



SNTHS

**SOUTHERN NEVADA
TRADES
HIGH SCHOOL**

Address: 1580 Bledsoe Ln., Las Vegas, NV 89110

Office: 702- 224-2771

www.snvtradeshighschool.org

Student/Parent Handbook

2024-2025

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Introduction

Welcome to Southern Nevada Trades High School (SNTHS). SNTHS is the first Trades charter school in Las Vegas. The information, policies, and procedures contained in this handbook are the result of a concerted effort of the administration and staff to present information so that it will be of great value in helping students adjust to the school. The policies and procedures outlined here are designed to ensure student health, safety, and well-being and to ensure that students are provided with a learning environment which promotes an emphasis on education as their highest priority. The staff wants and expects students to perform to their maximum potential in all endeavors.

What is a public charter school?

Charter schools are a promising way to raise academic standards, empower educators, and actively involve parents and communities in progressive, public education. Charter schools are free public schools and receive their funding directly from the State of Nevada. A charter school is a public school that is exempt from many traditional rules and regulations. These exemptions allow charter schools greater flexibility to use different instructional approaches. However, charter schools are still held accountable for the achievement of high academic standards.

Charter schools must comply with federal and state laws and regulations. Charter schools are freed from certain traditional regulations but must follow federal regulations involving civil rights, special education, IDEA (Individuals with Disabilities Act), and others.

General Information

Address: 1580 Bledsoe Ln., Las Vegas, NV 89110

Phone: 702-224-2771

Executive Director: Julie Carver, julie.carver@snvtradeshighschool.org

Principal: Candi Wadsworth, candi.wadsworth@snvtradeshighschool.org

Assistant Principal: Dr. Lawrence Brown, Lawrence.brown@snvtradeshighschool.org

Office Hours: Monday- Thursday: 8:00 am – 3:30 pm

Friday: 8:00 am – 1:00 pm

Daily Student Schedules

Monday and Wednesday

8:20 AM to 9:45 AM	1 st Period
9:50 AM to 11:15 AM	2 nd Period
11:20 AM to 12:45 PM	3 rd Period
12:50 PM to 1:30 PM	Lunch
1:35 PM to 3:00 PM	4 th Period

Tuesday and Thursday

8:20 AM to 9:45 AM	5 th Period
9:50 AM to 11:15 AM	6 th Period
11:20 AM to 12:45 PM	7 th Period
12:50 PM to 1:30 PM	Lunch
1:35 PM to 3:00 PM	8 th Period

Friday

8:20 AM to 8:50 AM	1 st Period
8:55 AM to 9:25 AM	2 nd Period
9:30 AM to 10:00 AM	3 rd Period
10:05 AM to 10:35 AM	4 th Period
10:40 AM to 11:10 AM	5 th Period
11:15 AM to 11:45 AM	6 th Period
11:50 AM to 12:20 PM	7 th Period
12:25 PM to 12:55 PM	8 th Period

All students are released at 12:55 PM every Friday for teacher professional development/collaboration.

SNTHS's Mission is to promote excellence in academic and career and technical education, preparing students for post-secondary education and careers in construction related professions.

SNTHS Vision: Through innovative career and technical training integrated with aligned academics, community partnerships, and individualized college and career-readiness planning, students' passions for learning are ignited and they are prepared for success in postsecondary education and the workplace.

Belief Statements:

- Integrated Curriculum: We believe that hands-on career technical education (CTE) – in the classroom, in the workshop, and on the job-site – prepares students with the knowledge and skills for successful futures in construction-related careers. We believe that pairing CTE with aligned academics provides students with the skills necessary to adapt and grow throughout their careers.
- Passion for Life-long Learning: We believe that the unique combination of CTE and aligned academics spark student passion for learning while encouraging other essential life skills such as critical thinking, communication, and teamwork.
- Individualized Planning and Support: We believe that engaging students 1:1 in planning and refining their course of study throughout their high school career prepares graduates for success in their chosen educational and career paths.

- Community Partnerships: We believe that close collaboration with local industry and postsecondary institutions provides students with access to work experiences, industry-

Student Responsibilities

Students are expected to act in a positive manner. The appearance and atmosphere of the school reflects student habits and attitudes. Conduct and behavior toward any school personnel will be always appropriate. Behavior that disrupts the learning process will not be permitted.

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

- *Read and understand the contents of this handbook.*
- *Comply with all school policies and procedures.*
- *Make a reasonable effort to learn.*
- *Arriving at school each day on time and being prepared.*
- *Keep the school informed of changes in address, phone number, and any other circumstances that could affect awarding of the diploma.*
- *Attend all classes each day, on time, and complete all assignments in accordance with the expectations established by the instructor.*
- *Behave in a manner that contributes to a positive learning environment for all, both in the classroom and on the campus. Showing effort, respect, cooperation, and fairness to all.*
- *Promote a safe and respectful learning environment.*
- *Obey all federal, state, and local laws and ordinances.*
- *Using all school equipment and property appropriately and safely.*
- *Completing and submitting homework in a timely manner.*

Parent Responsibilities

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.*
- *Contributing at least 5 hours of time each school year in the areas 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.*

Teacher And School Staff Responsibilities

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.*
- *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*

Non-discrimination Statement:

SNTHS does not discriminate based on sex, age, race, color, religion, handicap, or national origin in the programs or activities that it operates. All operating policies of the school pertaining to but not limited to the instructional programs, and the employment of all professional and classified employees and students direct such nondiscrimination.

Enrollment & Lottery Guidelines

Like all public schools, public charter schools must be open to any such child, regardless of that child's race, gender, citizenship, or need for accommodations or special education services. Southern Nevada Trades High School will serve students primarily in the 89110 zip code and any age eligible student in Nevada is eligible to enroll, beginning with 9th and 10th in our first year. Priority will be given to families living within 2 miles of the charter school (pursuant to NRS 388A.456).

SNTHS will accept students on a rolling admission basis at the beginning of each quarter. Applications received after the lottery closing date will be accepted on a first come, first served basis. Our application will open the first working day of January and close the first Friday of March which satisfies the 45-day requirement of NRS 388A.454(7).

Any false statement or purposeful omission of information on enrollment documents (application or enrollment forms), may result in revocation of enrollment offers.

Policy for Requesting Teacher/Class

It is the policy of SNTHS to strictly prohibit parents/guardians from requesting to have their student be placed in a class with a particular teacher or other students. Student placement will be at the discretion of SNTHS administrators and teachers.

Parent Request to Change Teacher/Class

SNTHS does not move a student out of a class based on parent/guardian request. Parent/guardians with concerns may contact the school principal to request a conference. The principal will serve as mediator between the parent and teacher to determine interventions, solutions, modifications, accommodations, or other recommendations in an effort to address the parent/guardian concerns. In special circumstances, the principal may make the recommendation to move a student to a different classroom after other options have been exhausted.

Transfer of Credits

SNTHS will accept credits from all accredited high schools with an official transcript. Credits earned at non-accredited schools will be evaluated on a case-by-case basis and all credits may not transfer.

Withdrawal from SNTHS

Any student who withdraws from SNTHS is required to have a parent or guardian present to sign the necessary withdrawal form. Telephone calls for withdrawing a student are not acceptable.

Arrival and Dismissal

Arrival will be from 7:45-8:15 am on Monday- Friday.

Dismissal will be from 3:00- 3:30 PM Monday – Thursday.

Dismissal on Fridays will be from 12:55- 1:15 pm.

Map



*****No parking will be permitted on Bledsoe Ln or Christy Ln during arrival or dismissal, violators may be subject to ticketing by Nevada Metro Police*****

Students that wish to drive to school will need to acquire a SNTHS parking pass. Passes will be issued on a first come first serve basis. Proof of insurance, and valid driver’s license will be required. If a student is found to be parking without a school issued parking pass they will be subject to discipline as per our discipline policy.

Tardy Check in

Students that arrive to school past 8:30am should report directly to the front office to check in and receive a tardy pass.

Weather Days

Students and parents should check the SNTHS website, or listen to the news stations, social media, or their phone for school closures. In the event that SNTHS determines that school should be closed due to inclement weather, the school will notify students/parents of school closure via the website, news, social media, and a text, email, or voicemail.

Attendance

This policy is subject to revisions if the State of Nevada changes attendance requirements.

Quarterly Attendance Rules, Procedures, and Forfeiture of Credits

Students should review the attendance policy and plan their school year accordingly. NRS 392.122 is the basis for the SNTHS Attendance Policy. SNTHS mirrors the federal guidance that says students must not be absent 10% or more of school days or they will be considered chronically absent, and they may potentially fail the course(s) no matter what the student's academic mark(s) in the course may be. A student that has more than 4 absences in 1st through 3rd period and more than 3 absences in 4th period is considered absent more than 10% of a class. The emphasis is on the importance of keeping students in school and providing access to curriculum.

