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## **Vision, Mission, and Goal**

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### **Vision**

Every student college ready.

### **Mission**

To support our students, in a college environment, with personal, academic, and social skills.

### **Goal**

To improve the opportunities for pupils to learn in a college environment.

### **References**

Adopted: [9/1/2004], 1/15/2009, 9/1/2014, 1/15/2015, 8/19/2021

Policy Review History: 9/1/2014, 9/1/2021, 9/1/2028

Legal Reference: NRS 388A.246

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## **Vision Building (Procedure)**

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The school will use this document to give greater detail to the already outlined vision, mission, and goal. See below for more detail on preserving the core and simulating progress.

### **Preserve the Core**

- I. Vision: Every student college ready
- II. Mission: To support our students, in a college environment, with personal, academic, and social skills.
- III. Goal: To improve the opportunities for pupils to learn in a college environment.
- IV. Core Values
  - A. Own It: We take responsibility for our actions
  - B. Uphold Our Proven Process: We maintain the integrity and expectations of the NSHS program
  - C. Continually Improve: We are motivated to improve ourselves and others
- V. Core Purpose: To provide opportunities for students' success in a real college environment.
- VI. Our Niche: A real college experience
- VII. Guarantee: We guarantee a real college experience
- VIII. Desired Result: 90% of Nevada State High School students will perform successfully at a college level.

### **Stimulate Progress**

- I. Vivid Description
  - A. NSHS will aim to see its students succeed beyond their high school year by providing them multiple opportunities to better themselves in areas they will rely on in the future.
  - B. NSHS will stay in the National eye as it continues to grow and change the lives of high school students.
  - C. NSHS students will gain insight for the workforce, become suitable applicants for college, and develop passion for future careers.
  - D. NSHS will work harder, go above and beyond traditional high schools, give each student an opportunity to live the life they dream of.

II. Big Hairy Audacious Goal (BHAG)

A. Become a Nationally acclaimed agent of change by creating and implementing new standards of college readiness.

**References**

Adopted: [3/3/2007], 1/15/2009, 1/15/2015, 8/19/2021

Policy Review History: 9/1/2011, 9/1/2014, 9/1/2021, 9/1/2028

Legal Reference: School Policy 0100

ARTICLES OF INCORPORATION

OF

Nevada State High School  
(a Nevada non-profit corporation)

I, the undersigned, being the original Incorporator herein named, for the purpose of forming a Non-Profit Corporation under Non-Profit Corporation Law of Nevada (Nevada Revised Statutes Chapter 82), to do business both within and without the State of Nevada, do make and file these Articles of Incorporation, hereby declaring and certifying that the facts herein stated are true:

ARTICLE I  
NAME

The name of the corporation is Nevada State High School.

ARTICLE II  
REGISTERED AGENT & REGISTERED OFFICE

Section 2.01. Registered Agent. The name and address of the Registered Agent for service of process is Board of Directors of Nevada State High School at 2651 North Green Valley Parkway, Suite 106, Henderson, NV 89014. The Resident Agent may be changed from time to time without the necessity of amending these Articles of Incorporation.

Section 2.02. Registered Office. The address of its Registered Office is 2651 North Green Valley Parkway, Suite 106, Henderson, NV 89014. The Registered Office of the Corporation may be changed from time to time without the necessity of amending these Articles of Incorporation.

Section 2.03. Other Offices. The Corporation may also maintain offices for the transaction of any business at such other places within or without the State of Nevada as it may from time to time determine. Corporate business of every kind and nature may be conducted, and meetings of Trustees and Members held outside the State of Nevada with the same effect as if in the State of Nevada.

ARTICLE III  
PURPOSE

The Corporation is organized exclusively for charitable purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

ARTICLE IV  
NO PRIVATE BENEFIT

No part of the net earnings of the Corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article Third hereof.

ARTICLE V  
NO LEGISLATIVE OR POLITICAL ACTIVITY

No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of in or opposition to any candidate for public office. Notwithstanding any other provision of these articles, this Corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this Corporation.

ARTICLE VI  
DISTRIBUTIONS UPON DISSOLUTION

Upon dissolution of the Corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE VII  
TRUSTEES

Section 7.01. Governing Board. The members of the Governing Board of the Corporation shall be styled as Trustees.

Section 7.02. Initial Board of Trustees. The initial Board of Trustees shall consist of not less than five (5), and not more than nine (9) members. Each Trustee shall serve for two (2) terms of two (2) years or until his or her successor is elected. The names and addresses of the initial members of the Board of Trustees are as follows:

Matthew Fox, Chair  
9075 W. Diablo Drive Suite 25  
Las Vegas, NV 89148-7674

Cathy Sterbentz, Member  
1270 Capital Gains Drive  
Henderson, NV 89074

Michael Pelham, Vice Chair  
212 S Minnesota St  
Carson City, NV 89703

Kelly Moxley, Member  
634 Beckwourth Drive  
Reno, NV 89506

Nohemi Garcia, Clerk  
1148 Aspen Cliff Drive  
Henderson, NV 89011

Saul Wesley, Member  
7478 Laughing Brook Court  
Las Vegas, NV 89131

Barbara Graham, Member  
801 Sandra Drive  
Boulder City, NV 89005

Beth Christian, Member  
333 S. Lisbon Street  
Henderson, NV 89015

Section 7.03. Change In Number of Trustees. The number of Trustees may be increased or decreased by a duly adopted amendment to the Bylaws of the Corporation.

ARTICLE VIII  
INCORPORATOR

The name and address of the incorporator is 2651 North Green Valley Parkway, Suite 106, Henderson, NV 89014.

ARTICLE IX  
PERIOD OF DURATION

The Corporation is to have a perpetual existence.

ARTICLE X  
TRUSTEES' AND OFFICERS' LIABILITY

A Trustee or Officer of the Corporation shall not be personally liable to this Corporation or its Members for damages for breach of fiduciary duty as a Trustee or Officer, but this Article shall not eliminate or limit the liability of a Trustee or Officer for (i) acts or omissions which involve intentional misconduct, fraud or a knowing violation of law or (ii) the unlawful payment of distributions. Any repeal or modification of this Article by the Members of the Corporation shall be prospective only, and shall not adversely affect any limitation on the personal liability of a Trustee or Officer of the Corporation for acts or omissions prior to such repeal or modification.

ARTICLE XI  
INDEMNITY

Every person who was or is a party to, or is threatened to be made a party to, or is involved in any action, suit or proceeding, whether civil, criminal, administrative or investigative, by reason of the fact that he, or a person of whom he is the legal representative, is or was a Trustee or Officer of the Corporation, or is or was serving at the request of the Corporation as a Trustee or Officer of another Corporation, or as its representative in a partnership, joint venture, trust or other enterprise, shall be indemnified and held harmless to the fullest extent legally permissible under the laws of the State of Nevada from time to time against all expenses, liability and loss (including attorneys' fees, judgments, fines and amounts paid or to be paid in settlement) reasonably incurred or suffered by him in connection therewith. Such right of indemnification shall be a contract right which may be enforced in any manner desired by such person. The expenses of Officers and Trustees incurred in defending a civil or criminal action, suit or proceeding must be paid by the Corporation as they are incurred and in advance of the final disposition of the action, suit or proceeding, upon receipt of an undertaking by or on behalf of the Trustee or Officer to repay the amount if it is ultimately determined by a court of competent jurisdiction that he is not entitled to be indemnified by the Corporation. Such right of indemnification shall not be exclusive of any other right which such Trustees, Officers or representatives may have or hereafter acquire, and, without limiting the generality of such statement, they shall be entitled to their respective rights of indemnification under any by-law, agreement, vote of Members, provision of law, or otherwise, as well as their rights under this Article.

