a manner that is ethical, safe and secure is essential to a safe and respectful learning environment and is essential for the successful use of technology;
6. The Legislature hereby declares that it will ensure that:
  - (a) The public schools in this State provide a safe and respectful learning environment in which persons of differing beliefs, races, colors, national origins, ancestries, religions, gender identities or expressions, sexual orientations, physical or mental disabilities, sexes or any other distinguishing characteristics or backgrounds can realize their full academic and personal potential;
  - (b) All administrators, principals, teachers and other personnel of the school districts and public schools in this State demonstrate appropriate and professional behavior on the premises of any public school by treating other persons, including, without limitation, pupils, with civility and respect, by refusing to tolerate bullying and cyber-bullying, and by taking immediate action to protect a victim or target of bullying or cyber-bullying when witnessing, overhearing or being notified that bullying or cyber-bullying is occurring or has occurred;
  - (c) All persons in public schools are entitled to maintain their own beliefs and to respectfully disagree without resorting to bullying, cyber-bullying or violence; and
  - (d) Any teacher, administrator, principal, coach or other staff member or pupil who tolerates or engages in an act of bullying or cyber-bullying or violates a provision of NRS 388.121 to 388.145, inclusive, and sections 2, 3, and 4 of this act regarding a response to bullying or cyber-bullying will be held accountable; and
7. By declaring this mandate that the public schools in this State provide a safe and respectful learning environment, the Legislature is not advocating or requiring the acceptance of differing beliefs in a manner that would inhibit the freedom of expression, but is requiring that pupils be free from physical, emotional or mental abuse while in the care of the State and that pupils be provided with an environment that allows them to learn.

**NRS 388.1325 Bullying Prevention Account: Creation; acceptance of gifts and grants; credit of interest and income; authorized uses by school district that receives grant.**

1. The Bullying Prevention Account is hereby created in the State General Fund, to be administered by the Director of the Office for a Safe and Respectful Learning Environment appointed pursuant to Section 4 of this act. The Director of the Office may accept gifts and grants from any source for deposit into the Account. The interest and income earned on the money in the Account must be credited to the Account.
2. In accordance with the regulations adopted by the State Board pursuant to NRS 388.1327, a school district that applies for and receives a grant of money from the Bullying Prevention Account shall use the money for one or more of the following purposes:
  - (a) The establishment of programs to create a school environment that is free from bullying and cyber-bullying;
  - (b) The provision of training on the policies adopted by the school district pursuant to NRS 388.134 and the provisions of NRS 388.121 to 388.145 inclusive, and sections 2, 3, and 4 of this act; or
  - (c) The development and implementation of procedures by which the public schools of the school district and the pupils enrolled in those schools can discuss the policies adopted pursuant to NRS 388.134 and the provisions of NRS 388.121 to 388.145 inclusive and sections 2, 3, and 4 of this act.

**NRS 388.1327 Regulations.** The State Board shall adopt regulations:

1. Establishing the process whereby school districts may apply to the State Board for a grant of money from the Bullying Prevention Account pursuant to NRS 388.1325.
2. As are necessary to carry out the provisions of NRS 388.121 to 388.145, inclusive.

## **Policies; Informational Pamphlet; Program of Training**

### **NRS 388.133 Policy by Department concerning safe and respectful learning environment.**

1. The Department shall, in consultation with the boards of trustees of school districts, educational personnel, local associations and organizations of parents whose children are enrolled in public schools throughout this State, and individual parents and legal guardians whose children are enrolled in public schools throughout this State, prescribe by regulation a policy for all school districts and public schools to provide a safe and respectful learning environment that is free of bullying and cyber-bullying.
2. The policy must include, without limitation:
  - (a) Requirements and methods for reporting violations of NRS 388.135; and
  - (b) A policy for use by school districts to train members of the board of trustees and all administrators, principals, teachers and all other personnel employed by the board of trustees of a school district. The policy must include, without limitation:
    - (1) Training in the appropriate methods to facilitate positive human relations among pupils by eliminating the use of bullying and cyber-bullying so that pupils may realize their full academic and personal potential;
    - (2) Training in methods to prevent, identify and report incidents of bullying and cyber-bullying;
    - (3) Methods to improve the school environment in a manner that will facilitate positive human relations among pupils; and
    - (4) Methods to teach skills to pupils so that the pupils are able to replace inappropriate behavior with positive behavior.

