

Student Name_____ Advisory Teacher_____

Grade_____ Year_____



Marce Herz Middle School

13455 Thomas Creek Rd
Reno, NV 89511

Phone: 775-851-5629 Fax: 775-851-5627

Office Hours: 7:00am-3:00pm

School Colors: Black, Silver, Carolina Blue

Mascot: **Falcon**

Class Period/Subject	<i>Period</i>	<i>Room Number</i>
Advisory		
1*		
2*		
3*		
4*		
5*		
6*		
7*		

This Agenda Belongs To

Name:_____

Team:_____

Student ID Number:_____

Hall Pass

Quarter 1

Date	Period	Time In	Time Out	Teacher

Quarter 2

Date	Period	Time In	Time Out	Teacher

Quarter 3

Date	Period	Time In	Time Out	Teacher

Quarter 4

Date	Period	Time In	Time Out	Teacher

Hall Pass

Quarter 1

Date	Period	Time In	Time Out	Teacher

Quarter 2

Date	Period	Time In	Time Out	Teacher

Quarter 3

Date	Period	Time In	Time Out	Teacher

Quarter 4

Date	Period	Time In	Time Out	Teacher

Principal: Kimberly Crowley
Assistant Principal: Travis Carr
Assistant Principal: Caitlin Knobbe
Dean of Students: Jessica Ligon
Counselor 6th grade: Gina Lujan
Counselor 7th grade: Diondra Mieras
Counselor 8th grade: Shelly Gamble
School Secretary: Nicole Maypark
Registrar: Tiffany Klaich
Administrative Secretary: Marisa Cardenas

Head Custodian: Patrick Moorehead
Night Lead Custodian: Michael Salnave
Librarian: Lisa Johnson
Food Service Manager: Andrea Call
Nurse: Sarah McCalden
Clinical Aide: KJ Castro

BUILDING HOURS

The school building is available to students from 7:20 AM to 2:15 PM, Monday through Friday. Only students using the school for a zero-period class shall enter the building prior to the bell ringing. Unless a staff member supervises a student (i.e., after school tutoring, an athletic event, a musical event), the halls are to be cleared by 2:15.

STUDENT DROP OFF AND PARKING

Entry to Marce Herz parking lot from the east will be off Thomas Creek and from the northwest on Crossbow. Two-way traffic will be allowed from both directions. There will be no drop-offs allowed in the two-way portion of traffic. If dropping a student off, it must be done in the marked drop-off zones or in one-way drop off area in front of the school. Parent/Visitor parking is in the lot directly in front of the school during school hours.

All students will be asked to enter the building from the North entry areas (bus lane side) of the building, unless attending a zero-period class. During times of inclement weather, students will be permitted to enter the cafeteria with supervision prior to the morning bell.

All Parents and Visitors must enter the school through the main office and sign in prior to entering the school during school hours.

TRANSPORTATION

Middle school students who live where the shortest walking distance is more than two and a quarter mile to their zoned school will be considered by district transportation. Exceptions include: when hazardous conditions make bus transportation not advisable for the safety of children, if a student moves from their own zoned school by district action, If the student is a special education student with transportation needs documented as a related service.

Riding the bus is a privilege. Disorderly or rude conduct will not be tolerated. Students that receive a citation will receive a 3-day bus suspension on the 1st offense, a 5-day bus suspension on the 2nd offense, and a 10-day bus suspension on the 3rd offense. The 4th offense will result in suspension from the bus for the remainder of the semester and a mandatory meeting with parents, a school administrator, and a representative from transportation. **A BUS SUSPENSION IS NOT A SUSPENSION FROM SCHOOL. IT IS THE PARENT'S RESPONSIBILITY TO GET THE CHILD TO SCHOOL.**

Appropriate behavior is also expected at the bus stop. The buses will load and unload on the east side of the school. When the bell rings, students are to enter the building through their assigned doors.

Students wishing to ride the bus with another student or wishing to get off at another stop other than their own must have a WCSD Bus Permission Form available from the office. These forms must be picked up in advance and completed no later than noon of the day the student requests to ride a different bus.

A student who damages the bus (i.e., broken window, writes on or cuts a bus seat) will be billed. The bill must be paid before a student is allowed back on the bus. A student may lose bus privileges for the rest of the year.

When transportation of a student by the district is required and bus routes are not practical or economical, reimbursement to the student's parent/guardian shall be made available in lieu of transportation. Such reimbursement shall be at the current mileage rate established by the Internal Revenue Service. However, in accordance with state law, reimbursement shall not exceed 10 dollars per day. All mileage will be verified by an officially calibrated District Odometer.

PERSONAL TRANSPORTATION (BICYCLES, SCOOTERS, SKATEBOARDS):

Personal transportation needs to be parked in the bike racks that are provided on the northwest side of the building. All bicycles, scooters, and skateboards should be locked during the day. Take precautions; the school is not responsible for damage or theft which may occur. U-bolt locks as opposed to chain locks are strongly encouraged.

Due to safety concerns, Washoe County School District does not allow skateboards, rollerblades, or scooters on school property; however, Marce Herz understands skateboards and scooters are a form of transportation for middle school students. Therefore, all students must respect the rules and WALK all personal transportation on and off campus. Failure to comply with these rules will result in loss of privilege.

TECHNOLOGY – RESPONSIBLE USE AND INTERNET SAFETY

The District's procedures related to Responsible Use and Internet Safety is designed to prevent unauthorized access and other unlawful activities by users online, prevents unauthorized disclosure of or access to sensitive information, and complies with the Children's Internet Protection Act ("CIPA"). The District will use technology protection measures to block or filter, to a practical extent, access to any material which the District, in its sole discretion, believes to be unlawful, obscene, pornographic, and/or harmful to minors over the network. The District reserves the right to monitor users' online activities and to access, review, copy, and store or delete any electronic communication or files and disclose them to others as it deems necessary. Educators may use the Internet during class directed group demonstrations with or without parental consent. Users should have no expectation of privacy regarding their use of District property, network and/or Internet access or files, including email.

RESPONSIBLE USE

1. All users of District technology and digital media shall act safely, responsibly, and ethically at all times.
2. Through Administrative Regulation 7211, the District seeks to emphasize the educational and collaborative value of technology, and outline the expectations and responsibilities of anyone using the District's technology resources.
3. Staff, students, volunteers, and all other users shall be responsible for complying with the provisions of this document, as well as all other policies, regulations and rules of the District, when gaining access to the District's network, including the District's Guest Wireless Network. This includes the use of personal devices on District property or at a District-sponsored activity.
4. Individuals accessing District technologies should:
 - a. report to staff any inappropriate use of the Internet or any destruction of District property; and
 - b. Protect one's own password and ensure others do not access their accounts. This includes regularly changing one's password.