Without limiting the application of the foregoing, the Members or Board Of Trustees may adopt by-laws from time to time with respect to indemnification, to provide at all times the fullest indemnification permitted by the laws of the State of Nevada, and may cause the Corporation to purchase and maintain insurance on behalf of any person who is or was a Trustee or Officer of the Corporation, or is or was serving at the request of the Corporation as Trustee or Officer of another Corporation, or as its representative in a partnership, joint venture, trust or other enterprises against any liability asserted against

such person and incurred in any such capacity or arising out of such status, whether or not the Corporation would have the power to indemnify such person.

The Indemnification provided in this Article shall continue as to a person who has ceased to be a Trustee, Officer, Employee or Agent, and shall inure to the benefit of the heirs, executors and administrators of such person.

## ARTICLE XII AMENDMENTS

This Corporation reserves the right to amend, alter, change, or repeal any provision contained in these Articles of Incorporation or its Bylaws, in the manner now or hereafter prescribed by statute or by these Articles of Incorporation or said Bylaws, and all rights conferred upon the Members are granted subject to this reservation.

Any amendment or restatement of the Articles of Incorporation or the Bylaws shall be approved by a majority of the full Board of Trustees at any regular or special meeting of the Board provided that the notice of such meeting included as one of the items for consideration such amendment or restatement. No amendment or restatement shall be valid if the amendment or restatement would result in the loss of the Corporation's status under Section 501(c)(3) of the Internal Revenue Code.

## ARTICLE XIII POWERS OF TRUSTEES

In furtherance and not in limitation of the powers conferred by statute the Board of Trustees is expressly authorized:

(1) Subject to the Bylaws, if any, adopted by the Members, to make, alter or repeal the Bylaws of the Corporation;

(2) To authorize and cause to be executed mortgages and liens, with or without limit as to amount, upon the real and personal property of the Corporation;

(3) To authorize the guaranty by the Corporation of securities, evidences of indebtedness and obligations of other persons, Corporations and business entities;

(4) To set apart out of any of the funds of the Corporation available for distributions a reserve or reserves for any proper purpose and to abolish any such reserve;

(5) By resolution, to designate one or more committees, each committee to consist of at least one Trustee of the Corporation, which, to the extent provided in the resolution or in the Bylaws of the Corporation, shall have and may exercise the powers of the Board of Trustees in the management of the business and affairs of the Corporation, and may authorize the seal of the Corporation to be affixed to all papers which may require it. Such committee or committees shall have such name or names as may be stated in the Bylaws of the Corporation or as may be determined from time to time by resolution adopted by the Board of Trustees; and

(6) To authorize the Corporation by its Officers or agents to exercise all such powers and to do all such acts and things as may be exercised or done by the Corporation, except and to the extent that any such statute shall require action by the Members of the Corporation with regard to the exercising of any such power or the doing of any such act or thing.

In addition to the powers and authorities hereinbefore or by statute expressly conferred upon them, the Board of Trustees may exercise all such powers and do all such acts and things as may be exercised or done by the Corporation, except as otherwise provided herein and by law.

**APPROVED BY THE GOVERNING BOARD**

<u>Matthew Fox</u>	07/20/2021
<u>Michael Pelham</u>	07/20/2021
<u>Nohemi Garcia</u>	07/20/2021
<u>Kelly Morley</u>	07/21/2021
<u>Barbara Graham</u>	07/21/2021
<u>Cathy Sterbentz</u>	07/23/2021
<u>Saul Wesley</u>	07/25/2021
<u>Beth Christian</u>	8/3/2021
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## Bylaws

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### Article I

#### Introduction

##### I. Name and Address

The School is a public charter school pursuant to Chapter 388A and is sponsored by the State Public Charter School Authority. The Governing Board of the School is an independent body under the authorization of the Board of Trustees of the State Public Charter School Authority Board. The School's Board plans and directs all aspects of the school's operations.

##### II. Legal Status

The School is a public charter school pursuant to Chapter 388A and is sponsored by the State Public Charter School Authority. The Governing Board of the School is an independent body under the authorization of the Board of Trustees of the State Public Charter School Authority Board. The School's Board plans and directs all aspects of the school's operations.

##### III. Formation

The School is created under and shall operate in accordance with Nevada Revised Statutes, Chapter 388A and any other applicable State Statutes.

### Article II

#### Membership

##### I. Membership Eligibility and Right

- A. Membership in this School is, and at all times shall be, considered a privilege and not a right. All of the rights of a member of the School shall cease upon the death of the member, resignation, or other termination of membership. No member may transfer membership or any rights arising therefrom.
- B. Any person shall be eligible for membership in this School, provided only that they have a sincere interest and desire to assist in carrying out and fulfilling the purposes for which the School has been created. Candidates for Board membership must successfully complete an application process and be approved by the Board of Directors
- C. Nominees for new membership can be presented to the Membership Committee or designee by any member of the Board of Directors. The Membership Committee or designee shall then make a recommendation to the Board on each application it receives and the Board may elect to accept or reject each application for membership as it sees fit.

- D. Nominees for new membership can be presented to the Membership Committee or designee by any member of the Board of Directors. The Membership Committee or designee shall then make a recommendation to the Board on each application it receives and the Board may elect to accept or reject each application for membership as it sees fit.

## II. Termination of Membership

- A. Resignation: A resignation by a Board member shall be effective upon receipt by the Chairperson of a written communication of such resignation.
- B. Removal for cause: Any member of the Board may be removed by the affirmative vote of two-thirds (2/3) of the Directors then in office, excluding the member at issue whenever in their judgment such removal would serve the best interests of the School.

## III. Membership Fees Dues or Assessments

The Board of Directors shall determine the fees, dues or assessments, if any, associated with the types of members from time to time.

## IV. Voting Power

A quorum shall exist when no less than fifty percent (50%) of the Members of the Board of Directors ("Directors") are represented in person. The Board may conduct business by majority vote at any properly noticed regular, annual, or special meeting. The certificate of the secretary that proper notice has been given to each Member shall be conclusive that such notice has in fact been given, and each Member with the exception any ex officio non-voting member shall be entitled to one (1) vote. Every act or decision of a majority of the active Members present in person shall be valid as the act of the Membership; provided, however, that the candidates for the Board of Directors receiving the highest number of votes up to the number of Directors to be elected shall be declared elected. Every person entitled to vote or execute consents shall have the right to do so in person.

## V. Time and Place of Meeting

The Board shall establish a schedule for regular meetings that shall occur no less frequently than once a quarter and shall be held in the county in which the School is located. Notice of the meeting must be provided in accordance with Nevada Open Meeting Law. Notice of the time and place of every regular or special meeting shall be given to each member of the Board by first class mail at least three (3) business days before the date fixed for the meeting and to all those individuals who request notice of relevant meetings. The purpose of any regular or special meeting must be specified in the notice of such meeting. Minutes of each Board meeting shall be taken and shall be approved by the Board and kept at the School.