Chronic Absenteeism – Federal Definition

A student is absent if he or she is not physically on school grounds and is not participating in instruction or instruction-related activities at an approved off-grounds location for the school day. Chronically absent students include students who are absent for any reason (e.g., illness, appointments, suspension, the need to care for a family member), regardless of whether absences are excused or unexcused. Students who are absent 10% or more of their enrolled school days are considered chronically absent. A student is deemed chronically absent when they miss more than 10% of the school year.

Students missing more than 10% of a course in a quarter will fail the course.

Parent/Student Responsibilities

Parents must send a note or call the school regarding any absences. This must be done **within two days** after the student returns to school. Calls or notes in advance are always appreciated. SNTHS uses an automated computer phone system, to notify parents of daily absences.

If a student becomes ill or leaves school for an appointment during the school day, the attendance office must be notified, and the legal guardian must come to the office to sign the student out before they are

released. A student will not be released to anyone not identified as a legal guardian in Infinite Campus. A stepparent is not considered a legal guardian. The legal guardian must provide written permission to the office for a stepparent to be able to pick up a student.

A tardy is considered missed instruction. If a student misses a large portion of instruction, the tardy may be considered an absence and will be coded as an absence which will count towards the 10% absences and chronic absenteeism.

Pre-arranged absences will be coded as DOM. These absences will count towards the 10% absences and chronic absenteeism.

A student may be withdrawn from SNTHS after missing 10 days (the maximum allowed for meeting the 90% attendance requirement) of consecutive absences due to their whereabouts unknown.

Make-up work will be provided for any absence, but it is the student's responsibility to request the make-up work in advance or on the first day the student returns to class. Since it is impossible to make-up some in-class assignments, coursework of a similar nature may be given. It is the student's responsibility to turn in all make-up class work by the designated deadline. Failure to complete the make-up work by the designated deadline will result in no credit received for the make-up work. If your child has exceeded the 90% attendance requirement or chronic absenteeism, you may ask for a review of the absences. Please note that for any absence to be considered for review, all make-up work must have been completed per class policy. The principal or his/her designee will review the absences and notify the parent of the decision.

Truancy

Nevada state law mandates that all children 7 to 18 years of age attend school. Parents are legally required to ensure regular daily attendance of their child. An unapproved absence or tardy may be deemed a truancy. If a student has three or more truantries, they will be deemed a habitual truant and reported to the local law enforcement agency.

SNTHS Appeal Process Policy on Attendance Affecting Grades

To appeal an attendance decision that has affected award of credit, a student must appeal the attendance with the teacher. A student must complete the required forms and make-up time or school work at the teacher's discretion. Appeals (APP) will not count against the student's possible retention/failure or Chronic Absenteeism.

DMV Certification of Attendance (NRS 392)

SNTHS students under the age of 18 wanting to obtain an instruction permit or driver's license must pick up a DMV 301 form in the front office. The student completes the "Student Information" section in blue or

black ink and turns the form in at the office. The principal or designee will complete the form within 5 business days and return it to the student.

Staff and Volunteer Background Check Policy

Southern Nevada Trades High School is committed to the protection of all persons who are associated with SNTHS including members, staff, volunteers, and guests. As required by the Operating Standards for SNTHS , SNTHS shall conduct criminal background checks of all employees and board members as well as volunteers who have direct repetitive contact with children participating in our programs. SNTHS will carry out this requirement in a fair, consistent, and non-discriminatory manner, complying with applicable state and federal laws and guidelines (NRS 388A.515; NRS 388A.516)

Health Office

Accidents And Sickness

Students that become sick or injured in class or elsewhere on the campus will be brought or sent to the Health Office. If a child is seriously injured, emergency services and guardians will be contacted immediately. In non-emergency situations, injured or sick students who are not accompanied by a staff member must have an office referral with the time and date in order to come to the Health Office for medical attention or first aid. Guardians will be contacted as necessary.

Administering Student Medication

Medication will not always be given to a student by the health office. Other staff members designated by the Principal will assist students in the absence of the health office staff, such as trained by the parent, following a physician's order. If your child has daily medication that must be taken or kept at school please complete a medical consent form that is located in the front office.

Covid-19 Health and Safety Policy

Please note that SNTHS will follow state, county, and local directives/declarations and **may** reinstitute the following measures **if** so directed. *Please note that these measures may not be fully inclusive of directives that may arise throughout the school year.*

Assumptions;

1. SNTHS will follow all directives and declarations from the Governor of Nevada in the event that an epidemic/pandemic is declared in the state or county.
2. The school will follow all directives and declarations from Nevada Superintendent of Public Instruction pertaining specifically to public schools.
3. SNTHS will coordinate with county and local government health officials during a declaration of an epidemic/pandemic.

Academic Information

High School Graduation Requirements

All students **MUST** meet the credit requirements for graduation **AND** the testing requirements established by the state for his or her graduation year to earn a standard diploma.

Credit Requirements:

REQUIRED SUBJECT AREAS:	17	credits
American Government	1	credit
American (US) History	1	credit
World History/Geography	1	credit
Arts/Humanities	1	credit
English	4	credits
Health	½	credit
Mathematics	3	credits
Physical Education/HSROTC	2	credits
Science	2	credits
Computer Science/Literacy	½	credit
College and Career Readiness	1	credit

*Flex Credit

CTE CREDITS:	6	credits
TOTAL CREDITS:	23	credits

Academic Load

All students are required to have a full academic load unless a senior qualifies for an approved NDE exemption.

Ninth Grade Four-Year Academic Plan

SNTHS complies with AB212 that requires our Board of Directors to develop a 4-year academic plan with ninth grade students enrolled. SNTHS develops an academic plan with every student, regardless of grade level.

Alternate Methods of Earning Credits

- Work Experience
- Credit by Examination
- Online Courses
- CTE College Credit
- Independent Study
- Dual enrollment
- Community Service and Travel Study

Student Fees

A SkillsUSA membership is encouraged, but not required, for student promotion or graduation at SNTHS. Students choosing to participate should expect a \$20 fee. The school will encourage fundraising as

a manner to subsidize the student fees. If a student is, however, unable to pay the fee and chooses to participate, the school will waive the fee. Students choosing not to participate in the program will not be penalized and may continue to be enrolled at the school.

Grading Policy

SNTHS complies with NRS 389.0195 that requires all Nevada public high schools to follow the prescribed uniform grading scale, including a uniform grading scale for advanced placement courses and honors courses.

Uniform Grading scale:

Grade		Course Point Range	Value
A	=	90% - 100%	4.0
B	=	80% - 89%	3.0
C	=	70% - 79%	2.0
D	=	60% - 69%	1.0
F	=	<60%	0.0

CTE Skills Attainment Certificate (NAC 389.800)

Students who complete Level III coursework will be eligible to receive a CTE Certificate of Skill Attainment and an Endorsement on his or her diploma. Eligible students must complete the following:

- Achieve a 3.0 GPA in program CTE area (not cumulative GPA)
- Pass the Workplace Readiness Assessment
- Pass the End of Program Technical Assessment

College and Career Ready Diploma

1. To earn the Career Ready Diploma from SNTHS students must complete the 24 credit requirements for the Advanced Diploma and have earned not less than 2.0 credits in one or more of the following:
 - Dual-credit/dual-enrollment courses
 - Career and technical education courses
 - Work-based learning courses (to earn the seal of Biliteracy a student must also
 - show proficiency in two languages):

AND;

2. Must obtain one or both of the following endorsements:

College-Ready Endorsement

- Successfully complete a college readiness assessment prescribed by the Board of Regents of the University of Nevada; and
- Receive not less than the minimum scores for initial (non-remedial) placement into college-level English and mathematics courses prescribed by the Board of Regents of the University of Nevada (section 1, chapter 16 of title 4 of the Board of Regents Handbook).

Career-Ready Endorsement

- Successfully complete the ACT National Career Readiness Certificate (NCRC), level Silver or above; or
- Successfully complete the Armed Services Vocational Aptitude Battery (ASVAB), score 50 or above; or
- Obtain a Career and Technical Education Skills Attainment Certificate (NAC 389.800); or
- Obtain an industry-recognized credential (Nevada’s Industry-Recognized Credentials List as published on the OWINN web site)

Progress Reports

Students and parents will be able to access academic progress with the use of the Infinite Campus website at any time during the quarter. However, at any time during the quarter, the teacher may contact a parent/guardian to report on a student’s progress. Parents are welcome to contact the teacher at any time to request information on the progress of their student. All parent communication will be documented by the teacher and periodically reviewed by the principal.

