



Churchill County School District

Board Policy Committee Meeting

Monday, March 18, 2019 8:00 AM

Agenda of Board Policy Committee Meeting

Churchill County Board of School Trustees

A Board Policy Committee Meeting of the Churchill County Board of School Trustees will be held March 18, 2019, beginning at 8:00 AM in the **Churchill County School District Administration Office, Old High School, 690 South Maine Street, Fallon, Nevada 89406.**

Notes:

1. These meetings are subject to the provisions of Nevada Open meeting Law (NRS Chapter 241). Except as otherwise provided for by law, these meetings are open and public.
2. Action may be taken on all agenda items, unless otherwise noted.
3. The agenda is a tentative schedule. The Churchill County Board of School Trustees may act upon agenda items in a different order than is stated in this notice –so as to effect the people’s business in the most efficient manner possible.
4. Public comment will be allowed prior to the vote on all action items. Public comment will also be allowed for matters not listed on the agenda, usually at the beginning and end of the meeting, although it may be returned to at any time during the meeting. No action will be taken on any item until it is properly agendized. In the interest of time, the Churchill County Board of School Trustees reserves the right to impose uniform time limits on each person providing public comment.
5. Any statement made by a member of the Churchill County Board of School Trustees during the public meeting is absolutely privileged and does not impose liability for defamation or constitute a ground for recovery in a civil action.
6. The Churchill County Board of School Trustees may combine two or more agenda items for consideration.
7. The Churchill County Board of School Trustees may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.
8. The Board may discuss all items on the agenda, including those that are described on the agenda as "report," "presentation," or "update."

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. VERIFICATION OF POSTING OF AGENDA

4. PUBLIC COMMENT

Public comments will be heard on matters not listed on the agenda.

5. APPROVAL OF MINUTES

A. Approval of February 25, 2019, Policy Committee Meeting Minutes

5

6. OLD BUSINESS

A. <u>For Review Only</u> : Regulation 4149.0 - Contracted School Year - Recommend Deletion	8
B. <u>For Review Only</u> : Regulation 4150.0 - Employee Release Time - Recommend Deletion	9
C. <u>For Discussion and Possible Action</u> : Policy 4216.0 - Classified Personnel - Duties and Responsibilities	10
1. <u>For Review Only</u> : Regulation 4216.1 - Employee Responsibility for Student Contact - Recommend Deletion	11
D. <u>For Discussion and Possible Action</u> : Policy 4217.0 - Safe Operation of School District Vehicles (Recommend change from Regulation to Policy)	12
1. <u>For Review Only</u> : Regulation 4217.0 - Safe Operation of School District Vehicles	13
E. <u>For Discussion and Possible Action</u> : Regulation 4218.0 - Use of Personal Property for District Business - Change from Regulation to Policy	17
F. <u>For Discussion and Possible Action</u> : Policy 4865.0 - Relationships, Interactions, and Communications Between District Employees, Representatives or Volunteers and Students	18
1. <u>For Review Only</u> : Regulation 4865.0 - Relationships, Interactions, and Communications Between District Employees, Representatives or Volunteers and Students	19
G. <u>For Discussion and Possible Action</u> : Policy 5600.0 - Mandatory Reporting of Child Abuse or Neglect	24
1. <u>For Review Only</u> : Regulation 5600.0 - Protocol in Suspected Cases of Child Abuse or Neglect - Mandatory Reporting of Child Abuse or Neglect	25
H. <u>For Discussion and Possible Action</u> : Policy 7140.2 - Tobacco/Smoking Policy	32
7. NEW BUSINESS	
A. <u>For Discussion and Possible Action</u> : Policy 4812 - Additional Assignments: Licensed Employees	33
B. <u>For Discussion and Possible Action</u> : Policy 4813.0 - Student Teachers	34
8. Discussion regarding policies to be reviewed at the next Policy Committee meeting.	
9. Discussion regarding the next Policy Committee meeting date.	
10. PUBLIC COMMENT	
Public comments will be heard on matters not listed on the agenda.	
11. ADJOURNMENT	

LITIGATION CONFERENCE WITH LEGAL COUNSEL

The Board will meet in Litigation Conference to receive information from Legal Counsel regarding potential or existing litigation.

To request supporting materials for the meeting, members of the public can contact Debra Shyne (Executive Assistant to the Superintendent/Board of Trustees) at the District's Administration Office, 690 South Maine Street, Fallon, Nevada (775-423-5184).

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to contact Debra Shyne, Executive Assistant to the Superintendent/Board of Trustees, by calling 775-423-5184 prior to the meeting date.

State of Nevada)
 :
County of Churchill)

*I, **Debra Shyne**, Executive Assistant to the Superintendent, do hereby affirm that I posted or caused to be posted, a copy of this notice of public meeting, on or before the 13th Day of March, 2019, at the following locations in Churchill County, Nevada.*

- City Hall;*
- Churchill County Law Enforcement Facility;*
- Churchill County Administration Offices;*
- Churchill County School District Administration Office;*
- Fallon Paiute-Shoshone Tribe Administration Office;*
- Churchill County School District website: www.churchillcsd.com;*
- State of Nevada website: <https://notice.nv.gov/>*

*Debra Shyne, Executive Assistant
to the Superintendent/Board of Trustees*

Subscribed and Sworn to before me this 13th Day of March, 2019

Notary Public

CHURCHILL COUNTY BOARD OF SCHOOL TRUSTEES

Fallon, Nevada

POLICY COMMITTEE MEETING

February 25, 2019

1. CALL TO ORDER

Trustee Whitaker called to order the Policy Committee Meeting of the Churchill County Board of School Trustees at 8:04 a.m. at the Churchill County School District Administration Office, 690 South Maine Street, Fallon, Nevada.

Board Attendees:

Phil Pinder, Trustee

Carmen Schank, Trustee

Kathryn Whitaker, Trustee

Staff Attendees:

Summer Stephens, Superintendent

Kevin Lords, Director of Human Resources

Sharla Hales, Legal Counsel (via phone)

Debra Shyne, Executive Assistant

2. PLEDGE OF ALLEGIANCE

Trustee Whitaker led the pledge of allegiance.

3. VERIFICATION OF POSTING OF AGENDA

Trustee Whitaker confirmed the posting of the agenda, pursuant to NRS.

4. PUBLIC COMMENT

There were no public comments.

5. APPROVAL OF MINUTES

Trustee Schank moved to approve the January 14, 2019, minutes, seconded by Trustee Pinder. The motion passed unanimously.

6. NEW BUSINESS

A. For Discussion and Possible Action: Policy 4116.0 – Licensed personnel – Duties and Responsibilities

Trustee Pinder moved to accept the policy with amended changes, seconded by Trustee Schank. The motion passed unanimously.

B. For Discussion and Possible Action: Policy 4138.0 – Complaints Concerning School Personnel

Trustee Pinder moved to approve Policy 4138.0 with amended changes, seconded by Trustee Schank. The motion passed unanimously.

1. For Review Only: Regulation 4138.0 – Complaints Concerning District Personnel

This regulation will go with the policy to the Board.