- A. An agenda must be produced for each regular and special board meeting in order to provide effective and efficient meeting practice. The agenda shall be prepared in accordance with NRS 241.020(2).

## VI. Annual Meeting

The annual meeting of the Board shall be held at the School in January of each year as the Board may determine. The annual meeting shall take the place of the regularly scheduled quarterly meeting. Written notice stating the place, day, and hour of the meeting shall be given personally or mailed to each member of the Board at least three (3) business days prior to the date fixed for the annual meeting. Notice of the meeting must also be provided in accordance with Nevada's Open Meeting Law. The annual meeting shall be for the purpose of electing officers and new Board members and for the transaction of such business as may come before the meeting.

## VII. Special Meetings

Special meetings of the Board may be called at any time by the Chairperson or by a majority of the Board. Special meetings shall be held at such time and place as may be designated by the authority calling such meeting and comply with Nevada's Open Meeting Law for posting and the applicable *voting powers and requirements for a quorum* defined herein.

## VIII. Participation by Technology

To the extent permitted by law, any member of the Board or committee thereof may participate in a meeting of such Board or committee by means of technology, including but limited to, telephone, Internet, or similar communications method by which all persons participating in the meeting can hear each other, and participation in such a fashion shall constitute presence in person at such meeting.

## IX. Proxy Voting

Proxy voting is not permitted.

## X. Compensation

To the extent the Law provides, Directors may receive \$80 per meeting for attendance.

## XI. Orientation/Training

New Board members shall be given an orientation by the Board prior to their first Board meeting. Written materials shall be provided in the form of a Board packet. All Board members shall be offered general board training no less than one time per year.

## Article III

### Board of Directors

#### I. Member – Board of Directors

The Board of Directors shall be composed of eight (8) Directors nominated and elected by the Board. Members of the Board of Directors are responsible for setting policy, setting budgets, approving programs and projects, overseeing committees, entering into contracts for the School, representing the School in transacting business, and service to the community. The Board of Directors shall comply with the following

- A majority of Members shall be residents of the county in which the School is sponsored.
- Members of the Board of Directors meet NRS 388A.320: a) two members with a valid teaching license, b) two members who possess knowledge and experience in business, c) one member that is a parent or legal guardian of an enrolled student at the School.
- Officers of the School are elected from this body. Members are elected and removed according to the Bylaws then in effect.

#### II. Member – Powers of Directors

Subject to the powers of the Members as provided by law or herein set forth, all organizational powers of the School shall be exercised by or under the authority of, and the business and affairs of the School shall be controlled by, the Board of Directors. Without limiting the generality of the foregoing, the Board of Directors shall have powers including:

- To change the principal office for the transaction of the business of the School from one location to another within Clark County; to fix and locate from time to time, one or more subsidiary offices of the School within the State of Nevada; to designate any place within Clark County for the holding of any Directors' or Members' meetings.
- To delegate to the Executive Officers any of the powers and authority of the Board of Directors of the business and affairs of the School, except the power to amend the Bylaws, subject to the control of the Board of Directors.
- To make and change policies, rules, and regulations not inconsistent with law, or with these Bylaws, for the management and control of the School and its affairs, and of its employees, and agents; to lease, purchase, or otherwise acquire, in any lawful manner, for and in the name of the School, any and all real and personal property, rights, or privileges deemed necessary or convenient for the conduct of the School's purpose and mission
- To enter into agreements and contracts with individuals, groups of individuals, corporations, or governments for any lawful purpose.
- To evaluate the Chief Officer(s) of the School.

- To develop and approve the annual budget and financial planning which shall be monitored and adjusted as necessary.
- To submit a final budget to the state pursuant to statute/regulation.
- To cause an annual audit of the accounts of the School, as well as any other inspection required by law, to be made by an accountant to be selected by the Board, showing in reasonable detail all of the assets, liabilities, revenues and expenses of the School.
- To cause to be kept a record of all the minutes, acts and proceedings of the Board.
- To ensure ongoing evaluation of the School to provide accountability.
- To uphold and enforce all laws related to charter school operations.
- To improve and further develop the School.
- To strive for a diverse student population, reflective of the community.
- To ensure adequate funding for operation.
- To solicit and receive grants and other funding consistent with the mission of the School to raise operating and capital funds.
- To carry out other duties as described in the School's Charter Contract.

### III. Member – Board Composition

The eight (8) seats making up the Board of Directors shall comprise the following:

- Seat 1: Parent Director (see NRS 388A.320)
- Seat 2: Parent Director (Ex officio non-voting)
- Seat 3: Teacher Director (see NRS 388A.320)
- Seat 4: Teacher Director (see NRS 388A.320)
- Seat 5: Business Director (see NRS 388A.320)
- Seat 6: Business Director (see NRS 388A.320)
- Seat 7: Community Director
- Seat 8: Community Director

### IV. Election

The Board of Directors shall fill vacancies which occur in the elected membership of the Board of Directors at the end of a Directors term in office. The Board of Directors may nominate

individuals to serve as Directors as well as take nominations from the community at large throughout the year. The Board Chair or designee(s) will review nominations and place a sufficient number of candidates to fill vacancies on the Board of Directors at the next regularly scheduled meeting of the Board. The Board may elect to approve the candidate(s) to fill vacancies with a majority vote of the Directors; otherwise, the continue searching for candidates.

#### V. Term of Office

With respect to the appointment of initial Directors, the terms of office shall be as follows: for Board seats 1 and 2, a term of one (1) year, for Board seats 3 through 5, a term of two (2) years, and for Board seats 6 through 8, a term of three (3) years. Seats will be filled in the following order: 1, 2, 3, 7, 4, 8, 5, 6.

After the initial appointments, Directors, with the exception of Parent Directors, may serve two (2) renewable two (2) year terms, or to serve the remaining portion of the term of a Director who cannot complete their term. Directors shall be elected from the community. Parent Directors may serve two (2) renewable one (1) year terms.

#### VI. Ex Officio Non-Voting Member

The school shall elect an ex officio non-voting "Parent Member" from the board of a substantially similar school from another county in the state of Nevada. The Board of Directors may determine that such a school or "Parent Member" does not exist and elect an additional parent member from the current School's current community to represent as an ex officio non-voting member on the Board.

#### VII. Holdover Authority

A Director on the Board may continue to serve after the end of the period prescribed for their maximum term limit until such time that a subsequent member is appointed to the position, but not to exceed 12 months or the Board by a majority vote determines there is a need to maintain board capacity. The maximum number of years any Member can serve is nine years.

#### VIII. Vacancies

The Board of Directors shall fill vacancies which occur in the elected membership of the Board of Directors between annual meetings for the unexpired term(s) of the elected member(s) causing the vacancy.

#### IX. Absences

Absences by Directors at Board of Director meetings will be excused with prior notice to the Chairman or designee. The Board may, from time to time, remove a Director from office based on an excessive number of absences from Board Meetings, as determined by the Board in their reasonable discretion. Prior removal from the Board for excessive absences shall not bar the election of a former Director to a new term of office.