STUDENT EMAIL

1. All student e-mail accounts provided to students by the District are, without limitation, the property of the District. E-mail and all other network activities must comply with all District policies, regulations and procedures, to include the Administrative Regulation 7511, Responsible Use and Internet Safety, as well as all applicable state and federal laws and regulations.
2. The District provides students access to Microsoft's Office 365 environment (Office 365). Office 365 includes software and web-based programs providing e-mail, word processing, spreadsheet and presentation development, conferencing, calendaring, storage, and collaboration tools for District students and staff. Office 365 utilizes the washoeschools.net and washoeschools.org domains which are owned by the District and are intended for educational use only.
3. Each student will be assigned an official District e-mail account upon their enrollment. That account will remain the same and retain the same username throughout his/her career in the District. A District assigned student e-mail account is an official means of communication for District staff with students. Students with internal only access will only be able to send e-mails to, or receive e-mails from, another individual with an @washoeschools.net or @washoeschools.org e-mail address. Such students will not be able to communicate with anyone outside the District using this email address. Administrative Regulation 5007. Parent/guardian consent shall not be required for a student to receive an internal email address.
4. When granted external access, a student will be able to send e-mails to, or receive e-mails from, an individual within the District and/or an individual outside of the District using this email address. For external access, parental/guardian consent will be active. The parent/guardian must affirmatively consent to the student's external access before he/she will receive access. Schools opting to provide external email access to students must seek active consent from parents/guardians for all students attending school. (See Administrative Form 5008, Student External Email Permission Form) The Office of Information Technology will enable external email access for that school upon receipt of a list of students who have not obtained active parent/guardian consent for access to an external email account.
5. Student access through e-mail will be monitored and adjusted based on academic needs at schools.

6. Office 365 is available at school and at home via an Internet connection. Although e-mail from known inappropriate sites shall be blocked by the District, there is a possibility that students may be exposed to inappropriate content, particularly if a student intentionally misuses his/her e-mail account. Student use of Office 365 shall be in accordance with the District's Responsible Use regulation. The District may monitor student use of the District's network and technology, including Office 365. This includes student use of the District's Office 365 platform when students are not at school. Parents/guardians are responsible for monitoring their child's use of Office 365 when gaining access from home. Students are responsible for their own behavior at all times. Administrative Regulation 5007

Additional details and information regarding student online security within the Office 365 environment can be found at: <http://trust.office365.com>. Teachers and site administrators will determine how electronic forms of communication and collaboration (e.g. e-mail, sharing of documents and other content, etc.) will be used in their schools and classrooms. District e-mail communications and collaborative tools should be used solely to meet the academic and administrative needs of the District and are not intended or issued for personal use.

7. Electronic mail and all other electronic communications sent or received through the District e-mail system, or through any Office 365 or District provided communication/collaboration tool, should not be considered confidential. Although the District does not make a practice of monitoring individual students' electronic mail, the District reserves the right to filter and retrieve the contents of user mailboxes for legitimate reasons, such as finding lost messages, conducting internal investigations, investigating cyberbullying or suspected cyberbullying incidents, when there is reason to believe that violations of the law or of District policies have taken place; or to assure consistency and reliability of service and recover from system failure.

System administrators may create and use filters to scan for and block or eliminate viruses and malware and/or e-mails that do not abide by state and federal laws and regulations, to include the Children's Internet Protection Act (CIPA), and District policies and regulations (e.g. "spam" communications, obscene e-mail, attempts by adults to lure students into dangerous situations, and any other items that could pose a threat to individuals or the electronic systems of the District). Students should take care to send messages only to the intended recipient(s). Particular caution should be taken by all users when using the "Reply" vs. "Reply All" command during e-mail correspondence. The District will comply with access requests from local, state, or federal law enforcement agencies when presented with a warrant.

8. All students will have access to an official District e-mail address. This will be the only formal e-mail address for all communication between students and staff of the District. **THIS IS THE ONLY AUTHORIZED E-MAIL ADDRESS FOR STUDENTS.** Accounts from third party providers, to include, but not limited to, Gmail, Outlook.com, or Zoho, are not allowed and should not be issued by schools or teachers and should not be used to communicate with students. Administrative Regulation 5007 Student E-Mail Page 4

9. All District students are responsible to become familiar with the contents of this regulation and the companion Responsible Use regulation, and any other applicable policies, regulations or rules of the District or school. Infractions will be addressed in accordance with Board Policy 5100, Student Behavior, and the Student Behavior Matrix.

- i) The student e-mail account may be suspended or removed from the system as a result of these actions. Failure to comply with the procedures may lead to serious consequences, up to and including legal action depending on the seriousness of the matter.
- ii) The District may deny or revoke access to its electronic mail services and may inspect, monitor, or disclose electronic mail to appropriate authorities when required by, and consistent with local, state, and/or federal law.
- iii) Access to the student e-mail account will be removed from the system after graduation, or upon withdrawing from the District.
- iv) Individual users assume full responsibility and accountability for their actions and mailbox when using District systems. The use of these systems by individuals at the District assumes and implies compliance with this procedure, without exception, and every user of the e-mail system has a duty to ensure they practice appropriate and proper use and must understand their responsibilities in this regard.

E-mail account support will be handled by the Office of Information Technology during regular school and business hours. The Office of Information Technology cannot provide support for personal devices. This includes connecting to the wireless, troubleshooting access or application issues on an individual's personal device, or e-mail/calendar syncing issues.

10. Retention. Student emails will be retained and/or destroyed in accordance with the District's document retention schedules. The District is not liable for any loss or damage to an individual's personal device based on his/her decision to use it on District property. This includes physical damage or loss as well as any problems caused by malware which may be encountered during normal use. The safety and security of the user account is the responsibility of the user.

PROHIBITED USES

The District emphasizes responsible use of technology for educational and administrative functions. Prohibited uses of technology include, but are not limited to:

- a. any activity that is illegal under local, state, federal, or international law and/or prohibited under District policies and regulations;
- b. using a WCSD technology resource to actively engage in procuring or transmitting material that is in violation of District policies and regulations and/or applicable state and federal laws and regulations, to include those related to bullying, cyber-bullying, harassment, discrimination or hostile work environment;
- c. transmission of any communication where the meaning of the message or its transmission or distribution would violate any federal or state law, the acceptable use policies of public access networks, or District policies, administrative regulations and procedures;
- d. connecting non-District devices or equipment to the District's wide-area network, or to local-area networks connected to the wide-area network without prior written authorization from the Chief Information Officer;
- e. any activity designed to or resulting in the introduction of malicious programs to District technology resources;
- f. port scanning or security scanning, without written permission from the Office of Information Technology;
- g. all forms of network monitoring which will intercept data not intended for the employee or student.

Student Email Regulation 5077

https://www.wcsdpolicy.net/pdf_files/administrative_regulations/5007-Reg-Student_Email-v2.pdf

Internet safety Regulation 7211

https://www.wcsdpolicy.net/pdf_files/administrative_regulations/7211-Reg-RUA_Internet_Safety-v4.pdf

SCHOOL ISSUED LAPTOPS AND STUDENT EXPECTATIONS

1. Student Laptops are kept in classrooms to which that laptop is assigned.
2. Students will only use school laptops when teachers indicate to do so.
3. Students will only use their assigned laptop in each classroom.
4. Students will return issued laptop to proper location and plug in at the end of each class period.

For additional information Refer to Parent/Student Laptop use and agreement handbook on the WCSD website.

PERSONAL ELECTRONIC DEVICES

WCSD is proud to be a 21st Century District, and to promote responsible and thoughtful use of personal electronic devices to support student achievement. Electronic devices can be disruptive and interfere with student learning, including the learning of those that are not in possession of such devices.

Marce Herz is an "away for the day" school. Student personal electronic devices should not be used from 7:30-2:00 pm daily on campus. If devices are brought to school, they must be turned off and put away during these hours. Teachers and administrators reserve the right to confiscate a student's electronic device if it is in violation of the away for the day policy.

