



Tempe★Union

HIGH SCHOOL DISTRICT

A family of schools — A community of learning

Tempe • McClintock • Marcos de Niza • Corona del Sol
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STUDENT & PARENT HANDBOOK 2024 – 2025



Upon receiving information about the handbook, the student must complete a student acknowledgment form in Synergy through StudentVue to verify that he/she has been oriented to the handbook and received information about accessing the handbook. All parents/guardians must login to ParentVue through Synergy to acknowledge the following documents, which are available online or through the school's front office.

- Parent/Legal Guardian Receipt of Handbook, Student Directory Information Release & Technology Use Agreement (**REQUIRED through Synergy's ParentVue**)
- Student Housing Required Information Form (**REQUIRED through Synergy's ParentVue**)
- The Student Media Release Form (**OPTIONAL**)
- Student Directory Information Opt-Out Form (**OPTIONAL**)

Si necesita una traducción de este documento en español, favor de llamar la oficina de la escuela secundaria.

Notice of Non-Discrimination

Tempe Union High School District does not discriminate on the basis of actual or perceived race, color, national origin, disability, age, gender, marital status, religion, veteran or military status, sexual orientation, gender expression or identity, or socioeconomic status, or any other prohibited factor in the admission or access to, treatment or employment in its educational programs or activities. Inquiries or complaints concerning discrimination, including Title VI, Title VII, and Title IX may be referred to the Superintendent, the District's Compliance Officer: Dr. Stacia Wilson, Acting Superintendent, 500 West Guadalupe Road, Tempe, Arizona 85283-3599, (480) 839-0292.

For the purposes of complaints or inquiries under Title IX, the Superintendent designates the following individual to act as the District's Title IX Coordinator: Sean McDonald, 500 West Guadalupe Road, Tempe, Arizona 85283-3599, (480) 839-0292.

Inquiries concerning Section 504 may be referred to the Special Education Director, who acts as the Section 504 Coordinator: Special Education Director, 500 West Guadalupe Road, Tempe, Arizona 85283-3599, (480) 839-0292.

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Dear Parents and Students,

For those of you who are new to our schools, we are very happy to have you become a member of the Tempe Union High School District (TUHSD) family. For those of you returning to our schools, we are very glad to have you back and hope that you enjoy another school year.

Tempe Union High School District has served its Tempe, Chandler, and Phoenix communities since 1909. Its successes have been built on the following core values and beliefs that:

- Students First
- Employees Matter
- Innovation
- Dignity
- Integrity
- Collaboration

VISION:

- Excellence in Teaching and Learning
“Connect, Innovate, Thrive, Lead”

MISSION:

- We put students first by providing an inclusive, future-focused, and collaborative learning environment that promotes safety, academic success, and personal growth.

The purpose of this handbook is to communicate the expectations of TUHSD in order to ensure that all students, parents, teachers, staff, and community members can enjoy the educational opportunities offered by their schools.

Please carefully review the following pages to ensure that the rights of all stakeholders are upheld in order to promote a positive learning environment.

Sincerely,

Dr. Stacia Wilson
Acting Superintendent

STATEMENT OF COMPLIANCE

Annual Public Notification of Nondiscrimination. Tempe Union High School District does not discriminate on the basis of race, color, national origin, sex, age, gender identity, sexual orientation or disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. TUHSD provides equal access to the Boy Scouts and other designated youth groups. TUHSD Career & Technical Education Department does not discriminate in enrollment or access to any of the programs available, such as business, applied technology, FACS, nursing, and fire science. The lack of English language skills shall not be a barrier to admission or participation in the district's activities and programs. TUHSD does not discriminate in its hiring or employment practices.

This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975 and the Americans with Disabilities Act of 1990. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator(s).

Notificación Pública Anual de No Discriminación: El Tempe Union High School District (TUHSD) no discrimina en base a raza, color, nacionalidad, género, edad, o discapacidad de admisión a sus programas, servicios, o actividades, en acceso a ellas, en el tratamiento a individuos, o en ningún aspecto de sus operaciones. TUHSD provee el acceso igual a los Boy Scouts y otros grupos designados para los jóvenes. El departamento de Educación Técnica y de Carreras de TUHSD no discrimina en su matriculación ni en el acceso a cualquier de sus programas disponibles, como negocios, la tecnología aplicada, FACS, enfermería, y formación para bomberos. La falta de habilidades con el inglés no será una barrera a la admisión ni la participación en las actividades del distrito y sus programas. TUHSD tampoco discrimina en sus contratos o prácticas de empleados.

Esta noticia es provista y requerida por el Título VI del Acto de Derechos Civiles de 1964, Sección 504 del Acto de Rehabilitación de 1973, Título IX de la Enmienda Educativa de 1972, en el Acto de Era de Discriminación de 1975, y el Acto de los Estadounidenses con Habilidades Diferenciadas de 1990. Ud. puede comunicarse con el coordinador de cumplimiento sobre preguntas, quejas, o para más información con respecto a estas leyes. Director de Operaciones y Atletismo.

STUDENTS WHOSE HOME LANGUAGE IS OTHER THAN ENGLISH

The staff of Tempe Union High School District wishes to communicate with all TUHSD parents and guardians. If a parent or guardian requires communication in a language other than English, please contact the Assistant Principal of Academics at the school to make such a request.

El personal del Distrito Escolar Tempe Union High School District desea comunicarse con todos los padres y tutores del Distrito escolar de Tempe Union High. Si un padre o tutor requiere la comunicación en un idioma diferente al inglés, por favor comuníquese con el Subdirector de Servicios al Estudiante de la escuela para efectuar dicho pedido.

PARENT/FAMILY-STUDENT-SCHOOL RIGHTS AND RESPONSIBILITIES

Student Rights

- To receive a free high-quality public education
- To be safe at school
- To be treated fairly courteously, and respectfully
- To bring complaints or concerns to the school principal or staff for resolution
- To tell their side of the story before receiving a consequence
- To be told the reason(s) for any disciplinary action verbally and in writing
- To be given information about appealing disciplinary actions

Student Responsibilities

- To read and become familiar with the policies in this handbook
- To attend school daily, prepare for class, and complete homework and assignments to the best of their ability
- To know and follow school rules and instructions given by the school principals, teachers, and other staff
- To tell school staff about any dangerous behavior or bullying that occurs at school, on the way to and from school, or in the community
- To track academic progress through StudentVue and communicate with teachers
- To live a healthy lifestyle and develop positive relationships
- To use technology and social media responsibly
- To treat everyone in the school community with respect
- To respect school property, community property, and the property of others

Parent/Family Rights

- To be involved in their student's education
- To be treated fairly and respectfully by the school principal, teachers, and other staff
- To access information about the Tempe Union High School District policies and procedures
- To be notified promptly if their student is disciplined for inappropriate or disruptive behavior and informed of the consequences assigned
- To appeal disciplinary actions taken
- To receive information about their child's academic progress

Parent/Family Responsibilities

- To read and become familiar with the policies in this handbook
- To make sure their student attends school daily, on time, and to notify the school before the school day begins if their child is absent
- To give the school accurate and current contact information
- To track academic progress and attendance through ParentVue and communicate as needed with teachers and staff
- To be informed and involved in programs and activities available to students and parents at the school
- To participate with their student and school in making educational decisions
- To establish and sustain a supportive learning environment at home
- To promote a healthy lifestyle and encourage positive relationships
- To monitor the use of technology and social media

School Responsibilities

- To update academic progress and attendance through the Student Information System and communicate with parents and students
- To promote programs and activities available to students and parents
- To work with parents and students in making educational decisions
- To establish and sustain a high quality curriculum and a supportive learning environment at school
- To encourage a healthy lifestyle and positive relationships
- To utilize technology and social media effectively and appropriately

PARENT/SCHOOL COMMUNICATION

Parents with concerns should first speak with the teacher involved, then the appropriate Assistant Principal and then the Principal before seeking assistance at the District office level.

ADMINISTRATIVE JURISDICTION

The jurisdiction of the administration of any TUHSD school may be extended to cover all actions on the part of students from the time they leave home in the morning until their return home after school.

USE OF ELECTRONIC RESOURCES

The use of the school's electronic resources and networks is a privilege and not a right, and inappropriate use will result in a cancellation of those privileges. The use of the assigned account and the network must be in support of education and research and within the educational goals and objectives of TUHSD. The internet contains materials that are controversial or not appropriate for students. The District has taken precautions to restrict access to these types of materials by teaching students about responsible use and by using filtering software to block student access to inappropriate materials. Student misuse of the network can come in many forms, but it is commonly viewed as sending or receiving materials that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, inappropriate language, or a malicious attempt to harm or destroy data of another user or of any other agencies or networks that connect to the system. This includes, but is not limited to, the uploading or creation of computer viruses.

All rules of conduct described in the Student Handbook apply when utilizing the network, or when accessing any District information, sites, or email addresses. Any website developed outside of the District or local school website may not use the school name or logo without permission from the District or administration. Websites created outside of the District or local school website may not be linked to the District or school website without permission from the District or local administration. The administration may assign disciplinary consequences for violation of the technology user agreement. Additionally, the administration, staff, or faculty may request that the system administrator deny, revoke, or suspend specific user accounts.

SUMMARY

A primary responsibility of the Tempe Union High School District and its professional staff shall be the development of an understanding and appreciation of our representative form of government, the rights and responsibilities of the individual, and the legal processes whereby necessary changes are brought about.

The school is a community and the rules and regulations of a school are the laws of that community. All those enjoying the rights of membership in the school community must also accept the responsibilities of membership. A basic responsibility of those who enjoy the rights of citizenship is to respect the laws of the community. Recent court decisions have indicated clearly that people in the United States have the right to receive a free public education and the deprivation of that right may occur only for just cause and in accordance with due process of law.

The following rules, regulations, and due process procedure statements are designated to protect all members of the educational community in the exercise of these rights and duties:

- Administrators and teachers also have rights and duties. The teacher is required by law to maintain a suitable environment for learning and administrators have the responsibility for maintaining and facilitating the educational program.
- The principal and assistant principals are authorized to suspend students for cause.
- All conduct which materially and substantially interferes with the educational process is prohibited. Persons engaging in this type of behavior are subject to disciplinary action.
- Students are obligated to obey a reasonable request of any school or District official. The failure to do so shall be considered insubordination.
- All persons must, upon request, identify themselves to school authorities or staff. This provision covers all persons on campus or

at school-sponsored events. The failure to comply can result in disciplinary and/or the notification of law enforcement officials. A current school ID card should be carried by all students and must be presented to any District staff member upon request.

Any section of this handbook or portion thereof found to be contrary to law or constitutional right may be stricken without effect to the remainder. The Governing Board Policies and Administrative Regulations cited in this handbook are subject to change periodically throughout the school year. Furthermore, in many cases, summaries of the Policies and Regulations have been provided in lieu of the full text. You may access the complete and current TUHSD Governing Board Policy Manual by going to the District's website at: <https://www.tempeunion.org>.

EMERGENCY OPERATIONS PLAN

The Tempe Union High School District is responsible for providing students with a safe learning environment. In order to ensure student and staff safety, the district has implemented an Emergency Operations Plan. Should an emergency or crisis situation arise in or around our schools while schools are in session, specific procedures will be followed, including communication with appropriate law enforcement and responding city and county agencies.

In the event of an emergency:

- The District will utilize various mass communication tools, including but not limited to email, phone calls, text messages and social media to communicate with families; messages and updates may be posted to the home page of the district website, www.tempeunion.org, and the website of the school that is involved.
- During a lockdown or evacuation, no individuals, except responding emergency personnel, will be allowed to enter the campus until law enforcement has determined it is safe to do so. Designated reunification areas may be identified away from the campus for parents to pick up students;
- In the event of an evacuation where students are not allowed to return to campus, parents will be provided information regarding reunification locations using the above listed communication methods. District buses will be routed to the reunification locations, and students will be returned to their home drop off locations. In the event parents are not able to pick up their child, students will be kept at the identified reunification location until alternate arrangements can be made;
- To prepare all members of the community for emergency events, the District will conduct periodic emergency drills, including modified lockdowns, lockdowns, fire drills, and shelter in place situations. The drills will cover a variety of potential emergency situations and staff will discuss appropriate actions for each situation with students during the drills; and
- During an emergency, it is critical that families follow the directions of school and emergency officials. Please avoid calling or driving to the school as this can take staff away from managing a situation.

Please discuss this information with your child and emphasize the importance of adhering to emergency response procedures.

RIGHTS TO STUDENT RECORDS

The Tempe Union High School District respects the privacy of students' records and recognizes that only pertinent and factual information should be contained in the permanent records of the District's students. The Governing Board has adopted policies to ensure the rights of parents and students over 18 years of age to review student records and to limit the amount of student record information that can be made available to people or agencies outside the District.

Schools also keep separate records on student discipline, and parents/guardians or students over 18 years of age have the right to review these records. Copies of these records are held in the office at the school, and procedures for reviewing student records are available in the school office. Board policies covering these procedures have been officially approved to ensure compliance with the Family Education Rights and Privacy Act of 1974, the Arizona Parents Law of 1974, and the Directory Information Act of 1977.

DISSEMINATION OF STUDENT DIRECTORY INFORMATION

It shall be the policy of the Governing Board of the Tempe Union High School District to permit its schools to compile non-confidential student directory information such as student's name, address, awards, honors, athletic participation data, information for the school yearbook and other general data, which is appropriate to school curricular and extracurricular activities. Written public notice in student handbooks and other appropriate school publications shall notify parents, students, guardians, and students over 18 that information about a student may be excluded from student directories upon written request. Such requests must be in writing, indicating which data are to be excluded, and filed in the Office of Student Records at the time of registration. The releasing of directory information to any commercial, business, or private agency which may have profit motive in mind is prohibited unless specific approval of the Governing Board is granted.