Employability Grade

Each grading period, the student will receive an employability grade based on attendance, punctuality, time management, respect, and other work traits. SNTHS's mission statement stresses real-life learning experiences so that the students may become valued members of the work force. These employability grades may be included on resumes or may be a source of referral when teachers or staff members are asked by employers to recommend students as new employees.

A	Outstanding=Employers prize you! <ul style="list-style-type: none"> ✓ Always Career focused ✓ Always Confident & prepared ✓ Always Collaborative ✓ Always Capable 	0-2 tardies 0-2 absences No office referrals
B	Above Average: Employers will keep you. <ul style="list-style-type: none"> ✓ Regularly Career focused ✓ Regularly Confident & prepared ✓ Regularly Collaborative ✓ Regularly Capable 	3-4 tardies 3-4 absences No office referrals
C	Average: Employers will tolerate you. <ul style="list-style-type: none"> ✓ Usually Career focused ✓ Usually Confident & prepared ✓ Usually Collaborative ✓ Usually Capable 	5-6 tardies 5-6 absences OR 1 office referral
D	Below Average: Employers will find reasons to fire you. <ul style="list-style-type: none"> ✓ Occasionally Career focused ✓ Occasionally Confident & prepared ✓ Occasionally Collaborative ✓ Occasionally Capable 	7-8 tardies 6 absences OR 2 office referrals
F	Inadequate: Employers will fire you in a heartbeat! <ul style="list-style-type: none"> ✓ Seldom Career focused ✓ Seldom Confident & prepared ✓ Seldom Collaborative ✓ Seldom Capable 	9 or more tardies 7 or more absences OR 3 or more office referrals

Information is available for students planning to attend college who wish to take the PreACT, ACT, SAT, ACT WorkKeys, and the Armed Services Vocational Aptitude Battery (ASVAB).

Grade Reports

Grade reporting will be given to parents/guardians via the U.S. Postal Service or the student portal via Infinite Campus. Grades are recorded on the grade report that will be distributed or mailed one week after the end of each grading period.

Testing Requirements:

The state guidelines for testing will be followed.

10th Grade PreACT Exam

All 10th grade students will take the PreACT exam. This exam prepares students for the ACT+Writing exam. The PreACT is also a great tool to measure students for college and career readiness.

9^h Grade Nevada Science Exam- (Federally Mandated)

All students enrolled in Biology I & II must participate in the Nevada Science exam. Most SNTHS students will take this exam during their 10th grade year.

11th Grade College & Career Readiness Assessment (CCR)

CCR - *Students will participate in this exam during their junior year.*

- The ACT Writing & Math Exams will be the exams used to complete the CCR.
- Completion of this exam is required to earn a diploma in Nevada.

12th Grade ACT WorkKeys Exam

All 12th grade students will take the ACT WorkKeys exam. WorkKeys measures foundational skills required for success in the individuals who successfully complete the three WorkKeys assessments—[Applied Math](#), [Graphic Literacy](#), and [Workplace Documents](#)—earn the WorkKeys National Career Readiness Certificate (NCRC).

Grade Promotion

Students are promoted to the next grade based on years enrolled in high school.

First year of high school = 9th Grader (Freshman)

Second year of high school = 10th Grader (Sophomore)

Third year of high school = 11th Grader (Junior)

Fourth year of high school = 12th Grader (Senior)

A student can receive an Advanced Diploma by completing a minimum of 24 credits including all requirements for a Standard Diploma plus one additional credit of science and math. The minimum 3.25 GPA, weighted or unweighted, includes all credits applicable toward graduation. The student must also pass all the required state testing.

Counseling and Guidance Services

Counseling and guidance services are available to all students at SNTHS through school counselor, teachers and administrators.

Teachers and administrators will aid in student personal growth, by:

- assisting in selecting high school courses;
- providing information and assistance on scholarships, grants and other sources of financial aid for post-secondary education;
- assisting in selection of and application for colleges;
- providing information and direction for continuing education and/or training;
- offering direction and information on career choices;
- providing individual counseling for students, especially regarding academic problems;
- arranging and/or conducting conferences with parents/guardians or other parties involved;
- suggesting referral for additional or specialized counseling when needed

Computer/Technology Policy

Computers may not be used without staff approval. Programs or files of any sort may not be copied or installed without permission. Nothing is to be copied to or from school computers until the files have been scanned for viruses. The SNTHS file server is off limits to students.

Students who have permission to access the Internet may not access sites inappropriate to an academic environment. Screen savers are not to be changed without prior approval. Nothing may be printed without staff approval. Violations of this policy will result in discipline that may include removal from the school. In addition, students and/or their parents are responsible for any damage, repair, or replacement of computers.

Confidentiality

While the counselor/teachers/administrators respect the confidentiality that students place in them, there are certain behaviors and ideas that the counselor/teachers/administrators cannot keep confidential.

In accordance with Nevada State Law, school personnel must immediately report to the appropriate law enforcement or social service agency when they become aware of the physical bullying, emotional or sexual abuse of minors or the elderly or that a student may do harm to self or others.

English Language Learners (ELL)

SNTHS is committed to supporting English learners (EL) by providing a positive path toward English language acquisition with an inclusive model of instruction, using the guiding principles of language development through the WIDA (World-Class Instructional Design and Assessment). For more detailed information on our ELL program, please request a copy of our ELL Handbook.

Special Education Students

SNTHS will have teachers and administrators that will oversee the programing for students with disabilities and maintains compliance with the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act of 1973. SNTHS will provide a free and appropriate public education (FAPE) to students

with disabilities in accordance with state and federal statutes and regulations. For more detailed information please request a copy of our Special Education Handbook.

DRESS CODE

The dress code for all students is long pants, close-toed shoes, and **white or black polo shirt**. Students may not wear shorts or open-toed shoes at school at any time. Students not complying with dress code will be sent to the office to call home or borrow a school issued polo if available. Students will have to make up any missed time/work, and a parent/guardian may be notified.

SNTHS High School has a uniform policy to enhance the tone, climate, and culture of our school. Uniforms bring about a sense of purpose and seriousness for SNTHS students regarding their education and future.

Shirt/Sweatshirt

- A white or black polo shirt should be worn every day.
- A solid white or black sweatshirt or jacket may be worn.

Pants

- All students must wear long pants that fit properly.
- Pants must be of a solid color in a denim, black or khaki material.
- Sagging or excessively oversized pants are not permitted and present a safety hazard.
- Pants cannot be excessively soiled, torn, or ragged.
- Shorts, leggings, capris, cutoffs, sweats, or pajama bottoms or pants with excessive accessories are never allowed.

Shoes

- All students must wear close-toed shoes.
- Individual programs may require work boots. Students will be notified by the program instructor of any work boot requirement.
- Sandals, slippers, flip-flops, crocs, thin soled, 'house' shoes, etc. are not to be worn on campus at any time. The administration reserves the right to determine appropriate footwear for student safety.

Behavioral Information

SNTHS students are representatives of the school. Community members judge SNTHS by student actions. It is very important that students conduct themselves in a courteous manner at all times. Students who fail to obey the rules and regulations and/or fail to obey school or community officials are subject to disciplinary action.

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 work or ideas as your own without giving credit to the proper source and submitting it for any purpose. Examples of plagiarism can include, but are not limited to:

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

All stakeholders have a responsibility in maintaining academic honesty. Educators must provide the tools and teach the concepts that afford students the knowledge to understand the characteristics of cheating and plagiarism. Parents must support their students in making good decisions relative to completing coursework assignments and taking exams. Students must produce work that is theirs alone, recognizing the importance of thinking for themselves and learning independently, when that is the nature of the

assignment. Adhering to the Code of Honor for the purposes of academic honesty promotes an essential skill that goes beyond the school environment. Honesty and integrity are useful and valuable traits impacting one's life.

School-Wide Restorative Discipline Plan

Restorative Discipline Plan

The school-wide restorative discipline plan creates an environment for effective instruction and learning. SNTHS students have chosen to attend, and SNTHS staff members have chosen to teach at SNTHS. Zoning requirements do not apply to SNTHS. Therefore, SNTHS functions under the agreement by staff and students to honor and respect the student-teacher relationship. By honoring and respecting this relationship, staff and students are able to focus more completely on learning. SNTHS believes that through restorative discipline (teaching positive behaviors, repairing relationships, communicating with families, and increasing accountability through reversing harm) we build and strengthen our school community.

Our school-wide discipline plan will help to create an environment for effective instruction, student safety, and learning. Our discipline policies and procedures are designed to comply with Nevada law, protect the safety of our community, and promote our mission of career and college readiness. In the case of behavioral infractions, SNTHS operates under a restorative progressive discipline plan. There are 5 levels that are detailed below. Parents are involved in all levels of the process and are encouraged to be active participants in encouraging and assisting the school in improving student behavior.