The first time a student's personal electronic device appears to be a disturbance to the educational environment, it will be taken away and taken to the office where it will be secured and returned to the student at the end of the school day. The parent/guardian will need to come to the school to collect their child's personal electronic device any subsequent times the device is confiscated. The third and additional offenses will be considered insubordination or disregard for school rules and additional school determined consequences will apply.

https://www.wcsdpolicy.net/pdf_files/5810%20Reg%20-%20Cell%20Phones%20v1.pdf

STUDENT ID'S

Students are always required to have their student ID in their possession while on schoolgrounds. ID's are used as students enter and exit each classroom, and the school building. ID's are also required to receive lunch in the cafeteria, as well as to checkout library books, use the computers in the library, and check out play equipment during lunch. Student ID's are also required for students who use district transportation. If a student loses their school issued ID, another can be obtained from the school office for an additional fee.

CONDUCT / BEHAVIOR

The District believes that every student has the right to learn in a respectful, safe, and inviting learning environment and that every teacher has the right to teach in an environment that is free from distractions and disruptions that impede learning. A positive school climate that holds high expectations for student behavior and growth will result in the academic, social, and emotional growth of all students.

DRESS CODE

Administrative Regulation 5102, Student Dress Code, establishes the student dress code in the schools of the Washoe County School District ("District" or "WCSD") with the intent of providing a safe and healthy learning environment for all students in which the focus is on learning; and to provide students with a clear understanding of the District's expectations with regard to dress.

1. The primary responsibility for dress rests with students and their families (parent/guardian).
2. The District reserves the right to establish and enforce a student dress code with expectations and limitations for students that address what clothing may be worn and how students may wear that clothing. This authority permits school officials to enforce student dress requirements, and request that students change their attire to conform to the District's dress code.
3. The requirements of the dress code are not intended to silence expressive conduct, but instead, constitute an attempt to maintain a productive, safe, learning environment.
4. General Provisions
 - a. The school principal or designated administrator retains the authority and discretion to determine if a student's clothing meets with the provisions of this regulation.
 - b. Exceptions to the dress code shall be considered by the school principal for religious or medical reasons, or for designated free dress days such as spirit days.
 - c. The student dress code shall be in effect on District property, to include on District transportation, when school is in session, and when representing a school or the District as a participant at a District-sanctioned activity.
 - i. With the approval of the principal or designee, school teams/organizations or departments which sponsor off-campus activities may adopt special rules regarding dress and grooming to be followed when the group represents the school.

5. Dress Code

- a. The dress or grooming of students must not present potential health or safety problems. Clothing should fit so that it does not create a health or safety issue.
- b. Clothing shall not contain unprotected speech including, but not limited to: obscene, vulgar, or profane language or illustrations; and, nothing that promotes an illegal activity, including underage drinking, illegal drug use (to include marijuana), domestic abuse, gang membership, battery, assault, or any other civil or criminal conduct which would violate state or federal law.
- c. Clothing must cover the body from the chest/breasts to below the buttocks. This includes all private/intimate parts of the body, to include the midriff.
 - i. Shirts that expose the shoulders, tank tops, and thin or "spaghetti" straps that adhere to the other provisions of this dress code are allowed.
 - ii. Undergarments shall not be intentionally exposed (e.g., bras, boxer shorts).
 - iii. Shorts, skirts, skorts, and dresses must be an appropriate length, extending below the buttocks.
 - iv. Pants/bottoms with rips, tears, or mesh are acceptable but shall not reveal or expose a private/intimate part of the body nor cause a safety concern (e.g., a tripping hazard because the hem of the pant leg drags on the floor).
 - v. Nylons/panty hose/tights may be worn as an undergarment under clothing but not alone as pants/bottoms.
 - vi. Leggings, to include yoga pants, are acceptable to wear as pants.
- d. Allowable head coverings are those which are worn for medical or religious (e.g. hijab, yarmulke, turban) reasons. Head coverings which are neither religious nor medical in nature are not permitted to be worn inside a school building during school hours (e.g., sweatshirt hoods, ball caps, cowboy hats).
- e. Sunglasses may not be worn inside the building during school hours except for medical reasons, to include prescription transition lenses.
- f. Proper footwear must be worn at all times and shall not pose a potential health or safety problem. Slippers and similar soft soled shoes are prohibited. For safety reasons, students are encouraged to wear shoes with a strap around the back of the foot.
- g. Unless an exception has been provided by the school administrator (i.e. for spirit days, etc.), wearing pajamas, lounge wear, bath robes, or blankets is prohibited.
- h. The District's dress code does not extend to hair style or hair color.
- i. Jewelry and accessories with extended spikes or studs or which are of sufficient weight or length as to risk injury to the wearer or another are prohibited.
- j. Gang attire and accessories. In accordance with state law, items that have been identified as gang-related are prohibited. WCSD school police, in conjunction with local law enforcement and other agencies, shall determine current prohibitions related to gang appearance, dress, accessories, and activities and shall inform school administrators as needed. Prohibited items may include but are not limited to: altered insignias or graffiti; jewelry or belt buckles symbolizing any gangs; and Graffiti in or on personal belongings symbolizing any identified gang activity.
- k. Students are permitted to wear coats, jackets, zippered sweatshirts, and other outerwear.

6. Nothing in this administrative regulation shall be construed to restrict or ban a student's wearing of religious clothing and/or accessories, with the exception of unprotected speech (see Definitions).
Parents having religious-based concerns regarding the dress code or the site-based uniform policy are encouraged to discuss them with the principal. Any appeals of the principal's decision shall follow the District's public complaint process.
7. Violations: A student who is found to be in violation of the school dress code may face consequences based on the District Behavior Matrix. Potential consequences include, but are not limited to:
 - i. First offense – A parent/guardian shall be notified; and the student must change clothing.
 - ii. Second offense – A parent/guardian shall be notified; and the student must change clothing and may receive a loss of privilege.
 - iii. Third offense – A parent/guardian shall be notified; and the student must change clothing, may receive a loss of privilege, and may receive focused detention/school beautification. b. In all cases, a parent/guardian and student shall be informed of the consequences of subsequent violations.
8. As used in this regulation, the term unprotected speech may include, but is not necessarily limited to, the following: obscenity, fighting words, defamation (includes libel, slander), child pornography, perjury, blackmail, incitement to imminent lawless action, true threats, solicitations to commit crimes, and speech which is vulgar or profane. Unprotected speech may also include any article of apparel, or publication that displays obscene words, pictures, or designs; speech which has a message that is pro-alcohol, tobacco and/or controlled or illegal substances; publications, clothing, or items that symbolize gang-related behavior; speech that does not comply with the District's policies and regulations, interferes with the educational process and/or poses a threat to the safety of students or other individuals.

https://www.wcsdpolicy.net/pdf_files/administrative_regulations/5102_Reg-Dress_Code-v1.1.pdf

SAFE AND RESPECTFUL LEARNING ENVIRONMENT

PROHIBITED CONDUCT

The District may take disciplinary action on criminal offenses which occur on properties of the District or at activities sponsored by the District. Such offenses include but are not limited to: Possession and/or consumption/use of alcohol and/or narcotics, assault, battery, destruction of property, profanity, and weapons. An incident which constitutes the commission of a criminal act shall be reported to the Washoe County School District's School Police Department.