## X. Quorum

A quorum shall exist when no less than fifty percent (50%) of the Members of the Board of Directors (“Directors”) are represented. The Board may conduct business by majority vote at any properly noticed regular, annual, or special meeting. The certificate of the Secretary that proper notice has been given shall be conclusive that such notice has in fact been given, and each Director shall be entitled to one (1) vote with the exception of ex-officio non-voting members. Every act or decision of a majority of the active Directors present in person shall be valid as the act of the Board. Directors person entitled to vote or execute consents shall have the right to do so in person.

## XI. Chief Executive Officer and Chief Integrity and Accountability Officer

The Board may retain the services of a Chief Executive Officer (CEO) and/or Chief Integrity and Accountability Officer (CIAO) as either an employee or an independent contractor on such terms and conditions as the Board may approve. The CEO and CIAO shall report to the Board Chair.

## **Article IV**

### Officers

#### I. Chair

The Chair of the Board shall preside at all meetings of the Board and communicate with staff when necessary on developing upcoming agendas. The Chair of the Board shall possess the power to sign all certificates, contracts or other instruments of the School which are approved by the Board. The Chair of the Board shall have the general supervision, direction, and control of the business and affairs of the Executive Committee, and shall exercise and perform such other powers and duties as may be prescribed by the Board from time to time.

#### II. Vice Chair

In the absence of the Board Chair or in the event of the Chair’s disability, inability, or refusal to act, the Vice Chair of the Board shall perform all of the duties of the Chair and, in so acting, shall have all of the powers of the Chair. The Vice Chair shall have such other powers and perform such other duties as may be prescribed from time to time by the Board or by the Chair.

#### III. Clerk

The Clerk shall keep or cause to be kept a book of minutes at the principal office or at such other place as the Board may order of all meetings of the Board with the time and place of holding, whether regular or special and if special, how authorized, the notice thereof given, the name or names of those present at the Board meetings and the proceedings thereof. The Clerk shall give or cause to be given notice of all the meetings of the Board required by these Bylaws or by law to be given and perform such other duties as may be prescribed by the Board from time to time. The Clerk of the Board shall exercise and perform such other powers and duties as may be prescribed by the Board from time to time.

#### IV. First Secretary

The First Secretary to the Board is the Chief Executive Officer. This is a paid position as part of the school and this individual has no voting rights and does not sit on the Board. The First Secretary shall handle all communication to and from the Board and shall establish setting up the Board meetings, announcing the meetings to the Members and public, and processing paperwork for Board packets, agendas, meeting minutes.

#### V. Second Secretary

In the absence of the First Secretary or in the event of the First Secretary's disability, inability or refusal to act, the Second Secretary to the Board shall perform all of the duties of the First Secretary and in so acting, shall have all of the responsibilities and roles of the First Secretary in relationship to the Board.

#### VI. Election and Term of Office

The Officers of the School shall include a Chair, Vice-Chair, and Clerk. The Board shall elect all officers of the School at the annual meeting of the Board, which officers shall be installed in office at such annual meeting to serve for terms of one (1) year and until their successors have been duly elected and qualified. Should there be more than one (1) nominee for a vacancy, the nominee receiving the greatest number of votes by the Board of Directors shall be declared elected and shall be installed in office at the annual meeting.

#### VII. Vacancies

A vacancy in any office because of death, resignation, removal, disqualification, or otherwise shall be filled by the Board of Directors.

## Article V

### Standing and Ad Hoc Committees

The Board may choose to appoint Standing Committees or Ad Hoc Committees from time to time. Whether active or inactive, the permitted Standing Committees shall be: Executive Committee; Development Committee, Personnel Committee, Finance Committee, Public Relations Committee, and Membership Committee. The Board may appoint an Ad Hoc Committee to address any issue or matter designated by the Board and not otherwise within the responsibility of a Standing Committee.

Chairpersons of the Standing Committees shall be appointed by the Board Chair and shall be selected from the Board of Directors. Said appointments shall be for the term of one (1) year, but may be renewed for successive one (1) year terms by the Chair. Members of Standing Committees shall be appointed by the Chairperson of the Standing Committee from the members of the School community. The Chairperson shall ensure that members of any Standing Committee or otherwise shall not constitute enough members of the Board of Directors to represent a quorum. Should the Chairperson of a Standing Committee desire to include a person that is not a member of the School community in the actions or deliberations of that committee, the prior approval of the Executive Committee is required. The Executive Committee may, from time to time, create and abolish such Special Committees as deemed necessary and proper in order to effectuate the purposes of the School.

The purpose of Committees is to make recommendations for effective and efficient operation of the school to the school's administrators as shall be provided in such resolution or in these Bylaws. The Board shall not be permitted to delegate the powers of the Board to any Committee with the exception of the Executive Committee.

Committees and Directors shall not be involved in handling the day-to-day details of running the School, dealing with specific personnel issues, or addressing individual student needs. The Board delegates the responsibility for running the charter school and implementing policies of the Board to the School's Administration and, specifically, the Chief Executive Officer.

Nothing in this Section precludes an individual Director from interacting with members of the public or the School. Members of the Committee are aligned with the how will versus how well philosophy of the Board of Directors. In short, the Directors are responsible for how well things get done; whereas, the School's Administration is responsible for how will things get done.

#### I. Executive Committee

The Executive Committee shall be composed of the Chair, Vice Chair, and Clerk of the School. Each member of the Executive Committee shall have an equal vote. Meetings of the Executive Committee shall be held at such times and places as determined by the Committee. A simple majority of the number of members of the Executive Committee shall constitute a quorum. The Executive Committee may act for the Board of Directors when a quorum is present and specifically authorized by the Board of Directors or the Bylaws. The Executive Committee shall be responsible for seeing that adequate procedural safeguards are established for School funds

and any action taken by the Executive Committee. Said action, shall require ratification by the entire Board of Directors at the next regularly scheduled or special meeting

## II. Finance Committee

The Finance Committee is the planning arm of the School. The Committee is responsible for developing the programs required to acquire capital and project funds needed to fulfill the School's projects. This Committee has the responsibility for overseeing the financial portfolio of the School, and the prudent investment of all assets, in a manner to assure maximum yield, with protection of adequate safeguards. This Committee shall be composed of not less than three (3) members of the school, at least one of which shall be a Director.

## III. Integrity and Accountability Committee

The Integrity and Accountability Committee (IAC) supports the Governing Body by providing feedback and recommendations in alignment with the Committee purpose. As a committee, the IAC is uniquely independent and reports directly to the Governing Body. Membership consists of the following:

- Past Governing Body Members (up to 2)
- Past NSHS staff (up to 3)
- Prospective Governing Body Members (up to 2)
- Chief Integrity and Accountability Officer and Chief Executive Officer (up to 2)

## IV. Public Relations Committee

The Public Relations Committee shall provide access to the community to communicate the philosophy, purpose, and program of the School in the most understandable manner. This Committee shall be composed of at least three (3) members, at least one of which shall be a Director.

## V. Membership Committee

The Membership Committee shall be responsible for recruiting new members from the School, processing the applications, requiring background checks, presentation and recommendation of said applications to the Board of Directors. This Committee shall be composed of at least three (3) members, at least one of which shall be a Director.