C. For Discussion and Possible Action: Policy 4144.0 – Prevention of Sexual Misconduct Toward Students

Trustee Schank moved to approve changes to Policy 4144.0 as amended, seconded by Trustee Pinder. The motion passed unanimously.

Later in the meeting the motion was amended by Trustee Schank, seconded by Trustee Pinder, to change the wording to “employees, representatives, volunteers, or third parties.” The motion passed unanimously.

1. For Review Only: Regulation 4144.0 – Prevention of Sexual Misconduct Toward Students

This regulation will go with the policy to the Board.

D. For Discussion and Possible Action: Policy 4148.0 – Leave for Parents of Children Enrolled in School – Change to Policy 4148.0 with modifications

Trustee Schank moved to accept Policy 4148.0 as written, seconded by Trustee Pinder. The motion passed unanimously.

E. For Review Only: Regulation 4149.0 – Contracted School Year – Recommended Deletion

This regulation was deferred to the next meeting.

F. For Review Only: Regulation 4150.0 – Employee Release Time – Recommend Deletion

This regulation was deferred to the next meeting.

G. For Discussion and Possible Action: Policy 4216.0 – Classified Personnel – Duties and Responsibilities

This policy was deferred to the next meeting.

1. For Review Only: Regulation 4216.1 – Employee Responsibility for Student Contact – Recommend Deletion

H. For Discussion and Possible Action: New Policy 4217.0 – Safe Operation of School District Vehicles

This policy and regulation were deferred to the next meeting.

1. For Review Only: Regulation 4217.0 – Safe Operation of School District Vehicles

I. For Discussion and Possible Action: Regulation 4218.0 – Use of Personal Property for District Business – Change to Policy 4218.0 with modifications

This regulation was deferred to the next meeting.

J. For Discussion and Possible Action: Policy 4860.0 – Staff Use of Social Media

Trustee Pinder moved to accept Policy 4160.0 as written, seconded by Trustee Schank. The motion passed unanimously.

1. For Review Only: Regulation 4860.0 – Staff Use of Social Media

This regulation will go with the policy to the Board.

K. For Discussion and Possible Action: Policy 4865.0 – Relationships, Interactions, and Communications Between District Employees, Representatives or Volunteers and Students

Trustee Pinder moved to accept Policy 4166.0 with amended changes, seconded by Trustee Schank. The motion passed unanimously.

1. For Review Only: Regulation 4865.0 – Relationships, Interactions, and Communications Between District Employees, Representatives or Volunteers and Students

This regulation will return to the Policy Committee along with the policy for additional review.

L. For Discussion and Possible Action: Policy 5600.0 – Mandatory Reporting of Child Abuse or Neglect

This policy was deferred to the next meeting.

2. For Review Only: Regulation 5600.0 – Protocol in Suspected Cases of Child Abuse or Neglect – Mandatory Reporting of Child Abuse or Neglect

This regulation was deferred to the next meeting.

M. For Discussion and Possible Action: Policy 7140.2 – Tobacco/Smoking Policy

This policy was deferred to the next meeting.

7. Discussion regarding policies to be reviewed at the next Policy Committee Meeting.

The skipped policies/regulations will be on the next agenda along with no more than three additional policies.

8. Discussion regarding the next Policy Committee meeting date.

The next committee meeting is scheduled for March 18, at 8:00 a.m.

9. PUBLIC COMMENT

There were no public comments.

10. ADJOURNMENT

The committee meeting adjourned at approximately 10:06 a.m.

Minutes prepared by Debra Shyne

**BOARD OF TRUSTEES
CHURCHILL COUNTY SCHOOL DISTRICT**

CONTRACTED SCHOOL YEAR

~~See Article XIII of the Master Contract between the Churchill County School District and the Churchill County Education Association (CCEA).~~

ADOPTED:
REVIEWED: 10/5/07
REVISED: 2/25/82, 10/13/89, 12/21/98
REVIEW RESPONSIBILITY: Director of Business Services

PERSONNEL

REGULATION 4150.0

**BOARD OF TRUSTEES
CHURCHILL COUNTY SCHOOL DISTRICT**

EMPLOYEE RELEASE TIME

~~No employee shall be authorized to leave the school system early or return to the system late following vacation periods as a personal convenience unless advance arrangements have been made with, and approved by, the Site Administrator. Specific holiday leave for classified personnel shall be determined at the beginning of each school year by the Administration and announced accordingly.~~

Commented [KL1]: This is provided in both the licensed and classified master agreements.

ADOPTED:
REVISED: 12/21/98, 12/10/08
REVIEW:
REVIEW RESPONSIBILITY: Director of Human Resources

BOARD OF TRUSTEES
CHURCHILL COUNTY SCHOOL DISTRICT

CLASSIFIED PERSONNEL – DUTIES AND RESPONSIBILITIES

The Superintendent or his/her designee has authority to supervise the work and personnel in the non-licensed personnel category.

Work assignments for all non-licensed personnel shall be determined by the Superintendent and each classified employee’s immediate supervisors.

The Board of Trustees holds all non-licensed personnel responsible for the execution of the following general duties:

A. Comply with the District’s Code of Civility and Ethical Standards as set forth in Policy 4142.0.

B. Take proper care of District property.

C. Report to the immediate supervisor in case of illness or necessary absence as early as may be determined by the administrator.

~~D.~~ Within specific job duties, maintain a welcoming attitude for students, parents, teachers, and community members.

~~D-E.~~ Report misconduct to the nearest supervisor or teacher holding students to a strict account of their conduct on and in close proximity to the school grounds, on the playground, and during any intermission.

~~E-F.~~ Perform All other duties and responsibilities as set forth in the relevant job description and as assigned.

REVIEWED: 12/10/08
REVISED: 9/29/89, 1/24/18
REVIEW RESPONSIBILITY: Board of Trustees/Superintendent

**BOARD OF TRUSTEES
CHURCHILL COUNTY SCHOOL DISTRICT**

EMPLOYEE RESPONSIBILITY FOR STUDENT CONDUCT

~~Every teacher in the school district shall hold pupils to a strict account of their conduct on and in close proximity to the school grounds, on the playground, and during any intermission.~~

~~Non-licensed personnel should report misconduct to the nearest supervisor or teacher.~~

REVIEWED: 12/9/08

REVISED: 9/29/89

LEGAL REFERENCE: NRS.391.270

REVIEW RESPONSIBILITY: Director of Instructional Services

BOARD OF TRUSTEES
CHURCHILL COUNTY SCHOOL DISTRICT

SAFE OPERATION OF SCHOOL DISTRICT VEHICLES

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30

GENERAL STATEMENT ~~OF POLICY~~

It is the driver’s responsibility to operate the district vehicle in a safe manner and to drive defensively to prevent injuries and property damage. The District expects each driver to drive in a safe and courteous manner. It shall be a condition of eligibility to operate any motor vehicle belonging to the school district that authorized drivers maintain not only a good work driving record, but a good personal driving record as well, for the following reasons:

- a. The district must consider the safety and welfare of all students or other persons being transported.
- b. The possibility of increased insurance costs and/or possible cancellation of insurance because of employees' high-risk records.

