

| Department | Title | Description | Audience | Priority | Action | School Level | Week of |
|------------------------------|--|---|--|-----------------------------|----------------|--------------|------------|
| Counseling | SAFE VOICE Cheat Sheet and Feedback | Please see the attached cheat sheet for signing in, accessing, responding and supporting SafeVoice. Please also respond to the Safe Voice survey monkey to enable us to improve our support and gather information. | ["Administrators"," Assistant Principals","Counselors","Deans","Principals","Psychologists"] | 1-Must Read-Action Required | Read | ES | 2019-11-21 |
| English Language Development | ACCESS Assessment Site Test Coordinator Training | The Department of ELD will be hosting two training opportunities for STCs in preparation for the 2020 administration of the ACCESS assessment for ELs. | ["Assistant Principals","Deans","Principals"] | 1-Must Read-Action Required | Read and Share | ES | 2019-11-21 |
| English Language Development | 2019 EL and Former EL Designated Supports Forms | Important information regarding 2019-2020 EL Designated Supports forms. | ["Assistant Principals","Principals"] | 1-Must Read-Action Required | Read | ES | 2019-11-21 |

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| Office of Accountability | 11/20/19 Student and Staff Climate Survey Results | 11-20-19 Staff and Student Climate Responses. We are at 25.1% for the Staff Survey and 39.6% for the Student Survey. Please be sure to get your students into the labs to take the survey and encourage your staff to take the survey. All staff will receive a reminder email from The Office of Accountability on 11/21, 12/3, and 12/18. The survey window will close on 12/19/20. | ["ETS","Administrative Assistants","Assistant Principals","Counselors","Principals"] | 1-Must Read-Action Required | Read and Share | ES | 2019-11-21 |
| Assessment | Assessment News | Assessment News for November 21, 2019 | ["Test Coordinators"] | 1-Must Read-Action Required | Read | ES | 2019-11-21 |
| Transportation | Elementary and Middle School Wednesday Standard Release December 18, 2019 and June 3, 2020 | Wednesday December 18, 2019 and Wednesday June 3, 2020 will be Standard Release days due to the increased testing times for High School Semester Finals. | ["Administrative Assistants","Administrators","Assistant Principals","Principals","Secretaries"] | 2-Must Read | Read | ES | 2019-11-21 |
| Human Resources | License Renewal Information | Effective July 1, 2019 the Commission on Professional Standards (COPS) and the Legislative Council Bureau (LCB) adopted regulatory changes to the requirements for Nevada Department of Education licensure. | ["Administrators"] | 2-Must Read | Read and Share | ES | 2019-11-21 |
| Curriculum & Instruction | WCSD Library Services Year in Review | 2018-2019 Year in Review | ["All Staff"] | 2-Must Read | Read and Share | ES | 2019-11-21 |

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| Curriculum & Instruction | Environmental Protection Agency Awards | Applications are now open for The Presidential Environmental Youth Awards and The Presidential Innovation Award for Environmental Educators (| ["All Staff"] | 2-Must Read | Read | ES | 2019-11-21 |
| Office of School Leadership | Delayed Start and School Closure Procedures | Please see the attached memo and FAQ regarding delayed start and school closure procedures | ["Principals"] | 2-Must Read | Read | ES | 2019-11-21 |
| Student Accounting | AEL Attendance Code | The AEL attendance code is only to be used for student(s) who have been placed in Jan Evans or student(s) who have been placed and approved for Home Hospital. | ["Registrars", "Administrative Assistants", "Administrators", "Assistant Principals", "Attendance Secretaries", "Clerks", "Counselors", "Deans", "Principals", "Secretaries"] | 2-Must Read | Read | ES | 2019-11-21 |
| Office of Accountability | WCSD Student and Staff FAQs | 2019-20 Student and Staff Climate Survey FAQ's. We hope this FAQ sheet will help you with any questions you have about the administration of the Student and Staff Climate Survey. | ["ETS", "Administrative Assistants", "Assistant Principals", "Counselors", "Principals"] | 3-Information | Read | ES | 2019-11-21 |

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| Student Accounting | Religious Observances | Clarification on religious observances. | ["Registrars", "Administrative Assistants", "Administrators", "Assistant Principals", "Attendance Secretaries", "Clerks", "Counselors", "Deans", "Principals", "Secretaries"] | 3-Information | Read | ES | 2019-11-21 |
| Emergency Management | School Drill Information | Drill information for schools. | ["Administrative Assistants", "Assistant Principals", "Deans", "Principals"] | 4-Repeat | Read | ES | 2019-11-21 |
| Office of School Leadership | Anaphylaxis Update | Anaphylaxis and Food Allergies Update | ["Administrators", "Assistant Principals", "Principals"] | 4-Repeat | Read and Share | ES | 2019-11-21 |
| Labor Relations | 19-20 Certified and ESP Discipline Bundles | Reminder regarding the 19-20 Certified and ESP bundles that were emailed to replace 18-20 bundles. | ["Administrators", "Assistant Principals", "Psychologists"] | 4-Repeat | Read | ES | 2019-11-21 |
| Human Resources | 2020 National Distinguished Principals program | Attached is the application and nomination information for the 2020 National Distinguished Principals program. | ["Administrators", "Principals"] | 4-Repeat | Read | ES | 2019-11-21 |

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| Human Resources | Delayed Start, Snow Day and Emergency Closure Procedures 2019-2020 | Please see attached Delayed Start, Snow Day and Emergency Closure Procedures for the 2019-2020 School Year | ["All Staff"] | 4-Repeat | Read and Share | ES | 2019-11-21 |
| Compliance | FAQ for Administrative Procedure 6809-Timeline for Logging Special Education Services | Frequently Asked Question Guidance document for the new Administrative Procedure 6809. Please pass along to teachers and staff | ["Assistant Principals","Principals","Special Education Staff"] | 4-Repeat | Read | ES | 2019-11-21 |
| Counseling | SAFE VOICE Cheat Sheet and Feedback | Please see the attached cheat sheet for signing in, accessing, responding and supporting SafeVoice. Please also respond to the Safe Voice survey monkey to enable us to improve our support and gather information. | ["Administrators","Assistant Principals","Counselors","Deans","Principals","Psychologists"] | 1-Must Read-Action Required | Read | HS | 2019-11-21 |
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