## VI. Personnel Committee

The Personnel Committee shall be responsible analyzing and overseeing practices and systems for the successful recruitment and retention of staff members at the School. This Committee shall be composed of at least three (3) members, at least one of which shall be a Director.

## VII. Development Committee

The Development Committee shall be responsible for creating and overseeing academic and engagement programs offered by the School. This Committee shall be composed of at least three (3) members, at least one of which shall be a Director.

## VIII. Removal of Officers

Any officer of the School may be removed, either with or without cause, by a two-thirds (2/3) majority of the Directors then in office at any regular or special meeting of the Board.

## IX. Vacancies

A vacancy in any office because of death, resignation, removal, disqualification, or otherwise may be filled by the Board by majority vote for the unexpired portion of the term.

## Article VI

### Supporting Groups

The Board of Directors may appoint Alumni Members, Honorary Members, and Advisory Members. Members so appointed are not entitled to vote or hold office but may attend Board Meetings and serve on Standing or Special Committees

#### I. Alumni Members

Graduates from the School in good standing are granted renewable one (1) year term status. Alumni Members may, but are not required to, attend regular Board meetings. Alumni Members shall serve on one or more committees. Alumni Members may be removed from said position by the Chair at the recommendation of the Executive Committee.

#### II. Honorary Members

A community leader or respected individual who lends their name to legitimize the mission and work of the Board may serve as an honorary member. Honorary Members do not necessarily work actively on programs or projects, but may do so at the request of the Board of Directors. An Honorary Member is invited to serve in this capacity with the approval of and by the Board of Directors and may be removed for cause by a simple majority of the Board. Honorary members may include, but are not limited to, elected officials, celebrities, or respected community leaders.

#### III. Advisory Members

A highly qualified person, who offers their name and expertise in a field, in an active manner, as needed and accepted by the Board of Directors.

## Article VII

### Financial Matters

## I. Gifts

The Board may accept on behalf of the School any contribution, gift, bequest, etc. for the general purposes or any special purpose of the School.

## II. Deposits

All funds of the School not otherwise employed shall be deposited to the credit of the School in such banks, trust companies, or other custodians located in the State of Nevada as the Board may select.

## III. Checks, Drafts, and Notes

All checks, drafts, or other orders for payment of money, notes, or other evidence of indebtedness issued in the name of the School shall be signed by such officer or officers, or agents of the School and in such manner as shall be determined by the Board. The Board determines that Chief Executive Officer is authorized and required to sign all checks for the school and succeeds to the Chief Integrity and Accountability Officer in his/her absence. In the absence of both appointed administrators, the responsibility resides with the Chair of the Board or their designee. At any time, the Chair of the Board may revise this Section during public meeting and a majority vote of the Board to require additional signees (officer or officers, or agents of the School) to accompany the signature of the Chief Executive Officer of the school for any or all checks, drafts, or other orders for payment of money, notes, or other evidence of indebtedness issued in the name of the School.

## IV. Safeguards

It shall be the responsibility of the Executive Committee, to establish adequate safeguards for the receipt and disbursement of all funds or property contributed or tendered to the School.

## V. Annual Review

There shall be an annual review of the affairs of the School by a certified public accountant or firm of public accountants selected by the Board of Directors who shall furnish an annual audit or compilation report, to the extent required by law, to the Board of Directors, and shall review that such federal and state tax returns and reports for filing by the School follows the law.

## VI. Contacts

The Board may authorize any officer or officers, agent or agents to enter into any contract or execute and deliver any instrument with reasonable cause and in good faith and progress in the name of and on behalf of the School, and such authority may be general or confined to specific instances.

## VII. Loans

No loans shall be contracted for or on behalf of the School and no evidence of indebtedness shall be issued in the name of the School unless authorized by the Board. Such authority shall

be confined to specific instances. No loan shall be made to any officer or Board member of the School.

#### VIII. Fiscal Year

The fiscal year of the School shall begin on July 1 and end on June 30.

### **Article VIII**

#### Indemnification

##### I. Indemnification of Directors, Officers, and Employees

Every person who was or is a party or is threatened to be a party to or is involved in any action, suit or proceedings, whether civil, criminal, administrative or investigative, by reason of the fact that he or a person of whom he is the legal representative is or was a Director or officer of the School or is or was serving at the request of the School or for its benefit as a Director or officer of another School, or as its representative in a partnership, joint venture, trust or other enterprise, shall be indemnified and held harmless to the fullest extent legally permissible under Chapter 82 and 388A of Nevada Law from time to time against all expenses, liability, and loss (including attorneys' fees, judgments, fines and amounts paid or to be paid in settlement) reasonably incurred or suffered by him in connection therewith. The expenses of officers and Directors incurred in defending a civil or criminal action, suit, or proceedings must be paid by the Schools at which they are incurred and in advance of the final disposition of the action, suit, or proceedings upon receipt of an undertaking by or on behalf of the Director or officer to repay the amount if it is ultimately determined by a court of competent jurisdiction that he is not entitled to be indemnified by the School. Such right of indemnification shall be a contract right which may be enforced in any manner desired by such person. Such right of indemnification shall not be exclusive of any other right which such Directors, officers or representatives may have or hereafter acquire and, without limiting the generality of such statement, they shall be entitled to their respective rights of indemnification under any bylaw, agreement, vote of Directors, provision of law or otherwise, as well as their rights under this Article.

##### II. Policies of Insurance

The Board may cause the School to purchase and maintain insurance on behalf of any person who is or was a Director or officer of the School, or is or was serving at the request of the School as a Director or officer of another School, or as its representative in a partnership, joint venture, trust or other enterprise against any liability asserted against such person and incurred in any such capacity or arising out of such status, whether or not the School would have the power to indemnify such person.

##### III. Further Amendments

The Board of Directors may from time to time adopt further bylaws with respect to indemnification and may amend these bylaws to provide at all times the fullest indemnification permitted by Chapters 82 and 388A of Nevada Law.

IV. Limited Indemnification

Notwithstanding any other provision of these bylaws, the Corporation shall neither indemnify any person nor purchase any insurance in any manner or to any extent that would jeopardize or be inconsistent with qualification of the School as an organization described in Section 501(c)(3) of the Internal Revenue Code or would result in liability under Section 4941 of the Internal Revenue Code.

**Article IX**

## Amendment of the Bylaws

These Bylaws may be amended, altered, or repealed and new Bylaws may be adopted by the Board of Directors by an affirmative vote of two-thirds (2/3) of all the Directors then in office at any meeting of the Board, provided that the full text of the proposed amendment, alteration, or repeal shall have been delivered to each Director at least three (3) days prior to the meeting. Bylaw amendments are held pending until final ratification from the School's sponsor.

**Article X**

## Property

The property of the School shall be held and applied in promoting the general purposes of the School declared in these Bylaws. No property, including real estate, belonging to the School shall be conveyed or encumbered except by authority of a majority vote of the Board. Any such conveyance or encumbrance shall be executed by the Chair or designee in the name of the School, and such instrument shall be duly approved by the Board.

**Article XI**

## Dissolution

If, at any time and for any reason, the School's charter is revoked or the School is dissolved, all assets of the School, after satisfaction of all outstanding claims by creditors, shall be disposed of or transferred to a nonprofit organization with goals and philosophies consistent with the School. This transfer may occur through the State of Nevada or the School's sponsoring agent to dispose of as they see fit.