STUDENT ATTENDANCE

The right and privilege of attending public schools carries with it certain responsibilities on the part of both parents and students. Parents and students must recognize the direct relationship, which exists between academic success and regular, punctual school attendance. High school attendance and punctuality is ultimately the responsibility of the student and the student's family. Students should miss school only when absolutely necessary because much of the classroom activity cannot be replicated. Tardiness may disrupt the learning environment of everyone in the class. It must be emphasized that regular attendance/punctuality is a key to much of the success a student may gain from the student's high school program.

The District expects parents/guardians to call the attendance office each day a student is absent from school. The School will make reasonable attempts to inform parents/guardians of a student's absence through phone calls, text

messages, and/or emails. This is a sincere attempt by the local school to work with the family in resolving a student's attendance issue. The District and its Board, employees, or agents are not liable for failure to notify.

CLASSIFICATION OF ABSENCES

A student who arrives after missing one-third (1/3) plus one (1) minute of the class is considered absent.

Excused Absence: A parent or guardian notifies the school of the student's absence. A reason for the absence must be given. Some examples of excused absences are:

- Personal illness;
- Doctor or dentist appointment that cannot be made before or after school;
- Serious family illness or death of a family member or close friend;
- Important family business;
- Religious holiday; and
- Checking out through the nurse or attendance office.

Unexcused Absence: Any absence that is not excused by a parent or guardian.

School-related Absence: A student misses class due to preapproved school-related activity.

Suspension: Days of Suspension do not count as absences for attendance policy.

ACCUMULATION OF ABSENCES AND/OR TARDIES

The eleventh (11th) total absence will result in the loss of credit for the class, unless there are extenuating circumstances. Extenuating circumstances could include, but are not limited to:

- Hospitalization;
- Personal/Health Issues;
- Family issues;
- College visits;
- Runaways; and
- Substance abuse rehabilitation.

The sixteenth (16th) total absence, excused or unexcused, will result in loss of credit unless the student is on a chronic health plan.

LEAVING CAMPUS DURING THE SCHOOL DAY

Students may NOT leave campus during the school day without following the appropriate check out procedures. This includes all lunch periods. All students must check in and out through the Attendance Office. Failure to comply may result in disciplinary action.

DITCH DAYS

Tempe Union High School District prohibits any unauthorized student outings during school days for purely recreational or social purposes. Students who fail to comply may be subject to disciplinary action. Tempe Union High School District does not sponsor or condone any senior graduation trips.

STUDENT BEHAVIOR

STUDENT DISRUPTION OF THE EDUCATIONAL PROGRAM AND CLIMATE OF THE SCHOOL

Students in the District enjoy the right to a quality education, free from unnecessary disruptions. This occurs when an effective and appropriate learning environment and campus climate are maintained. The total school community, including parents, students, school personnel, and community members, share in the responsibility of maintaining the campus climate. The administration, teaching staff, and other school personnel have the responsibility to determine when student behavior is inappropriate and disruptive or in violation of school rules or regulations set forth by the Governing Board. Students attending off-campus school-sponsored events are governed by the same regulations that apply to their on-campus behavior. All District policies and rules which pertain to the treatment of employees are in effect at all times, whether on or off campus.

ACADEMIC INTEGRITY

Representing someone else's work as your own is dishonest. It compromises integrity and diminishes what we stand for as a District/school community. We believe that success is dependent upon the efforts of the student. The student is expected to complete his/her assignments/tests with honesty and integrity, as it represents what the student can and cannot do. Cheating has no role in the Tempe Union High School District learning community.

Cheating is defined as representing someone else's work as the work of the student or allowing someone to represent the work of the student as his/her own. In a broad sense, cheating includes, but is not limited to the following:

- Copying homework or allowing another student to copy the student's homework;
- Looking on another student's test or quiz or letting another student look on the student's test or quiz;
- Reporting to another student what is on a test or quiz, including providing questions or specific answers;
- Using any secretive methods of giving answers on a test or quiz;
- Taking information from another source that is not properly attributed;

- Working with others on an assignment that was meant to be done individually; or
- Taking another student's assignment or portion of an assignment and submitting it as the student's own.

When the student is not sure what would be considered cheating for a particular assignment or test, the student is responsible for requesting clarification from the teacher or administrator.

DATING ABUSE

Dating abuse is a pattern of behavior in which one person uses or threatens to use physical, sexual, verbal, or emotional abuse to control the person's former or present dating partner. All students have the right to be free from sex discrimination and sexual harassment at school. Dating abuse is a form of sexual harassment. A student who reports dating abuse shall be treated with respect and dignity. School personnel shall take affirmative steps to prevent and respond to dating abuse that occurs both on and off campus.

Behaviors may include, but are not limited to:

- **Physical Abuse:** Any intentional, unwanted physical contact by either the abuser or an object within the abuser's control, regardless of whether such contact caused pain or injuries to the former or present dating partner.
- **Emotional Abuse:** The intentional infliction of mental or emotional distress by threat, coercion, stalking, humiliation, destruction of self-esteem, or other unwanted, hurtful verbal or nonverbal conduct toward the former or present dating partner.
- **Sexual Abuse:** Any sexual behavior or physical contact toward the former or present dating partner that is unwanted and/or interferes with the ability of the former or present dating partner to consent or control the circumstances of sexual interaction.
- **Threats:** The threat of any of the aforementioned forms of abuse, threat of disclosing private information to parents, peers, or teachers, or any other threat made with the intent of forcing the former or present dating partner to change his or her behavior.

To the extent possible victims and abusers shall be separated on campus. The school shall make every reasonable efforts possible to ensure the victim does not come into contact with the abuser. Any burden regarding an adjustment to an individual's schedule or participation in a school activity is placed on the abuser.

A victim of dating abuse has the right to transfer to another school. A victim's decision to transfer to another school must be informed and voluntary. Should an alternative school placement be determined in the best interest of the victim all transportation needs will be accommodated by the student's parent or guardian. A victim has the right to be treated with respect and dignity, and not be subjected to pressure to minimize the severity of acts that occurred or to suggestions that he or she contributed to his or her own victimization.

DRUG USE BY STUDENTS

The following administrative procedures are to be used to implement the Governing Board policy on drug abuse prevention:

Distribution or sale of drugs:

- When administration has a reasonable belief that a student is involved in the distribution or sale of drugs, law enforcement authorities and parent(s) or legal guardian(s) shall be contacted.
- A student who has been determined to be involved in the distribution of drugs shall be reported to law enforcement authorities and shall be subject to long term suspension or expulsion.

Possession of drugs:

- Law enforcement authorities shall be contacted when the administration determines that drugs to be used for nonmedical purposes are found in the possession of a student. The administration may also contact law enforcement authorities to help make such a determination. Students who are in possession of drugs to be used for nonmedical purposes may be suspended or expelled.

Under the influence of drugs:

- A student who is reasonably suspected of being under the influence of drugs shall be referred to administration.
- The parent(s) or legal guardian(s) of a student who is determined to be under the influence of drugs shall be contacted. The student may be suspended or expelled.

Controlled substances, possession, sale, use or being under the influence of:

Students on school property or at school events shall not knowingly breathe, inhale, or drink a vapor-releasing substance containing a toxic substance, nor shall a student sell, transfer, or offer to sell or transfer a vapor-releasing substance containing a toxic substance to a person under eighteen (18) years of age.

The nonmedical use, possession, distribution or sale of these items are prohibited:

- Alcohol;
- drugs;
- synthetic drugs;
- counterfeit drugs; or
- imitation drugs.

Nonmedical is defined as "a purpose other than the prevention, treatment, or cure of an illness or disabling condition" consistent with accepted practices of the medical profession or for which permissions to use at school had not been obtained. Students in violation of the provisions of the above paragraph shall be subject to removal from school property and shall be subject to prosecution in accordance with the provisions of the law.

Students attending school in the District who are in violation of the provisions of this policy shall be subject to disciplinary actions in accordance with the provisions of school rules and/or regulations.

For purposes of this policy, “drugs” shall include, but not be limited to:

- All dangerous controlled substances prohibited by law;
- All alcoholic beverages;
- Any prescription or over-the-counter drug, except those for which permission to use in school has been granted pursuant to Board policy;
- Hallucinogenic substances;
- Inhalants (including vapes);
- Synthetic, counterfeit, imitation drugs; or
- A compound or substance, regardless of its contents, that produces in the user an experience, effect and/or display of effects that mimic the experience, effect and/or display of effects produced by substances controlled or prohibited by law, or that is represented as producing in the user such experiences or effects.

ELECTRONIC DEVICES

Students want to have the privilege of carrying electronic devices on campus and school transportation. With that privilege comes the responsibility of ensuring that those items are not an educational disruption. If they are on and make a noise, vibrate, or otherwise call attention to themselves, the device is creating a disruption. Misuse of electronic devices may result in disciplinary action. Students who bring an electronic device on campus do so at their own risk.

TUHSD assumes no liability for the loss, theft, or damage of any personally owned electronic devices on campus. The use of personally owned electronic devices on campus will not be allowed to interfere with the learning process of any student or with the instructional process of a teacher while in the classroom or on campus. Any such interference will be considered a disruption.

ELECTRONIC INFORMATION SERVICES: STUDENT RESPONSIBILITIES AND ACCEPTABLE USE

The Tempe Union High School District electronic information services are to assist in the collaboration and exchange of information among schools, school offices, parents, students and teachers. The use of student accounts must be in support of education and research within the educational goals of the school or District.

There is no expectation of privacy for any user making use of TUHSD electronic information services. The District may review any and all files or communications and monitor system utilization at any time without notice or permission.

Failure to follow acceptable use guidelines may result in cancellation of permission to use the electronic information services and appropriate disciplinary action up to and including expulsion of students. While the District will take steps to protect students from any information that may be considered inappropriate, you should be aware that it is impossible to control access to all inappropriate materials on the global network. Thus, the user has the ultimate responsibility for how the electronic information services or computers are used.

Electronic information services include but are not limited to the Internet, Intranet, databases, electronic mail, chat and any electronic-accessible source of information. Use of these services is a privilege and not a right.

Responsibility for students:

- Report any misuse of the network to the IT Technician or school administration. All rules of conduct described in the Student Handbook apply when students are on the network or when using the District electronic information services.
- Do not reveal home addresses, personal phone numbers, or personally identifiable data.
- A student’s use of electronic information services requires both student and parent/guardian signature on the Technology Agreement.

The IT Director, or appointed personnel, and school administration will decide appropriate use of the electronic information services. If a student has used the system inappropriately, a teacher, administrator, or the IT Director, or appointed personnel, may close an account or limit access to an account at any time. Use of TUHSD electronic information services by students:

- Prohibited and unacceptable uses include, but are not limited to:
 - ♦ Transmission, submission, publication, display, or retrieval of any material considered defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal;
 - ♦ Transmission, submission, publication, display, or retrieval of any material in violation of any federal or state laws and/or District policies. Some examples are copyrighted material or material protected by trade secret;
 - ♦ Commercial activities by for-profit institutions;
 - ♦ Any use which shall serve to disrupt the use of the network by other users;
 - ♦ Any use of another user’s account;
 - ♦ Allowing another user to use your account or passwords;
 - ♦ Attaching any device to the network without approval;
 - ♦ Installation of software; or
 - ♦ Attempts to harm, modify, or destroy data, software or hardware or interfere with system security or monitoring.
- Security:
 - ♦ Protect your personal password. Do not give any other person your password.
 - ♦ If you identify a security problem, notify school administration, or teacher at once.
 - ♦ You are expected to abide by the generally accepted rules of network etiquette (be polite, use appropriate language, respect privacy, avoid disruptions) and any school or District policies. Use of the network should be limited to educational uses.

VIRTUAL STUDENT CODE OF CONDUCT

Due to the current situation and in recognition that students will be learning online more frequently, the virtual student code of conduct provides guidelines for students when in the virtual learning setting.

Students must follow the expectations outlined below when participating in online activities at Tempe Union. First and foremost, it is important to create a study environment that will ensure your success. Also, it is essential that your interactions with peers and teachers *always* be respectful, polite, academic, and professional.

- **Recommendation: Create an Appropriate Learning Environment for Success**

Do: Create a quiet workspace away from distracting noise, find an appropriate and comfortable table or desk and chair, gather needed supplies and stay organized, and always have adequate lighting. When online, make eye contact, and speak clearly as you interact with your teacher and peers. Mute your microphone when others are talking. Create a daily schedule for completing your work and take breaks to avoid fatigue.

Avoid: *Having your cell phone nearby so it's not a distraction*, eating and drinking in your study area, and having bright lights in the background or from nearby windows when working online.

- **Expectation 1: Always Be Respectful**

Do: When interacting with your classmates or teacher, it is important to be respectful of others' opinions and feelings - even if they are different from your own. Your role is to be an active, engaged learner in the online classroom and not to be a distraction to the learning process.

Avoid: Using sarcasm, being rude, or using all CAPS to convey your message. The best strategy: follow the 'Golden Rule' - treat others the way that you would like to be treated.

- **Expectation 2: Always Be Polite**

Do: Be open to others' viewpoints and ideas when involved in online activities (e.g. lessons, discussions, group work). Be careful in using humor and sarcasm as it can often be misinterpreted online.

Avoid: Using strong language, ALL CAPS, emojis, and exclamation points. Pick and choose your words carefully and think before you speak! You should be contributing meaningful ideas and thoughts to your online learning community and supporting your classmates and teacher. Never post or share inappropriate material.

- **Expectation 3: Always Be Academic**

Do: Login to your courses *each day* and approach your work with energy and enthusiasm. As an online learner, you must take ownership of your learning for it to make a difference. Read announcements, updates, and emails from your teachers each day, clarify if you have questions on the content or assignments, complete each activity or project with diligence, and *make sure that the work you do is always your own*. Remember to cite sources appropriately when quoting or using information from a book, the Internet, or another source. Each assignment you submit should be your best work - including the writing (e.g. grammar and spelling).