### **NRS 388.134 Policy by school districts for provision of safe and respectful learning environment and policy for ethical, safe and secure use of computers; provision of training to board of trustees and school personnel; posting of policies on Internet website; annual review and update of policies.** The board of trustees of each school district shall:

1. Adopt the policy prescribed pursuant to NRS 388.133 and the policy prescribed pursuant to subsection 2 of NRS 388.520. The board of trustees may adopt an expanded policy for one or both of the policies if each expanded policy complies with the policy prescribed pursuant to NRS 399.133 or pursuant to subsection 2 of NRS 389.520, as applicable.
2. Provide for the appropriate training of members of the board of trustees and all administrators, principals, teachers and all other personnel employed by the board of trustees in accordance with the policies prescribed pursuant to NRs 388.133 and pursuant to subsection 2 of NRS 389.529. For members of the board of trustees who have not previously been elected or appointed to the board of trustees or for employees of the school district who have not previously been employed by the district, the training required by this subsection must be provided within 180 days after the member begins his or her term of office or after the employee begins his or her employment, as applicable.
3. Post the policies adopted pursuant to subsection 1 on the Internet website maintained by the school district.
4. Ensure that the parents and legal guardians of pupils enrolled in the school district have sufficient information concerning the availability of the policies, including, without limitation, information that describes how to access the policies on the Internet website maintained by the school district. Upon the request of a parent or legal guardian, the school district shall provide the parent or legal guardian with a written copy of the policies.
5. Review the policies adopted pursuant to subsection 1 on an annual basis and update the policies if necessary. If the board of trustees of a school district updates the policies, the board of trustees must submit a copy of the updated policies to the Department within 30 days after the update.

**NRS 388.1341 Development of informational pamphlet by Department; annual review and update; posting on Internet website; development of tutorial.**

1. The Department, in consultation with persons who possess knowledge and expertise in bullying and cyber-bullying, shall, to the extent money is available, develop an informational pamphlet to assist pupils and the parents or legal guardians of pupils enrolled in the public schools in this State in resolving incidents of bullying or cyber-bullying. If developed, the pamphlet must include, without limitation:
  - (a) A summary of the policy prescribed by the Department pursuant to NRS 388.133 and the provisions of NRS 388.1.1 to NRS 388.145, inclusive, and sections 2, 3, and 4 of this act .
  - (b) A description of practices which have proven effective in preventing and resolving violations of NRS 388.135 in schools, which must include, without limitation, methods to identify and assist pupils who are at risk for bullying and cyber-bullying; and
  - (c) An explanation that the parent or legal guardian of a pupil who is involved in a reported violation of NRS 388.135 may request an appeal of a disciplinary decision made against the pupil as a result of the violation, in accordance with the policy governing disciplinary action adopted by the board of trustees of the school district.
2. If the Department develops a pamphlet pursuant to subsection 1, the Department shall review the pamphlet on an annual basis and make such revisions to the pamphlet as the Department determines are necessary to ensure the pamphlet contains current information.
3. If the Department develops a pamphlet pursuant to subsection 1, the Department shall post a copy of the pamphlet on the Internet website maintained by the Department.
4. To the extent the money is available, the Department shall develop a tutorial which must be made available on the Internet website maintained by the Department that includes, without limitation, the information contained in the pamphlet developed pursuant to subsection 1, if such a pamphlet is developed by the Department.

**NRS 388.1342 Establishment of programs of training by Department; completion of program by members of State Board of Education and boards of trustees; completion of program by administrators in prevention of violence and suicide; annual review and update.**

1. The Department, in consultation with persons who possess knowledge and expertise in bullying and cyber-bullying shall:
  - (a) Establish a program of training on methods to prevent, identify and report incidents of bullying and cyber-bullying for members of the State Board.
  - (b) Establish a program of training on methods to prevent, identify and report incidents of bullying and cyber-bullying for members of the boards of trustees of school districts.
  - (c) Establish a program of training for school district and charter school personnel to assist those persons with carrying out their powers and duties pursuant to NRS 388.121 to 388.145, inclusive and sections 2, 3, and 4 of this act.
  - (d) Establish a program of training for administrators in the prevention of violence and suicide associated with bullying and cyber-bullying and appropriate methods to respond to incidents of violence or suicide.
2. Each member of the State Board shall, within 1 year after the member is elected or appointed to the State Board, complete the program of training on bullying and cyber-bullying established pursuant to paragraph (a) of subsection 1 and undergo the training at least one additional time while the person is a member of the State Board.
3. Except as otherwise provided in NRS 388.134, each member of a board of trustees of a school district shall, within 1 year after the member is elected or appointed to the board of trustees, complete the program of training

on bullying and cyber-bullying established pursuant to paragraph (b) of subsection 1 and undergo the training at least one additional time while the person is a member of the board of trustees.