**Article XII**

## Purpose of the Bylaws

These Bylaws are adopted for the sole purpose of facilitating the discharge, in an orderly manner, of the purposes of the School. These Bylaws shall never be construed in any such way as to impair the efficient operation of the School.

**Certificate of Clerk**

I, the undersigned, do hereby certify that I am the duly elected and acting Clerk of the Nevada State High School Board, a Nevada nonprofit corporation, and the foregoing BYLAWS, comprising fourteen (14) pages; constitute the Bylaws of said Corporation as duly adopted at a meeting of the Board of Directors.

DATED this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_, Clerk

**References**

Adopted: [9/1/2004], 4/17/2008, 1/15/2009, 8/18/2011, 1/19/2012, 4/19/2012, 1/15/2015, 5/12/2016, 8/19/2021

Policy Review History: 9/1/2021, 9/1/2028

Legal Reference: Chapter 388A

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## Conflicts of Interest

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### Purpose and Background

The purpose of the conflict of interest policy is to protect this public Organization's (Nevada State High School) interest when contemplating entering into a transaction or arrangement that might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to governmental, public, nonprofit or charitable organizations.

### Definitions

#### I. Interested Persons

Any director, principal officer, or member of a committee with governing board delegated powers, which has a direct or indirect financial interest, as defined below, is an interested person.

#### II. Financial Interest

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family.

- A. An ownership or investment interest in an entity with which the Organization has a transaction or arrangement.
- B. A compensation arrangement with the Organization or with any entity or individual with which the Organization has a transaction or arrangement.
- C. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Organization is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under *Determine whether a Conflict of Interest Exists* (see below *Protocols*), a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee determines that a conflict of interest exists.

## Protocols

### I. Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transactions or arrangement.

### II. Determine Whether a Conflict of Interest Exists

An interested person shall disclose a potential conflict of interest at governing board or committee meeting. However, after the presentation, it is the ultimate decision of the interested person to abstain, stay, or leave from any and all discussion and/or vote on the transaction or arrangement involving the possible conflict of interest.

### III. Procedures for Addressing the Conflict of Interest

- A. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
- B. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- C. After exercising due diligence, the governing board or committee shall determine whether the Organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- D. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Organization's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

### IV. Violations of the Conflicts of Interest Policy

- A. If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
- B. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the

member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action using one or all of the following: consulting with the Organization's legal counsel, informing the Organizations authorizing sponsor, or the Nevada Commission on Ethics.

## **Records of Proceedings**

- I. Meeting Minutes Contents with Boards having Delegated Powers
  - A. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing board's or committee's decision as to whether a conflict of interest in fact existed.
  - B. The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

## **Compensation**

- I. Voting on Matters involving Compensation
  - A. A voting member of the governing board who receives compensation, directly or indirectly, from the Organization for services is precluded from voting on matters pertaining to that member's compensation.
  - B. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Organization for services is precluded from voting on matters pertaining to that member's compensation.
  - C. No voting member of the governing board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Organization, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

## Periodic Reviews

### I. Consistency with Charitable Purposes

To ensure the Organization operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- A. Whether compensation arrangements and benefits are reasonable, based on competent survey information and the result of arm's length bargaining.
- B. Whether partnerships, joint ventures, and arrangements with management organizations conform to the Organization's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

## Use of Outside Experts

When conducting the periodic reviews as provided for in Article VII, the Organization may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.

## Annual Certification Statements

- I. Each Interested Person shall annually sign that they have:
  - A. Received a copy of the conflicts of interest policy
  - B. Read and understand the policy
  - C. Agreed to comply with the policy
  - D. Understands the Organization is public charter school entity authorized through a written charter through NRS 388A and in order to maintain its charter must engage primarily in activities, which accomplish its strategic framework, mission, and overall purpose of the school.

I hereby certify that I am an interested party of the organization and affirming with my signature below that I have received a copy of the conflict of interest policy.

DATED this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Signature\_\_\_\_\_

Print Name\_\_\_\_\_, Title\_\_\_\_\_

**References**

Adopted: [3/3/2007], [1/16/2014], 1/15/2009, 1/15/2015, 8/19/2021

Policy Review History: 9/1/2011, 9/1/2014, 9/21/2021, 9/1/2028

Legal Reference: NRS 281A.430

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## Code of Ethics

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### Dealing with Issues

- I. Guiding Principles to Strive For:
  - A. Abide by the legislation, code, policies, regulations, procedures, and practices that govern Nevada State High School.
  - B. Be guided by the strategic framework of the school.
  - C. Practice the highest level of ethical standards of honesty, integrity, and accountability.
  - D. Recognize and respect the personal integrity of members in the school community.
  - E. Openly declare and stay clear from any perceived conflicts of interest.
  - F. Foster a positive atmosphere in which individuals are able to succeed.
  - G. Consider the best interest of students, families, staff, and members of the school community.
  - H. Support decisions of the majority while honoring an individual's right to express opposing views.
  - I. Uphold the confidential nature of school business and never disclose confidential information.
  - J. Use appropriate communication channels when questions or concerns arise.

I hereby certify that I am an interested party of the organization and affirming with my signature below that I have received a copy of the adopted code of ethics policy.

DATED this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Signature \_\_\_\_\_

Print Name \_\_\_\_\_, Title \_\_\_\_\_

**References**

Adopted: 2/25/2016, 8/19/2021

Policy Review History: 9/21/2021, 9/1/2028

Legal Reference: NRS 388A.397

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## **Disputes with Sponsor**

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### **Resolving Disputes with Sponsor**

- I. Guiding Principles to Strive For:
  - A. The sponsor and the charter school shall first submit disputes to the head Director for the sponsor. Thereafter, the Director and charter school shall meet and attempt in good faith to negotiate a resolution of the dispute. In the event there is no resolution informal resolution between the charter school and director, then an appeal may be made to the sponsors board and/or to the State Board of Education for consideration.

### **References**

Adopted: [3/3/2007], 1/15/2009, 1/15/2015, 8/19/2021

Policy Review History: 9/1/2011, 9/1/2014, 9/1/2021, 9/1/2028

Legal Reference: NRS 391.3125

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## Curriculum, Courses, and Textbooks

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### General Curriculum Statement

The curriculum at the Nevada State High School (NSHS) provides students the opportunity to develop and demonstrate knowledge and skills in English, history, government, science, mathematics, arts/humanities, and computer literacy. This college-level curriculum is aligned to state required coursework for 11th and 12th grade high school students and allows students who enroll at the NSHS to finish their coursework and receive a high school diploma.

### College Courses

Nevada State High School uses dual credit college courses and high school courses.

### High School Courses

Nevada State High School uses dual credit college courses and high school courses.

#### I. Introduction to the College Experience (Two-Week Course)

- A. This course exposes students to the culture and expectations of NSHS and assist them in the seamless transition into college. Selected topics include, but are not limited to: writing processes; collaborating and interacting with others; research; data analysis; group presentations; time management; college expectations; organization; critical thinking skills; goal setting; and school policies, rules, and procedures.

- 1. Offered at 0.5 high school elective credit.