Level 1: Teacher Intervention

When students behave in ways counter to the classroom behavior expectations that disrupt learning but does not threaten the safety of others, teachers will use the following steps to address the misbehavior.

- 1st Incident: Students receives a formal verbal warning. Teacher documents intervention. Parent contact optional.
- 2nd Incident: Teacher conducts classroom intervention to include but not limited to: parent contacts, reteach skill, student/teacher conference, reflection sheet, time-out/away, loss of privilege, owed time. Teacher documents intervention. Parent contact optional.
- 3rd Incident: Teacher implements similar interventions. Parent contact mandatory at this stage. Teacher requests and convenes a parent conference by phone or in person to review behaviors and determine solutions. A school Administrator may be present.
- 4th Incident: Teacher completes Impact Statement and Teacher Intervention Tracking Form to Administration. Teacher refers both documents to administration. Administration initiates a Level 2: Administrative Intervention.

Level 2: Administrative Restorative Justice Intervention: Resolution Agreement

When a student is referred to school administration after teacher interventions have proven unsuccessful, a member of the administration will initiate this level of intervention. If the misbehavior happens outside

of the classroom or if the activity impacts school operations/safety the administration may choose to move immediately to Level 2.

- Teacher provides input and documentation of prior interventions, parent contacts, accommodations, and Restorative Practices that have not yet proven successful.
- Administration will lead a Restorative Conference that will include: the student, parent/guardian, teacher, administrator, and any other staff, students, and/or community members affected by the behavior.
- Administration in collaboration with the student, family, teacher, etc., will develop a Restorative Behavior Plan. This plan may include multiple activities, sanctions, and consequences which will help the student reflect on their behavior, make amends for mistakes, and build trust through following the agreement. This resolution will be given a start and an end-date. Student is responsible for securing signatures from the listed people on the agreement who were impacted by the behavior, confirming that the student completed the activity.
- Behavior Incident and Resolution Agreement will be documented in Infinite Campus. Resolution Agreements will be kept on file.

Level 3: Administrative Restorative Justice Intervention for Safety/Behavior Issues: Restoration Plan

When a student's behavior endangers the safety/well-being of the student themselves, other students, staff, community members, and/or the behavior error makes the student ineligible to be placed in a CTE environment per OSHA and SNTHS safety protocols the following steps will be followed.

- If the behavior impacts safety, the student may be placed on In-School Suspension pending the development of a Restorative Conference and Restorative Behavior Plan.
- Administration will lead a Restorative Conference that will include student, teacher, administrator, and any other staff, students, and/or community members affected by the behavior.
- Administration in collaboration with student, family, teacher, etc., will develop a Restorative Behavior Plan. This Restoration Plan will include multiple activities, sanctions, and consequences which will help the student reflect on their behavior, make amends for mistakes through service, and/or build trust through following the agreement. The Restoration Plan, unlike the Resolution Agreement, will last for the remainder of the school year. The Restorative Behavior Plan will include a *reasonable plan of action based of on restorative justice in accordance with the provision of NRS 392.477 and 392.467 (NRS 388A.495)*
- At the end of the conference, all members of the meeting will sign the Restorative Behavior Plan signaling that they are understand the conditions of the plan, the length of the plan, and the consequence if the plan is violated. Parents/students will be provided with a signed copy of the Plan.
- Behavior Incident and Restorative Behavior Plan will be documented in Infinite Campus. Restorative Behavior Plans will be kept on file.

Level 4: Alternative Placement: Violation of Restoration Plan/Severe Behavior Impacting School

Safety The following applies when a student's behavior violates the previously established Restorative Behavior Plan, or the behavior is severe enough that the student must be removed from campus due to school-safety concerns and placed on out-of-school suspension. Levels 1-3 of the intervention process may be circumvented due to the nature and severity of the student's actions when those actions endanger themselves or others or criminal misconduct has occurred. A conference will be held with principal/designee, students, teacher, and student's parents within three school days of the incident. The

notice of the conference may be written or oral for each participant. The conference may be held in person or over the phone if all participants agree.

- Administration will document any postponements, conference, and its findings.
- Conference must be held before student can return to the classroom. During this conference another Restoration Plan may be developed if deemed suitable by administration.
- All attendance will be noted and missed work will be provided through MIA forms. Student is responsible for makeup of all missed work.
- At the conference, an explanation will be provided to student and parents as to the reason and behaviors which led to the suspension. Parents and student will have the opportunity to respond to explain pupil's behavior.
- Parents who do not attend or fail to respond to conference invite will be notified by mail, phone, or email of their waiver of the right to conference authorizing the principal to recommend placement of the pupil.
- Upon conclusion of conference or no later than 3 school days after the incident the principal/designee shall recommend whether to return the student to the classroom, continue the suspension, or pursue removal of the student from school.

Level 5: Possible Removal from School

This level of intervention applies if the behavior is a direct violation of Nevada state law regarding mandated removal from a Charter School, failure/refusal to follow administrative directive and/or a Restorative Discipline Plan, or the behavior is criminal misconduct.

- SNTHS High School students must participate in a CTE program as part of their enrollment requirement at SNTHS. If a student's behavior results in serious safety concerns for themselves or others in a CTE classroom/jobsite, the student may need to be removed from the CTE 100 classroom/jobsite for the safety of themselves and others. Once a student is deemed unable to participate in a CTE program, they are ineligible to be enrolled at SNTHS and may be removed.

******Special Considerations for Students Who Receive Special Education Services***

The SNTHS governing board designates the Principal/designee as their agent to consider suspension for a student who receives Special Education services if needed. An IEP team will meet to consult with the principal/designee and case-manager to ensure that the suspension does not constitute a change of placement or a violation of IDEA.

- Case manager and principal/designee will be consulted and informed of the discipline incident and IEP reviewed.
- Case manager will be involved in the parent conference with administration.
- Alternative discipline and consequences will be considered in lieu of suspension when appropriate.
- Teachers will work with case manager and administration on completion of missed work due to suspension or temporary placement.
- Any student who ultimately is expelled regardless of disability will be counseled of other educational options which best fits their educational needs by the administration

Security Cameras

Security cameras are in use inside and outside the school. All activities are being recorded and archived. Any student who tampers or damages a camera is subject to immediate suspension and/or removal from SNTHS.

Cell Phones

Cell phones may not be used during scheduled class time. Cell phones **MUST** be powered **OFF** during class time **and placed in the students' cell phone locker**. Parents are to call the office at: 702-224-2771 if they need to get a message to their student during class time. Cell phones may be used outside during lunch. Students that are found to have their cell phones during instructional time may be subject to discipline. If a cellphone is confiscated a parent may be required to come to school to pick it up.

Food/Drinks

Food and drinks are not allowed in classes.

Alcohol and Drug Policy

Student use, possession, distribution, sale, or being under the influence of alcohol, illegal drugs, controlled substances, "look-alike" drugs, steroids, inhalants or possessing drug paraphernalia on any school premise or at any school function (home or away) is strictly prohibited. Please note that sales and distribution of controlled substances may result in the suspension from school. A habitual problem may result in expulsion from SNTHS.

Automobiles & Student Parking

Students who use cars for transportation to and from school are expected to comply with all Nevada laws and regulations, as well as the regulations. Students and parents **must register** license plate numbers of cars and proof of insurance which students will park on campus

Behaviors Resulting in Removal from SNTHS

Possession or use of alcohol and drugs, weapons, furnishing or sale of a controlled substance or an imitation of drugs may result in immediate suspension and subsequent removal from the school. Violence towards a teacher or administrator will result in immediate suspension and subsequent removal from the school.

SNTHS is a closed campus during class breaks and lunch. Passing breaks are to be used to visit the restroom, use phones, get a drink of water or snack, and get to and from the campus and the off-site classes. Students must remain in designated areas and may not go between cars or sit in cars. Students (including all 18-year-old students) may NOT leave the campus without a note or phone call from a legal guardian authorizing their release from school. Legal guardians must sign out students to be released. Violation of these policies can result in discipline, including suspension or removal from CTE program.

Smoking and Tobacco Policy

There will be NO tobacco products, including chewing tobacco, of any kind on campus including electronic cigarettes or vapes (e-cigarettes) or other devices that simulate smoking. SNTHS students are not permitted to use, distribute, or exhibit any tobacco related products while at any of the SNTHS campus sites or parking areas. Students are not to congregate or smoke on neighboring businesses' property or in the line of sight of SNTHS High School.

Tools/School Equipment

Students are responsible for the proper use, care, and storage of all tools and safety equipment issued to them while in their career programs. Any lost, stolen, or damaged tools as a result of improper or unauthorized usage will result in administrative action, which may include tool replacement/repair, suspension, and/or removal from SNTHS.