Avoid: Misinforming others when you may not know the answer. If you are guessing about something, state that you do not have all the information.

- **Expectation 4: Always Be Professional**

Do: Be professional - that means showing up each day in your online course ready to learn. *Wear appropriate clothing and take pride in your appearance; when in doubt, follow our dress code policy*. When interacting with your classmates, be ready to support your ideas with facts, be accurate, and submit assignments that are thoughtful and detail-oriented.

Avoid: Using inappropriate language, slang, texting language, and emoticons when responding to others. In other words, represent yourself well at all times.

* **Remember: Your signed Tempe Union Technology User Agreement applies to online learning as well.**

HAZING

There shall be no hazing, solicitation to engage in hazing, or aiding and abetting another who is engaged in hazing of any person enrolled, accepted for or promoted to enrollment, or intending to enroll or be promoted to District schools within twelve (12) calendar months. For purposes of this policy a person as specified above shall be considered a "student" until graduation, transfer, promotion, or withdrawal from the school.

"Hazing" means any intentional, knowing or reckless act committed by a student, whether individually or in concert with other persons, against another student, and in which both of the following apply:

- The act was committed in connection with an initiation into, an affiliation with, or the maintenance of membership in any organization that is affiliated with an educational institution; or
- The act contributes to a substantial risk of potential physical injury, mental harm or degradation, or causes physical injury, mental harm or personal degradation.

"Organization" means an athletic team, association, order, society, corps, cooperative, club, or similar group that is affiliated with an educational institution and whose membership consists primarily of students enrolled at that educational institution.

It is no defense to a violation of this policy if the victim consented or acquiesced to hazing. In accord with statute, violations of this policy do not include either of the following:

- Customary athletic events, contests or competitions that are sponsored by an educational institution; or

- Any activity or conduct that furthers the goals of a legitimate educational curriculum, a legitimate extracurricular program, or a legitimate military training program.

All students, teachers, and staff shall take reasonable measures within the scope of their individual authority to prevent violations of this policy.

All violations of this policy shall be treated in accord with the appropriate procedures and penalties provided for in District policies related to discipline of students, staff, and others.

IDENTIFICATION CARDS

A valid school-issued Identification Card is required to be in a student's possession at all times during school and at all school sponsored activities. Any staff member may ask for a student's identification card at any time. Failure to produce the requested identification card may result in the student's removal from campus or the activity, and the student may be subject to further disciplinary action.

PERSONAL PROPERTY

It is highly recommended that students not bring personal property to school. Tempe Union High School District and each individual high school assume no responsibility for any personal property which is brought to school. A lost and found is maintained on each campus. Students finding items on campus are asked to turn them into the lost and found. If the owner can be identified, the items are returned. Students who lose items should check with the lost and found to see if it has been turned in.

PROBATIONARY/BEHAVIOR CONTRACTS

Students may be required to sign probationary/behavior contract(s) before or after enrollment in any District school. Reasons a student would be required to sign a contract include, but are not limited to, the following:

- Violations in the area(s) of tardies, attendance, or student conduct;
- Violation of classroom rules/policies;
- Any situation deemed by the administration to require the use of a probationary/behavior contract to ensure compliance with policy.

SCHOOL BUS

Students must show their school-issued ID card to board the bus. Students should be at their assigned bus stop no later than 5 minutes before scheduled bus arrival. Bus drivers are not expected to wait for students. Students are required to ride their assigned bus. If a student needs to ride another bus due to an emergency, parents must write a note to take to the school office. Notes to the driver are not acceptable. Glass, animals (with the exception of service animals), insects, balloons, gum, sunflower seeds and motorized scooters are not allowed on the bus. The driver of a school bus is legally responsible for the orderly conduct and safety of all passengers being transported. The bus driver has complete charge of the bus and his/her instructions must be followed. Rules for passengers are posted in the front of each bus. If there is a serious violation or safety concern on the bus, the driver may bring the bus directly to school or the Transportation Facility where there is adult supervision. Student(s) may be removed from the bus and the parents notified to pick up their student. Students whose behavior threatens the safety of others will be denied transportation. In addition to specific bus rules all school rules apply while riding the bus. Riding the bus is a privilege that may be revoked for violation of school rules on the bus.

STUDENT CONFLICT

Students are required to take all necessary measures to avoid fighting with another student. If a student has a conflict with another student, report the conflict to a teacher, counselor, or administrator immediately.

STUDENT DRESS

The Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance except when their choices affect the educational program of the schools or the health and safety of others.

The Board authorizes the Superintendent to develop and enforce school regulations prohibiting student dress or grooming practices that:

- Present a hazard to the health or safety of the student or to others in the school;
- Interfere with school work, create disorder, or disrupt the educational program;
- Damage school property;
- Include any type of clothing, accessories and/or jewelry that is worn with the intent to convey affiliation with a criminal street gang as defined in A.R.S. 13-105;
- Display discriminatory or obscene language or symbols, symbols of sex, pornography or promoting drugs, alcohol or tobacco, advocating violence or hate speech on clothing.

Students may wear clothing, accessories and jewelry that display religious/cultural messages or religious/cultural symbols in the same manner and to the same extent that other types of clothing, accessories and jewelry that display messages or symbols are permitted.

Each school in the Tempe Union High School District will adhere to Governing Board policy JICA and JICA-R.

STUDENT VEHICLE USE AND PARKING

Students will register their vehicles if they intend to drive to school. The registration will require that the owner of the vehicle sign all required forms and acknowledgments. Registration stickers/placards will be affixed to the vehicle in a manner specified by the school administration. Students who fail to register their vehicle or who fail to follow school policy and procedures related to use of a student's vehicle may have their vehicle towed away. Any expense related to such towing will be the responsibility of the student. Tempe Union High School District does not assume liability for damages or stolen property while vehicles are parked on campus.

THREAT ASSESSMENTS

The District utilizes a thorough threat management process to identify and manage potential threats in order to ensure a safe learning and working environment. Each school will have a trained Threat Management Team (TMT) to address potential threats or situations that threaten the school environment. The team will provide a multidisciplinary perspective to support the administration in determining what level of action is most appropriate to ensure a safe learning environment.

Students may be required to participate in an individual threat assessment. Reasons that a student would be required to participate in a threat assessment include, but are not limited to, the following:

- Verbal or written threats;
- Intimidation or harassment;
- Violent behavior; or
- Any situation deemed by the District administration to be a disruption to the learning environment.

VAPING, E-CIGARETTES

Vaping by adolescence and the prevalence of e-cigarette use by minors has become an epidemic. TUHSD does not allow any use of tobacco or drugs on our campuses. Vaping devices of any kind are also banned.

WEAPONS

Weapons are defined as instruments of offensive or defensive combat; something to fight with and/or cause harm. Students shall not possess or use firearms, weapons, facsimiles of weapons, or any other instruments capable of harming a person or property. Weapons include, but are not limited to, guns, bullets, chains, knives, clubs, brass knuckles or any other items that, when used as a weapon, can result in bodily harm or property damage. [A.R.S. §13-3102 and 13-2911]

BULLYING HARASSMENT AND INTIMIDATION

The Governing Board believes it is the right of every student to be educated in a positive, safe, caring, and respectful learning environment. The Governing Board further believes a school environment inclusive of these traits maximizes student achievement, fosters student personal growth, and helps students build a sense of community that promotes positive participation as members of society.

The District, in partnership with parents, guardians, and students, shall establish and maintain a school environment based on these beliefs. The District shall identify and implement age-appropriate programs designed to instill in students the values of positive interpersonal relationships, mutual respect, and appropriate conflict resolution. To assist in achieving a school environment based on the beliefs of the Governing Board, bullying, harassment, or intimidation as defined by this policy will not be tolerated.

BULLYING, HARASSMENT, INTIMIDATION DEFINITION

Bullying is any written, verbal, or physical act or any electronic communication that is intended to or that a reasonable person would know is likely to harm one or more pupils by doing any of the following:

- substantially interfering with the educational opportunities, benefits, or programs of one or more pupils;
- adversely affecting the ability of a pupil to participate in or benefit from educational programs or activities by placing the pupil in reasonable fear of physical harm or by causing substantial emotional stress;
- having an actual and substantial detrimental effect on a pupil's physical or mental health; or
- causing a substantial disruption and/or substantial interference with the orderly operation of the school.

Bullying may occur when a student or group of students engages in any form of behavior that includes such acts as intimidation and/or harassment that

- has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm or damage to property;
- is sufficiently severe, persistent or pervasive that the action, behavior, or threat creates an intimidating, threatening, or abusive environment in the form of physical or emotional harm;
- occurs when there is a real or perceived imbalance of power or strength; or
- may constitute a violation of law.

Bullying of a student or group of students can be manifested through written, verbal, physical, or emotional means and may occur in a variety of forms including, but not limited to

- verbal, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor spreading either directly by another person or group or through cyber bullying;
- exposure to social exclusion or ostracism;

- physical contact including but not limited to pushing, hitting, kicking, shoving, or spitting; and
- damage to or theft of personal property.

Cyber bullying: Cyber bullying is behavior that includes, but is not limited to, any act of bullying committed by, use of electronic technology or electronic communication devices, including telephonic devices, social networking, and other Internet communications, on school computers, networks, forums, and mailing lists, or other District-owned property, and by means of an individual's personal electronic media and equipment.

Harassment: Harassment is intentional behavior by a student or group of students that is disturbing or threatening to another student or group of students. Intentional behaviors that characterize harassment include, but are not limited to, stalking, hazing, social exclusion, name calling, unwanted physical contact, and unwelcome verbal or written comments, photographs, and graphics. Harassment may be related, but not limited to real or perceived race, religion, sexual orientation, gender identity or expression, cultural background, economic status, size or personal appearance. Harassing behaviors can be direct or indirect and by use of social media.

Intimidation: Intimidation is intentional behavior by a student or group of students that places another student or group of students in fear of harm of person or property. Intimidation can be manifested emotionally or physically, either directly or indirectly, and by use of social media.

BULLYING, HARASSMENT, INTIMIDATION PROHIBITION AND DISCIPLINE

Students are prohibited from bullying on school grounds, school property, school buses, at school bus stops, at school sponsored events and activities, through the use of electronic technology or electronic communication equipment on school computers, networks, forums, or mailing lists.

Disciplinary action may result for bullying which occurs outside of the school and the school day when such bullying results in a substantial physical, mental, or emotional negative effect on the victim while on school grounds, school property, school buses, at school bus stops, or at school sponsored events and activities, or when such act(s) interfere with the authority of the school system to maintain order. All suspected violations of law will be reported to local law enforcement.

BULLYING, HARASSMENT, INTIMIDATION REPORTING INCIDENTS

A student who is experiencing bullying, or believes another student is experiencing bullying, is to report the situation to the principal or another school employee. A school employee who becomes aware of or suspects a student is being bullied shall immediately notify the school administrator. School personnel shall maintain confidentiality of the reported information.

The initial notification of an alleged incident may be provided verbally. A detailed written description of the incident and any other relevant information must be provided on form(s) made available by the school and submitted to the principal within one (1) school day of the verbal report. Should the principal be the employee who observes, is informed of, or suspects a student is experiencing bullying, the principal shall document the incident or concern in writing. Failure by an employee to report a suspected case of bullying may result in disciplinary action up to suspension without pay or dismissal pursuant to Board Policies GCQF and GDQD.

Reprisal by any student or staff member directed toward a student or employee related to the reporting of a case of bullying or a suspected case of bullying shall not be tolerated, and the individual(s) will be subject to discipline in accordance with District policies and regulations.

At the time a student reports alleged bullying the principal shall provide to the student who has allegedly been bullied a written copy of student rights, protections, and support services available to the student and shall notify the student's parent(s) of the report. The principal shall investigate all reports of bullying. If the principal determines that bullying has occurred, discipline will be administered pursuant to Board Policies JK and JKD. Regardless of the outcome of the investigation, the principal will meet with the involved students to review the findings of the investigation. Subject to the restrictions of the Family Educational Rights and Privacy Act (FERPA) set out in Policy JR, the parent(s) or guardian(s) of the involved students shall also be informed of the findings of the investigation.

Documentation related to reported bullying and any subsequent investigation shall be maintained by the District for not less than six (6) years. In the event the District reports incidents to persons other than school officials or law enforcement all personally identifiable information shall be redacted. Restrictions established by FERPA on disclosure of personally identifiable student information must be observed at all times.

The Superintendent shall establish procedures for the dissemination of information to students, parents, guardians, and District employees. The information will include, but not be limited to, Governing Board policies, incident reporting, support services (proactive and reactive), and student's rights. The dissemination of this information shall:

- occur during the first (1st) week of each school year;
- be provided to each incoming student during the school year at the time of the student's registration;
- be posted in each classroom and in common areas of the school, and
- be summarized in the student handbook and on the District website.

Information will be provided to staff members at the beginning of each instructional year and on the first (1st) day of employment for new employees. The Superintendent shall establish procedures designed to protect the health and safety of students who are physically harmed as the result of bullying. These will include, when appropriate, procedures for contacting emergency medical services, law enforcement agencies, or both.

Knowingly submitting a false report under this policy shall subject the student to discipline up to and including suspension or expulsion. Where disciplinary action is necessary pursuant to any part of this policy, relevant District policies shall be followed. Law enforcement authorities shall be notified any time District officials have a reasonable

STUDENT SUSPENSION AND DUE PROCESS

A student whose conduct may warrant disciplinary action shall be provided with written notice of the alleged misconduct and an opportunity to be heard by an impartial hearing officer. The particular form of due process required shall depend upon the gravity of the situation and the type of discipline invoked. In certain circumstances, an alternative to long-term suspension or expulsion will be offered to the student. Due process procedures are set forth in Governing Board Policy Regulation JKD-R.