Activities and behaviors which disrupt and interfere with the educational process or with the rights of other members of the educational community may lead to disciplinary action but are not necessarily criminal in nature. These offenses include, but are not limited to: bullying, disruptive conduct, inappropriate dress and appearance, misconduct on school vehicles, plagiarism and cheating, truancy, gang activity, and possession and/or use of tobacco.

SEARCHES OF STUDENTS

In order to fulfill its primary educational function, schools must maintain discipline and order and provide students with physical safety and security. To provide an orderly and safe learning environment, the school must control the behavior of students and prevent the introduction by students of harmful, damaging, unlawful, or deleterious items onto the school premises.

School officials and teachers act in loco parentis to students during the time students are under their supervision. The law, therefore, permits school authorities to search students, their personal possessions, and their desks and lockers under appropriate circumstances. 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:

STUDENT RESPONSIBILITIES

Students shall not carry, conceal or bring onto the school premises any material that is prohibited by law or published school District rules, procedures or policies or any material that will detract from the maintenance of a calm, orderly, and safe school environment.

SEARCHES

An administrator, or school employee designated by the principal, may search the person of a student, the personal effects in the student's possession, or the student's automobile parked on school grounds, under any of the following circumstances:

1. The search is made in connection with a lawful arrest;
2. The search is made with the voluntary consent of the student; and
3. The search is conducted on the reasonable suspicion that the student has engaged in an activity which violates a law or published District rule, procedure or policy; or that the student is carrying, concealing, or sequestering material the possession of which is prohibited by law or by published District rule, procedure, or policy.

If the search is made with the consent of the student, there should be a witness to the obtaining of the consent and to the search.

The administrator, or other designated school employee making the search shall, when feasible, be of the same sex as the student searched, unless the need for an immediate search requires a search by an administrator or school employee of the other sex. When the search is made by someone of a different sex than the student searched, there shall be a witness to the search.

The search of a desk or locker assigned to a student may be done at any time pursuant to either of the following rules:

1. The search is made to maintain discipline and protect the students from the introduction into the school of offensive or undesirable materials, or
2. The search is made on the reasonable suspicion that the student has engaged in an activity which violates a law or a published District rule, procedure or policy, or that the student is using the school property in the form of a locker or desk for illegal or wrongful purposes or to sequester material the possession of which is prohibited by law or by published District rule, procedure or policy.

REASONABLE SUSPICION

In those cases requiring a reasonable suspicion as the basis for the search, the school official or employee authorizing the search shall have a reasonable suspicion that the fruits or implements of a crime or unlawful act will be found, or that a weapon or other material the possession of which is prohibited by law or by District rules, procedures or policies will be found. A reasonable suspicion is a subjective, good faith belief supported by objective facts which may include, but are not limited to, the student's age, history and record in the school, the reliability of the information giving rise to the suspicion and the seriousness and prevalence of the problem in the school. The required "reasonable suspicion" must be based on facts relating to a particular student whose person, belongings, automobile, desk, or locker is to be searched and such suspicion must arise immediately prior to the proposed search.

NO EXPECTATION OF PRIVACY: LOCKERS AND DESKS

The student does not have the exclusive right to possession of the locker or desk to which he or she is assigned, and the school reserves the right to conduct searches of lockers and desks. Each student shall accept and use the assigned locker or desk on such basis. Students shall only use his/her assigned locker and desk and may not place his/her belongings or other personal property in an unassigned student's locker or desk.

CANINE SNIFFS

The District may conduct random canine sniffs of school hallways, lockers, 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 specially trained to detect illegal or prohibited substances, weapons, or bombs. If a teacher, administrator, other school official, employee, school police, or security personnel, have a reasonable suspicion to believe that an individual may have in his/her/their possession a weapon or a controlled substance or material which is prohibited by law or District rules, procedures and policies, the district may conduct canine sniffs of such individual's vehicle(s) and/or personal effects.

ROLE OF LAW ENFORCEMENT AGENCIES

School personnel should call for assistance from the School Police Department when there is reason to believe the situation is dangerous. If a search by school personnel results in the discovery of materials the possession of which is prohibited by law, the District's School Police Department shall be notified and the materials shall be turned over to them.

BULLYING, HARASSMENT/SEXUAL HARASSMENT

The Washoe County School District (District) is committed to providing an environment in which persons of differing beliefs, characteristics and backgrounds can realize their full academic and personal potential; The belief that all persons are entitled to maintain their own beliefs and to respectfully disagree without resorting to or being subjected to bullying and Ensuring that all students, administrators, faculty, and other District employees demonstrate appropriate behavior by treating other persons, including students, with civility and respect and by refusing to tolerate bullying. All District/school properties shall be maintained as safe and respectful learning environments, and no form of bullying will be tolerated. Parents, educators and members of the public share the goal of making school experiences rewarding for students, it is in the best interest of all parties to resolve school-related concerns as quickly and effectively as possible. Anyone with concerns of potential bullying is encouraged to report potential incidents to school administration and/or school police immediately to ensure incidents are investigated and harmful behavior is stopped. Reports of student discrimination based on race, national origin, disability, sex, or religion may also be filed with the U.S. Department of Education's Office for Civil Rights. The best solutions are those that involve input from those closest to the concern; typically, the parent and/or guardian, teacher and administrator.

https://www.wcsdpolicy.net/pdf_files/board_policy/5700_Policy-SRLE-v6_FINAL.pdf

Harassment and sexual harassment exist when the conduct:

- has the purpose or effect of creating an intimidating, hostile or offensive school environment;
- makes a student feel uncomfortable, humiliated, or embarrassed, or

- has the purpose or effect of substantially or unreasonably interfering with a student's educational development or performance; or:
- otherwise adversely affects a student's educational opportunities. Examples of harassment/bullying include but are not limited to behaviors that ridicule, degrade, or harass a person because of his/her actual or perceived race, color, national origin, age, sex (including non-conformity to gender stereotypes), sexual orientation, disability, and or religious preference such as:
 - a. unwelcome comments; ethnic, racial or anti-gay slurs and jokes; threats;
 - b. cartoons, graffiti, posters, visuals, etc., with offensive connotations, though nothing in this regulation shall be interpreted to prohibit use of such materials for genuine academic, educational or instructional purposes.
 - c. sabotage, criticism, etc.; and/or
 - d. hitting; intentionally blocking the path of: body, hand, or facial gestures or contact.
 - e. Sexual gestures, verbal abuse, sexually-oriented jokes, innuendos or obscenities, displaying sexually suggestive objects, pictures, cartoons, or posters.

Retaliation of any form is not tolerated and will carry severe consequences. Forms of prohibited retaliation include but are not limited to adverse educational or employment actions, threats, bribes, unfair treatment or grades, continued harassment, ridicule, pranks, taunting, bullying, malicious spreading of rumors, dissemination of false information, and organized ostracism regarding the student's actual or perceived race, color, national original, age, sex (including non-conformity to gender stereotypes), sexual orientation, disability and/ or religious preference.