AUTHORIZED USE/OPERATION OF DISTRICT VEHICLES

No bus, van, or other motor vehicle belonging to the district shall be operated by persons other than district employees who have been certified by the Transportation Manager as authorized drivers. Non-employees may operate a district vehicle only in exceptional circumstances, in which event the Transportation Manager must be notified at least five (5) days in advance and must certify the safe driving record and driving ability of the person involved.

REVIEWED:
REVISED:
REVIEW RESPONSIBILITY: Transportation Manager

BOARD OF TRUSTEES
CHURCHILL COUNTY SCHOOL DISTRICT

SAFE OPERATION OF SCHOOL DISTRICT VEHICLES

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32

~~GENERAL STATEMENT OF POLICY~~

~~It shall be a condition of eligibility to operate any motor vehicle belonging to the school district that authorized drivers maintain not only a good work driving record, but a good personal driving record as well, for the following reasons:~~

- ~~a. The district must consider the safety and welfare of all students or other persons being transported.~~
- ~~b. The possibility of increased insurance costs and/or possible cancellation of insurance because of employees' high-risk records.~~

~~AUTHORIZED USE/OPERATION OF DISTRICT VEHICLES~~

~~No bus, van, or other motor vehicle belonging to the district shall be operated by persons other than district employees who have been certified by the Transportation Manager as authorized drivers. Non-employees may operate a district vehicle only in exceptional circumstances, in which event the Transportation Manager must be notified at least five (5) days in advance and must certify the safe driving record and driving ability of the person involved.~~

~~TRANSPORTATION ADVISORY COMMITTEE~~

~~There is hereby created a transportation advisory committee that shall consist of the Transportation Manager and at least six (6) district employees. The committee shall consist of at least two (2) members elected from the current list of authorized school bus drivers; one (1) mechanic elected from the transportation department; one (1) district employee not associated with the transportation department who is unanimously chosen by the other committee members, one (1) member of NCSEA (Classified Association) and one (1) CCSD Principal. Committee members shall be elected during the month of September of each school year and shall serve a one (1) year term.~~

~~It shall be the responsibility of the transportation advisory committee to:~~

- ~~a. assist the Transportation Manager in maintaining the safe and efficient operation of district motor vehicles.~~
- ~~b. promote and maintain employee morale and goodwill within the transportation department.~~
- ~~c. promulgate, in cooperation with the Transportation Manager, written guidelines and regulations concerning driving safety, consistent with this policy.~~

33 ~~d. _ hear and consider appeals from the suspension or revocation of an employee's driving~~
34 ~~privileges, as hereinafter set forth.~~

35 **RESPONSIBILITY OF TRANSPORTATION MANAGER**

36 It shall be the ~~further~~ responsibility of the Transportation Manager to conduct ~~semi~~-annual
37 driver's license checks with the State of Nevada Department of Motor Vehicles concerning all
38 certified or classified employees of the ~~D~~istrict who have been authorized to drive ~~district~~
39 ~~District~~ vehicles. ~~This review will be made in March and September of each year to assure~~
40 ~~compliance with this policy and the continued safe driving records of authorized drivers.~~

41 **SUSPENSION/DISMISSAL FOR SERIOUS VIOLATIONS INVOLVING USE OF A DISTRICT VEHICLE**

42 The driving privileges of a ~~d~~District employee will be immediately suspended and consideration
43 for dismissal from employment shall be given, in accordance with Nevada law and a ~~district's~~
44 ~~District's~~ collective bargaining agreement, in any instance in which the employee, while
45 operating a district vehicle, commits any of the following offenses:

46 ~~a. _~~ Driving while under the influence of intoxicating liquor or drugs;

47 ~~b. _~~ Reckless driving;

48 ~~c. _~~ Leaving the scene of an accident;

49 ~~d. _~~ Negligent operation of a motor vehicle resulting in serious bodily injury;

50 ~~e. _~~ Use of handheld device;

51 ~~f. _~~ Violation of out of service order;

52 ~~g. _~~ Railroad crossing violation; or

53 ~~h. _~~ Any other serious traffic offense evidencing a willful or wanton disregard for safety.

54 **OTHER DRIVING VIOLATIONS**

55 The Transportation Manager may issue a verbal warning or written reprimand for the
56 commission of a minor traffic offense, or he may suspend for a definite term or revoke the
57 driving privileges of any ~~district-District~~ employee whose use of a motor vehicle demonstrates a
58 disregard for traffic laws and safety, or whose driving record reflects that the employee is
59 unsuitable for continued driving privileges.

60 The ~~district-District~~ assures uniformity of treatment under this paragraph. ~~The range of~~
61 ~~penalties to be imposed for a particular driving incident shall be in accordance with the~~
62 following general criteria:

- 63 a. The type of traffic offense involved;
- 64 b. Whether the offense occurred while operating a district or private vehicle;
- 65 c. Whether the offense was committed by a classified employee or a teacher/administrator;
- 66 d. Whether the offense or incident involved a preventable accident, as defined by the rules
67 of the National Safety Council;
- 68 e. Whether the offense is one of a series of repeated or multiple traffic citations or offenses;
- 69 f. Whether the offense occurred while transporting students; and
- 70 g. Whether the incident involved personal injuries or substantial property damage.

71 **APPEALS**

- 72 1. Any reprimand, suspension, or other penalty imposed under the provisions of this policy
73 shall be invoked only after written notice to the employee involved, and an informal
74 hearing/conference with the Transportation Manager.
- 75 2. The decisions of the Transportation Manager may be appealed to the transportation
76 advisory committee, upon written notice from the employee delivered to the
77 Transportation Manager within ten (10) days following the informal hearing and decision
78 of the Transportation Manager. The transportation advisory committee shall review the
79 matter at a hearing to be scheduled within twenty (20) days following the employee's
80 notice of appeal.
- 81 3. If the matter is not satisfactorily resolved at the transportation advisory committee
82 hearing, it may be appealed to the board of trustees by written notice to the
83 superintendent within ten (10) days following the written decision of the transportation
84 advisory committee. In such event, the recommendations and findings of the
85 Transportation Manager and the transportation advisory committee shall both be
86 submitted to the board of trustees to review at their next regularly scheduled board
87 meeting. The determination of the board will be final.

88 OPERATIONAL REQUIREMENTS

- 89 a. Drive the vehicle with due regard for all traffic regulations, your own safety and the safety
90 of pedestrians, other road users, and District property.
- 91 b. Do not drive the vehicle whilst under the influence of alcohol or drugs.
- 92 c. If you take medication that is likely to affect your ability to drive safely, you must notify
93 your manager.
- 94 d. You must produce your driver's license for sighting/citing when requested. You shall

95 immediately notify your manager if your driver's license is revoked or suspended, and
96 discontinue operation of the District vehicle.

97 e. Do not use a mobile phone in the vehicle whilst driving.