If a student withdraws from school after receiving notice of possible action concerning discipline, suspension, or expulsion, the Governing Board may continue with the action after the withdrawal and may record the results of such action in the student's permanent file.

STUDENT INTERROGATIONS, SEARCHES, AND ARRESTS

DEFINITIONS

- Law Enforcement Officer. This term includes members of federal, state, and local law enforcement agencies, and anyone acting on their behalf, including School Resource Officers.
- School Officials. This term includes administrators, teachers, counselors, psychologists, nurses, or any other school personnel involved with a situation involving a student and is acting on behalf of an administrator, teacher, counselor, nurse or psychologist.

INTERVIEWS

School officials may question students regarding matters incident to school without limitation. The parent will be contacted if a student interviewed is then subject to discipline for a serious offense. A student may decline at any time to be interviewed by the School Resource Officer (SRO) or another law enforcement officer.

When child abuse or abandonment of a student is alleged the following shall apply:

If a child protective services worker or law enforcement enters the campus requesting to interview a student attending the school, the personnel of the District shall cooperate with the investigating child protective services worker or law enforcement officer. If a student is taken into temporary custody in accordance with A.R.S. §8-821, school personnel may respond to inquiries about the temporary custody of the child.

When a law enforcement officer is present on the campus to interview students at the request of school authorities, parents will be contacted if the student is to be taken into custody or if the student is subject to discipline for a serious offense in accordance with District Policy JIH.

SEARCHES

School officials have the right to search and seize property, including school property temporarily assigned to students, when there is reason to believe that some material or matter detrimental to the health, safety, and welfare of the student(s) exists. Items provided by the District for storage (e.g., lockers, desks) or personal items are provided as a convenience to the student but remain the property of the school and are subject to its control and supervision. Students have no reasonable expectation of privacy, and lockers, desks, storage areas, et cetera, may be inspected at any time with or without reason, or with or without notice, by school personnel.

When there is reasonable suspicion that contraband, materials or items which present danger of physical harm or illness and are in a student automobile, District/school officials have the right to search the automobile when it is parked on or being operated on, school property. When the owner of the automobile is other than the person in possession of the automobile, the owner will be notified that a search has taken place.

Before conducting any search of a student's personal property, consent will be sought by the school official. However, if the school official has a reasonable suspicion that a search will uncover evidence that the student has violated or is violating either the law or rules of the District or schools, searches such as emptying of pockets, searches of backpacks and purses, wand of a student with a metal detector, entering school through a weapons detection system, and removal of other specified clothing items outlined in policy JIH-R may be conducted by an administrator or school security employee even in the absence of student consent. School officials will strive to conduct any search in the least intrusive manner possible.

SEARCH WARRANTS

District/school officials shall not interfere with searches by Law Enforcement Officers who present and serve the District/school with a properly issued search warrant. Every reasonable effort should be made to cooperate with Law Enforcement Officers.

VEHICLE SEARCHES

Students are permitted to park on school premises as a matter of privilege, not of right. The school retains authority to conduct routine patrols of student parking lots and inspections of the exteriors of student automobiles on school property. The interiors of student vehicles may be inspected whenever a school authority has reason to believe that illegal or unauthorized materials may be contained inside. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

SEIZURE OF ILLEGAL MATERIALS

If a properly conducted search yields illegal or contraband materials, such findings shall be turned over to proper legal authorities for ultimate disposition.

ARREST

When a Law Enforcement Officer enters a campus providing a warrant or subpoena or expressing an intent to take a student into custody, the office staff shall request the Law Enforcement Officer establish proper identification, and complete and sign a form for signature of an arresting officer or interviewing officer. The school staff shall cooperate with the officer in locating the child within the school. School officials may respond to parental inquiries about the arrest or may, if necessary, explain the relinquishment of custody by the school and the location of the student, if known, upon contact by the parent.

LAW ENFORCEMENT PRESENCE ON CAMPUS

The Tempe Union High District utilizes Law Enforcement Officers, which includes School Resource Officers (SRO), to provide an added layer of safety on school grounds. Law Enforcement Officers are commonly invited as classroom guests, to assist with traffic, provide law related education, or to assist with other law enforcement needs. It is expected that Law Enforcement Officers will maintain a professional presence while on school facilities or attending school events. Additionally, it is expected that Law Enforcement Officers will be professionally equipped, and may use such equipment when necessary to maintain the safety of themselves and those that they are employed to protect.

COMPLIANCE WITH POLICE

School officials must comply with a Law Enforcement Officer's directive not to (1) contact the student's parents, or (2) advise the student that they (school official) will notify the student's parents if or when the investigation or interview involves child abuse or criminal activity on the part of a parent or guardian.

School officials are not required to advise a student of juvenile Miranda warnings unless the school official is conducting a custodial interrogation and acting in the capacity of a Law Enforcement Officer.

School officials shall not be required to comply with unconditional demands from parents for prior notice of, or consent to, police interviews of a student. All questions shall be addressed to District Administration.

PARENT NOTIFICATION

In the event Law Enforcement Officers seek to interview students on school campuses, the following regulations shall control:

- If Law Enforcement Officers are seeking only to interview students, the officers are subject to school policy regarding access to students.
- Reasonable attempts to notify parents of the police presence during an interview will be made and in the absence of a parent witness, a school official may sit in on the interview on behalf of the parent.
- When the conduct of a student or information regarding a student that involves or may involve criminal activity, child abuse, or sexual misconduct, school officials shall notify the applicable law enforcement agency, State Board of Education (if or where applicable) and/or the parents (if or where applicable).
- When a Law Enforcement Officer requests to interview a student, every attempt will be made to notify parents prior to an interview being conducted unless:
 - ◆ The Law Enforcement Officer is making an arrest or serving a subpoena or warrant; or
 - ◆ The Law Enforcement Officer is seeking to investigate child abuse or other criminal activity by or involving the student's parent(s) or guardian.
 - ◆ In either of the immediately two (2) preceding situations, Law Enforcement Officers must be granted immediate access to the student and school officials must comply with the Law Enforcement Officer's requests regarding non-notification of parents or guardian. An attempt by a school official to notify a parent in these kinds of investigations may subject the school official to "criminal liability" for hindering or interfering with prosecution. [A.R.S. §13-2511 and §13-2512.]
 - ◆ Insistence on parental notification is inappropriate under circumstances in which delay pending parental notification would jeopardize safety. For example, if Law Enforcement Officers suspect a student of possessing a dangerous weapon or having information thereof.
 - ◆ Fifth Amendment concerns do not present themselves when a student is a potential witness, rather than a suspect, in a criminal investigation. Although parental notification is not required under Arizona law, it is permissible in this situation (unless the student has witnessed criminal activity relating to the student's parent[s]).

STUDENT CONCERNS, COMPLAINTS, AND GRIEVANCES

A complaint/grievance may be raised regarding one (1) or more of the following:

- Violation of the student's constitutional rights;
- Denial of an equal opportunity to participate in any program or activity for which the student qualifies not related to the student's individual capabilities;
- Discriminatory treatment on the basis of race, color, religion, sex, age, national origin, gender identity, sexual orientation or disability;
- Harassment of the student by another person;
- Intimidation by another student;
- Bullying by another student;
- Concern for the student's personal safety.

A complaint/grievance may be presented provided that:

- The topic is not the subject of disciplinary or other proceedings under other policies and regulations of this District, and
- The procedure shall not apply to any matter for which the method of review is prescribed by law, or the Governing Board is without authority to act.

Guidelines regarding complaints/grievances are as follows:

- The report must be filed within thirty (30) calendar days of the time the student knew or should have known of the complaint/grievance.
- The complaint/grievance shall be made only to an administrator or other professional staff member.
- When the professional staff member is other than the school administrator, it shall be the responsibility of the staff member to inform a school administrator as soon as feasible, but not later than the next school day following the day that the staff member receives the complaint/grievance.
- The professional staff member shall preserve the confidentiality of the subject, disclosing it only to the appropriate school administrator or next higher administrative supervisor or as otherwise required by law.
- High school students shall file complaints on their own behalf.
- Knowingly submitting a false report under this policy shall subject the student to discipline up to and including suspension or expulsion.
- When District officials have a reasonable belief or an investigation reveals that a reported incident may constitute an unlawful act, law enforcement authorities will be informed.

STUDENT HEALTH SERVICES

One full-time nurse serves the school. When accidents or illnesses occur during school hours, emergency care will be given. The student must obtain a pass from his/her teacher to go to the nurse's office. The nurse may, based on his/her professional judgment, give the student permission to go home or send him/her back to class. Any further care is the responsibility of the parents.

INJURIES AND MEDICAL RELEASE

If a student is injured on the way to or from school, during the school day, or at any school related activity, he/she is required to notify the coach, teacher, supervisor, or nurse immediately of the injury and causes.

In order for a student to be excused from P.E. or athletics, a student must be seen by a Qualified Medical Professional (Medical Doctor, Doctor of Osteopathic Medicine, Licensed Nurse Practitioner, or Licensed Physician's Assistant). In order to return to P.E. or athletics, a student must be released by the same Qualified Medical Professional before participating in the activity again. The medical release must be brought to the nurse's office or Athletic Trainer and filed with the student's health records.

IMMUNIZATION REQUIREMENTS

In accordance with A.R.S. §15-871, current immunizations will be required as a condition of attendance for all public school students in kindergarten through high school plus any preschool classes unless parents provide an exemption pursuant to A.R.S. §15-893. Parents/Guardians must provide the school with up-to-date documentation as requested by the nurse. Information regarding immunization dates and need for boosters are available through the nurse or the Country Health Department. Failure to provide updated immunization documentation may result in a student's classes being closed.

MEDICATIONS

When it is necessary for a student to take medication during school hours, certain guidelines must be followed. For over-the-counter or non-prescription medication, written permission from the parent to administer the medication must be on file in the Health Center. For prescription medication these guidelines must be followed:

- The medication must be prescribed by a physician specifically for the student;
- The medication must come to the Health Center in the original bottle with the current date; and
- A Medical Administration Form must be on file giving written permission by the parent to administer the medication prescribed by the physician.

EXCEPTIONS

The following exceptions may be made with completion of the appropriate permissions and with written health care provider instructions:

- Students who have been diagnosed with anaphylaxis may carry and self-administer emergency medications including auto-injectable epinephrine. The pupil's name shall be on the medication's prescription label on the container or device. Annual written documentation and permissions from the pupil's parent(s) or guardian shall be provided that authorizes possession and self-administration. The student shall notify the school nurse as soon as practicable following the use of the medication.
- For breathing disorders, handheld inhaler devices may be carried for self-administration provided the pupil's name is on the prescription label on the medication container or on the handheld inhaler device. An annual written documentation from the pupil's parent(s) or guardian shall be provided that authorizes possession and self-administration.
- Students with diabetes who have a diabetes medical management plan provided by the student's parent or guardian, signed by a licensed healthcare provider as specified by A.R.S. §15-344.01, may carry appropriate medications and monitoring equipment and self-administer the medications.

The District reserves the right, in accordance with procedures established by the Superintendent, to circumscribe or disallow the use or administration of any medication on the school premises if the threat of abuse or misuse of the medication may pose a risk of harm to a member or members of the student population.

ATHLETICS AND ACTIVITIES

INTERSCHOLASTIC ATHLETICS

TUHSD is governed by the rules and regulations of the Arizona Interscholastic Association. Student eligibility requirements are outlined for your information. These regulations apply to both boys' and girls' interscholastic athletics. A student will establish athletic eligibility when he or she first competes for a team. For most students, this will occur during their freshman year.

Student Eligibility: In order for a student to be eligible for interscholastic athletics, the student must meet all AIA guidelines. Please see the athletic director and refer to the AIA bylaws (aiaonline.org) to ensure athletic eligibility requirements are met.

Clearance Paperwork: In addition to being scholastically eligible, athletic participants must have all clearance documentation on file in Aktivite (Register My Athlete). To be cleared for the first day of permissive practice, a student athlete must complete the clearance process through Aktivite (Register My Athlete). Transfer students must check with the Assistant Principal of Athletics regarding eligibility. No equipment will be issued until the athletic office has all of the following information through Aktivite (Register My Athlete). Clearance information includes:

1. Brain Book Concussion and Opioid Course (required one time during high school);
2. Concussion awareness certificate;
3. View sports risk video and e-signature on the consent form;
4. AIA pre-participation medical history form;
5. AIA pre-participation physical examination;
6. Emergency consent form; and
7. Certified copy of birth certificate.

A link to Aktivite (Register My Athlete) is available on the school website.

The Athletic Department will only accept completed information. Partial information or unsigned online documents will not be accepted.

ATHLETIC CODE OF CONDUCT

In addition to the A.I.A. policies, there are some guidelines that have been established at TUHSD to help in the administration and control of our local programs. Participants in our athletic programs are expected to meet and satisfy all academic assignments or teachers' requests for extra help prior to taking part in any athletic activity. The athletic program is secondary to the academic program of the school. Members of our athletic teams are expected to set a positive example of behavior and attendance. Any student athlete violating the general behavior or attendance regulations may face the temporary loss of his/her eligibility as a disciplinary action. The continued violation of campus standards may result in a student being declared ineligible to participate by the school administration. Participation in athletics and activities is a privilege to be earned. Any athlete found in violation of the accepted standards of behavior while representing the school could be subject to administrative dismissal from the team or denied the award of a letter or certificate of participation. All athletes are expected to sign the District's *Athletic Code of Conduct* found on Aktivite (*Register My Athlete*), and athletes must complete their season in good standing with the team.