Bullying, Harassment, and Intimidation is Prohibited in Public Schools

Any behavior that impedes the learning environment and the ability of SNTHS students to learn in a safe and respectful environment is prohibited by law. Any of these offenses may warrant suspension and/or removal from school.

Safe and Respectful Learning Environment (NRS 388.134)

SNTHS– Anti Bullying Policy

SNTHS follows all laws and regulations that pertain to a Safe and Respectful Learning Environment supported by Nevada statute NRS 388.134.

An administrator who receives a report of bullying, cyber-bullying, harassment, or intimidation will address the following issues with the student/employee who was the target of the reported behaviors in a private meeting before assisting the student to complete the Complaint process.

Your Right to File a Complaint

The policy of the SNTHS is that all students and employees shall be free from bullying, cyber-bullying, harassment, and intimidation. All charges of bullying, cyber-bullying, harassment, or intimidation are to be taken very seriously by students, staff, administration, and parents. The school will make every reasonable effort to handle and respond to every charge and complaint filed by students and employees in a fair, thorough, and just manner. Every reasonable effort will be made to protect the due process rights of all victims and all alleged offenders.

Sexual Harassment Policy

The sexual harassment of any employee or student of SNTHS is absolutely forbidden. Any employee who is made aware of an alleged incident of sexual harassment will take immediate action to bring the matter to the attention of the principal. A written description of the event will be requested from both parties.

Sexual Harassment Defined

Sexual harassment is unwanted and unwelcomed behavior of a sexual nature which interferes with a student's right to learn, study, work, achieve or participate in school activities in a comfortable and supportive atmosphere. In school, sexual harassment may result from words or conduct of a sexual nature that offend, stigmatize, demean, frighten or threaten you because of your sex. Sexual harassment may involve a male harassing a female, a male harassing a male, or a female harassing a female, or a female harassing a male.

Examples of behaviors that may be considered sexual harassment include, but are not limited to:

- Comments, gestures or jokes of a sexual nature
- Spreading sexual rumors, commenting about a sexual behavior, or making sexual propositions
- Touching, grabbing, or pinching
- Sexual propositions, extortion or threats
- Sexting or harassment via social media

Student Diverse Gender Identities and Expression Policy

Southern Nevada Trades High School (SNTHS) is committed to creating an inclusive and safe learning environment for all students, regardless of their gender identity or expression. We recognize that gender identity is a fundamental aspect of a person's identity and that students who identify as transgender, gender non-conforming, or non-binary face unique challenges. We aim to ensure that every student feels respected, supported, and valued, and that their rights and needs are protected.

Training:

To achieve our goal of creating an inclusive and safe learning environment, SNTHS will provide regular training to all staff members on diverse gender identity and expression. The training will cover topics such as understanding different gender identities, creating an inclusive classroom, responding to gender-based bullying, and supporting students who are exploring their gender identity.

Training will take place at least once a year and will be mandatory for all staff members. The school will also ensure that new staff members receive this training as part of their induction process.

Engagement of Parents:

SNTHS recognizes the importance of engaging parents and guardians in supporting their children's gender identity and expression. We will hold information sessions for parents and guardians on diverse gender identity and expression, which will provide them with resources and support to help their children feel safe and supported at school.

In addition, we will work closely with parents and guardians to develop individualized plans for supporting their children's gender identity and expression, based on the student's needs and preferences.

Addressing the Rights and Needs of Students:

SNTHS will work to address the rights and needs of all students, including those who identify as transgender, gender non-conforming, or non-binary. We will provide gender-neutral facilities such as restrooms and changing rooms, and allow students to use the facilities that correspond to their gender identity.

We will also work to ensure that school policies and practices do not discriminate against students on the basis of their gender identity or expression. This includes policies related to dress codes, school activities, and other aspects of school life.

To support students who are exploring their gender identity or expression, we will provide access to counseling services and resources, as well as a safe and supportive environment in which to express themselves.

SNTHS is committed to creating an inclusive and safe learning environment for all students, regardless of their gender identity or expression. By providing regular training to staff members, engaging parents and guardians, and addressing the rights and needs of students, we aim to ensure that every student feels respected, supported, and valued.

Process for Filing a Parent Complaint

Southern Nevada Trades High School (SNTHS) is committed to providing a positive and supportive learning environment for all students. We recognize that parents play an important role in their child's education, and we value their feedback and concerns. This complaint process outlines the steps that parents can take to address complaints or concerns they may have about our school.

1. Step 1: Informal Complaint Resolution

Parents are encouraged to first attempt to resolve their concern informally with the teacher or staff member involved. If the concern cannot be resolved at this level, the parent may request a meeting with the school principal to discuss the issue further.

2. Step 2: Formal Complaint Filing

If the parent is not satisfied with the outcome of the meeting or if the concern cannot be resolved informally, the parent should submit a written complaint to the principal. The written complaint should include the following information:

- A description of the problem or concern
- The name(s) of the individual(s) involved
- The dates and times of the incidents
- Any steps that have been taken to resolve the issue

The written complaint should be submitted to the school principal within 10 school days of the incident.

3. Step 3: Investigation

The principal or designee will investigate the complaint and may interview relevant parties and review documentation. The investigation should be completed within 10 business days of receipt of the complaint.

4. Step 4: Response

The principal or designee will provide a written response to the parent within 15 school days. The response will include the following information:

- A summary of the investigation findings
- A determination of whether the complaint is founded or unfounded
- If the complaint is founded, a description of the corrective action(s) to be taken
- Information on the parent's right to appeal the decision

5. Step 5: Appeal Process

If the parent is not satisfied with the response to their complaint, they may appeal the decision to the school's governing board within 10 school days of receiving the response. The appeal should be in writing and should include the following information:

- A statement of the grounds for the appeal
- A copy of the original complaint and response
- Any additional information the parent wishes to provide

The governing board will review the appeal and provide a written response to the parent within 30 school days. The response will include the following information:

- A summary of the appeal findings
- A determination of whether the complaint is founded or unfounded
- If the complaint is founded, a description of the corrective action(s) to be taken

6. Step 6: External Complaint

If the parent is not satisfied with the final decision of the governing board, they may file a complaint with the state charter school authority or other relevant agency.

SNTHS is committed to addressing parent complaints and concerns in a timely and effective manner. This complaint process provides a clear and transparent framework for parents to follow when addressing complaints related to our school.

Student Conduct Code

Introduction

State law charges every teacher and administrator with maintaining order and discipline among students; therefore, SNTHS High School has developed rules, regulations and procedures which will maintain an orderly learning environment in this school.

The following rules, regulations, sanctions, and due process procedures are designed to protect all members of the educational community in the exercise of their rights and duties, in all aspects of their school experience. Students, parents, teachers, and administrators share the responsibility of ensuring appropriate student behavior.

Prohibited Conduct

The commission of or participation in or unlawful attempt of any of the following activities or acts in the school building or on school property is prohibited and may constitute cause for disciplinary action. In addition, students at school-sponsored, off-campus events and those using school-sponsored transportation shall be governed by school rules and regulations and are subject to the authority of school officials. An incident that constitutes the commission of a criminal act may be reported to the Police Department. The student's parent or guardian shall also be notified, if possible. Disciplinary action will be taken by the school, whether criminal charges result.

Criminal Offenses (As defined in applicable statutes or ordinances)

Violation of local, state or federal laws are enforced on properties of SNTHS or at activities sponsored by the school. Examples of such laws are indicated below:

1. **Alcohol:** The possession of, sales and furnishing alcoholic beverages.
2. **Arson:** The intentional setting of fire.
3. **Assault:** Physical or verbal threats with the intent or the ability to carry it through.
4. **Battery:** An unconsented-to touching or application of force to another person.
5. **Bomb Threat/False:** Willfully conveying by mail, written notes, telephone, radio, or any other means of communication, any threat knowing it to be false.
6. **Burglary:** Illegal entry with the intent to commit a crime.
7. **Destruction of Property:** Willfully and maliciously destroying or injuring real or personal property.
8. **Disturbing the Peace:** Maliciously and willfully disturbing the peace of any person; maliciously and willfully interfering with or disturbing persons in the school.
9. **Explosive Devices:** The possession of explosive or incendiary devices.
10. **False Fire Alarms:** False reporting of or transmission of signal knowing same to be false.
11. **Fireworks:** The possession of, sales, furnishing, use or discharge of same.
12. **Indecent Exposure:** An open indecent or obscene exposure of his/her person or the person of another.
13. **Larceny:** Stealing, taking, carrying away property of another.
14. **Libel:** A malicious defamation expressed to impeach a person's honesty, integrity, virtue or reputation.
15. **Marijuana:** The possession of, sales or furnishing marijuana.
16. **Narcotics:** The possession of, sales or furnishing a controlled substance.