98 f. Do not try to perform other tasks which may impede your ability to focus on safely
99 operating the vehicle while it is in motion.

100 g. Ensure that all occupants, including the driver, wear safety belts when the vehicle is in
101 operation.

102 h. Ensure the vehicle is only driven by yourself.

103 i. Do not use the vehicle for hire or reward.

104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126 REVIEWED: 10/8/07, 1/12/09, 8/29/11, 1/10/13
127 REVISED: 3/2/87, 2/1/01, 8/1/01
128 REVIEW RESPONSIBILITY: Transportation Manager
129

BOARD OF TRUSTEES
CHURCHILL COUNTY SCHOOL DISTRICT

USE OF PERSONAL PROPERTY FOR DISTRICT BUSINESS

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33

It shall be the policy of the ~~e~~District to not allow employees to use their personal property for ~~e~~District business.

While the ~~e~~District appreciates the generosity of some employees to want to donate their property for ~~D~~istrict use, liability and insurance concerns prohibit the practice.

The district realizes that some employees will use their personal vehicles to run school district errands on school time.

It is important that all employees are aware that ~~our~~ the District's insurance is not the primary coverage in the event of an accident and that any insurance claims will be directed to the owner of the vehicle even if the travel was for the convenience of the ~~D~~istrict.

Under no circumstances should students be transported in personal vehicles except during off-duty times.

ADOPTED:11/15/99
REVIEWED: 11/16/07
REVISED:
REVIEW RESPONSIBILITY: Director of Business Services

**BOARD OF TRUSTEES
CHURCHILL COUNTY SCHOOL DISTRICT**

**RELATIONSHIPS, INTERACTIONS, AND COMMUNICATIONS BETWEEN DISTRICT
EMPLOYEES, ~~OR~~ REPRESENTATIVES, ~~OR~~ VOLUNTEERS AND STUDENTS**

The Churchill County School District is committed to ensuring that all relationships, interactions, and communications between CCSD employees, ~~or~~ representatives, ~~or~~ volunteers, and students, regardless of age, are appropriate by establishing clear procedures for all employees or representatives/volunteers, defining appropriate and inappropriate conduct, mandating the reporting of inappropriate conduct, cooperating with law enforcement, and ensuring compliance with applicable laws.

- A. This policy applies to all full-time and part-time CCSD employees, ~~or~~ representatives, and ~~/~~volunteers. A CCSD representative is defined as any person, 18 years of age or older, who performs services for, acts on behalf of, or otherwise represents CCSD in any capacity, or who, through his/her participation in CCSD activities, events, programs, or other business, is reasonably viewed by the public as an employee, agent, or representative of CCSD. CCSD representatives include, but are not exclusively, volunteers. A CCSD volunteer is defined as any person, 18 years of age or older, who helps or assists a school or the school district, regardless of compensation or benefit, with activities, athletics, events, functions, programs, and/or tasks, including but not limited to, in a classroom, on school grounds, at a school sanctioned activity, at a school-sponsored event, or on a school trip.
- B. CCSD employees and representatives/volunteers must ensure that all relationships, interactions, and communications with students are honest, professional, respectful, and restricted to education-related matters or other developmentally appropriate matters. The corresponding regulation defines what CCSD considers to be an inappropriate relationship, interaction, and/or communication between a CCSD employee, representative, or volunteer and a student.
- C. All CCSD employees and volunteers are required to immediately, within twenty-four (24) hours, report to a law enforcement agency (~~CCSD School Police or local law enforcement~~ Fallon Police Department or Churchill County Sheriff's Office) and Child Protective Services (CPS) once they know or have reasonable cause to believe that a child has been subjected to abuse or neglect, sexual conduct, or luring by another employee or volunteer for a public school or private school as required by Policy and Regulation 5600. All CCSD employees and volunteers are also required to immediately report any actual, suspected, possible, or potential inappropriate relationship, interaction, or communication, which includes grooming, between CCSD employees or volunteers and students to ~~the building principal~~ site administrator or the Director of Human Resources and a law enforcement agency (Fallon Police Department or Churchill County Sheriff's Office ~~CCSD School Police or local law enforcement~~). Abuse and neglect of a child by other persons responsible for the welfare of the child must be reported under the requirements of Regulation 5600.0152. CCSD expects that community members, parents, and students will also make such reports.
- D. This policy is aligned with Nevada Revised Statutes and applies to and is intended to protect all persons, regardless of race, creed, color, sex, marital status, age, national or ethnic origin, sexual orientation, gender identity or expression, or disability.

ADOPTED:

REVIEWED:

REVISED:

REVIEW RESPONSIBILITY: Board of Trustees / Superintendent

BOARD OF TRUSTEES
CHURCHILL COUNTY SCHOOL DISTRICT

**RELATIONSHIPS, INTERACTIONS, AND COMMUNICATIONS BETWEEN DISTRICT
EMPLOYEES, ~~OR REPRESENTATIVES, OR /~~ VOLUNTEERS, AND STUDENTS AND
STUDENTS**

The Churchill County School District (CCSD) is committed to ensuring that all relationships, interactions, and communications between CCSD employees, ~~or representatives/ or~~ volunteers and students, regardless of age, are appropriate by establishing clear procedures for all employees, ~~and representatives, and~~ volunteers, and defining appropriate and inappropriate conduct, ~~mandating the reporting of inappropriate conduct, cooperating with law enforcement, and ensuring compliance with applicable laws.~~

A. Background Checks and CCSD Badges

1. Pursuant to state law, all applicants for employment and current employees are required to submit fingerprints to the school district before beginning employment and at least every five (5) years thereafter during employment. Licensed employees meet this requirement when they submit fingerprints to the Department of Education in conjunction with the licensing requirements. All CCSD employees must complete CCSD's background check process and be issued a CCSD badge before they may contact, interact, or communicate with students. All CCSD employees must wear the CCSD-issued badge at all times while on duty on CCSD property or off CCSD property at CCSD activities, events, or programs.
2. All representatives who are neither CCSD employees or volunteers, but perform their job duties at school sites working directly with students and are likely to have unsupervised or regular contact with students are required to submit fingerprints to the school district and pass a background check prior to being allowed to work with or serve students and every five (5) years thereafter, and be issued a CCSD badge before beginning his or her duties. ~~The All representatives must wear the CCSD-issued badge must be worn at all times while performing their duties on CCSD property or off CCSD property at CCSD activities, events, or programs on CCSD property and while participating in CCSD activities, events, programs, or performing their duties.~~
3. All volunteers who are likely to have unsupervised or regular contact with students are required to submit fingerprints to the school district and pass a background check at the time of application and every five (5) years thereafter, and be issued a CCSD badge before beginning his or her service, inclusive of participating in any CCSD activity, event, program, or other business, or contacting, interacting, or communicating with any student. All volunteers must wear ~~t~~The CCSD-issued badge must be worn at all times while performing volunteer duties on CCSD property or off CCSD property at CCSD activities, events, or programs on CCSD property and while participating in CCSD activities, events, programs, or other business.
4. All guests who will never have unsupervised or regular contact with students are not required to go through a background check. However, all visitors will be issued temporary identification badges while on school campus while school is in session. Visitors during activities that occur after school hours, such as athletic events, ~~are exempt from this requirement, may not be required to wear badges.~~

Commented [SH1]: This may be covered in hiring policies. I don't think it hurts to leave it in here.