SPORTSMANSHIP

The Tempe Union High School District promotes good sportsmanship and positive relationships between schools. Student-athletes are expected to work hard and continue to develop the characteristics of sportsmanship and friendliness to opposing teams.

ATHLETIC GUIDELINES

All athletic equipment is the property of the school and the Tempe Union High School District. The equipment is the financial responsibility of the person to whom it is issued and he/she is responsible for its care or replacement if it is lost, stolen, or damaged. School equipment may not be taken home or worn at any time other than practice or competition unless authorized. The unauthorized use of equipment will result in the equipment being retrieved by the administration or athletic staff.

NCAA ELIGIBILITY CENTER

The NCAA, which governs athletic programs for Division I and Division II colleges and universities, requires that all athletes register with the NCAA Eligibility Center. This requirement also applies to any athlete who plans to attend a community college and may someday wish to transfer to a Division I or II institution. The required Eligibility Center forms are available online at <https://web3.ncaa.org/ecwr3/t>. There is currently a fee payable to the NCAA to process each application. The student athlete must have an official transcript and his college entrance exam scores sent directly to the Eligibility Center. It is highly recommended that the student athlete apply at the end of his/her junior year in the Tempe Union High School District. If you have questions, please contact the Assistant Principal of Athletics or the counseling office at your local campus.

ATHLETIC LOCKERS

Athletic lockers are provided for the storage of athletic equipment only and are not to be used as P.E. lockers or for any

other purposes. If the lockers are being used for the storage of items other than athletic equipment the locker may be emptied of its contents by the administration or coaching staff. The athletic locks and lockers are the property of the school and are subject to search at any time considered necessary by the administration or coaching staff.

ATHLETIC EVENTS (CROWD BEHAVIOR)

TUHSD may ban students in inappropriate or offensive dress or costumes, prohibit drones, radios/boomboxes and unusual noisemakers (horns, whistles, drums, etc.), and will take whatever steps are necessary to ensure order and responsible crowd behavior at all athletic contests. As members of the A.I.A., TUHSD has the responsibility to provide a positive environment and experience for all participants (visiting schools, community, officials, etc.). Acts or cheers which are in poor taste, inflammatory, or offensive to others will be stopped immediately and may result in the individual(s) being removed from the event. Anything which diverts attention from an event to a person or group is considered disruptive.

FINANCIAL RESPONSIBILITY

Any student participating in the school activities program is fully responsible for equipment or uniforms entrusted to them. If equipment issued to a person is not accounted for in a satisfactory manner, participation awards and clearance for other sports or activities will be withheld until a satisfactory resolution is achieved. Athletic lockers are not to be shared or left open/unattended.

SCHOOL DANCES

Regular school dances will be scheduled during the year for the benefit of TUHSD students. The same campus rules and regulations apply to dances as to normal school operations.

- All students will be required to display their identification cards before being admitted to any school dance.
- Guest passes may be obtained for Homecoming and the Junior/Senior Prom.
- All guest pass application approvals are at the discretion of the school administration.
- Guest passes are issued through the office of the Assistant Principal of Activities.

GRADUATION TRIPS

TUHSD does not sanction or sponsor graduation trips.

CLUB INDUCTION GUIDELINES

Refer to the hazing policy in this handbook.

TAX CREDIT

Arizona has authorized a tax credit for individual income tax payers. A credit of up to \$400 is available for payment of fees to an Arizona public school for support of extra-curricular activities. Additional information and state tax guidelines are available online at <https://www.tempeunion.org/Ways-to-Donate>.

TEXTBOOKS

Textbooks are the property of the Tempe Union High School District and are issued at no cost to students; however, replacement charges are assessed when textbooks are damaged, destroyed, lost, stolen, or not returned when school is dismissed for summer break. Assessed charges will be the FULL PURCHASE PRICE to replace the textbook. Charge(s) must be paid prior to registration for the following school year.

STUDENT LAPTOPS

Tempe Union High School District is dedicated to providing excellence in teaching and learning through its 1:1 technology initiative. This initiative gives high school students a District-issued laptop to support their education. The District requires students to use their District-issued laptop while on campus. Personal devices cannot be used in classes on campus. This blended learning initiative provides exciting opportunities for students. Under the careful guidance of their teachers, students use the laptops in school and at home to support their education in a variety of ways.

The District has developed the Student Laptop Handbook which outlines the basic information needed to successfully participate in the program and can be found at the following link: <https://www.tempeunion.org/Bookstores>

As part of the 1:1 technology initiative, parents have the option to enroll in the District's Laptop Protection Plan (LPP). Enrollment in the plan will minimize the potential repair and/or replacement costs associated with the laptop. For details of the LPP see page 5 of the Student Laptop Handbook.

EQUIPMENT DAMAGE AND LOSS

Students are financially responsible for any school equipment or property they are entrusted with if it is stolen, lost, or damaged.

FEDERAL SCHOOL LUNCH PROGRAM

All District schools will participate in the Federal Lunch Program. This program offers a balanced nutritional meal for both breakfast and lunch. Students may apply for free or reduced lunches or place money in an account for school

lunches (cash is not required on campus). For more information, or to get an application, see your local cafeteria manager during registration or at the beginning of the school year. Federal Lunch Program applications must be renewed annually during the first two (2) weeks of the new school year.

SIGNS AND POSTERS

No sign or posters may be displayed on the metal or exterior of any building on campus unless approved by administration. Signs or small posters are subject to the following conditions:

- All signs or posters are in good taste;
- Any sign or poster for non-school activity is approved by a school administrator prior to its display on the campus;
- Any sign or poster for school related activities is approved by administration and the sign or poster will be marked for approval;
- Signs may not be attached to any plaster or painted surface; and
- Persons or organizations displaying posters are responsible for immediately removing the advertisement following the event or activity. Persons or organizations guilty of violating these guidelines may be denied the right to display posters or information in the future.

NON-SCHOOL PUBLICATIONS

All non-school publications must be approved by a school administrator before they may be distributed on the campus. The guidelines for such approval are described in the Students' Rights and Responsibilities under the section "Freedom to Publish."

HEALTH PANDEMIC

In the case of a health pandemic, TUHSD partial or full closure decisions will be made in consultation with the Arizona Department of Health Services, Arizona Department of Education, Centers for Disease Control and Prevention, and TUHSD's Emergency Management Team and Executive Team. As a result, District and school operations may be impacted. Changes may occur in the following areas, included but not limited to: daily operations, student dress, student activities and athletics.

STUDENT SERVICES

SOCIAL/EMOTIONAL WELLNESS

Tempe Union High School District is committed to supporting student's general health, well-being, academic success, and ability to learn by providing a Districtwide environment that fosters and promotes healthy eating, physical activity, and mental health needs of each student. TUHSD aims to actively promote health and wellness to advance readiness to learn and live healthy lives. Governing Board Policy JL and JLDAA are inclusive of all students, staff, families, and the community.

ADMISSION OF HOMELESS STUDENTS

TUHSD has adopted policies to direct compliance with Arizona State Laws, Arizona Administrative Code, and the McKinney-Vento Homeless Education Assistance Improvements Act of 2001 and should be read as consistent with those documents. The implementation of this policy shall ensure that:

- Homeless students are not stigmatized or segregated on the basis of their status as homeless;
- Homeless students are immediately enrolled in school; and
- Transportation is provided to and from the school of origin for the homeless student to the extent required by law and policy.

The term 'homeless students' means individuals who lack a fixed, regular, and adequate nighttime residence and includes students who:

- are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason;
- are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; Are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement;
- have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
- are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; or
- migratory students who qualify as homeless because the children are living in circumstances described above.

The term 'school of origin' means the school that the student attended when permanently housed or the school in which the student was last enrolled. The term "unaccompanied youth" includes a youth not in the physical custody of a parent or guardian.

The Superintendent will designate an appropriate staff person as liaison for homeless students who will carry out duties as assigned. Among those duties will be the responsibility to coordinate activities and programs in the best interest of homeless students that will include, but not be limited to, establishment of procedures to:

- Continue the student's education in the school of origin for the duration of homelessness:
 - ◆ In any case in which a family becomes homeless between academic years or during an academic year; or
 - ◆ For the remainder of the academic year, if the student becomes permanently housed during an academic year.
- Enroll the student in any public school that non-homeless students who live in the attendance area in which the student is actually living are eligible to attend.

In determining the best interest of the homeless student, the school and/or district should, to the extent feasible, keep a homeless student in the school of origin, except when doing so is contrary to the wishes of the student's parent(s) or guardian. The school or district will provide a written explanation, including a statement regarding the right to appeal, to the homeless student's parent or guardian, if the homeless student is sent to a school other than the school of origin or a school requested by the parent or guardian. In the case of an unaccompanied youth, the liaison for homeless students shall assist in placement or enrollment decision, considering the views of such unaccompanied youth, and providing notice to such students of the right to appeal.

SPECIAL EDUCATION

As a public school district, TUHSD is required to inform the general public and parents within its boundaries of responsibility of special education services for students aged 3 through 21 years and how to access those services, including information regarding early intervention services for children aged birth through 2 years. The District is also responsible for public awareness and child find for children attending private schools or who are home schooled within its geographic boundaries.

The District is responsible for identifying, locating, and evaluating all children with disabilities in the District who are in the 9th grade through the age of 21, and for referring children from birth through 2 years of age to the Arizona Early Intervention Program (AzEIP) for evaluation and appropriate services. For students aged 3 through 8th grade, the students are referred to the district of residence. That district is required to screen and/or evaluate the child within the state prescribed timelines. For children aged birth through 5 years, the District is responsible to use the Arizona Child Find Tracking Form and submit it to AzEIP or the district of residence (depending upon the age of the child) within two (2) working days of the date of initial referral. These forms can be obtained from the District Office, Special Education Department or from the social worker assigned to each campus.

For all new students to the District, the classroom teacher will be asked to complete screening forms within 45 days of enrollment. The teacher will look at the child's ability in the areas of academics, vision, hearing, adaptive, communication, social/emotional, and motor skills. If any concerns are noted the child may be referred for additional help.

The District is also responsible for providing a free and appropriate public education (FAPE). The term "FAPE" means special education and related services that:

- are provided at public expense, under public supervision and direction, and without charge;
- meet the standards of the State education agency;
- include pre-school, elementary, or secondary school education in the State; and
- are provided in conformity with an Individualized Education Program (IEP) that meets Federal requirements.

Tempe Union High School District will refer any children who are suspected of having a disability for evaluation and, if appropriate, for services. The District will make FAPE available to any child who needs special education and related services, even though the child has not failed or been retained in a course or grade, and is advancing from grade to grade. The District will make the determination that a child is eligible for special education and related services on an individual basis by a properly constituted team. If you have concerns about a child you know, please contact the School Counseling Office at your high school.

SECTION 504

The Rehabilitation Act of 1973, commonly referred to as "Section 504," is a federal statute that prohibits discrimination against persons on the basis of disability by institutions, such as Tempe Union High School District, that receive Federal financial assistance. Per Title II, the Tempe Union High School District does not discriminate on the basis of race, color, religion, national origin, sex, disability, age, sexual orientation, gender identity, gender expression, or immigration status in admission and access to its programs, services, activities, or in any aspect of their operations and provides equal access to the Boy Scouts and other designated youth groups. The lack of English language skills shall not be a barrier to admission or participation in the District's activities and programs. Also, a student who qualifies for special education services under the Individuals with Disabilities Education Act (IDEA) is, in all cases, a qualified student with a disability under Section 504. The converse, however, is not true: a qualified student with a disability under Section 504 is not qualified in all cases to receive special education services and the protections of IDEA. In other words, some students with a disability may qualify for protections under Section 504 but do not qualify for special education services under IDEA.

For a student to qualify for accommodations or services under Section 504, the student must meet three criteria: (1) have a mental or physical impairment, (2) which substantially limits, (3) one or more major life activities. When a Section 504 Team is interpreting evaluation data and in making placement decisions, the District must:

- draw upon information from a variety of sources, including aptitude and achievement tests, teacher recommendations, physical condition, social or cultural background, and adaptive behavior;
- establish procedures to ensure that information obtained from all such sources is documented and carefully considered;
- ensure that the placement decision is made by a group of persons, including persons knowledgeable about the child, the meaning of the evaluation data, and the placement options; and
- ensure that the placement decision is made in conformity with Section 504.

Section 504 does not specifically define the term "substantially limits." The basis for evaluating this criterion is the impact the impairment has on one or more of a student's major life activities. A student's impairment is a substantial limitation if the student's "life activities are restricted as to the conditions, manner, or duration under which they can be performed in comparison to most people." As of January 1, 2009, school districts, in determining whether a student has a physical or

mental impairment that substantially limits that student in a major life activity, must not consider the ameliorating effects of any mitigating measures that the student is using.

Simply having a condition or disability does not automatically qualify a student for a Section 504 Plan. While there are no disabilities that are automatically eligible for Section 504 protections, the Office for Civil Rights (“OCR”) of the U.S. Department of Education has issued guidance that indicates in “virtually every case,” diabetes, epilepsy, bipolar disorder, or autism will likely result in eligibility under Section 504. The Section 504 Team understands that a definition of disability ‘shall be construed in favor of broad coverage of individuals under this Act, to the maximum extent permitted by the terms of this Act.

Here is a link <https://www.tempeunion.org/Section-504-Manual> to our updated Section 504 Manual that outlines our TUHSD Section 504 practices and contact information.

GRIEVANCE PROCEDURE

Any person who believes they have been subjected to discrimination on the basis of disability by a student, staff member, or third party affiliated with the district may file a grievance under this procedure. Examples of a disability discrimination can include, but are not limited to, disability-based harassment; limiting or denying a qualified individual with a disability the enjoyment of any right, privilege, advantage, or opportunity enjoyed by others receiving an aid, benefit or service; treating a student differently on a basis of disability; denying a student with a disability a free and appropriate education; and failing to make modifications of “policies or procedures” when such modification is necessary to accommodate individuals with disabilities. The District prohibits retaliation against anyone who files a grievance or cooperates in the investigation of a grievance.