CONSEQUENCES

Consequences for prohibited behaviors shall follow the District's and individual school's sequential and progressive discipline plan and behavioral matrix. The belief in pro-social behavior is an integral part of academic success and students will participate in restorative practices to promote non-violent, cooperative means of conflict resolution. Students will still be held accountable through the behavioral matrix established by the WUSD, and this is individualized based on the infraction. Questions related to specific consequences should be directed to the school principal.

https://www.wcsdpolicy.net/pdf_files/board_policy/5100_Policy-Student_Behavior-v7_Final.pdf

GENDER IDENTITY

The District is committed to addressing the health and safety needs of all students, including those needs related to a student's actual or perceived gender identity. A safe and respectful environment is necessary for students to have equal access to all school programs and activities and is integral to student success. The District acknowledges its role in providing student with an understanding, appreciation of, and respect for the differences of others. If a student has demonstrated a consistent, insistent, and persistent gender presentation over a period of time, school staff and volunteers shall not question whether that student's asserted gender identity is genuinely held.

DISCRIMINATION, HARASSMENT AND BULLYING COMPLAINTS

Concerns and/or complaints should be brought to the attention of the school principal immediately.

The District provides several reporting mechanisms to include:

- i. Online at: www.wcsdbullying.com
- ii. By phone via Secret Witness at: 775-329-6666
- iii. Written or verbal to the school principal or other staff member b.

A formal complaint of discrimination, harassment, intimidation or bullying based upon a student's transgender or gender non-conforming status, or a student's sex, gender, sexual orientation or gender identity may be brought under Board Policy 9200, Harassment and Discrimination Prohibited, Board Policy 5700, Safe and Respectful Learning Environment, the associated administrative regulations and the procedures set forth therein. Incidents and/ or allegations shall be given immediate attention which include, but are not limited to, the following: i. Intervening immediately to stop the discrimination, harassment, bullying and/or violent behavior; ii. Investigating the incident; iii. Determining and enforcing corrective actions, as appropriate; iv. Monitoring to ensure the behavior does not persist.

c. The intentional or persistent refusal to respect a student's gender identity, such as by referring to the student by a name or pronoun that does not correspond to the student's gender identity, may be considered a violation of Board Policy 9200, Harassment and Discrimination Prohibited, as well as this administrative regulation.

https://www.wcsdpolicy.net/pdf_files/administrative_regulations/5161_Reg-Gender_Identify-v2.pdf

ACADEMICS

The District seeks to prepare all students for a highly-skilled career and/or college readiness through a unified approach to managing instructional programs, initiatives, and academic projects; and developing and implementing curricula, assessment, and instructional resources.

ACADEMIC HONESTY AND INTEGRITY

“CODE OF HONOR” – NEVADA DEPARTMENT OF EDUCATION

In accordance with state law, the Nevada Department of Education has prescribed a form for an educational involvement accord to be used by all public schools in Nevada. The District is required to distribute the accord to all Washoe County public school students in order to make students and families aware of Nevada’s policy regarding academic honesty and integrity.

The Nevada Department of Education’s “Code of Honor” policy defines cheating on examinations and coursework.

With the addition of the Code of Honor policy, it is important to communicate expectations for our students, parents/guardians and District staff. Likewise, it is equally important to keep in mind age-appropriate expectations relating to this policy. As educators and parents, we will work together to introduce and promote good work habits in all of our students, including our youngest. If you have any questions, please do not hesitate to contact your child’s teacher or any of your school’s staff.

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 it always involves the improper taking of information from and/or giving of information to another student, individual, or other source. Cheating will result in academic consequences for the violation.

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; and
- 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; and
- Helping others plagiarize by giving them your work.

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

Questions or concerns regarding the consequences associated with a violation of the Code of Honor may be directed to your child’s school administration and/or the District.

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

https://www.wcsdpolicy.net/pdf_files/6642%20AP%20-%20Plagiarism%20and%20Cheating%20v3.pdf

Consequences of plagiarism or cheating: Students who engage in plagiarism or cheating are subject to punishment, which can include but are not limited to:

- a. No credit for the assignment or test in which plagiarism or cheating occurred;
- b. Lowering of citizenship grade.
- c. Completion of alternative assignment with partial or no credit.

HOMEWORK

Homework plays an important role in the learning process. Conventional purposes for homework are practice, preparation, check for understanding, and development of work habits. Homework is one of many learning activities to engage students. Homework should: extend learning and/or provide practice in applying concepts initially presented in the classroom; provide opportunities for independent work; strengthen concept and skill development; and provide opportunities for enrichment.

See Board Policy 6154 and Administrative https://www.wcsdpolicy.net/pdf_files/board_policy/6154_Policy-Homework-v3.pdf

ATTENDANCE

ATTENDANCE MANDATE:

- NRS 392.122 establishes that minimum attendance is required for promotion to the next grade.
- The Board of Trustees established WCSD Board Policy 5400 according to federal guidance that states students must not be absent 10% or more of school days or they will be considered chronically absent and are at risk of retention or failure of the course.
- Chronically absent students include students who are absent for any reason (e.g., illness, doctor's appointments, suspension, the need to care for a family member), regardless of whether absences are excused or unexcused.
- If a student is at risk to become a habitual truant or is chronically absent, counselors, teachers, and administrators should work cooperatively with the Board Policy 5400 Student Attendance Page 2 student and parent(s)/guardian(s) through the Multi-Tiered System of Support (MTSS) process to attempt to resolve the situation so that the school can continue to work towards the academic, social, and emotional growth of the student.

https://www.wcsdpolicy.net/pdf_files/board_policy/5400_Policy-Student_Attendance_v5_Final.pdf

MIDDLE SCHOOL STUDENTS – NO MORE THAN 17 DAYS ABSENT PER CLASS PER SCHOOL YEAR.

- Washoe County School District students will be classified each day as “present” or “absent.” The reason for each absence will no longer be considered; if a student is absent, they will be listed as “absent from school.”
- All students should make up any missed work resulting from an absence to keep up with their classes. However, make-up work will not remove the absence from their records.

MAKE-UP WORK:

- Teachers can still provide make-up work (Instruction Related Activities or Concepts Missed) for students who miss school.
- Students will have the number of days absent plus one to make up missing work beginning on the day the teacher provides the missed assignments to the student.
- Once the teacher has input that the Instruction Related Activities or Concepts have been returned/grasped and are complete, the Instruction Related Activities Tracker will change the attendance code to reflect that the work has been made up. These absences will remain on the student's record.
- The change consists of two codes, **Instruction Related Activities or Concepts Missed (IRA)** and **Instruction Related Activities or Concepts Missed in Excess of 10 Days (MET)**
- Both codes will count against the student's possible retention or failure as well as toward chronic absenteeism.
- However, principals may review these entries and may take them into consideration when determining retention or failure.
 - o Attendance appeals are available at both the high school and middle school level for extenuating circumstances and are at the discretion and approval of the principal.
 - o NRS states that a principal and teacher have the final decision on whether a student should be retained. Make-up work can be considered in the final decision-making process.

ATTENDANCE PROCEDURES

- Families must call the school each day their student(s) is absent to acknowledge their absence and ensure their safety.
- Families must provide a verbal or written excuse explaining the reason for the absence prior to, during, or within three days after an absence.
- **All absences will count against the student's chronic absenteeism.**
- Students have the opportunity to complete make up work from the absence; however, the absence will still count towards chronic absenteeism and possible retention or failure.
- If the student is absent due to illness and is seen by a health care professional, families must provide a note from the health care professional to the school. If a note is provided, this absence will not count against the student's chronic absenteeism.
- If a student is going to be absent for 3 or more days, families must provide a note to school two days prior to their absence. This absence will count against the student's chronic absenteeism.
- Families are encouraged to notify their school of any changes to their contact information, including phone numbers, email address, home address, and emergency contact information.