- 48
49 5. Administrators, teachers, and coaches who allow persons who do not have a CCSD-issued
50 badge to have unsupervised or regular contact with students shall be subject to discipline.
51

52 **B. Appropriate Relationships, Interactions, and Communications with Students**

- 53 1. CCSD employees, ~~and~~ representatives, ~~and~~ including volunteers, must ensure that all
54 relationships, interactions, and communications with students are honest, professional,
55 respectful, and restricted to education-related matters or other developmentally appropriate
56 topics.
57
58 2. If a student approaches a CCSD employee, ~~or~~ representative, ~~or~~ /volunteer with a question
59 or problem relating to, or to discuss, a personal matter or issue, the employee, ~~or~~
60 representative, ~~or~~ /volunteer should be sensitive and, if the employee feels the student
61 needs assistance, must redirect the student to a school administrator or counselor.
62
63

64 **C. Electronic Communication between CCSD Employees, ~~or~~ Representatives or**
65 **Volunteers and Students about Education-Related Matters**

- 66
67 1. Electronic communication includes the communication of any written, verbal, or
68 pictorial information through the use of an electronic device, including, ~~without but~~
69 ~~not limited to~~ limitation, a telephone, a cellular phone, a computer, or any similar
70 means of communication.
71
72 2. All schools are required to provide parents with an Electronic Communications
73 Notification Letter in their back-to-school packets.
74
75 3. ~~A CCSD employee, ~~or~~ representative, ~~or~~ volunteer who wants to communicate~~
76 ~~through an electronic system with a student about an education-related matter,~~
77 ~~which includes athletic and extracurricular matters, shall only use approved systems,~~
78 ~~unless exigent circumstances exist. Approved systems are listed in Attachment A,~~
79 ~~which may be reviewed and revised whenever needed.~~

Commented [SH2]: Is this the phrase that's used in Churchill?

- 80 4. ~~A list of approved electronic systems for communication with students shall be established,~~
81 ~~posted, and reviewed/revised each academic semester, under the direction of the Chief~~
82 ~~Technology Officer.~~

Commented [SH3]: Attachment A should include Remind Register My Athlete and other systems deemed appropriate by the policy committee as advised by, perhaps, Oasis Online or knowledgeable others.

Formatted: Indent: Left: 0.38", No bullets or numbering

84
85
86 Upon request and if determined to be necessary, a principal may grant temporary
87 approval, for a time period of no more than four (4) months, of an electronic system
88 that is not on the list, pending approval from the ~~Chief Technology Officer.~~
89 ~~superintendent or his or her designee.~~

- 90
91 5.3. When communicating with students through approved electronic systems, CCSD
92 employees, ~~and~~ representatives, ~~and~~ /volunteers must use "professional" accounts
93 that are separate from their personal accounts.

- 94
95 a. Professional accounts must be tied to a CCSD e-mail address.
96

97 b. Personal accounts must not be tied to CCSD e-mail addresses.

98
99 c. ~~CCSD employees, and representatives, and~~ volunteers shall not use personal
100 accounts, such as personal e-mail or social media to communicate with
101 students over whom they have direct contact, impact, or control. However,
102 ~~CCSD employees, and representatives, and~~ volunteers may use personal
103 accounts to communicate with students, with whom they have a relationship
104 ~~outside of their school district role, including those that they have direct contact,~~
105 ~~impact, or control over regarding non-CCSD matters, including, but not limited~~
106 ~~to relationships involving family business, church events, community athletic~~
107 ~~events, scouting activities, and other such items, upon receiving~~
108 ~~parent/guardian permission.~~

109
110 ~~6.4.~~ CCSD employees, ~~and representatives, and~~ volunteers may send group text
111 messages to students regarding education-related matters, which includes athletic
112 and extracurricular matters. Text messaging between CCSD employees, ~~or~~
113 ~~representatives, or~~ volunteers and individual students is prohibited, unless exigent
114 circumstances exist, in which case the employee, ~~or representative, or~~ volunteer
115 shall notify his/her supervisor, or a school administrator of the contact as soon as
116 possible, but not later than the next school day. CCSD employees, ~~and~~
117 ~~representatives, and~~ volunteers may use text messages to communicate with
118 individual students regarding non-CCSD matters, including, but not limited to family
119 business, church events, community athletic events, scouting activities, and other
120 such items, ~~upon receiving parent/guardian permission.~~

121
122 ~~7.5.~~ CCSD employees, ~~and representatives, and~~ volunteers are obligated to adhere to
123 the Family Educational Rights and Privacy Act (FERPA) in all electronic
124 communications, and shall not share any personally identifiable information about
125 students, share any information from any student's educational records, or use a
126 student's photos without the approval of an administrator.

127
128 ~~8.6.~~ Electronic communications, including text messages, with students shall not take
129 place between the hours of 10 p.m. and 5 a.m., ~~unless exigent circumstances~~
130 ~~exists should be avoided.~~ However a notification generated by an approved system,
131 such as one-way notification of a grade or assignment generated in Infinite Campus,
132 is not a violation of this regulation even if it is outside of the approved hours.

133
134 ~~9.~~ CCSD employees and representatives/volunteers shall not engage in any electronic
135 communications that can reasonably be construed as harassing, threatening, or
136 bullying to a student or other CCSD employee or representative/volunteer.

137
138 ~~10.~~ CCSD employees and representatives/volunteers who engage in electronic
139 communications with students must provide students with information about responsible digital
140 citizenship.

141
142 ~~11.~~ CCSD employees and representatives/volunteers who use personal social media
143 should use appropriate privacy settings to control access to their personal social
144 media sites. If a CCSD employee's or representative's/volunteer's off duty conduct
145 interferes with CCSD's operations or a student's education, or is otherwise

Commented [SH4]: I deleted the following paragraph because it is covered elsewhere in policy and reg.

~~sufficiently connected to CCSD, such conduct may be addressed by CCSD, which may result in discipline and/or removal.~~

~~12.7. CCSD employees, and representatives, and~~ Volunteers who violate the electronic communication rules set forth in ~~Section III~~ this Regulation, even if not sexual or inappropriate in nature, may be subject to discipline or revocation or termination of their ability to have access to students.