Procedure:

- Grievances should be submitted to the Section 504/ADA Coordinator within thirty (30) business days of the date the person filing the grievance becomes aware of the alleged discriminatory action.
- A complaint should be in writing, containing the name and address of the person filing it. The complaint must state the problem or action alleged to be discriminatory and the remedy or relief sought.
- If the Complainant is unable to put the complaint in writing, the District shall provide reasonable accommodations to assist the Complainant with submission of his/her complaint. Although the District encourages individuals to submit complaints in writing, the District will nonetheless provide prompt and equitable response when it becomes aware of possible discrimination.
- The Section 504/ADA Coordinator (or her/his designee) shall conduct an investigation of the complaint. This investigation may be informal, but it must be thorough, affording all interested persons an opportunity to submit evidence relevant to the complaint, including the opportunity to present witnesses. The Section 504/ADA Coordinator will maintain the files and records of the District relating to such grievances.
- The Section 504/ADA Coordinator will complete the investigation and issue a written decision on the grievance no later than ten (10) working days after its filing, unless extenuating circumstances require an extension of the ten (10) day timeline. In such case, the Section 504/ADA Coordinator (or her/his designee) will communicate with the Complainant concerning the need for the extension.
- The person filing the grievance may appeal the decision of the Section 504/ADA Coordinator by writing to the Superintendent within fifteen (15) working days of receiving the Section 504/ADA Coordinator’s decision. The Superintendent, or his/her designee, shall issue a written decision in response to the appeal no later than ten (10) working days after its filing.
- If it is determined that discrimination occurred, the District shall take the appropriate steps to prevent the recurrence of discrimination and correct the discriminatory effects on the complainant and others.
- The District shall maintain confidentiality as required by the Family Educations Rights and Privacy Act (FERPA) during all times.
- The availability and use of the grievance procedure does not prevent a person from filing a complaint of discrimination on the basis of disability with the U.S. Department of Education, Office for Civil Rights. The address of the regional office that includes Arizona is:
Office for Civil Rights
1244 Speer Blvd., Suite 300
Denver, CO 80204-3582

The District will make appropriate arrangements to ensure that persons with disabilities are provided other accommodations, if needed, to participate in this grievance process. Such arrangements may include, but are not limited to, providing interpreters for the deaf, providing taped cassettes of material for the blind, providing a scribe for submission of the complaint, or assuring a barrier-free location for the proceedings.

The section 504/ADA Coordinator will be responsible for making such arrangements.

REPORT CARDS

Report cards, which are published at the end of each quarter, show the standing of the student in the subjects in which the student is enrolled. If a student’s grades are not satisfactory to the student’s parent(s), a conference may be arranged. School officials and teachers welcome the opportunity to become acquainted with parent(s) and advise them of their student’s work.

PARENTVUE

Parent(s) can access information about their student’s grades and attendance online. Contact the front office of your local campus for information, or visit the school's website.

CHANGING RESIDENCE OR PERSONAL INFORMATION

If a student moves, changes his/her home phone number, address, emergency information, etc. during the school year, it is the parent’s responsibility to immediately report the new information to the local school through the online verification process.

GRADUATION EXERCISES

Graduation exercises will be held for students who have met state and District requirements for graduation from high school. Participation in high school commencement exercises is encouraged but is not compulsory. However, since these exercises require planning and rehearsals, students who wish to participate must be present at the rehearsals. Failure to do so may be cause for excluding students from participating in graduation exercises.

SURVEYS

Pursuant to A.R.S. §15-117, I understand that my student may participate in general surveys administered by the district.

RIGHT TO REVIEW TEACHER QUALIFICATIONS

As a parent of a student at a Tempe Union High School District school, you have the right to know the professional qualifications of the classroom teachers who instruct your child. Federal State law allows you to ask for certain information about your child's classroom teachers and requires us to give you this information in a timely manner if you ask for it.

Specifically, you have the right to ask for the following information about each of your child's classroom teachers:

- Whether the Arizona Department of Education has licensed or qualified the teacher for the grades and subjects he or she teaches.
- Whether the Arizona Department of Education has decided that the teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances.
- The teacher's college major; whether the teacher has any advanced degrees and, if so, the subject of the degrees.
- Whether any teachers' aides or similar paraprofessionals provided service to your child and, if they do, their qualifications

If you would like to receive any of this information, please contact the Assistant Superintendent of Human Resources at 480-839-0292.

TRIP REDUCTION

TUHSU supports efforts to reduce air pollution by participating in the Maricopa County Trip Reduction Program. The goal of the program is to reduce drive-alone travel to work and school. In our efforts to comply with the program and to make commuting less stressful and more convenient for employees and students, we offer:

- Reserved parking spots for registered car-and van-poolers;
- Bike racks;
- Showers for alternative transportation mode users;
- Bi-annual drawings of prizes for alternative mode users;
- Clean air campaign events.

To learn more about this program, contact the school's trip reduction coordinator.

STUDENT DISCIPLINE MATRIX OF CONSEQUENCES (EXHIBIT JK-ED)

The categories of misconduct specified below are intended only as examples of the kinds of misconduct justifying discipline and not as a complete list of misconduct. Note: These are recommended disciplinary guidelines for some examples of misconduct. Depending on the circumstances of the offense and history of the offender, actual discipline may be lesser or greater at the administrator's discretion on a case-by-case basis. Offenses are cumulative during the entire time the student is enrolled in the District.

For the chart below the meaning of the asterisks (*) is:

* The violation must be reported to the Arizona Department of Education.

** The violation must be reported to local law enforcement as well as the Arizona Department of Education.

NATURE OF OFFENSE (DEFINITION):	OFFENSE AND RECOMMENDED DISCIPLINE
ACADEMIC MISCONDUCT/DISHONESTY	
Academic Misconduct/Dishonesty: Academic misconduct/dishonesty can include, but is not limited to cheating, forgery, lying and plagiarism. In addition to disciplinary action, students may face academic sanctions which may include but are not limited to receiving a zero on an assignment, grade of "F" for a class, or withdrawal from the class during the academic year.	
Cheating: Using or attempting to use unauthorized materials, information, or study aids in any academic exercise or assignment. Fabrication involves the falsification or invention of any information or citation in an academic exercise or assignment.	1 st – Conference to short-term suspension 2 nd – Conference to short-term suspension 3 rd – Short-term to long-term suspension
Forgery: Using the signature or initials of another person.	1 st – Conference to short-term suspension 2 nd – Conference to short-term suspension 3 rd – Short-term to long-term suspension

NATURE OF OFFENSE (DEFINITION):	OFFENSE AND RECOMMENDED DISCIPLINE
Lying: Knowingly giving false or misleading information, including false accusations against others with the intent to deceive.	1 st – Conference to short-term suspension 2 nd – Conference to short-term suspension 3 rd – Short-term to long-term suspension
Plagiarism: Using another’s words, ideas, materials or work without acknowledging and documenting the source. Students are responsible for knowing the rules governing the use of another’s work and for acknowledging and documenting the source appropriately.	1 st – Conference to short-term suspension 2 nd – Conference to short-term suspension 3 rd – Short-term to long-term suspension
AGGRESSION POLICY VIOLATION	
Aggression: Verbal Provocation: Use of language or gestures to insult or humiliate another person or that may incite another person or persons to fight.	1 st – Conference to short-term suspension 2 nd – Short-term suspension to long-term suspension 3 rd – Short-term suspension to long-term suspension
Minor Aggressive Act: Student engages in non-serious but inappropriate physical contact, i.e., hitting, poking, pulling, or pushing.	1 st – Short-term suspension to recommend expulsion 2 nd – Short-term suspension to recommend expulsion 3 rd – Long-term suspension to recommend expulsion
Disorderly Conduct: The intent to disturb the peace or quiet, make unreasonable noise, use of abusive or offensive language or gestures, make a protracted commotion, utterance or display with the intent to prevent the transaction of the business of a meeting, gathering, or class, or refusal to obey a lawful order to disperse.	1 st – Conference to short-term suspension (possible police referral) 2 nd – Short-term to long-term suspension (possible police referral) 3 rd – Short-term to long-term suspension (possible police referral)
Recklessness: Unintentional, careless behavior that may pose a safety or health risk to others.	1 st – Conference to short-term suspension (possible Police referral) 2 nd – Short-term to long-term suspension (possible police referral) 3 rd – Short-term to long-term suspension (possible police referral)
Endangerment*: The reckless endangerment of another person that results in substantial risk of imminent physical injury or death.	1 st – Conference to short-term suspension (possible Police referral) 2 nd – Long-term suspension to recommend expulsion (possible police referral) 3 rd – Long-term suspension to recommend expulsion (possible police referral)
Fighting*: Mutual participation in an incident involving physical violence, where there is no major injury. Verbal confrontation alone does not constitute fighting.	1 st – Short-term suspension 2 nd – Long-term suspension 3 rd – Recommend expulsion
Assault*: Intentional or reckless causing of physical injury to another or touching another person intending to injure, insult or provoke. Including taking or attempting to take anything by force or threat of force and intentional use of a vehicle in a manner dangerous to person or property.	1 st – Short-term suspension (10 days) to recommend expulsion (possible police referral) 2 nd – Long-term suspension to recommend expulsion (possible police referral) 3 rd – Recommend expulsion (possible police referral)
Aggravated Assault**: A person commits aggravated assault if the person commits assault as defined in A.R.S. §13-1204. This could include, but is not limited to: 1. Causing serious physical injury to another, 2. Use of a deadly weapon or dangerous instrument, 3. A person eighteen years of age or older committing the assault upon a child under fifteen years of age, 4. Committing an assault knowing the victim is a teacher or other person employed by any school and the teacher or other employee is on the grounds of a school or grounds adjacent to the school or is in any part of a building or vehicle used for school purposes, or any teacher or school nurse visiting a private home in the course of the teacher’s or nurse’s professional duties or any teacher engaged in any authorized and organized classroom activity held on other than school grounds.	1 st – Recommend expulsion (police referral)
Kidnapping**: The knowing restraint of another person with the intent to hold the victim for ransom, as a shield or hostage, for involuntary servitude, inflict physical injury or place the person in reasonable apprehension of imminent physical injury.	1 st – Recommend expulsion (police referral)
Homicide**: Intentionally or recklessly causing the death of another person. Includes first degree murder, second degree murder, manslaughter or negligent homicide.	1 st – Recommend expulsion (police referral)

NATURE OF OFFENSE (DEFINITION):	OFFENSE AND RECOMMENDED DISCIPLINE
<p>Other Aggression: Other forms of aggression that may result in humiliation or personal injury to another person.</p>	<p>1st – Detention to recommend expulsion (possible police referral) 2nd – Short-term suspension to recommend expulsion (possible police referral) 3rd – Long-term suspension to recommend expulsion (possible police referral)</p>
<p>Other Violations of School Policies: A violation of school District policy.</p>	<p>1st – Conference to short-term suspension 2nd – Short-term suspension to long-term suspension 3rd – Long-term suspension to expulsion</p>
<p>ALCOHOL , DRUG AND TOBACCO VIOLATIONS AND SUBSTANCE ABUSE COUNSELING</p>	
<p>Alcohol Violations and Substance Abuse Counseling: If a long-term suspension is recommended and it is the first long-term suspension for an alcohol offense, the Principal may allow the student to return after a suspension of at least ten (10) days has been served and the student has successfully completed a District-approved substance abuse counseling program at the student’s expense. Failure to satisfactorily complete the substance abuse counseling program will result in the initial long-term suspension being reinstated. If a long-term suspension is recommended and it is the second long-term suspension for an alcohol offense, counseling participation will not lessen the term of suspension. If the recommendation is for expulsion, participation in a substance abuse program will not lessen the recommendation.</p>	
<p>Distribution or share**: Distribution or sharing, or intent to distribute or share alcoholic substances or substances represented as alcohol.</p>	<p>1st – Long-term suspension to recommend expulsion and substance abuse counseling. (police referral) 2nd – Recommend expulsion (police referral)</p>
<p>Use or Possession**: Use or possession of alcoholic substances or substances represented as alcohol. This includes being intoxicated at school, school-sponsored events and on school-sponsored transportation.</p>	<p>1st – Long-term suspension to recommend expulsion (police referral) 2nd – Long-term suspension to recommend expulsion (police referral) 3rd – Recommend expulsion (police referral)</p>
<p>Sale**: Sale or intent to sell alcoholic substances or substances represented as alcohol.</p>	<p>1st – Long-term suspension to recommend expulsion (police referral)</p>
<p>Drug Violation: For purposes of these definitions and District policy, “drugs” shall include, but not be limited to: all dangerous controlled substances prohibited by law, any prescription or patent medication or over-the-counter medication, except those for which permission to use in school has been granted pursuant to Board policy. Hallucinogenic substances, inhalants, imitations of illegal drugs, and anabolic steroids, medication or dietary supplement for recreational use, drug paraphernalia, or medication for which a student does not have a prescription.</p> <p>Drug Violations and Drug/Substance Abuse Counseling: If a long-term suspension is recommended and it is the first long-term suspension for a drug offense, the Principal may allow the student to return after a suspension of at least ten (10) days has been served and the student has successfully completed a District-approved drug/substance abuse counseling program at the student’s expense. Failure to satisfactorily complete the drug/substance abuse counseling program will result in the initial long-term suspension being reinstated. If a long-term suspension is recommended and it is the second long-term suspension for a drug offense, counseling participation will not lessen the term of suspension. If the recommendation is for expulsion, participation in a substance abuse program will not lessen the recommendation.</p>	
<p>Distribution or share**: Distribution or sharing, or intent to distribute or share, or the manufacture of drugs. It also includes distribution, share, intent to distribute or share, or manufacture of drug paraphernalia and imitations of illegal drugs, including medications for which a student does not have a prescription. Distribution of a medication or a dietary supplement for recreation use will be treated as a drug violation – distribution or share.</p>	<p>1st – Long-term suspension to recommend expulsion (police referral) 2nd – Recommend expulsion (police referral)</p>
<p>Use or Possession**: Use or possession of drugs. This includes use or possession of drug paraphernalia. This includes off-campus use and then being on District property or at a District function. Use or possession of a medication or a dietary supplement for recreational use will be treated as a drug violation – use or possession.</p>	<p>1st – Long-term suspension to recommend expulsion (police referral) 2nd – Long-term suspension to recommend expulsion (police referral) 3rd – Recommend expulsion (police referral)</p>
<p>Sale**: Sale or intent to sell, or manufacture of drugs. It also includes sale, intent to sell or manufacture of drug paraphernalia. Sale of a medication or a dietary supplement for recreational use will be treated as a drug violation – sale.</p>	<p>1st – Long-term suspension to recommend expulsion (police referral)</p>