#### II. Study Skills

- A. This course develops and refine skills for college preparedness, remedial and proficiency assistance, and academic support based on students' needs. Instructors guide students in becoming independent resourceful learners

- 1. Offered at 0.5 high school elective credit. This course is required every semester, and passing each course or fulfilling an exemption is required to earn a diploma from NSHS.

#### III. Transitions (first and second semester; first year students only)

- A. This course is designed to introduce and expose students to a variety of skills needed for a successful transition into college. These skills are organized into three pillars: personal, academic and social. The course teaches transitioning skills while also developing student's professional habits and exposing them to the school's core values. Passing this course is a requirement for graduation from NSHS.

1. The course is offered as 0.5 high school elective credit. This course is required for all first-year students, and passing each semester is required to earn a diploma from NSHS.

IV. COMPASS (first and second semester; second year students only)

- A. This course is for monitoring and communicating with second-year NSHS students to ensure progress toward high school graduation and college transition. Although COMPASS is not a credit bearing class, participation is required and passing it is a requirement for graduation from NSHS.

1. (i) Not for credit. This course is required for all second-year students, and passing each semester is required to earn a diploma from NSHS.

### **Textbooks**

I. High school classes

- A. All core high school classes will use state approved textbooks.

II. College classes

- A. All college classes will use individual instructor approved textbooks.

### **References**

Adopted: [9/1/2004], 1/15/2009, 1/15/2015, 8/19/2021

Policy Review History: 9/1/2011, 9/1/2014, 9/21/2021, 9/1/2028

Legal Reference: NAC 389.040

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## Internet Safety

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### Internet Safety

#### I. General Information

- A. It is the adopted policy of the Nevada State High School to:
  - 1. Prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications.
  - 2. Prevent unauthorized access and other unlawful online activity.
  - 3. Prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors.

#### II. Access to Inappropriate Material

- A. To the extent practicable, technology protection measures shall be used to block access to inappropriate information via the Internet or other forms of electronic communications.
- B. Specifically, as required by the Children’s Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene and/or child pornography, or to any material deemed harmful to minors.
- C. Subject to staff supervision, technology protection measures shall be disabled upon a request to do so by an adult patron or, in the case of minors, minimized for bona fide research and/or other lawful purposes.

#### III. Inappropriate Network Usage

- A. To the extent practicable, steps shall be taken to promote the safety and security of users of the Nevada State High School online network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.
- B. Specifically, as required by the Children’s Internet Protection Act, prevention of inappropriate network usage includes, but not limited to:

1. Unauthorized access, including so-called 'hacking' and other unlawful activities.
2. Unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

#### IV. Supervision and Monitoring

- A. It shall be the responsibility of all members of the Nevada State High School staff to supervise and/or monitor usage of the online computer network and access to the Internet on NSHS campuses in accordance with this policy and the Children's Internet Protection Act.
- B. Adopting procedures for the disabling and/or modifying of any technology protection measures shall be the sole responsibility of the Nevada State High School Governing Body and/or their designated representatives.

#### V. Training

- A. The school shall provide the training of minors about appropriate online behavior, including interacting with other individuals on social networking sites, cyber bullying, etc.
- B. The school shall annually collect signed acknowledgements from all students regarding appropriate online behavior in the form of the Internet Acceptable Use Policy (AUP) and Student/Parent Handbook Acknowledgement.

### References

Review Responsibility:

Adopted: 1/15/2009, 8/16/2012, 1/15/2015, 8/19/2021

Next Policy Review: 9/1/2014, 9/1/2021, 9/1/2028

Legal Reference: Pub. L. No. 106-554 and 47 USC 254 (h)

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## English Language Learners

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### Vision, Purpose, and Philosophy

Nevada State High School's mission is to provide English Learner (EL) students equitable access to curricular and extracurricular programs through language acquisition support services which will promote progress towards mastery of standards and college and career readiness.

### Desired Outcomes and Expectations

NSHS is a dual-credit program where students' core classes are taught at local colleges with real college professors in real college classes. The high school focuses on supporting students in a college environment. Through the application process, students take a college placement test in English and the college dictates the English class placement level including classes for English Learners (ELs). Student progress is tracked continually each semester with individual student scorecard reports documenting areas of growth toward the school mission of academic, personal responsibility and social connection toward college readiness. When necessary, the school contracts with a highly certified reading and TESL/ELAD endorsed teacher to supplement college instruction and support progress toward passing state exams (ACT) and other school-wide testing. Interventions are logged in the student intervention tracking program.

### References

Adopted: 8/19/2021

Policy Review History: 9/1/2021, 9/1/2028

Legal Reference:

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## English Language Learners

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### Process Criterion

Nevada State High School's English Language (EL) Learner policy was reviewed and input provided by staff, administration, and parents. Nevada State High School utilized federal and state resources to update this plan.

### Definitions, Terms and Acronyms

The terms and associated acronyms throughout the document are as follows:

- Nevada Department of Education – NDE
- State Public Charter School Authority – SPCSA
- Nevada State High School – NSHS
- Clark County School District – CCSD
- English learner –EL
- School Performance Plan – SPP
- Home Language Survey – HLS
- English Language Proficiency Assessment – ELPA
- English Language Acquisition and Development – ELAD
- Teach English as a Second Language – TESL
- World-Class Instructional Design and Assessment – WIDA

### EL Service Delivery Plan and Operation Guide

During the registration process, applicants are given a separate form for the three prompt Home Language Survey.

- I. If the student/parent speaks Spanish, they can select their communication preference to be in Spanish and may be directed to staff who speaks Spanish for additional support.
  - A. NSHS staff must interview students/parents/guardians whose HLSs indicate there is a language other than English spoken at home with the following exceptions:
    1. Students who were previously classified as ELs and were then reclassified as Former ELs in their previous district;
    2. Students who transferred from another district or another WIDA state who did not qualify as ELs on the English proficiency screening test administered in their previous district or state; and
    3. Students who transferred from another district within Nevada or another WIDA state with ACCESS results from the last calendar year.

- II. Once the student is enrolled, NSHS requests all records from their previous school, including ELPA records. If a previous CCSD student selects one or more languages that are other than English and ELPA validation are not received from the school, NSHS will directly contact CCSD for ELPA records.
  - A. CCSD records will indicate that the students never had services, had services at one time with exit date, or are still receiving services.
    1. If students are still receiving services, the school will send home the SPCSA/NDE form letter indicating that the students are receiving services with the required information including, but not limited to the following: Reason for identification and placement, level of English Proficiency, how they were assessed, level of academic achievement, type of language program and instructional method, how the program will meet the students strengths and help them obtain English proficiency to work toward graduation, requirements to exit the program, and how the program will meet IEP (if qualified).
- III. Student progress is tracked continually each semester with individual student scorecard reports documenting areas of growth toward the school mission of academic, personal responsibility and social connection toward college readiness. When necessary, the school contracts with a highly certified reading and TESL/ELAD endorsed teacher to supplement college instruction and support progress toward passing the State Exams and other school-wide testing. Interventions are logged in the student intervention tracking program.
- IV. The school administers the State mandated ELPA assessment annually to current EL students during the State Testing window by a trained licensed teacher who is fluent in oral and written English.
  - A. Once the results are received by the school, the results are sent to parents and staff indicating the outcome and continuation of qualification for services.
  - B. EL and former EL students participate in all school-wide testing.
  - C. If the school were to utilize paraprofessionals, they would be supervised by a highly qualified teacher.
- V. The school monitors students for two years after exiting the program.
- VI. The school will conduct an annual evaluation of the EL program each year by comparing EL and former EL students against non-EL student progress and adjusts program as needed.