TARDY POLICY

Being on time is an essential life skill in order to be successful in work, school and life in general. Please note: Being on time pertains to ALL classes- Advisory, Electives and Core Classes.

Tardy Progressive Discipline Plan (tardy is not being in the classroom when the bell rings)

Excessive tardies could result in the following consequences: Phone call home, referral to school administration, and all information inputted into Infinite Campus as a Major (Habitual Tardy). Administration calls home as well, administration has a conference with student and the appropriate consequences issued- lunch detention, lunch cleanup, in-school suspension and/or after-school detention(s)/community service. The consequences get more severe if the student(s) continue to be tardy. Administration will update Infinite Campus Major (Habitual Tardy) with appropriate actions that were taken.

*At the end of the semester, all students will start fresh with zero tardies.

RELEASE OF STUDENTS DURING SCHOOL HOURS

Students are not to be released from school at the request of any person other than the parent(s) or guardian(s) with whom they are living as shown on the enrollment card, with the exception of law enforcement officers. Parents must present a valid photo ID prior to checking a student out.

https://www.wcsdpolicy.net/pdf_files/5146%20Reg%20-%20Release%20of%20Students.pdf

SNOW DAYS/DELAYED STARTS

Delayed start days will be announced on local radio and TV stations starting at 6:00 a.m. The public will be advised that schools will open and classes will begin two hours later than usual. Bus students will be picked up one hour later than usual. Snow closure days will be announced the same as delayed start except the message will be that school is closed. **Please do not call the school.** If you have access to a computer, sign on to the district website at www.washoeschools.net and look under urgent news. Also, parents may check for delayed start or snow closure information by calling the parent line 775/334-8373.

WITHDRAWAL

If a student is moving to another school, the parent must fill out a withdrawal form two days prior to the withdrawal. The student will ask all of his/her teachers to sign the form with the current grade earned in the class and return the form to the office. Please return your transfer paperwork to the office before leaving school on the second day. If a student does not attend school for ten consecutive days and the whereabouts of the student is unknown, the student can be withdrawn the day immediately after the 10th consecutive day. If a student does not attend school for 20 consecutive days, even if the reason is noted, the student will be withdrawn on the 21st day.

DISTRICT LIABILITY

Please be aware that the district is not an agent for any student and IS NOT responsible for any loss, theft, or damage to any such items whether in the student's possession or stored or left on campus or other school property. All students are responsible for any instruments, books, equipment, or other items that they have in campus, whether they are owned by the student or have been entrusted to the student by the school district or others.

LUNCH GUIDELINES

All students must purchase a student ID card. Students may be asked to show their ID card when using the Marce Herz cafeteria.

- Students are not allowed in the halls during lunch without a pass.
- Cutting in the lunch lines, saving places in line, or buying food for friends is not allowed.
- Keep your lunch pin number confidential.
- Marce Herz has a closed campus. Students may not leave the campus for lunch.
- Food served from the lunchroom is not allowed in the halls, the classrooms or on the outside grounds.
- Please respect yourself and others and take care of your own trash!
- Use the dining commons restrooms during lunch.

No student will be allowed access to any other hall unless they have a signed and dated pass from a teacher. No food or drink will be allowed outside the cafeteria. There will be no food or drinks outside at any time.

COUNSELORS

Marce Herz is fortunate to have three counselors. If you would like to see your counselor, you may make an appointment by signing up in the counseling office or emailing your counselors regarding an appointment.

SUPPLIES

Students will be expected to have the supplies needed for class. If you have any difficulty with access to supplies, please see your school counselor for support in obtaining supplies.

STUDENT RECORDS AND INFORMATION

The district shall comply with state and federal laws and regulations related to the creation, content, maintenance, access, release, use, retention, destruction, and confidentiality of student education records. Student records shall be maintained by the district as necessary for the educational guidance and/or welfare of students, for orderly and efficient operations of schools as required by law. All information related to individual students shall be treated in a confidential and professional manner by district/school officials who have a legitimate educational interest prior to accessing student records or information. Student records are the property of the district but shall be available in an orderly and timely manner to parents slash guardians, eligible students, and other individuals, or as required by law the district shall provide students at parents/guardians with annual notice of their rights under the Family Educational Right to Privacy Act (FERPA).

https://www.wcsdpolicy.net/pdf_files/board_policy/5000_Policy-Student_Records-v3_Final.pdf

HEALTH SERVICES

The nurse's office is located by the main office. Students are required to come to the nurse's office for any and all health issues. **Parents will be contacted by the clinic aide and/or school nurse, and should NOT be contacted by the student from the classroom or a cell phone.**

Illness and accidents at school – if you become ill or injured during the day, obtain a nurse's pass from your teacher. All accidents must be reported to the nurse. If necessary, a parent will be contacted to pick you up.

Contagious disease – a parent should notify the nurse's office of any communicable diseases such as measles, mumps, chicken pox, strep throat, etc. The nurse will need to record this information on your health records.

Medication – if a student needs to take medication during the day, the doctor and the parent must fill out a form stating the prescribed dosage and times to be taken. The nurse's office will hold the medication for the student so it can be taken at the prescribed time. The school nurse, clinical aide, secretary or any staff member may not administer non-prescription medication.

SERVICE ANIMALS

A service animal is a dog that is individually trained to do work or perform tasks for people with disabilities. The work or task a dog has been trained to provide must be directly related to the person's disability. It is unlawful for a person to fraudulently misrepresent an animal as a service animal or service animal in training. (NRS 426.805)

A service animal may be necessary for certain students. The parent/guardian of the student shall submit written documentation of intent to bring a service animal to the school principal/site administrator. Such documentation should be received not later than 5 school days prior to the animal coming to school to allow Administrative Regulation 7521 Service Animals Page 2 the school adequate time to plan and prepare.

General Rules for Use of Service Animals: Persons with disabilities who are accompanied by service animals are subject to the same conditions and limitations that apply to persons who are not so disabled and accompanied. Service animals shall not be barred from District property because of unsubstantiated health, sanitation, or safety concerns and may go anywhere students are permitted, including classrooms, hallways, and cafeterias. All service dogs must be spayed or neutered by the service animal's handler; treated for, and kept free of, fleas and ticks; and kept clean and groomed by the service animal's handler to avoid shedding and dander. The owner of the service animal is liable for any harm or injury caused by the animal to other students, staff, visitors and/or property. All service animals must have a harness, leash, or other tether, unless either the handler is unable because of a disability to use a harness, leash or other tether, or the use of a harness, leash, or other tether would interfere with the service animal's safe effective performance of work or task, in which case the service animal must be otherwise under the handler's control; i.e., voice control, hand signals or other effective means of control. District staff are not responsible for the care or supervision of a service animal, including walking the animal or responding to the animal's need to relieve itself. The District is not responsible for providing a staff member to walk the service animal or to provide any other care or assistance to the animal. Students with service animals are expected to care for and supervise their animal. In the case of a young child or a student with disabilities who is unable to care for or supervise the animal, the parent/guardian is responsible for providing care and supervision of the animal. Issues related to the care supervision of service animals will be addressed on a case-by-case basis in the discretion of the building administrator.