D. Definition of Inappropriate Relationships, Interactions, and Communications between CCSD Employees, ~~or~~ Representatives, ~~or~~ Volunteers and Students

1. It is inappropriate for any CCSD employee, ~~or~~ representative, ~~or~~ volunteer to have a relationship, interaction, or communication with a student that is sexual, romantic, or intimate in nature, or is otherwise overly affectionate, friendly, or personal. CCSD employees, representatives, or volunteers should be sensitive to and supportive of students, but should not be friends with students. A professional boundary must be maintained.
2. Sexual misconduct between CCSD employees, ~~or~~ representatives ~~or~~ volunteers and students ~~is defined to~~ may include but is not limited to:
 - a. Any lewd act committed upon or with the body of a student, which would include any sexually oriented touching such as kissing or otherwise ~~ca~~ressing or penetrating the body of either the student or CCSD employee, ~~or~~ representative, ~~or~~ volunteer.
 - b. Grooming of a student with an intent to engage in inappropriate sexual conduct including, ~~but not limited to,~~ showing unusual interest in the private life of a student, making lewd comments about the student's body or appearance, asking students about their romantic lives, sharing stories about an adult's own sex life, sharing inappropriate text or visual images including, but not limited to, video, inappropriate touching, or any sexualized conversation designed to gauge a student's vulnerability or willingness to engage in inappropriate behavior. This applies to all communications in and outside of school, including electronic communications.
 - c. Unlawful contact with a student, which includes engaging in a course of conduct that reasonably causes a student to feel ~~terrorized,~~ frightened, intimidated, or harassed.
 - d. Encouraging a student to go to a location, ~~and~~ or taking a student to a location, other than school property, without the verified permission of the student's parent or guardian, or causing a student to go ~~and~~ or taking a student to any location with the intent to commit any of the acts detailed in this section (D), Section IV(B) (1-3) above.

E. Reporting Inappropriate Conduct

Commented [SH5]: I removed all of Section E because it is covered in P and R 5600. I don't see any need for it to be referred to here.

1. ~~All CCSD employees and volunteers are required to immediately, within twenty-four (24) hours, report to a law enforcement agency (CCSD School Police or local law enforcement) and Child Protective Services (CPS) once they know or have reasonable cause to believe that a child has been subjected to abuse or neglect, sexual conduct, or luring by another employee or volunteer for a public school or private school. All CCSD employees and volunteers are also required to immediately report any actual, suspected, possible, or potential inappropriate relationship, interaction, or communication, which includes grooming, between CCSD employees or volunteers and students to a law enforcement agency (CCSD School Police or local law enforcement). Abuse and neglect of a child by other persons responsible for the welfare of the child must be reported under the requirements of Regulation 5152.~~
2. ~~When a report is made to a law enforcement agency (CCSD School Police or local law enforcement) and/or Child Protective Services (CPS) as set forth in Section V(A), CCSD employees and volunteers should not conduct any type of investigation, including interviewing the student. The police must be allowed to be the first responders and conduct the investigation. CCSD employees and volunteers are protected as mandatory reporters for reports that are made in good faith.~~
3. ~~If a student discloses to any CCSD employee, representative or volunteer any potential abuse or neglect, sexual conduct, luring, or inappropriate relationship, interaction, or communication (inside or outside of the school setting), the student should not be questioned further, as this might hinder a proper investigation. The CCSD employee, representative, or volunteer should report the concern as required and should not have additional conversations with the student, or notify the victim's family or the alleged perpetrator. The police must be allowed to be the first responders and conduct the investigation.~~
4. ~~Students, parents/guardians, and community members who suspect potential abuse or neglect, sexual conduct, luring, or any inappropriate relationship, interaction, or communication between CCSD employees, representatives, or volunteers and students are strongly encouraged to contact School Police at 702-799-5411 or any other law enforcement agency.~~

F. ~~Cooperation with Law Enforcement and Discipline~~

~~CCSD employees and representatives/volunteers in violation of the acts described in this Regulation above shall be investigated by law enforcement for criminal prosecution. CCSD will cooperate with the law enforcement investigation to the extent permitted by law. CCSD employees, whether prosecuted or not, shall be subject to discipline, up to and including dismissal or non-renewal. Other representatives, including volunteers, may be subject to revocation or termination of their ability to have access to students.~~

ADOPTED:
REVIEWED:
REVISED:
REVIEW RESPONSIBILITY: Board of Trustees / Superintendent

BOARD OF TRUSTEES
CHURCHILL COUNTY SCHOOL DISTRICT

MANDATORY REPORTING OF CHILD ABUSE OR NEGLECT

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34

The Board of Trustees recognizes that all school district employees and volunteers have a responsibility to protect children from abuse and neglect.

It is the policy of the District that reports of child abuse or neglect must be made by all school employees and volunteers who, in their professional or occupational capacities, know or have reasonable cause to believe that a child has been abused or neglected. These persons are referred to in this policy and in administrative regulations as "mandatory reporters."

Mandatory reporters must report directly to a child welfare agency or to a law enforcement agency as soon as reasonably practicable, but not later than 24 hours after the person knows or has reasonable cause to believe that the child has been abused or neglected.

Immunity from civil or criminal liability extends to school district employees and volunteers who in good faith make mandatory reports or perform other acts set forth under NRS 432B. See NRS 432B.160 for details and exceptions.

The District has developed administrative regulations that implement procedures in compliance with NRS 432B ~~and allow for the reporting of abuse or neglect within the school district itself.~~

Commented [SH1]: The deleted phrase seems to imply that an employee/volunteer can just report within the district. That's not necessarily the case.

ADOPTED: 9/23/10
REVIEWED:
REVISED: 4/25/12, 5/16/12, 1/11/17
LEGAL REFERENCE: NRS Chapter 432B
REVIEW RESPONSIBILITY: Board of Trustees / Director of Special Services

BOARD OF TRUSTEES
CHURCHILL COUNTY SCHOOL DISTRICT

1 **PROTOCOL IN SUSPECTED CASES OF CHILD ABUSE OR NEGLECT**
2 **MANDATORY REPORTING OF CHILD ABUSE OR NEGLECT**

3 1. **Mandatory reporting under Nevada state law.** Under NRS 432B, ~~the following all~~
4 employees and volunteers who, in their professional or occupational capacities, know or
5 have reasonable cause to believe that a child under age 18 has been abused or neglected
6 must report the abuse or neglect to an agency which provides child welfare services or to
7 a law enforcement agency.;

8 ~~a. Nurse~~

9 ~~b. Psychologist~~

10 ~~c. Athletic trainer~~

11 ~~d. Emergency medical technician~~

12 ~~e. Social worker~~

13 ~~f. Administrator~~

14 ~~g. Teacher~~

15 ~~h. Librarian~~

16 ~~i. Counselor~~

17 ~~j. Speech Pathologist~~

18 ~~k. Any adult person who is employed by an entity that provides organized activities for~~
19 ~~children~~

20 2. **Mandatory reporters under school district policy.** It is the policy of the school district that
21 reports of child abuse or neglect must be made by all school employees and volunteers
22 who, in their professional or occupational capacities, know or have reasonable cause to
23 believe that a child has been abused or neglected.