17. **Narcotics Paraphernalia:** The possession of, sales, furnishing or use of controlled substance paraphernalia.
18. **Profanity:** Use of vile or indecent language.
19. **Robbery:** The unlawful taking of personal property from the person of another or in his presence, against his will, by means of force or violence or fear of injury.
20. **Stolen Property:** Receiving or possessing property of another, knowing or under such circumstances as would cause a reasonable person to know they were so obtained.
21. **Tampering With Motor Vehicles:** Willfully break, injure, tamper, remove parts,
22. deface a vehicle; without consent of owner, climb into or upon a vehicle with intent to injure; to manipulate any levers while vehicle is at rest or unattended or to set vehicle in motion.
23. **Trespass:** To be upon the property of another without permission of the owner and to stay upon same after warning. To be on school property or at a school function while under suspension from school.
24. **Weapons:**
 - a) Brandishing any knife, blackjack, slingshot, billy, sand club, sandbag, metal knuckles, explosive substance, dirk, dagger, pistol, revolver, or other firearm or other deadly weapon in a rude, angry, or threatening manner or to use same in any fight or quarrel.
 - b) Concealed - It is unlawful for any person to carry any concealed weapon commonly known as a knife, blackjack, slingshot, billy, sand club, sandbag, metal knuckles, explosive substance, dirk, dagger, pistol, revolver or other firearm, or other dangerous weapon.
 - c) Possession - It is unlawful for any person to possess any weapon commonly known as a knife, nunchaku, blackjack, slingshot, billy, sand club, sandbag, metal knuckles, explosive substance, dirk, dagger, pistol, revolver or other firearms, or other dangerous weapon, or to possess any other object which is used, or threatened to be used, in such a manner and under such circumstances as to pose a threat of, or cause bodily injury to a person.
 - d) For the purpose of this regulation, and consistent with both NRS 202.265 and 202.253 - "Firearm" means: Any device from which a metallic projective, including any ball baring or pellet, may be expelled by means of spring, gas, air, or other force, or any device designed to be used as a weapon from which a projectile may be expelled through the barrel by the force of any explosion or other form of combustion.
25. **In addition,** violation of other federal or state criminal laws of local ordinances at school, at school-sponsored activities or on school-sponsored transportation, is prohibited.

All of these offenses may warrant removal from SNTHS.

SNTHS Offenses

The following non-criminal activities may also lead to disciplinary action. Generally, these are acts that disrupt and interfere with the educational process or with the rights of other members of the educational community. This is not an exhaustive list. There may be other activities, which in the opinion of the school administration, may lead to disciplinary action.

1. **Alcoholic Beverages:** Being on campus, on school sponsored transportation or at a school-sponsored activity after having consumed an alcoholic beverage.
2. **Disobedience, Insolence, and Insubordination:** Students must obey the instructions of school personnel.
3. **Disruptive Conduct:** Conduct which interferes with the educational process. **NOTE:** Serious situations may be handled under criminal sanctions.

4. **Fighting:** SNTHS has no tolerance for violence.
5. **Hazing:** Any act which forces another student to undergo a humiliating or abusive ordeal, as in initiations.
6. **Inappropriate Dress and Appearance:** Dress and appearance must not present potential health or safety problems or cause disruptions.
7. **Misconduct on School Vehicles:** Any action which creates a safety hazard or distracts the attention of the driver.
8. **Plagiarism and Cheating:** Passing off another's answers, ideas, words or work as one's own or using unauthorized notes during a quiz or test.
9. **Possession and Use of Tobacco, Cigarettes, E-Cigarettes, Chew, etc.,** on school property or at a school-sponsored activity.
10. **Sexual Harassment:** A student should not be sexually harassed, discriminated against, denied a benefit, or excluded from participation in any SNTHS educational program or activity as guaranteed by Title IX of the Educational Amendments of 1972. Sexual harassment is defined as the verbal or physical conduct of a sexual nature, imposed on the basis of sex, by an employee or agent of the school or by a student. No student shall be denied or limited to the provision of aid, benefits, services, or treatment protected under Title IX.
11. **Spreading False or Unsubstantiated Information** in writing or verbally about
12. a person and harming his/her reputation.
13. **Traffic violations on school grounds.**
14. **Truancy:** Being absent from school without a valid excuse acceptable to SNTHS.
15. **Gang Activity**

All of these offenses may warrant suspension and/or removal from SNTHS.

Sanctions

Each teacher has the authority to remove students temporarily from class or to discipline students for cause. Discipline decisions are based upon the school Progressive Discipline Plan.

When it has been determined that a law, a regulation, or a school rule has been violated, appropriate disciplinary action will be taken. Disciplinary action may include but is not limited to:

1. Notification of the Police Department when it appears that a law may have been violated.
2. Expulsion: The removal of a student from further attendance in the school as required by the state for certain offenses.
3. Suspension: The temporary removal of a student from school or from school-sponsored activities.
4. Removal from SNTHS: Two or more violations of school rules will result in the continuation of progressive discipline which may include, but is not limited to, the removal of the student from SNTHS and a referral to the student's zoned high school.

State Mandated Expulsion for a Firearm and or Deadly Weapon (NRS 392.466.3)

There is certain conduct for which the state mandates expulsion:

1. **One Year Expulsion.** The school must expel any student for a period of not less than one year from school if at any time the student is found in possession of a firearm or dangerous weapon at any activity sponsored by a public school or on any school bus.

2. **Permanent Expulsion.** The school must permanently expel a student from the school he/she attends if the student commits any offense for the second time that requires a state mandated suspension for the first occurrence.

Suspension or Expulsion (NRS 392.466):

By state law a student may be suspended for at least a period equal to one (1) semester or expelled from school for the reasons listed below. Students may be permanently removed from SNTHS for these offenses.

1. On the first occurrence, the student commits a battery, which results in the bodily injury of an employee of the school while on the premises of any public school, at any activity sponsored by a public school, or on any school bus.
2. On the first occurrence, the student sells or distributes any controlled substance while on the premises of any public school, at any activity sponsored by a public school, or on any school bus.
3. In one school year, there is written evidence that the student has threatened or extorted or attempted to threaten or extort another student, teacher or other personnel employed by the school two or more times or the pupil has a record of five significant suspensions from the school for any reason; and the pupil has not entered into and participated in a plan of behavior.
4. In one school year, there is written evidence that the student has been suspended for initiating without provocation, at least two (2) fights on school property.

Suspensions

Suspension is the temporary removal of a student from school or from school-sponsored activities. Students may be suspended for the following reasons:

- Violation of any state law or local ordinance in a school building, on school grounds, or at a school-sponsored activity
- Violation of school rules or regulations established under Board Policy.
- Student's actions or inactions at school or school-sponsored activity which disrupt, interfere with, or pose a threat to the educational program, to other students, to staff, to visitors or to the student personally.

Per NRS 392.4657 a suspended student is prohibited from attending school for 3 or more consecutive days; and requires a conference with the student and their legal guardian. Students who are being suspended will participate in a plan of behavior agreed upon by the school, student, and parent/guardian. This plan will be designed to help mitigate and correct the unwanted behavior.

In accordance with **NRS 392.4655** any pupil with a record of **5** suspensions in a school year and has not participated in or opts out of the plan of behavior will be deemed a habitual discipline problem and may be suspended from school for a period equal to at least one school semester or expelled from SNTHS.

Parents Shall Be Notified whenever a student is suspended. School work missed as a result of suspension will be provided to the student by their teacher(s). Not participating in this school work may result in a lower grade for the semester.

Types of Suspension

Emergency Suspension: The principal or his or her designee may suspend any student whose conduct is determined to be a clear threat to the physical safety of others, or to the property interest of others, or is so extremely disruptive as to make the student's temporary removal necessary to preserve the right of other students to pursue an education.

Short-Term Suspension: The removal of a student from the school for a period less than 10 days. The student is not allowed to attend any class or school-sponsored activity or be on school property for the duration of the suspension.

In-School Suspension: Removal of a student from his/her classes and all school activities for no more than ten days. During the term of the suspension, the student will remain in a separate supervised area of the school.

Searches of Students

The primary function of the school is education. A decision to search a student, his/her possessions, or any school property or area assigned to him/her for his/her individual use shall be made in accordance with the following guidelines:

The student has a right of privacy in his/her person, his/her personal belongings and effects and his/her personal automobile parked on school grounds; but that right is limited by the needs of all students for a safe, calm, and orderly school environment.