4. Each administrator of a public school shall complete the program of training established pursuant to paragraph (d) of subsection 1:
  - (a) Within 90 days after becoming an administrator;
  - (b) Except as otherwise provided in paragraph (c), at least once every 3 years thereafter; and
  - (c) At least once during any school year within which the program of training is revised or updated.
5. Each program of training established pursuant to subsection 1 must, to the extent money is available, be made available on the Internet website maintained by the Department or through another provider on the Internet.
6. The board of trustees of a school district may allow school district personnel to attend the program established pursuant to paragraph (c) or (d) of subsection 1 during regular school hours.
7. The Department shall review each program of training established pursuant to subsection 1 on an annual basis to ensure that the program contains current information.

## **School Safety Team**

**NRS 388.1343 Establishment by principal of each school; duties of principal. The principal of each public school or his or her designee shall:**

1. Establish a school safety team to develop, foster and maintain a school environment which is free from bullying and cyber-bullying;
2. Conduct investigations of violations of NRS 388.135 occurring at the school; and
3. Collaborate with the board of trustees of the school district and the school safety team to prevent, identify and address reported violations of NRS 388.135 at the school.

**NRS 388.1344 Membership; chair; duties.**

1. Each school safety team established pursuant to NRS 388.1343 must consist of the principal or his or her designee and the following persons appointed by the principal:
  - (a) A school counselor;
  - (b) At least one teacher who teaches at the school;
  - (c) At least one parent or legal guardian of a pupil enrolled in the school; and
  - (d) Any other persons appointed by the principal.
2. The principal or his or her designee shall serve as the chair of the school safety team.
3. The school safety team shall:
  - (a) Meet at least two times each year;
  - (b) Identify and address patterns of bullying or cyber-bullying;
  - (c) Review and strengthen school policies to prevent and address bullying or cyber-bullying;
  - (d) Provide information to school personnel, pupils enrolled in the school and parents and legal guardians of pupils enrolled in the school on methods to address bullying and cyber-bullying; and
  - (e) To the extent money is available; participate in any training conducted by the school district regarding bullying and cyber-bullying.

## Prohibition of Bullying and Cyber-Bullying; Reporting and Investigation of Violations

**NRS 388.135 Bullying and cyber-bullying prohibited.** A member of the board of trustees of a school district, any employee of the board of trustees, including, without limitation, an administrator, principal, teacher or other staff member, a member of a club or organization which uses the facilities of any public school, regardless of whether the club or organization has any connection to the school, or any pupil shall not engage in bullying or cyber-bullying on the premises of any public school, at an activity sponsored by a public school or on any school bus.

**NRS 388.1351 Staff member required to report violation to principal; notice of reported violation to parent of each pupil directly involved; time period for initiation and completion of investigation; authorization for parent to appeal disciplinary decision.**

1. A teacher, administrator, principal, coach or other staff member who witness a violation of NRS 388.135 or receives information that a violation of NRS 388.135 has occurred shall report the violation to the principal or his or her designee as soon as practicable, but not later than a time during the same day on which teacher, administrator, principal, coach or other staff member witnessed the violation or received information regarding the occurrence of a violation.
2. Upon receiving a report required by subsection 1, the principal or designee shall immediately take any necessary action to stop the bullying or cyberbullying and ensure the safety and well-being of the reported victim or victims of the bullying or cyberbullying and shall begin an investigation into the report.
  - (a) Except as otherwise provided in subsection 3, notification provided by telephone, electronic mail or other electronic means or provided in person, of the parents or guardians of all pupils directly involved in the reported bullying or cyberbullying, as applicable, either as a reported aggressor or a reported victim of the bullying or cyber-bullying. The notification must be provided not later than:
    - (1) If the bullying or cyberbullying is reported before the end of school hours on a school day, 6 p.m. on the day on which the bullying or cyberbullying is reported; or
    - (2) If the bullying or cyberbullying was reported on a day that is not a school day, or after hours on a school day, 6 p.m. on the school day following the day on which the bullying or cyberbullying is reported.
  - (b) Interviews with all pupils whose parents or guardians must be notified pursuant to paragraph (a) and with all such parents and guardians.
3. If the contact information for the parent or guardian of a pupil in the records of the school is not correct, a good faith effort to notify the parent or guardian shall be deemed sufficient to meet the requirement for notification pursuant to paragraph (a) of subsection 2
4. Except as otherwise provided in this subsection, an investigation required by this section must be completed not later than 2 school days after the principal or designee receives a report required by subsection 1. If the principal or designee is not able to complete the interviews required by paragraph (b) of subsection 2 within 2 school days after making a good faith effort because any of the persons to be interviewed is not available, 1 additional school day may be used to complete the investigation.
5. A principal or designee who conducts an investigation required by this section shall complete a written report of the findings and conclusions of the investigation. If a violation is found to have occurred, the report must include recommendations concerning the imposition of disciplinary action or other measures to be imposed as a result of the violation, in accordance with the policy governing action adopted by the board of trustees of the school district. Subject to the provisions of the Family Education Rights and Privacy Act of 1974, 20 U.S.C. Section 1232g, and any regulations adopted pursuant thereto, the report must be made available, not later than 24 hours after the completion of the written report, to all parents or guardians who must be notified pursuant to paragraph (a) subsection 2 as part of the investigation.