24 Any person who is required to make a report pursuant to NRS 432B.220 may not invoke
25 any of the privileges set forth in Chapter 49 of NRS:

26 a. For failure to make a report pursuant to NRS 432B.220;

27 b. In cooperating with an agency which provides child welfare services or a guardian ad
28 litem for a child; or

- 29 c. In any proceeding held pursuant to NRS 432B.410 to 432B.590, inclusive.
- 30 3. **Reporting procedures.** If a school district employee or volunteer knows or has reasonable
31 cause to believe that a child has been abused or neglect, the employee or volunteer must
32 take the following steps:
- 33 a. **Notification to principal/designee.** The employee or volunteer must immediately
34 notify the principal/designee of the school where the child is enrolled. Regardless of
35 when or how the principal/designee is notified, the employee or volunteer remains
36 directly responsible to report child abuse or neglect to the local child welfare agency
37 or law enforcement agency within 24 hours.
- 38 b. **Mandatory report to child welfare agency or law enforcement agency; timing of**
39 **report.** The employee or volunteer must report to the local child welfare agency
40 (Child and Family Services) or law enforcement agency (Fallon Police Department, or
41 Churchill County Sheriff's [DepartmentOffice](#)) as soon as reasonably practicable but
42 not later than 24 hours after the employee or volunteer knows or has reasonable
43 cause to believe that a child has been abused or neglected.
- 44 The employee or volunteer may request that a principal/designee be present when a
45 report is made, but any delay in making such an arrangement does not excuse a
46 failure to report directly to the local child welfare agency or law enforcement agency
47 as soon as reasonably practicable but not later than 24 hours after the employee or
48 volunteer knows or has reasonable cause to believe that a child has been abused or
49 neglected.
- 50 c. **Form of report.** The employee or volunteer may make a report by telephone or, in
51 light of all the surrounding facts and circumstances which are known or which
52 reasonably should be known to the person at the time, by any other means of oral,
53 written or electronic communication that a reasonable person would believe, under
54 those facts and circumstances, is a reliable and swift means of communicating
55 information to the person who receives the report.
- 56 d. **Contents of report.** The report must contain the following information, if
57 obtainable:
- 58 1) The name, address, age and sex of the child;
- 59 2) The name and address of the child's parents or other person responsible for
60 the care of the child;
- 61 3) The nature and extent of the abuse or neglect of the child, the effect of
62 prenatal illegal substance abuse on the newborn infant or the nature of the

- 63 withdrawal symptoms resulting from prenatal drug exposure of the newborn
64 infant;
- 65 4) Any evidence of previously known or suspected:
- 66 a) Abuse or neglect of the child or the child's siblings; or
- 67 b) Effects of prenatal illegal substance abuse on or evidence of withdrawal
68 symptoms resulting from prenatal drug exposure of the newborn infant;
- 69 5) The name, address and relationship, if known, of the person who is alleged to
70 have abused or neglected the child; and
- 71 6) Any other information known to the person making the report that the agency
72 which provides child welfare services considers necessary.

73 The local child welfare office may be contacted at:

74 State of Nevada
75 Division of Child and Family Services
76 17354 Kaiser Street
77 Fallon NV 89406
78 (775) 423-8566

79 The local law enforcement agency may be contacted at:

80 Fallon Police Department
81 55 W. Williams Avenue
82 Fallon NV 89406
83 (775) 423-2111

84 Churchill County Sheriff's Office
85 ~~73 1/2 N. Maine Street~~ 180 W. A Street
86 Fallon NV 89406
87 (775) 423-3116
88

- 89 e. On the same day a verbal report is made to the local child welfare agency or law
90 enforcement agency or as soon thereafter as reasonably practicable, the employee
91 or volunteer, in conjunction with the principal/designee if available, must complete
92 the "Child Abuse and Neglect Reporting Form" and provide the original to the
93 agency where the verbal report was made.
- 94 f. A copy of the completed Child Abuse and Neglect Reporting Form must be
95 forwarded to the Director of Special Services to be maintained in the Director's

Commented [SH1]: I'm not sure where this form resides or whether it even needs to be referred to in this reg.

- 96 confidential files. Records of written reports, or copies of reports, are not to be
97 maintained within an individual school.
- 98 4. **Investigating reports of child abuse and neglect.** No district employee is expected or
99 authorized to contact non-school district individuals or agencies in order to investigate or
100 obtain additional information or to verify report information. The police must be allowed
101 to be the first responders and conduct the investigation.
- 102 5. **Failure to report.** Any employee or volunteer who fails to report child abuse or neglect as
103 provided by this regulation will be subject to discipline. Any employee or volunteer who
104 knowingly and willfully violates the provisions of NRS 432B.220 concerning reports of child
105 abuse or neglect is guilty of a misdemeanor (see NRS 432B.240).
- 106 6. **Immunity from civil and criminal liability.** Immunity from civil or criminal liability extends
107 to school district employees and volunteers who in good faith make mandatory reports or
108 perform other acts set forth under NRS 432B. See NRS 432B.160 for details and
109 exceptions.
- 110 7. **Definitions.** As used in this regulation, the following terms are defined as set forth in NRS
111 432B:
- 112 a. "Abuse or neglect of a child" means, except as otherwise provided in NRS
113 432B.020.2:
- 114 1) Physical or mental injury of a non-accidental nature;
- 115 2) Sexual abuse or sexual exploitation; or
- 116 3) Negligent treatment or maltreatment of a child caused or allowed by a person
117 responsible for the welfare of the child under circumstances which indicate
118 that the child's health or welfare is harmed or threatened with harm. Excessive
119 corporal punishment may result in physical or mental injury constituting abuse
120 or neglect of a child.
- 121 b. "Allow" means to do nothing to prevent or stop the abuse or neglect of a child in
122 circumstances where the person knows or has reason to know that a child is abused
123 or neglected.
- 124 c. "As soon as reasonably practicable" – A person acts as soon as reasonably
125 practicable if, in light of all the surrounding facts and circumstances which are
126 known or which reasonably should be known to the person at the time, a reasonable
127 person would act within approximately the same period under those facts and
128 circumstances.

- 129 d. "Negligent treatment or maltreatment" – Negligent treatment or maltreatment of a
130 child occurs if a child has been subjected to harmful behavior that is terrorizing,
131 degrading, painful or emotionally traumatic, has been abandoned, is without proper
132 care, control or supervision or lacks the subsistence, education, shelter, medical care
133 or other care necessary for the well-being of the child because of the faults or habits
134 of the person responsible for the welfare of the child or the neglect or refusal of the
135 person to provide them when able to do so.
- 136 e. "Persons responsible for child's welfare" – A person is responsible for a child's
137 welfare under the provisions of this chapter if the person is the child's parent,
138 guardian, a stepparent with whom the child lives, an adult person continually or
139 regularly found in the same household as the child, or a person directly responsible
140 or serving as a volunteer for or employed in a public or private home, institution or
141 facility where the child actually resides or is receiving child care outside of the home
142 for a portion of the day.
- 143 f. "Physical injury" includes, without limitation:
- 144 1) A sprain or dislocation;
- 145 2) Damage to cartilage;
- 146 3) A fracture of a bone or the skull;
- 147 4) An intracranial hemorrhage or injury to another internal organ;
- 148 5) A burn or scalding;
- 149 6) A cut, laceration, puncture or bite;
- 150 7) Permanent or temporary disfigurement; or
- 151 8) Permanent or temporary loss or impairment of a part or organ of the body.
- 152 g. "Reasonable cause to believe" – A person has "reasonable cause to believe" if, in
153 light of all the surrounding facts and circumstances which are known or which
154 reasonably should be known to the person at the time, a reasonable person would
155 believe, under those facts and circumstances, that an act, transaction, event,
156 situation, or condition exists, is occurring or has occurred.
- 157 h. "Sexual abuse" includes acts upon a child constituting:
- 158 1) Incest under NRS 201.180;
- 159 2) Lewdness with a child under NRS 201.230;