The District reserves the right to remove a service animal if any of the requirements set forth above are not met. The building administrator may also request that an individual with a disability or his/her parent/guardian remove a service animal from a District property or a school function if any one of the following circumstances occur: The animal is out of control and the animal's handler does not take effective action to control it. The animal poses a direct threat to the health or safety of others. The animal is not house broken. The animal's presence would fundamentally alter the nature of the service, program, or activity.

Dogs and other animals whose sole function is to provide comfort or emotional support do not qualify as service animals under the Americans with Disabilities Act as Amended (ADAAA) and are, therefore, prohibited on District property and/or at District-sponsored events without specific permission. Therapy animal refers to an animal that provides emotional support or passive comfort. A therapy animal (also known as an emotional support animal or comfort animal) is not a service animal under this administrative regulation. Access for therapy animals is evaluated similar to any other request for accommodation and should be directed to the appropriate District office.

https://www.wcsdpolicy.net/pdf_files/administrative_regulations/7521-Reg-Service_Animals-v5.pdf

FIELD TRIPS AND STUDENT TRAVEL

During the school year, teachers in your child's school may schedule field or activity trips which will take students on educational experiences away from the school. Parents/guardians will be notified of these field trips as they are scheduled, by written and/or electronic notice sent home with the student. This notification will include the nominal cost (if any) for each student, as well as the place, date and time of the field trip.

Parents/guardians are asked to sign a permission slip which will be retained by the school office. District personnel will take all normal precautions to ensure student safety on all field and activity trips. Please be sure to contact the school nurse if your child will need to be assisted with medication or other nursing services while on the field trip.

SANCTIONED AND NON-SANCTIONED FIELD TRIPS

Students may receive information through school staff regarding trips away from the school. Trips which are sanctioned by the District will be clearly identified as sanctioned field trips of the Washoe County School District. This means that certain precautions have been taken regarding transportation and supervision of the students while on the trip. In contrast, you may receive information regarding non-sanctioned field trips. With non-sanctioned trips, the Washoe County School District is unaware of any safeguards taken by the sponsors of the trip. The District is not responsible, in any way, for anything that occurs on non-sanctioned field trips. You should communicate directly with the trip's sponsors regarding who to contact in case of any emergency during this trip. If you are unsure if a trip is sanctioned, please contact your principal for clarification. See Administrative Manual 5310 for additional information.

https://www.wcsdpolicy.net/pdf_files/board_policy/5300-Policy-Activities-v2_Final.pdf

SCHOOL EVENTS AND PRIVILEGES

School dances, fieldtrips, assemblies, sports, and other related educational events are a privilege. Inappropriate behavior may result in removal from one or all the events. Student participation in such events may be based on but not limited to: Academic and behavioral eligibility, safety and welfare of student participants. No Student shall be denied access to membership in a school club, team or organization based on gender, race, color, religion, political beliefs, disability, or any other discriminatory basis.

SPORTS

In addition to a well-rounded intramural program, the school district offers an excellent interscholastic program. To be eligible a student must maintain a 2.0 grade point average and good citizenship. Some sports require a try-out.

2025-2026 ATHLETIC SCHEDULE

6 th Grade Girls Soccer	8/18-9/16	7 th /8 th Grade Girls Volleyball	1/6-2/10
6 th Grade Boys Soccer	8/18-9/16	Wrestling (all grades)	2/12-3/19
Cross Country (all grades)	8/21-9/11	6 th Grade Girls Volleyball	2/12-3/19
7 th /8 th Grade Girls Basketball	9/18-10/30	Track (all grades)	4/6-5/5
7 th /8 th Grade Boys Soccer	9/18-10/30	6 th Grade Girls Basketball	4/7-5/7
7 th /8 th Grade Boys Basketball	11/3-12/16	6 th Grade Boys Basketball	4/7-5/7
7 th /8 th Girls Soccer	11/3-12/9		

ACADEMIC AND BEHAVIOR ELIGIBILITY FOR SPORTS

In order for student-athletes to participate in contests, students must meet both of the following criteria:

- Establish a 2.0 GPA in both academics and behavior grades.
- Have no Fs in academics and/or behavior.
- No major behavior instances during the season
- Any major behavior instances will be left to Coach and Administration's discretion.

Eligibility is determined on a 2-week timeline. If a student does not meet the eligibility criteria, **they will miss the next contest available**. Once they bring up their grade, they may participate in the remaining contests in the 2-week period. If the grades cannot be remedied, the student-athlete can miss additional games in the two-week period. It is the student-athlete's responsibility to communicate with their teachers about their grades, and if re-eligibility needs to be determined, it is the student's responsibility to inform Mrs. Ligon (Dean of Students) and ask for a grade re-check. Teachers must be given reasonable time to grade any late assignments and are not expected to grade the late assignment the same day it was turned in.

All district recognized athletics should follow all district policies and regulations. The team shall be composed of members of the currently enrolled student body. District recognized athletics shall have access to district transportation.

https://www.wcsdpolicy.net/pdf_files/board_policy/5325-Policy-Rec_Athletics-v2_FINAL.pdf

GYM EVENT RULES (UPDATED JULY 2024)

Confidence and pride are high in the "The Nest," so are the behavior expectations and standards. The school would like you to honor the following qualities of the Falcons RISE mentality

1. Students may enter the gym through the exterior doors. Go out the front doors after school and wait to enter the gym from the exterior gym doors until a staff member is on duty.
2. There is NO RE-ENTRY to the gym. Once you leave, you may not re-enter, even between games or sets.
3. No Food, Drink or Gum chewing.
4. Water is allowed in the gym.
5. All spectators must sit in the stands.
6. Students may use the restrooms in the GYM before the games and halftime only.
7. Spectators are not allowed on the court at any time.
8. There will be a designated student section for all games.
9. The area behind the team benches, under the bleachers, and the locker rooms are off limits for all spectators.
10. No backpacks in the stands. All backpacks should be placed in the foyer near bleachers on boys locker room side
11. Booing, trash talking, profanity or Put downs are not acceptable at Marce Herz.
12. Face paint, glitter and/or marking pens are not allowed.
13. Non-Marce Herz students, who are minors, must attend events with an adult.

The students and staff of Marce Herz would like to ensure that spectators enjoy a positive game, have fun and experience the "Falcons RISE" mindset. Unacceptable behavior needs to be reported to the duty teacher. If you choose not to follow these rules, you will be asked to leave. Thank you for your cooperation.

VOLUNTEERS

Volunteering is a privilege, and the District and its schools retain the right to accept, decline, or limit volunteer applicants and/or opportunities. A volunteer must be officially registered with the District prior to engaging in the volunteer opportunity. However, approval of the volunteer application does not guarantee the volunteer opportunity. Final approval and/or assignment of a volunteer opportunity shall lie with the school principal or, as appropriate, the Volunteer Services Department. The District reserves the right to refuse any volunteer applicant. All volunteers, including unsupervised volunteers, volunteer coaches, and student travel chaperones, must submit a volunteer application on an annual basis. Other visitations to school should follow the Board policy 1506 regarding protocols for visitors to district property.

https://www.wcsdpolicy.net/pdf_files/administrative_regulations/1506-Reg-Visitors-v3.pdf

COACHES

Middle school volunteer coaches must bring the coaching packet consisting of the online coaching application, that has been signed by the applicant and signed and approved by the school administrator, and the hiring/fingerprint carbonized "half sheet". There is no charge for a background check that does not include fingerprinting. There is a charge for fingerprinting. Check with the School Police Department for the cost.

