

Frequently Asked Questions – Student Records

All the records from the State Department of Education that have been transferred to the State Archives have been reviewed and NO student lists were found among them.

The records transferred include Minutes of Meetings of the State Board of Education, Deputies' Annual [Statistical] Reports, High and Elementary [Statistical] Reports, County Superintendents' Fiscal Reports, County Auditors' Reports and Teacher Retirement records. There is also a series of correspondence from school districts relating to funding, problems and occasionally an evaluation of school physical plants.

According to the Nevada Compiled Laws (1929-49), there was an annual census of all school age children taken by the teacher, or a designated census marshal for the school district. These census' were sent to deputy superintendents, located in regions around the state, who in turn compiled the statistical information to be included in reports to the state superintendent for the apportionment of funds.

The State NEVER collected information on individual students. This was done a regional level and kept in several offices around the state. When the more than two hundred school districts were consolidated into seventeen in 1956, the statutes made no provision as to the transfer, care or maintenance of student or local school district records. No one seems to know what happened to these records.

According to the 1911 "Act Concerning Public Schools...", teachers were supposed to turn their registers of students over to the trustees of the school district at the end of each year. The trustees were elected in local elections. One of trustees was to be elected clerk and maintain the records of the district. At least until 1949, the real and personal property of a dissolved school district was turned over to the county commissioners. If school districts were consolidated, then the real and personal property became the obligation of the new board of trustees. Records are not specifically mentioned.

From 1911 to 1949, census marshals took an annual census of school age children in each district. These were separate from teachers' registers. The report contained the full names, birth dates, gender and race of all children less than twenty-one years of age. These reports were approved by the clerks of the boards of trustees and sent to the Deputy Superintendent. This information was turned into statistics for the Deputy Superintendents' reports listed above. There was no obligation to keep these census reports after the compilation.

The records of defunct vocational and trade schools are at the office of the Nevada Commission on Postsecondary Education. To obtain school records and transcripts contact the Commission at 1820 E. Sahara Ave., Suite 111; Las Vegas, NV; 89104-3746 or call the Commission at 702-486-7330.