- 160 3) Sado-masochistic abuse under NRS 201.262;
- 161 4) Sexual assault under NRS 200.366;
- 162 5) Statutory sexual seduction under NRS 200.368;
- 163 6) Open or gross lewdness under NRS 201.210; and
- 164 7) Mutilation of the genitalia of a female child, aiding, abetting, encouraging or
165 participating in the mutilation of the genitalia of a female child, or removal of a
166 female child from this State for the purpose of mutilating the genitalia of the
167 child under NRS 200.5083.
- 168 i. “Sexual exploitation” includes forcing, allowing or encouraging a child:
- 169 1) To solicit for or engage in prostitution;
- 170 2) To view a pornographic film or literature; and
- 171 3) To engage in:
- 172 a) Filming, photographing or recording on videotape; or
- 173 b) Posing, modeling, depiction or a live performance before an audience,
174 which involves the exhibition of a child’s genitals or any sexual conduct
175 with a child, as defined in [NRS 200.700](#).

176
177
178
179
180
181
182
183
184
185
186
187

188
189
190
191
192
193
194
195
196
197
198
199
200
201
202
203
204
205
206
207
208
209
210
211
212
213
214
215
216
217
218
219
220

District employee/volunteer reports to principal/principal's designee (verbal)
AND
District employee/volunteer reports to
Fallon Police Department,
Churchill County Sheriff's Office, or
Child and Family Services
within 24 hours after individual knows or has reasonable cause
to believe child has been abused or neglected.

Report may be made with principal/designee present, but any delay in making
such arrangement does not excuse failure to report directly within 24 hours.

1. School personnel are to **REPORT ALL SUSPECTED** abuse cases to the principal/designee.
2. Law enforcement officials and/or Child and Family Services personnel conduct the **INVESTIGATION**.
3. School personnel are **NOT** to discuss the case with anyone other than the principal designee; a violation of the confidentiality provisions of NRS 432B is a misdemeanor (NRS 432B.280).
4. District policy states that school personnel are **NOT** authorized to contact individuals or agencies in order to investigate, obtain additional information, or to verify report information.

ADOPTED: 12/22/89
REVISED: 07/31/96, 11/24/08, 4/25/12, 2/14/17
REVIEWED: 7/30/07, 8/26/09
LEGAL REFERENCE: NRS 432B.220, NRS 200.700
REVIEW RESPONSIBILITY: Director of Special Services

**BOARD OF TRUSTEES
CHURCHILL COUNTY SCHOOL DISTRICT**

TOBACCO/SMOKING POLICY

1

2 **Purpose**

3 This document establishes the Churchill County School District's policy concerning smoking on
4 ~~school-District~~ property and at any school activity that is sponsored by the District. All related
5 procedures and practices shall be based on this policy, and all District activities will be carried
6 out consistently with this policy.

7 The ~~d~~District administration recognizes the health problems related to both active smoking and
8 exposure to secondary smoke. It also recognizes NRS 202.249 which provides that a school
9 district may, with respect to the property, buildings, facilities and vehicles of the school district,
10 impose restrictions on the smoking, use, sale, distribution, marketing, display or promotion of
11 tobacco or products made from tobacco.

12 A. It is the policy of the ~~d~~District that smoking, carrying ~~it~~ tobacco products (including e-
13 cigarettes), ~~and/or~~ use of smokeless tobacco products are prohibited at all times on
14 ~~school-district-District~~ property and at all school activities sponsored by the ~~d~~District.
15 For purposes of this policy, school district property includes any building used for
16 instruction, administration, support services, maintenance, or storage; the grounds and
17 surrounding buildings; and all district-owned vehicles. This policy applies to all students,
18 teachers, staff, and visitors.

19 B. The ~~d~~District will not permit cigarette vending machines or the advertising of tobacco
20 products in any ~~d~~District building nor will it allow the sale of tobacco products cigarettes
21 or other smoking on ~~district-District~~ premises. In addition, no person representing the
22 ~~district-District~~ may accept donations from tobacco companies.

23 C. The District will take appropriate disciplinary actions for violations of this policy.

24 D. Information concerning assistance for the cessation of tobacco use will be available
25 throughout the District.

26 E. Divisional and Departmental Responsibilities

27 1. The Purchasing Department shall be responsible for ensuring that a sufficient supply
28 of "No Smoking" signs is available for use by employees.

29 2. The Maintenance/Facilities Manager and the Transportation Manager shall be
30 responsible for ensuring "No Smoking" signs are posted in appropriate areas on
31 ~~school-d~~District property and in ~~district~~District-owned vehicles.

32 ADOPTED: 10/14/04

33 REVIEWED: 9/14/08, 10/13/09

34 REVISED:

35 REPLACES STUDENT POLICY P5136.2 and PERSONNEL POLICY 4140.2

36 LEGAL REFERENCE: NRS Chapter 202.249 and 202.2491, Crimes Against Public Health and Safety

37 REVIEW RESPONSIBILITY: Board of Trustees / Superintendent

**BOARD OF TRUSTEES
CHURCHILL COUNTY SCHOOL DISTRICT**

ADDITIONAL ASSIGNMENTS: LICENSED EMPLOYEES

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30

The Board of School Trustees authorizes the Superintendent to make, modify, and terminate assignments involving additional pay for extra duty or extra days. An employee has no continuing right to employment in extra duty assignments or extra days. The Superintendent or a designated representative may assign, modify, or terminate any extra days, extra duties, or additional assignments when it is believed to be in the best interest of the Churchill County School District.

ADOPTED: 5/28/92
REVIEWED: 5/4/07, 7/10/09, 7/8/11
REVISED: 6/6/00
REVIEW RESPONSIBILITY: Board of Trustees/Director of Human Resources

**BOARD OF TRUSTEES
CHURCHILL COUNTY SCHOOL DISTRICT**

STUDENT TEACHERS

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31

The Board of School Trustees recognizes the value of classroom experience in the training of teachers and will permit the ~~Churchill County School~~ District to enter into agreements with accredited post-secondary institutions for the assignment of student teachers.

The Superintendent or a designated representative shall provide for the selection of master teachers and for the assignment and equitable distribution of student teachers. Student teachers shall be subject to the policies of this Board and to the regulations of this District.

ADOPTED: 5/28/9
REVIEWED: 5/4/07, 5/22/08, 7/2/09, 7/8/11
REVISED: 6/6/00
REVIEW RESPONSIBILITY: Board of Trustees / Director of Human Resources