- Volunteer coaches must complete the application process described below and be approved by the school administrator prior to beginning the volunteer opportunity.
- Prospective volunteer coaches must complete the District's online Coaching application and complete any documentation as directed by the Office of Human Resources (e.g. W4 form and I-9).
- Background checks shall be conducted annually. Fingerprinting shall be completed at least every five (5) years.
- Coaches must be 21 years of age or older. If there is no qualified coach that meets the minimum age a written request must be made through the District's Student Activities/Athletics Department for approval of a younger qualified coach.

https://www.wcsdpolicy.net/pdf_files/administrative_regulations/1501_Reg-Volunteers-v1.pdf



2025-2026 BALANCED CALENDAR

July 2025							No School on Shaded Days								
S	M	T	W	TH	F	S	# of School Days = 0								
			1	2	3	4	5								
6	7		8	9	10	11	12								
13	14		15	16	17	18	19								
20	21		22	23	24	25	26								
27	28		29	30	31										

August 2025							No School on Shaded Days								
S	M	T	W	TH	F	S	# of School Days = 15								
						1	2								
3	4		5	6	7	8	9								
10	11		12	13	14	15	16								
17	18		19	20	21	22	23								
24	25		26	27	28	29	30								

September 2025							No School on Shaded Days								
S	M	T	W	TH	F	S	# of School Days = 21								
	1	2	3	4	5	6									
7	8		9	10	11	12	13								
14	15		16	17	18	19	20								
21	22		23	24	25	26	27								
28	29		30												

October 2025							No School on Shaded Days								
S	M	T	W	TH	F	S	# of School Days = 17								
				1	2	3	4								
5	6		7	8	9	10	11								
12	13*		14	15	16	17	18								
19	20		21	22	23	24	25								
26	27		28	29	30	31									

November 2025							No School on Shaded Days								
S	M	T	W	TH	F	S	# of School Days = 16								
						1									
2	3		4	5	6	7	8								
9	10		11	12	13	14	15								
16	17		18	19	20	21	22								
23	24		25	26	27	28	29								

December 2025							No School on Shaded Days								
S	M	T	W	TH	F	S	# of School Days = 14								
	1	2	3	4	5	6									
7	8		9	10	11	12	13								
14	15		16	17	18	19	20								
21	22		23	24	25	26	27								
28	29		30	31											

January 2026							No School on Shaded Days								
J	M	T	W	TH	F	S	# of School Days = 19								
				1	2	3									
4	5*		6	7	8	9	10								
11	12		13	14	15	16	17								
18	19		20	21	22	23	24								
25	26		27	28	29	30	31								

February 2026							No School on Shaded Days								
S	M	T	W	TH	F	S	# of School Days = 19								
1	2		3	4	5	6	7								
8	9		10	11	12	13	14								
15	16		17	18	19	20	21								
22	23		24	25	26	27	28								

March 2026							No School on Shaded Days								
S	M	T	W	TH	F	S	# of School Days = 15								
1	2		3	4	5	6	7								
8	9		10	11	12	13	14								
15	16		17	18	19	20	21								
22	23		24	25	26	27	28								
29	30	31													

April 2026							No School on Shaded Days								
S	M	T	W	TH	F	S	# of School Days = 19								
				1	2	3	4								
5	6		7	8	9	10	11								
12	13		14	15	16	17	18								
19	20		21	22	23	24	25								
26	27		28	29	30										

May 2026							No School on Shaded Days								
S	M	T	W	TH	F	S	# of School Days = 20								
					1	2									
3	4		5	6	7	8	9								
10	11		12	13	14	15	16								
17	18		19	20	21	22	23								
24	25		26	27	28	29	30								

June 2026							No School on Shaded Days								
S	M	T	W	TH	F	S	# of School Days = 5								
	1	2	3	4	5	6									
7	8		9	10	11	12	13								
14	15		16	17	18	19	20								
21	22		23	24	25	26	27								
28	29	30													

* October 13, 2025 & January 5, 2026 is a non-student day used for professional development but counted as a day in session per NAC 387.120 (4)	Number of Days per Quarter	44	39	48	49	180
	Number of Days per Semester	83		97		180
	Contingency Days: June 8, 9, 10					
Teacher Work Days: August 5 - 8, December 19 Teacher Professional Dev Days: October 13, 2025 & January 5, 2026						



MHMS Regular Bell Schedule

6th Grade Regular Bell Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
Adv/Passion 7:30-8:01	Adv 7:30-8:00	Adv/Passion 7:30-8:08	Adv 7:30-8:00	Adv/Passion 7:30-8:01
1 st – 8:05-8:48	1 st – 8:04-9:06	6 th – 8:12-9:17	3 rd – 8:04-9:06	1 st – 8:05-8:48
2 nd – 8:52-9:35	2 nd – 9:10-10:12	7 th – 9:21-10:26	4 th – 9:10-10:12	2 nd – 8:52-9:35
3 rd – 9:39-10:22	3 rd – 10:16-11:18	Lunch – 10:26-10:57	5 th – 10:16-11:18	3 rd – 9:39-10:22
4 th – 10:26-11:09	Lunch – 11:18-11:48	1 st – 11:01-12:06	Lunch – 11:18-11:48	4 th – 10:26-11:09
Lunch – 11:09-11:39	4 th – 11:52-12:54	2 nd – 12:10-1:15	6 th – 11:52-12:54	Lunch – 11:09-11:39
5 th – 11:43-12:26	5 th – 12:58-2:00	EARLY RELEASE	7 th – 12:58-2:00	5 th – 11:43-12:26
6 th – 12:30- 1:13				6 th – 12:30- 1:13
7 th – 1:17-2:00				7 th – 1:17-2:00
43-minute classes	62-minute classes	65-minute classes	62-minute classes	43-minute classes

7th /8th Grade Regular Bell Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
Adv/Passion 7:30-8:01	Adv 7:30-8:00	Adv/Passion 7:30-8:08	Adv 7:30-8:00	Adv/Passion 7:30-8:01
1 st – 8:05-8:48	1 st – 8:04-9:06	6 th – 8:12-9:17	3 rd – 8:04-9:06	1 st – 8:05-8:48
2 nd – 8:52-9:35	2 nd – 9:10-10:12	7 th – 9:21-10:26	4 th – 9:10-10:12	2 nd – 8:52-9:35
3 rd – 9:39-10:22	3 rd – 10:16-11:18	1 st – 10:30-11:35	5 th – 10:16-11:18	3 rd – 9:39-10:22
4 th – 10:26-11:09	4 th – 11:22-12:24	Lunch – 11:35-12:06	6 th – 11:22-12:24	4 th – 10:26-11:09
5 TH – 11:13-11:56	Lunch – 12:24-12:54	2 nd – 12:10-1:15	Lunch – 12:24-12:54	5 TH – 11:13-11:56
Lunch– 11:56-12:26	5 th – 12:58-2:00	EARLY RELEASE	7 th – 12:58-2:00	Lunch– 11:56-12:26
6 th – 12:30- 1:13				6 th – 12:30- 1:13
7 th – 1:17-2:00				7 th – 1:17-2:00
43-minute classes	62-minute classes	65-minute classes	62-minute classes	43-minute classes