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**STATE OF NEVADA**  
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**GUIDANCE MEMORANDUM 26-11**

**TO:** All School District Superintendents and Charter Sponsors  
All Governing Bodies of Charter Schools and University Schools for Profoundly Gifted Students  
All School Principals

**FROM:** Dr. Victor Wakefield, Superintendent, Office of the Superintendent of Public Instruction *VW*

**DATE:** July 1, 2026

**SUBJECT:** Implementation Guidance for NRS 385A.960 and LCB File No. R080-25: Process for Modifying, Suspending, or Eliminating Educational Reporting Requirements

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**OVERVIEW**

Educational reporting requirements are critical to ensuring transparency, accountability, informed decision making, and supporting responsive interventions at state and local levels. However, the Department recognizes that unnecessary or duplicative reporting can divert valuable time and resources away from teaching, learning, and student support. NRS 385A.960 established a formal process that allows educators and school systems to identify reporting requirements that may be duplicative, redundant, or do not provide information used to support educational outcomes. Legislative Counsel Bureau (LCB) File No. R080-25 provides additional guidance for implementing this process.

Petitions requesting to eliminate, modify, or consolidate a school or district reporting requirement may be submitted by eligible personnel identified in statute or regulation, including:

- Educators, paraprofessionals, specialized instructional support personnel, and school administrators employed in a public school (i.e., district, charter, or university school for profoundly gifted students).
- Charter Management Organizations (CMOs) and Educational Management Organizations (EMOs);
- Superintendents of school districts and executive directors of charter school sponsors; and
- Other personnel authorized under Department regulations and prescribed file specifications.

School districts and charter sponsors must establish a method by which educators, paraprofessionals, specialized instructional support personnel, school administrators, or other applicable personnel may submit a petition for a school-level report imposed and/or under the jurisdiction of the school district or charter sponsor pursuant to their governing boards, administrative regulations, or other policy. The Department has no authority to waive a reporting requirement imposed by the local entity. Should such applicable personnel submit a petition for a report required related to state statute, regulation, or policy, their petition must first be submitted to the school district or charter sponsor for evaluation. **The Department may only process petitions submitted by school district superintendents, the executive director of a charter sponsor, or the governing body of a charter school.**

## STATE REVIEW PROCESS AND SUBMITTING A PETITION

Following their review of a local petition, school district superintendents, charter sponsors, and governing bodies of charter schools may submit an eligible petition to the Department for review by:

- Submitting a *Department Reporting Petition* using the template and file specifications attached to this memorandum, along with any desired supporting documentation;
- Via email to [superintendent@doe.nv.gov](mailto:superintendent@doe.nv.gov);
- With the subject line “Department Reporting Petition per NRS 385A.960 – [*District, Sponsor, or Charter Name*] – [*Report Title and Authority*].”

The Department shall confirm receipt of each petition received before forwarding to applicable subject matter experts within the Department for qualitative analysis pursuant to the *Department Evaluation Rubric* attached. If additional information is necessary, the Department will reach out to the submitter of the petition regarding such information. These analyses will be aggregated and a recommendation moved forward to the Superintendent for action. Such action may include approving or denying the petition. Approval of a petition may include:

- Waiving the requirement until such time that the requirement may be eliminated via statutory or regulatory amendment.
  - Note: Statutory reports may be waived by the Superintendent on a temporary basis only, and are required to be submitted through a statutory amendment at the next scheduled Legislative Session for adoption by the Legislature. Should the Legislature not pass the amendment removing the requirement, the waiver shall no longer be in effect. Waivers expire on July 1 or the next odd-numbered year following issuance.
- Providing an action plan to modify or consolidate the requirement.

Such decisions must be issued within 180 days of receipt. The Department shall provide documentation regarding the analysis completed and the resulting determination to both the reporting petitioner and the public. Should the Department receive more than one request to eliminate, modify, or consolidate the same report and the justification or request made by the petitioner is substantively the same as previous submissions received within the past 18 months, the Department may respond to such a petition with the decision previously issued for the same report.

Attachments: Department Reporting Petition Template / File Specification  
Department Evaluation Rubric

cc: Dr. Torrey Palmer, Deputy Superintendent, Student Achievement Division  
Christy McGill, Deputy Superintendent, Educator Effectiveness and Family Engagement  
Megan Peterson, Deputy Superintendent, Student Investment Division  
Lisa Ford, Chief Strategy Officer, Office of the Superintendent of Public Instruction (OSPI)  
Amelia Thibault, Legislative Liaison, OSPI  
Julie Wooten-Greener, Public Information Officer, OSPI