6. Not later than 10 school days after receiving a report required by subsection 1, the principal or designee shall meet with each reported victim of the bullying or cyber-bullying to inquire about the well-being of the reported victim and to ensure that the reported bullying or cyber-bullying, as applicable, is not continuing.
7. The parent or guardian of a pupil involved in the reported violation of NRS 388.135 may appeal a disciplinary decision of the principal or his or her designee, made against the pupil as a result of the violation, in accordance with the policy governing disciplinary action adopted by the board of trustees of the school district. No later than 30 days after receiving a response provided in accordance with such a policy, the parent or guardian may submit a complaint to the Department. The Department shall consider and respond to the complaint pursuant to procedures and standards prescribed in regulations adopted by the Department.

**NRS 388.1352 Establishment of policy by school districts for employees to report violations to law enforcement.**

The board of trustees of each school district, in conjunction with the school police officers of the school district, if any, and the local law enforcement agencies that have jurisdiction over the school district, shall establish a policy for the procedures which must be followed by an employee of the school district when reporting a violation of NRS 388.135 to a school police officer or local law enforcement agency.

**NRS 388.1353 Principal required to submit report of violations for each semester to school district; review and compilation of reports by school district; submission of compilation to Department.**

Repealed. (See chapters 379 and 393, Statutes of Nevada 2013, at pages 2042 and 2141.)

**NRS 388.1355 Compilation of reports by Superintendent of Public Instruction; submission of written compilation to Attorney General.**

Repealed. (See chapters 379 and 393, Statutes of Nevada 2013, at pages 2042 and 2141.)

**NRS 388.136 School officials prohibited from interfering with disclosure of violations.**

1. A school official shall not directly or indirectly interfere with or prevent the disclosure of information concerning a violation of NRS 388.135.
2. As used in this section, "school official" means:
  - (a) A member of the board of trustees of a school district; or
  - (b) A licensed or unlicensed employee of a school district.

**NRS 388.137 Immunity for reporting of violations; exceptions; recommendation for disciplinary action if person who made report acted with malice, intentional misconduct, gross negligence or violation of law.**

1. No cause of action may be brought against a pupil or an employee or volunteer of a school who reports a violation of NRS 388.135 unless the person who made the report acted with malice, intentional misconduct, gross negligence, or intentional or knowing violation of the law.
2. If a principal determines that a report of a violation of NRS 388.135 is false and that the person who made the report acted with malice, intentional misconduct, gross negligence, or intentional or knowing violation of the law, the principal may recommend the imposition of disciplinary action or other measures against the person in accordance with the policy governing disciplinary action adopted by the board of trustees of the school district.

## Rules of Behavior; Week of Respect

**NRS 388.139 Text of certain provisions required to be included in rules of behavior.** Each school district shall include the text of the provisions of NRS 388.121 to 388.145, inclusive, and the policies adopted by the board of trustees of the school district pursuant to NRS 388.134 under the heading “Bullying and Cyber-Bullying Is Prohibited in Public Schools,” within each copy of the rules of behavior for pupils that the school district provides to pupils pursuant to NRS 392.463.

**NRS 388.145 Requirements for delivery of information during annual “Week of Respect.”** The board of trustees of each school district and the governing body of each charter school shall determine the most effective manner for the delivery of information to the pupils of each public school during the “Week of Respect” proclaimed by the Governor each year pursuant to NRS 236.073. The information delivered during the “Week of Respect” must focus on:

1. Methods to prevent, identify and report incidents of bullying and cyber-bullying;
2. Methods to improve the school environment in a manner that will facilitate positive human relations among pupils; and
3. Methods to facilitate positive human relations among pupils by eliminating the use of bullying and cyber-bullying.



