



**Responsible Office:** Office of Human Resources

**BOARD POLICY 9500**  
**RESIDENCY OF TRUSTEE**

**PURPOSE:**

The Board of Trustees (Board) is committed to ensuring that every District in the Washoe County School District (District) is represented by a Trustee who resides in the District for which the Trustee represents per state law.

**POLICY**

1. It is the responsibility of a Trustee to reside in the Trustee's District for which the Trustee was elected or appointed.
2. If a Trustee moves residence or changes address, it is the responsibility of the Trustee to ensure the new residence is within the Trustee's District.
3. If a Trustee moves residence or changes address, the Trustee must immediately, but no more than five working days, inform the Chief Human Resources Officer and the Board President.
  - a. Human Resources shall immediately submit the Trustee's new residence or address to the Washoe County Registrar of Voters Office, or conduct some other reliable research, to determine whether the new residence or address is within the Trustee's District.
  - b. If the new residence or address is within the Trustee's District, then Human Resources will inform the Trustee and Board President and no further action will be taken by the District.
  - c. If the new residence or address is not within the Trustee's District, then Human Resources will notify the Board President. The Board President shall notify the Trustee of the issue within five working days and ask for a written response substantiating residency.
  - d. The Trustee shall immediately respond to the Board President and provide an explanation substantiating the Trustee's residency within the Trustee's District.

- e. If the Trustee fails to provide a response or the response fails to substantiate residency, the Board President shall request the resignation of the Trustee.
  - f. If the Trustee refuses to resign, the issue of the Trustee's residency shall be turned over to the Washoe County District Attorney's Office for investigation and prosecution.
4. In the case of the Board President moving residence or providing a change of address, the Vice President will presume the role of President for purposes of carrying out this Board Policy.

**LEGAL REQUIREMENTS AND ASSOCIATED DOCUMENTS**

- 1. This Board Policy aligns/complies with the Nevada Revised Statues (NRS) and Nevada Administrative Code (NAC), to include:
  - a. NRS 386.165, Election of Trustees In County School District Whose Enrollment of Pupils Is Over 25,000;
  - b. NRS 283.040, Events Causing Vacancy In Office; Action By Attorney General Or District Attorney; and
  - c. NRS 281.050, Residence for Purpose of Eligibility for Office is Actual Residence.

**REVISION HISTORY**

Date	Revision	Modification
02/08/2022	1.0	Adopted