### **Interim Proficiency Assessments and Evaluation**

- VII. During the registration process, if the students are not from CCSD or a Nevada school and no records indicate their previous EL status and they select one or more languages on the HLS, they will be given the State mandated screening test for identification and Placement of student within 30 school days; if the student enrolls during the year, the school will give the assessment within two weeks (no parent permission is necessary)

- A. Parents will receive the SPCSA/NDE form letter with results including eligibility and placement.
- B. Evidence is provided that parents may: 1. Decline services, 2. Ask questions, and 3. Obtain assistance in selecting from available programs.
- C. Families are provided resources to improve language skills such as duolingo.com, college resource center, Rosetta Stone, ESL classes or ESL college courses, and others as recommended by the SPCSA and NDE.
  - 1. NSHS will not code the student as EL until the language proficiency screening test is formally administered and results are obtained.

VIII. During the registration process, if a student enrolls with an IEP or is suspected of having a disability (parent informs NSHS staff that student has a disability), then NSHS staff must coordinate with the Special Education staff to complete an EL provisional identification procedure (EL provisional identification procedure consists of a conversational interview consisting of questions of various levels of difficulty, creating an interaction between student and staff so that staff can make an initial determination):

- A. If the student arrives with an IEP:
  - 1. An EL procedure must be completed with appropriate accommodations and the results must be interpreted in consultation with Special Education staff.
- B. If the student is suspected of having a disability but a determination cannot be made prior to completing the EL provisional identification procedure:
  - 1. An EL provisional identification procedure must be completed with any administrative considerations or accommodations that the ELAD/TESL and Special
  - 2. The student must be placed on an academic plan based on the information available at the conclusion of the procedure.
  - 3. NSHS must notify parents/and/or legal guardians of screening results and provisional placement decision.
    - a) NSHS will not code the student as EL until the language proficiency screening test is formally administered and results are obtained. Education staff determine as necessary.

### **Classroom Assessments**

Nevada State High School is a dual-credit program where students' core classes are taught at local colleges with real college professors in real college classes. The high school focuses on supporting students in a college environment. Therefore, Nevada State High School does not provide formal classroom assessments. Student progress is tracked continually each semester with individual student scorecard reports documenting areas of growth toward the school mission of academic, personal responsibility and social connection toward college readiness. When necessary, the school contracts with a highly certified reading and TESL/ELAD endorsed teacher to supplement college instruction and support progress toward passing the State

Exams and other school-wide testing. Interventions are logged in the student intervention tracking program.

## **References**

Adopted: 8/19/2021

Policy Review History: 9/1/2021, 9/1/2028

Legal Reference:

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## Special Education

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### Addressing Special Education

Nevada State High School (NSHS) universally adopted the State Public Charter School Authority's (SPCSA) [guidance manual](#) along with any future updates.

- I. The school's sponsor may recommend policy, guidelines, and safeguards that shall be implemented by the school.
- II. In the absence of such guidance by the school's sponsor, the administration may fulfill the IEP requirement by using a Nevada licensed special education teacher to provide services, including assessments, IEP team meetings, transition planning and any other required services to include, but not be limited to the following.
  - A. Admissions
  - B. Identification
  - C. Special education teacher staffing
  - D. Services to students with disabilities
  - E. Parent and guardian access to student records
  - F. Parent and guardian involvement
  - G. Independent educational evaluation
  - H. Prior notice
  - I. Procedural safeguards notice
  - J. Parental consent
  - K. Due process
  - L. Sharing special education enrollment with sponsor
  - M. Transitioning
  - N. Individualized educational plans

**References**

Adopted: [9/1/2004], 1/15/2009, 1/15/2015, 8/19/2021

Policy Review History: 9/1/2014, 9/21/2021, 9/1/2028

Legal Reference: NRS 388.4354

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## External Credit Options

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### I. General Information

- A. The maximum number of credits from alternative means that may be applied toward high school graduation shall be six (6). Before a student may enroll for high school credit by alternative means, the student must obtain written permission from the high school administrator or designee.

### II. Correspondence Credit

- A. Online/correspondence credit to be applied toward graduation shall consist only of units earned through a recognized correspondence.

### III. Waivers or Hours for Physical Education Credit

- A. NSHS does not award P.E. II waivers, however, students may obtain one through their home zoned school and transfer corresponding records to NSHS for inclusion on the high school transcript.
- B. NSHS may offer P.E. I and II credit through completion of a minimum number of hours of active participation through an approved recreational center or gym. Students must obtain written permission from the high school administrator or designee (counselor) prior to accumulating the hours.

### IV. Performance on Examinations for Credit

- A. Nevada State High School may grant credit to a student who passes an exam for a course at its school or that has been taken from another institution.

### V. Summer College Classes for Credit

- A. A school administrator may offer school reimbursement for summer courses to new and returning students for those things that include, but are not limited to the following: showing extenuating circumstances, being in remediation, and/or looking to take extra classes.

Reimbursement to students shall follow the minimum requirements including, but not limited to the following: earning a passing grade, earning a grade to enroll in a subsequent course, staying actively enrolled with the school through validation day of the subsequent fall semester, and meeting necessary deadlines set by the school. Nothing in this section prohibits a student from taking college classes and assuming responsibility to pay for such classes on their own.

**References**

Adopted: [9/1/2004], 1/15/2009, 1/15/2015, 8/19/2021

Policy Review History: 9/1/2011, 9/1/2014, 9/1/2021, 9/1/2028

Legal Reference: NRS 389.171

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## Grade Promotion and Testing

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### Credits required for promotion

The information below can be used to determine the number of units of credit required for high school grade promotion.

- I. The following units of credit required for grade promotion in high school:
  - A. To be promoted to the eleventh grade, a student must have earned a minimum of eleven units of credit.
  - B. To be promoted to the twelfth grade, a student must have earned a minimum of seventeen units of credit.
- II. Credit deficient student
  - A. A credit deficient student is defined as a pupil who has not earned the minimum number of credits in any given year to qualify as a member of the next higher grade in the following year.
- III. Evaluation of transcripts
  - A. Each school administrator or designee shall evaluate the transcripts of high school students who transfer from other schools to determine grade level eligibility.
- IV. Waive the credit requirement
  - A. Administrators may waive the credit requirement for transfer students to be considered eleventh or twelfth graders only if extenuating circumstances exist and with approval of the head of the network or Board of Trustees.

### General testing statement

The Nevada State High School aligns its schedule of examinations of achievement with the Nevada Department of Education's annually published testing schedule. Alignment shall occur following the release of the Department's testing schedules for both fall and spring each year and in conjunction with the school's calendar.

- I. Nevada State High School agrees to meet the requirements of NRS Chapter 389 and other applicable federal, state, and local laws/regulations.

**References**

Adopted: [9/1/2004], 1/15/2009, 1/15/2015, 8/19/2021

Policy Review History: 9/1/2011, 9/1/2014, 9/1/2021, 9/1/2028

Legal Reference: NAC 389.659, NAC 389.670