NATURE OF OFFENSE (DEFINITION):	OFFENSE AND RECOMMENDED DISCIPLINE
<p>Tobacco Violation Use or Possession*: Possession of tobacco substances, products, or substances represented as tobacco (e-cigarettes/vapors and the like). Distribution or share*: Distribution and share means the act of giving tobacco substances, products, or substances represented as tobacco (e-cigarettes/vapors and the like), including, but not limited to, passing tobacco from one person to another. Sale*: Sale of tobacco substances, products, or substances represented as tobacco (e-cigarettes/vapors and the like).</p>	<p>1st – Conference to Short-term Suspension Recommendation for smoking cessation program 2nd – Conference to Short-term suspension Recommendation for smoking cessation program 3rd – Conference to Short-term suspension Recommendation for smoking cessation program Will be treated as insubordination</p>
ARSON POLICY VIOLATION	
<p>Arson Of a Structure or Property*: Damaging or attempting to damage a structure or property by fire or incendiary device. Of an Occupied Structure**: Damaging or attempting to damage an occupied structure by fire or incendiary device.</p>	<p>1st – Long-term suspension to recommend expulsion (possible police referral) 2nd – Recommend expulsion (possible police referral) 3rd – Recommend expulsion (police referral)</p>
ATTENDANCE POLICY VIOLATION	
<p>Leaving School Grounds without Permission: Leaving school grounds without following proper procedures to provide documentation to school officials of permission from a parent/guardian.</p>	<p>1st – Conference to detention 2nd – Detention to short-term in school intervention/suspension 3rd – Short-term in school intervention/suspension</p>
<p>Tardy: Arriving at school or to a class after the late bell, but prior to one-third (1/3) of the class period expiring.</p>	<p>1st – Conference to detention 2nd – Detention to short-term in school intervention/suspension 3rd – Short-term in school intervention/suspension</p>
<p>Truancy: Ten (10) or more unexcused absences.</p>	<p>1st – Conference to detention 2nd – Detention to short-term in school intervention/suspension 3rd – Short-term in school intervention/suspension</p>
<p>Unexcused Absence: Any absence for a class period during the school day that is not excused by the student’s parent/guardian and approved by the appropriate school official.</p>	<p>1st – Conference to detention 2nd – Detention to short-term in school intervention/suspension 3rd – Short-term in school intervention/suspension</p>
<p>Other Attendance Violations: Violations of state, school district, or school policy related to attendance.</p>	<p>1st – Conference to detention 2nd – Detention to short-term in school intervention/suspension 3rd – Short-term in school intervention/suspension</p>
HARASSMENT, THREAT, INTIMIDATION OR BULLYING	
<p>Harassment, Threat, Intimidation, or Bullying : If a long-term suspension is recommended and it is the first suspension for a harassment, threat or intimidation, or bullying offense, the Principal may allow the student to return after a suspension of at least ten (10) days has been served and the student has successfully completed a District-approved sensitivity counseling program at student’s expense. Failure to satisfactorily complete the sensitivity counseling program will result in the initial long-term suspension being reinstated. If a long-term suspension is recommended and it is the second (2nd) long-term suspension for harassment, threat or intimidation, or bullying offense, counseling participation will not lessen the term of suspension. If the recommendation is for expulsion, participation in a sensitivity program will not lessen the recommendation.</p>	
<p>Bullying*: Bullying is repeated acts over time that involve a real or perceived imbalance of power with the more powerful child or group attacking those who are less powerful. Bullying can be physical, verbal, or psychological. Specific examples include, but are not limited to, hitting, punching, demeaning, teasing, name calling, taunting, derogatory nicknames, innuendos, and/or remarks; gestures, social exclusion or cyber bullying.</p>	<p>1st – Short-term suspension (5 days) to recommend expulsion (possible police referral) 2nd – Short-term suspension (10 days) to recommend expulsion (possible police referral) 3rd – Long-term suspension to recommend expulsion (possible police referral)</p>
<p>Harassment, Nonsexual*: Harassment, nonsexual means harassing conduct based on and/or motivated by race, color, religion, national origin, or disability.</p>	<p>1st – Short-term suspension (5 days) to recommend expulsion (possible police referral) 2nd – Long-term suspension to recommend expulsion (possible police referral) 3rd – Recommend expulsion (possible police referral)</p>
<p>Hazing*: Any intentional, knowing, or reckless act committed by a student, whether individually or in concert with other persons, against another student, and in which both of the following apply: (1) The act was committed in connection with the initiation into, an affiliation with, or the maintenance of membership in any organization that is affiliated with the District; (2) The act contributes to a substantial risk of potential physical injury, mental harm, or degradation or causes physical injury, mental harm, or personal degradation.</p>	<p>1st – Short-term suspension (5 days) to recommend expulsion (possible police referral) 2nd – Long-term suspension to recommend expulsion (possible police referral) 3rd – Recommend expulsion (possible police referral)</p>

NATURE OF OFFENSE (DEFINITION):	OFFENSE AND RECOMMENDED DISCIPLINE
Threatening or Intimidating* : When a person indicates by word or conduct the intent to cause physical injury or serious damage to a person or their property.	1 st – Short-term suspension (5 days) to recommend expulsion (possible police referral) 2 nd – Long-term suspension to recommend expulsion (possible police referral) 3 rd – Long-term suspension to recommend expulsion (possible police referral)
OTHER VIOLATION OF SCHOOL POLICIES	
Combustible : Student is in possession of a substance or object that is readily capable of causing bodily harm or property damage.	1 st – Conference to short-term suspension 2 nd – Short-term suspension to long-term suspension 3 rd – Long-term suspension to expulsion
Contraband : Possession of items stated in school policy as prohibited because they may disrupt the learning environment.	1 st – Conference to short-term suspension 2 nd – Short-term suspension to long-term suspension 3 rd – Long-term suspension to expulsion
Defiance or Disrespect : Student engages in refusal to follow directions, talks back, or delivers socially rude interactions.	1 st – Conference to short-term suspension 2 nd – Short-term suspension to long-term suspension 3 rd – Long-term suspension to expulsion
Disruption : Student engages in behavior causing an interruption in a class activity. Disruption includes sustained loud talking, yelling, or screaming; noise from materials; horseplay or rough-housing; or sustained out-of-seat behavior.	1 st – Conference to short-term suspension 2 nd – Short-term suspension to long-term suspension 3 rd – Long-term suspension to expulsion
Dress Code Violation : Failure to comply with the District and school dress standards.	1 st – Conference to short-term suspension 2 nd – Short-term suspension to long-term suspension 3 rd – Short-term suspension to long-term suspension
Gambling : To play games of chance for money or to bet a sum of money or other items of value.	1 st – Conference to short-term suspension 2 nd – Short-term suspension to long-term suspension 3 rd – Long-term suspension to expulsion
Language, Inappropriate : Student delivers verbal messages that include swearing, name calling, or use of words in an inappropriate way.	1 st – Conference to short-term suspension 2 nd – Short-term suspension to long-term suspension 3 rd – Long-term suspension to expulsion
Negative Group Affiliation : (1) three or more individuals associate periodically as an ongoing criminal group or organization, whether loosely or tightly structured, (2) the group has identifiable leaders, although the leader for one type of criminal activity may be different than the leader for another, (3) the group has a name or identifying symbol, (4) the organization’s members, individually or collectively, currently engage in, or have engaged in, violent or other criminal activity and, (5) the group frequently identifies itself with, or claims control over specific territory (turf) in the community, wears distinctive dress and colors, and communicates through graffiti and hand signs among other means (United States Department of Justice, Bureau of Justice Assistance, 1997).	1 st – Conference to short-term suspension 2 nd – Short-term suspension to long-term suspension 3 rd – Long-term suspension to expulsion
Parking Lot Violation : Violation of District policy or laws related to parking lots or the operation of motorized vehicles on school property.	1 st – Conference to short-term suspension 2 nd – Short-term suspension to long-term suspension 3 rd – Long-term suspension to expulsion
Public Display of Affection : Excessive kissing, sexual touching, or other inappropriate displays of affection in violation of school policy.	1 st – Conference to short-term suspension 2 nd – Short-term suspension to long-term suspension 3 rd – Long-term suspension to expulsion
Other Violations of School Policies : A violation of school District policy.	1 st – Conference to short-term suspension 2 nd – Short-term suspension to long-term suspension 3 rd – Long-term suspension to expulsion
SCHOOL THREAT POLICY VIOLATION	
School Threat Bomb Threat** : Threatening to cause harm using a bomb, dynamite, explosive, or arson-causing device Chemical or Biological Threat** : Threatening to cause harm using dangerous chemicals or biological agents. Fire Alarm Misuse** : Intentionally ringing or pulling the fire alarm when there is no fire Other Threat* : Other threats to cause harm, by any means, including but not limited to verbal, written, through use of social media, etc.	1 st – Short-term suspension to recommend expulsion (police referral) 2 nd – Recommend expulsion (police referral)

NATURE OF OFFENSE (DEFINITION):	OFFENSE AND RECOMMENDED DISCIPLINE
SEXUAL OFFENSES AND COUNSELING	
<p>Sexual Offenses and Counseling: If a long-term suspension is recommended and it is the first long-term suspension for a sexual offense, the Principal may allow the student to return after a suspension of at least ten (10) days has been served and the student has successfully completed a District-approved sensitivity counseling program at student's expense. Failure to satisfactorily complete the sensitivity counseling program will result in the initial long-term suspension being reinstated. If a long-term suspension is recommended and it is the second long-term suspension for a sexual offense, counseling participation will not lessen the term of suspension. If the recommendation is for expulsion, participation in a sensitivity counseling program will not lessen the recommendation.</p>	
<p>Harassment, Sexual*: Unwelcome conduct of a sexual nature that denies or limits a student's ability to participate in or receive benefits, services, or opportunities in the school's program. The behavior can include unwelcome sexual advances, requests for sexual favors, and other verbal and nonverbal conduct of a sexual nature.</p>	<p>1st – Short-term suspension (5 days) to recommend expulsion (possible police referral) 2nd – Long-term suspension to recommend expulsion (police referral) 3rd – Recommend expulsion (police referral)</p>
<p>Harassment, Sexual with Contact*: Sexual harassment that includes unwanted physical [contact of non-sexual body parts (includes areas not covered in Arizona Revised Statutes).]</p>	<p>1st – Short-term suspension (5 days) to recommend expulsion (possible police referral) 2nd – Long-term suspension to recommend expulsion (police referral) 3rd – Recommend expulsion (police referral)</p>
<p>Indecent Exposure or Public Sexual Indecency*: Indecent exposure is when a student exposes his or her genitals or anus or a female student exposes the areola or nipple of her breast and another person is present and the student is reckless about whether the other person, as a reasonable person, would be offended or alarmed by the act. Public sexual indecency is intentionally or knowingly engaging in an act; act of sexual contact; act or oral sexual contact; sexual intercourse; or bestiality if another person is present and the student is reckless about whether the other person, as a reasonable person, would be offended or alarmed by the act.</p>	<p>1st – Short-term suspension (5 days) to recommend expulsion. (possible police referral) 2nd – Long-term suspension to recommend expulsion (police referral) 3rd – Recommend expulsion (police referral)</p>
<p>Requesting or Disclosing of Nude Images or Images of Specific Sexual Activities: It is a violation of conduct to intentionally request, or disclose an image of another person who is identifiable from the image itself or from information displayed in connection with the image if the person in the image is depicted in a state of nudity or is engaged in specific sexual activities.</p>	<p>1st – Short-term suspension to recommend expulsion (police referral) 2nd – Long-term suspension to recommend expulsion (possible police referral) 3rd – Recommend expulsion (possible police referral)</p>
<p>Pornography: Possessing, sharing or posting sexually explicit depictions of persons, in words or images, on a school campus or District facility, including both in print and on cell phones or other electronic devices.</p>	<p>1st – Short-term suspension to recommend expulsion (police referral) 2nd – Long-term suspension to recommend expulsion (possible police referral) 3rd – Recommend expulsion (possible police referral)</p>
<p>Sexual Abuse**: Intentionally or knowingly engaging in sexual contact with any person fifteen (15) or more years of age without consent of that person or with any person who is under fifteen (15) years of age even if the physical contact only involves the female breast.</p>	<p>1st – Long-term suspension to recommend expulsion (police referral) 2nd – Recommend expulsion. (police referral)</p>
<p>Sexual Assault**: Intentionally or knowingly engaging in sexual intercourse or oral sexual contact with any person without consent of such person.</p>	<p>1st – Recommend expulsion. (police referral)</p>
<p>Sex Trafficking**: Knowingly trafficking another person with the intent to cause the other person to engage in any paid sexual activity or sexually explicit performance by deception, force, or coercion.</p>	<p>1st – Short-term suspension to Expulsion 2nd – Short-term suspension to Expulsion 3rd – Short-term suspension to Expulsion</p>
TECHNOLOGY USE POLICY VIOLATION	
<p>Network Infraction: Improper use of the District network, in violation of the Technology Use Agreement or District policy. Infractions include, but are not limited to, inappropriate use of, damage to, disruption of, inappropriate or unauthorized recordings of, or negative impact of persons or property.</p>	<p>1st – Detention to recommend expulsion. Possible loss of the privilege to use District technology. (possible police referral) 2nd – Short-term suspension to recommend expulsion Possible loss of the privilege to use District technology (possible police referral) 3rd – Long-term suspension to recommend expulsion Possible loss of the privilege to use District technology (possible police referral)</p>