A teacher, administrator or other school employee designated by an administrator may search the person of any student, the personal effects in the student's possession, or any student's automobile parked on school grounds, under any of the following:

- The search is made in connection with a lawful arrest
- The search is made with the voluntary consent of the student
- The search is conducted on the reasonable suspicion that the student is engaged in an activity which violates a law or published school rule, regulation or policy or that the student is carrying, concealing or sequestering material the possession of which is prohibited by law or by published school rule, regulation or policy

Canine Searches

The school may conduct canine searches of school hallways, classrooms, buildings, parking lots, and other school property through the use of a canine unit. A canine unit consists of a qualified handler and a dog especially trained to detect illegal or prohibited substances, weapons, or bombs.

Appeal for Suspension

Suspension appeals from SNTHS will be coordinated with one of the school's designees. In most cases this will be either the school's Principal or Executive Director. The appeal must be initiated within 3 school days of the suspension notification. The appeal must be completed in writing by a parent or guardian.

The following steps need to be followed:

Step 1: If a parent feels that the suspension from SNTHS is inappropriate, the parent must request a meeting in writing with the assigned designee by utilizing the SNTHS Suspension Appeals Form. The designee will meet with the parent to review the suspension within 2 school days of receipt of the appeal. The designee will take all available information from those involved (student, parent, staff, assistant principal, etc.) and will decide on the student's suspension status. The decision of the board designee regarding suspension will be final.

Step 2: The school (administrators, teachers, and staff) along with the student and families will help create a restorative discipline plan to be set in place for when the student returns. The plan will help with student accountability, restore relationships that have been harmed, and help make things right.

The school will review all circumstances and decisions and will make sure SNTHS is in complete compliance with the Americans with Disabilities Education Act

Appeal for Removal/Expulsion

Removal appeals from SNTHS will be coordinated through the Principal. If a parent feels that the removal from SNTHS was inappropriate, they should request a meeting with the Board President in writing through the Principal. The Board President will make a decision on the appeal. If the parent disagrees with the President's decision, they may appeal the President's decision to SNTHS's full governing board. The parents must request time on the board agenda for a closed session to hear the appeal. All agenda items must be publicly noticed within the guidelines for Nevada Open Meeting Laws. The student will be placed on emergency suspension until the next board meeting where the item can be legally noticed (this may be up to 30 days). The governing board's decision is final.

Access To Student Educational Records

Parents' and Students' Rights Concerning Student Records

The SNTHS Board of Directors recognizes the rights of students who are 18 years of age or older to inspect their own student records. In the case of students under 18 years of age, the Board recognizes the rights of their parents or legal guardians to inspect their children's student records. Further, the Board also recognizes that the privacy of such records shall be protected.

Family Education Rights and Privacy Act (FERPA)

Most information about SNTHS students cannot be made public without the consent of parents or guardians. Federal law prohibits schools or the district from releasing information without permission, except for what is termed "directory information" (defined below). According to the Federal Family Educational Rights and Privacy Act of 1974 (FERPA), directory information about students may be released by the district without parental consent, provided annual notification has been given and the school does not have on file written denial to release directory information. However, schools do use discretion when they receive requests for directory information and will not release such information if it is the principal's judgment that releasing such information would not be in the best interest of the student.

Parents and guardians or students 18 years of age or older who do NOT want directory information released must notify the school principal prior to October 1. A simple form has been created for this purpose and it is available at all high schools. This form allows for the information to be withheld from everyone, or just from military recruiters. If the form is not received by the school prior to October 1, the school and the district will assume that consent has been given.

The district's policies on access to student information are in compliance with FERPA and Nevada Revised Statute (NRS) 392.029 of the 1997 legislative session.

What is general directory information?

Certain information is made available to most other individuals only with parental written permission. Activities such as awards, scholarships, college/technical school information and various school publications such as yearbooks and athletic programs, however, require the use of some general information about students. Such information is called *general directory information*. Examples of *general directory information* are:

- Name, address, telephone listing, e-mail address
- Date and place of birth, photographs
- Participation in officially recognized activities and sports
- Field of study
- Weight and height of athletes
- Enrollment status
- Degrees and awards received
- Dates of attendance
- Most recent previous school attended
- Grade level

Parents have the right to see any documents or materials directly related to their children that are kept within the school or Clark County School District offices.

Who may obtain such information?

- All legal parents and legal guardians. In the case of divorce, custodial and noncustodial parents have access to the child’s record, unless a legally binding document declares differently.
- Children over the age of 18, emancipated minors, or those attending post-secondary institutions.
- School officials or researchers working with the District or Nevada Department of Education with a legitimate educational interest.
- School officials in a district to which the child intends to transfer.
- Individuals connected with a health or safety emergency.
- In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents (or students) have advised the LEA in writing by October 1st that they do not want the student’s information disclosed without prior written consent.

For additional information on FERPA or NPRA, contact the school principal.

Additional Resources:

The state department:

Nevada Department of Education
700 East Fifth Street
Carson City, Nevada 89710
Phone: (775) 687-9181

Parents/eligible students who believe their rights may have been violated may file a complaint by writing or phoning the Family Policy Compliance Office:

Family Policy and Compliance Office
400 Maryland Avenue, SW
Washington, DC 20202-4605
Phone: (202) 260-3887

Equal Opportunity In Employment And Education Complaint Procedure

Any student or employee of SNTHS who believes he/she has been discriminated against, denied a benefit, or excluded from participation in any district education program or activity because of a handicapping condition, as guaranteed by Section 504 of the Handicap Rehabilitation Act of 1973; age, racial or religious bias as guaranteed by Title VI of the Civil Rights Act of 1964; disability as described by Title I of the Americans With Disabilities Act (ADA); or been subject to harassment or sexual discrimination as described by Title IX of the Educational Amendments of 1972; may file a written complaint with the person indicated on the Complaint Form. A compliance committee composed of three persons designated by the Principal in consultation with the Board of Directors with shall review the written complaint and hear evidence concerning the complaint, if necessary. A written decision shall be made by the committee within ten days after the receipt of the complaint or the close of the hearing, whichever last occurs, and mailed to the complainant by registered mail.

If the complainant is not satisfied with the decision, he or she may submit a written appeal to the President of the Board of Directors within ten working days after receipt of the written decision indicating with particularity the nature of disagreement with the decision and his or her reasons underlying such agreement. The President or his/her designee shall consider the appeal within ten working days after receipt of the appeal on the basis of a record presented before the committee and shall provide the complainant with a written decision by registered mail within twenty working days following receipt of the written appeal.

Transcripts

The school will forward educational records to other agencies or institutions that have requested the records and in which the student seeks or intends to enroll provided release has been signed by the student if over 18 years of age or a parent or guardian if the student is under 18 years of age.

University And College Entrance Requirements

It is strongly recommended that the student personally contact the college of his/her choice in order to learn the admission requirements.



Parents and Student Acknowledgement

Parents and students: Please read the statements below, check each box, sign, and date the form, and return to school.

- I accept the responsibilities expected of me as a student enrolled in Southern Nevada Trades High School.
- I accept the responsibilities expected of me as a parent/guardian of a student enrolled in Southern Nevada Trades High School.
- We acknowledge that we have read the policies, procedures, rules, regulations, and practices presented in the Student Discipline Policies.

Name of Student (Please Print)

Student's Signature

Name of Parent/Guardian (Please Print)

Parent/Guardian's Signature

Date

This completed form must be signed and returned to the student's 1st period teacher. No later than August 23, 2024.



Student Internet Access Agreement, Student Rules, and Acceptable Use Form

I understand that it is a privilege to use the SOUTHERN NEVADA TRADES HIGH SCHOOL network to access any public or other network, such as the Internet. I understand and agree with the following:

1. The privilege to use the SOUTHERN NEVADA TRADES HIGH SCHOOL network to access the public and other networks may be revoked by SOUTHERN NEVADA TRADES HIGH SCHOOL at any time for abusive conduct or violation of the conditions of use below. This includes but is not limited to: (1) the placing, transmission, or deliberate access of obscene, abusive, or otherwise offensive or objectionable language in any form using SOUTHERN NEVADA TRADES HIGH SCHOOL access; (2) plagiarism; and (3) use of the internet for the purpose of cyber bullying others. SOUTHERN NEVADA TRADES HIGH SCHOOL reserves the right to determine what constitutes abusive conduct or violation of SOUTHERN NEVADA TRADES HIGH SCHOOL policies.
2. SOUTHERN NEVADA TRADES HIGH SCHOOL has the right to review any material stored in SOUTHERN NEVADA TRADES HIGH SCHOOL files to which other SOUTHERN NEVADA TRADES HIGH SCHOOL users have access and to edit or remove any material which they, in their sole discretion, believe may be unlawful, obscene, abusive, or otherwise objectionable. I hereby waive any right of privacy which I may otherwise have in and to such material.
3. All information and services contained at Internet access points in SOUTHERN NEVADA TRADES HIGH SCHOOL are placed there for general informational purposes and are in no way intended to refer to or be applicable to any specific person, case, or situation.
4. I am using this service at my own risk. SOUTHERN NEVADA TRADES HIGH SCHOOL is not able to monitor or control all information accessible through the internet and cannot be held responsible for all content.
5. Files downloaded from the internet may contain computer viruses. SOUTHERN NEVADA TRADES HIGH SCHOOL is not responsible for damage to my disk or computer or any loss of data, damage or liability that may occur from my use of SOUTHERN NEVADA TRADES HIGH SCHOOL computers.
6. I will not attempt to modify or tamper with SOUTHERN NEVADA TRADES HIGH SCHOOL'S computer hardware or software, introduce viruses, or install or run any unauthorized programs.
7. I will not attempt to gain unauthorized access to other computers or networks, violate the acceptable use policies or any network to which I connect, or improperly read, copy, misappropriate, alter, misuse, or destroy any information or files on this or other computers.
8. I will not use this access for unlawful activities, including violations of copyright law or other rights of third parties, or transmission of obscene, threatening, or harassing material.
9. I will not use this access to operate an on-line business, distribute commercial advertising, or represent myself as another person.
10. If I violate this agreement in any way, I understand that I may lose my internet access privileges temporarily or permanently. I may be held financially liable for any damage that I cause to Southern Nevada Trades High School computer hardware or software. Unlawful activities may result in criminal prosecution.

I have read the above Internet Rules and Acceptable Use and agree to abide by their provisions. I agree that violation of the agreement may result in the revocation of my public network access and related privileges.

Student name (print) _____

Grade _____

Student signature _____

Date _____



Student Internet Access Agreement and Parent Permission Form

I am the parent/legal guardian of _____ . In giving permission for my child to use the SOUTHERN NEVADA TRADES HIGH SCHOOL Network to access the internet, I understand and agree that:

1. I have reviewed the Rules of Acceptable Use on the reverse side, and my child will comply with these rules.
2. SOUTHERN NEVADA TRADES HIGH SCHOOL encourages use of the Internet's valuable information and educational resources in an age-appropriate manner consistent with curriculum objectives. However, the Internet contains some materials that may be inaccurate, incomplete, outdated, or offensive to some individuals and that may be considered inappropriate for children.
3. SOUTHERN NEVADA TRADES HIGH SCHOOL, its employees and the Board of Directors is not liable for any direct or indirect, incidental, or consequential damages due to information gained and/or obtained via use of internet access, including, without limitation, access to other networks.
4. SOUTHERN NEVADA TRADES HIGH SCHOOL does not warrant that the functions of the network or any of the networks accessible through SOUTHERN NEVADA TRADES HIGH SCHOOL access points will meet any of the specific requirements you may have, or that internet access will be error free or uninterrupted. SOUTHERN NEVADA TRADES HIGH SCHOOL will not be liable for any direct or indirect, incidental, or consequential damages (including lost data, information, or profits) sustained or incurred in connection with the use, operation, or inability to use internet access.
5. In consideration for the privilege of using SOUTHERN NEVADA TRADES HIGH SCHOOL network access and in consideration for having access to the public networks, I hereby release SOUTHERN NEVADA TRADES HIGH SCHOOL and its staff, administrators, operators, Board of Directors and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my use, or inability to use, SOUTHERN NEVADA TRADES HIGH SCHOOL access, including, without limitation, the type of damages identified above.
6. If my child violates this agreement in any way, I understand that he/she may lose his/her Internet access privileges, temporarily or permanently. I may be held financially liable for any damage that my child causes to the computer hardware or software. Unlawful activities may result in criminal prosecution.

Please check the appropriate box below:

I give permission for my child to have access to the SOUTHERN NEVADA TRADES HIGH SCHOOL Internet.

I do not give permission for my child to have access to the SOUTHERN NEVADA TRADES HIGH SCHOOL Internet.

Parent/Guardian Signature _____ Date _____

Home Phone _____ Work or Cell Phone _____



School-Parent/Family Compact

Southern Nevada Trades High School

2024-2025

Updated: July 2024

Dear Parent/Guardian,

Southern Nevada Trades High School (SNTHS), students participating in the Title I, Part A program, and their families, agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement as well as describes how the school and parents will build and develop a partnership that will help children achieve the State's high standards.

JOINTLY DEVELOPED

The parents, students, and staff of SNTHS partnered together to develop this school-parent compact for achievement. Teachers suggested home learning strategies, parents added input about the types of support they needed, and students told us what would help them learn. Parents are encouraged to attend annual revision meetings held in August each year to review the compact and make suggestions based on student needs and school improvement goals. Parents are also encouraged to participate in the annual Title I parent survey that is also used as a tool to collect parent feedback regarding the current Title I programs and policies.

To understand how working together can benefit your child, it is first important to understand the school's goals for student academic achievement.

SNTHS GOALS:

At SNTHS our goal is to provide high quality academics along with career ready skills, achieving a 100% graduation rate by the 2026-2027 school year. We will accomplish this goal by closely following our Mission and Vision.

SNTHS's Mission is to promote excellence in academic and career and technical education, preparing students for post-secondary education and careers in construction related professions.

SNTHS Vision: Through innovative career and technical training integrated with aligned academics, community partnerships, and individualized college and career-readiness planning, students' passions for learning are ignited and they are prepared for success in postsecondary education and the workplace.

Belief Statements:

- **Integrated Curriculum:** We believe that hands-on career technical education (CTE) – in the classroom, in the workshop, and on the job-site – prepares students with the knowledge and skills for successful futures in construction-related careers. We believe that pairing CTE with aligned academics provides students with the skills necessary to adapt and grow throughout their careers.
- **Passion for Life-long Learning:** We believe that the unique combination of CTE and aligned academics spark student passion for learning while encouraging other essential life skills such as critical thinking, communication, and teamwork.

- **Individualized Planning and Support:** We believe that engaging students 1:1 in planning and refining their course of study throughout their high school career prepares graduates for success in their chosen educational and career paths.
- **Community Partnerships:** We believe that close collaboration with local industry and postsecondary institutions provides students with access to work experiences.

To help your child meet the district and school goals, the school, you, and your child will work together to:

SCHOOL/TEACHER RESPONSIBILITIES:

SNTHS 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. 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.*

PARENT/GUARDIAN RESPONSIBILITIES:

We, as parents or guardians 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.*
- *Contributing at least 5 hours of time each school year in the areas 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.*

STUDENT RESPONSIBILITIES:

Students are expected to act in a positive manner. The appearance and atmosphere of the school reflects student habits and attitudes. Conduct and behavior toward any school personnel will be always appropriate. Behavior that disrupts the learning process will not be permitted.

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

- *Read and understand the contents of this handbook.*
- *Comply with all school policies and procedures.*
- *Make a reasonable effort to learn.*
- *Arriving at school each day on time and being prepared.*
- *Keep the school informed of changes in address, phone number, and any other circumstances that could affect awarding of the diploma.*
- *Attend all classes each day, on time, and complete all assignments in accordance with the expectations established by the instructor.*

- *Behave in a manner that contributes to a positive learning environment for all, both in the classroom and on the campus. Showing effort, respect, cooperation, and fairness to all.*
- *Promote a safe and respectful learning environment.*
- *Obey all federal, state, and local laws and ordinances.*
- *Using all school equipment and property appropriately and safely.*
- *Completing and submitting homework in a timely manner.*

COMMUNICATION ABOUT STUDENT LEARNING:

SNTHS is committed to frequent two-way communication with families about children’s learning. Some of the ways you can expect us to reach you are:

- *Monthly school newsletters*
- *Infinite Campus parent portal*
- *Parent-teacher conferences*
- *Weekly red folders*
- *Emails/ phone calls to parents*

ACTIVITIES TO BUILD PARTNERSHIPS:

SNTHS offers ongoing events and programs to build partnerships with families, including:

- *Family nights*
- *Parent-teacher conferences*
- *Parent Advisory Team*
- *Open House*
- *Curriculum Nights*
- *Community events*

Please sign and date below to acknowledge that you have read, received, and agree to this School-Parent Compact. Once signed, please return the form to your child’s teacher. We look forward to our school-parent partnership!

Candi Wadsworth, Principal

Date

Parent/Guardian Signature

Date

Student Signature

Date

NEVADA DEPARTMENT OF EDUCATION CODE OF HONOR

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

Student Signature _____ Date: _____

Parent/Legal Guardian Signature _____ Date: _____

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.

Resources: Cheating policies from Clark and Washoe County School Districts' secondary schools; Foothill Community College