NATURE OF OFFENSE (DEFINITION):	OFFENSE AND RECOMMENDED DISCIPLINE
<p>Telecommunication Device: Improper use of personal cell phones or electronic devices. Electronic devices could include, but are not limited to, I-pods, Gameboys, cameras, or iPads, etc.</p> <p>Note: Please review the student handbook at the high school of attendance for each school's guidelines. TUHSD does not assume responsibility or liability for theft or damage of personal electronic devices. Students bring prohibited devices at their own risk.</p>	<p>1st – Detention to recommend expulsion. Possible loss of the privilege to use District technology (possible police referral)</p> <p>2nd – Short-term suspension to recommend expulsion. Possible loss of the privilege to use District technology (possible police referral)</p> <p>3rd – Long-term suspension to recommend expulsion. Possible loss of the privilege to use District technology (possible police referral)</p>
THEFT VIOLATIONS	
<p>Petty Theft: The taking, concealing, or attempted taking of property belonging to the District or another person without permission and with a value of under \$250.00</p>	<p>1st – Short-term suspension to recommend expulsion (possible police referral)</p> <p>2nd – Long-term suspension to recommend expulsion (possible police referral)</p> <p>3rd – Recommend expulsion (police referral)</p>
<p>Theft: The taking, concealing, or attempted taking of property belonging to the District or another person without permission and with a value of \$250.00 or more</p>	<p>1st – short-term suspension to recommend expulsion (possible police referral)</p> <p>2nd – Long-term suspension to recommend expulsion (possible police referral)</p> <p>3rd – Recommend expulsion (police referral)</p>
<p>Burglary/Breaking and Entering (2nd/3rd Degree)*: A student enters and remains unlawfully in or on a residential or nonresidential structure or in a fenced commercial yard or enters any part of a motor vehicle by means of a manipulation key or master key with the intent to commit theft or any felony therein.</p>	<p>1st – Long-term suspension to recommend expulsion (possible police referral)</p> <p>2nd – Recommend expulsion (possible police referral)</p>
<p>Burglary (1st Degree)**: A student commits burglary in the 1st degree if such person or an accomplice violates the provisions of second or third degree burglary and knowingly possesses explosives, a deadly weapon or a dangerous instrument in the course of committing any theft or any felony.</p>	<p>1st – Recommend expulsion (police referral)</p>
<p>Extortion*: Attempting to obtain or obtaining money or property by threat, force, or in return for protection.</p>	<p>1st – Short-term suspension to recommend expulsion (possible police referral)</p> <p>2nd – Long-term suspension to recommend expulsion (possible police referral)</p> <p>3rd – Recommend expulsion (possible police referral)</p>
<p>Robbery*: Using force or threatening to use force to commit a theft or while attempting to commit a crime.</p>	<p>1st – Long-term suspension to recommend expulsion (police referral)</p> <p>2nd – Recommend expulsion (police referral)</p>
<p>Armed Robbery**: In the course of committing robbery, a person is armed with, uses, or threatens to use a deadly weapon, or dangerous instrument, or a simulated deadly weapon.</p>	<p>1st – Recommend expulsion (police referral)</p>
VANDALISM OR CRIMINAL DAMAGE POLICY VIOLATION	
<p>Vandalism of Personal Property*: Willful destruction, defacement, or damage of personal property.</p>	<p>1st – Short-term suspension to recommend expulsion Recommendation for restitution. (possible police referral)</p> <p>2nd – Long-term suspension to recommend expulsion Recommendation for restitution. (possible police referral)</p> <p>3rd – Recommend expulsion and recommendation for restitution. (possible police referral)</p>
<p>Vandalism of School Property*: Willful destruction, defacement, or damage of school property.</p>	<p>1st – Short-term suspension to recommend expulsion Recommendation for restitution. (possible police referral)</p> <p>2nd – Long-term suspension to recommend expulsion. Recommendation for restitution. (possible police referral)</p> <p>3rd – Recommend expulsion and recommendation for restitution. (possible police referral)</p>

NATURE OF OFFENSE (DEFINITION):	OFFENSE AND RECOMMENDED DISCIPLINE
WEAPONS AND DANGEROUS ITEMS POLICY VIOLATION	
<p>Dangerous Items*: This violation includes, but is not limited to, laser pointers, letter openers, mace/pepper spray, paintball guns, razor blades/box cutters, fireworks, simulated knives, taser or stun guns, tear gas, or a knife with any length of blade.</p>	<p>1st – Short-term suspension to recommend expulsion (possible police referral) 2nd – Long-term suspension to recommend expulsion (possible police referral) 3rd – Recommend expulsion (possible police referral)</p>
<p>Firearms**: This violation includes, but is not limited to, loaded or unloaded, operable or inoperable, handguns, pistols, shotguns, rifles, air/pellet/BB guns, starter guns/pistols, flare guns and destructive devices, i.e. bombs or grenades.</p>	<p>1st – Long-term suspension to recommend expulsion (police referral)</p>
<p>Simulated Firearm: Any simulated firearm made of plastic, wood, metal, or any other material which is a replica, facsimile, or toy version of a firearm or any object such as a stick or finger concealed under clothing and being portrayed as a firearm.</p>	<p>1st – Short-term suspension to recommend expulsion (possible police referral) 2nd – Long-term suspension to recommend expulsion (possible police referral) 3rd – Recommend expulsion (possible police referral)</p>
<p>Other Weapons: This violation includes, but is not limited to, brass knuckles, nunchakus, and billy clubs.</p>	<p>1st – Short-term suspension to recommend expulsion (possible police referral) 2nd – Long-term suspension to recommend expulsion (possible police referral) 3rd – Recommend expulsion (possible police referral)</p>

**STUDENT RECEIPT FOR ORIENTATION TO HANDBOOK,
TECHNOLOGY USE AGREEMENT, STUDENT HOUSING FORM
STUDENT DIRECTORY RELEASE INFORMATION/STUDENT MEDIA RELEASE ACKNOWLEDGEMENT**

**TO BE SIGNED BY STUDENT AND RETURNED
2024-2025 SCHOOL YEAR**

STUDENT NAME: _____ **ID NUMBER:** _____
(PLEASE PRINT)

SCHOOL ATTENDING: _____ **DATE:** _____

I. ACKNOWLEDGEMENT OF RECEIPT:

Check to acknowledge:

I acknowledge that I have been oriented to the **Tempe Union High School District 2024-2025 Selected Student Policies and Regulations Handbook** and that I have been given the opportunity to read/view the Handbook and review it with my parent/guardian. I understand that this Handbook is available on the District's website and that I have been notified that a hard copy will be provided to me upon my request. I understand that I may contact the Principal if I have any questions about the information contained in this Handbook or if I would like to receive a hard copy of the handbook.

I acknowledge I have read/viewed the **Student Directory Information Release Form and the Student Media Release Form**. If I do not wish to have any directory information released, I or my parent/guardian have filled out and returned this form. If I do not wish to be recognized by or participate in authorized media activities of the District, I or my parent/guardian have filled out and returned this form. I understand that I may contact the principal if I have any questions about this form.

II. TECHNOLOGY USE AGREEMENT:

(See pages 7-8 of the Student and Parent Policies & Regulations Handbook for further information.)

I have read and agree to abide by Tempe Union High School District policy and regulations on appropriate use of the electronic information system, as incorporated herein by reference.

I understand and will abide by the provisions and conditions indicated. I understand that any violations of the above terms and conditions may result in disciplinary action and the revocation of my use of information services.

SIGN HERE: _____ **DATE:** _____
(STUDENT SIGNATURE)

**PARENT RECEIPT FOR RECEIVING HANDBOOK INFORMATION,
STUDENT DIRECTORY RELEASE INFORMATION, AND
TECHNOLOGY USE AGREEMENT**

**TO BE SIGNED BY PARENT/LEGAL GUARDIAN AND RETURNED
2024-2025 SCHOOL YEAR**

STUDENT NAME: _____ ID NUMBER: _____
(PLEASE PRINT)

SCHOOL ATTENDING: _____ DATE: _____

I. ACKNOWLEDGEMENT OF RECEIPT:

Check to acknowledge:

- I acknowledge that I have been informed that the **Tempe Union High School District 2024-2025 Selected Student Policies and Regulations Handbook** is available on the District's website and that I may request a hard copy from my child's school. I have been given the opportunity to read the Handbook and review it with my child. I understand that I may contact the Principal if I have any questions about the information contained in this Handbook or if I would like to receive a hard copy of the Handbook.
- I acknowledge that I have read the **Student Directory Information Release Form and the Student Media Release Form**. If I do not wish to have any directory information released, I have filled out and returned the form. If I do not wish to have my child recognized or participate in authorized media activities of the District, I have filled out and returned this form. I understand that I may contact the principal if I have any questions about these forms.

II. TECHNOLOGY USE AGREEMENT:

(See pages 7-8 of the Student and Parent Policies & Regulations Handbook for further information.)

Parental/Guardian Agreement (required if the user is a student)

- As the parent or guardian of the above named student, I have read this agreement and understand it. I understand that it is impossible for the Tempe Union High School District to restrict access to all controversial materials, and I will not hold the District responsible for materials acquired by use of the electronic information services (EIS). I also agree to report any misuse of the EIS to a District administrator. (Misuse may come in many forms but can be viewed as any messages sent or received that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, inappropriate language, or other issues described in the agreement.)
- I accept full responsibility for supervision if, and when, my child's use of the EIS is not in a school setting. I hereby give my permission to have my child use the electronic information services.

PARENT/LEGAL GUARDIAN NAME: _____
(PLEASE PRINT)

SIGN HERE: _____ DATE: _____
(PARENT/GUARDIAN SIGNATURE)

SIGNING THIS FORM IS OPTIONAL. SIGN AND RETURN THIS FORM ONLY IF YOU DO NOT WISH TO HAVE SOME OR ALL DIRECTORY INFORMATION RELEASED.

STUDENT DIRECTORY INFORMATION OPT-OUT FORM

The District is required to obtain your written consent prior to releasing educational records or personally identifiable information concerning your student. Federal law provides a number of exceptions to this requirement, for example, when releasing information to other school and District officials, to the Arizona and United States Department of Education, to other schools where your student seeks to enroll, and for other exceptions provided by law. The District may also release "directory information" (specified below) concerning your student without your written consent, unless you have provided the District notice of your desire to opt-out of directory information.

NOTE: Your student's home address, home telephone number, e-mail address, and class rank will ONLY be released as "directory information" under the following circumstances and to the following individuals and groups without your written consent: (1) Colleges, universities, and prospective employers for purposes of recruitment, notification of scholarship offers or job opportunities, and similar purposes; or (2) Tempe Union High School District-affiliated and approved groups or vendors [e.g. student groups and clubs (yearbook, student newspapers, student council, marching band, National Honor Society, and the like); student athletic teams; parent booster clubs; site council; parent-teacher groups; graduation vendors (photographs, caps and gowns, announcements), and the like]. This information will not be considered "directory information" if being requested by an individual or group that does not conform to the requirements above (e.g. for-profit business that are not District-approved vendors, outside media groups, and the like). In those circumstances, your student's home address, e-mail address, and class rank will not be released unless the District has obtained written consent provided by the parent/guardian or eligible student.

If you do not want any or all directory information about your student to be released to any person or organization without your prior signed and dated written consent, you must notify the District in writing by checking off any or all of the rejected information below and signing and returning this form to your student's school within two (2) weeks of receiving this form, or October 31, whichever occurs first. If the Tempe Union High School District does not receive this student's Student Directory Information Release Form by your returning this form within the prescribed time, the District will assume that your permission is given to use the directory information as described above.

TO: Principal: I **DO NOT** wish to have the TUHSD disclose the directory information checked below under any circumstance. The checked information **will not** be released to colleges or universities, it will not be used for scholarships, placed on athletic/activity rosters, or school programs, and photographs will not appear in the yearbook or other similarities for:

STUDENT NAME: _____ **ID NUMBER:** _____

**PARENT/LEGAL GUARDIAN/
ELIGIBLE STUDENT SIGNATURE:** _____ **DATE:** _____

- | | |
|--|---|
| <input type="checkbox"/> Student's name | <input type="checkbox"/> Student's honors and awards received |
| <input type="checkbox"/> Student's parents' names | <input type="checkbox"/> Student's dates of attendance (semester, quarter, etc., not specific days in school) |
| <input type="checkbox"/> Student's home address | <input type="checkbox"/> Student's participation in officially recognized activities and sports |
| <input type="checkbox"/> Student's home telephone number | <input type="checkbox"/> Student's height, weight and athletic number if member of an athletic team |
| <input type="checkbox"/> Student's District assigned electronic (e-mail) address | <input type="checkbox"/> Student's most recently attended educational agency or institution |
| <input type="checkbox"/> Student's current school of attendance | <input type="checkbox"/> Class rank by percentages (for example, top 10%, top 20%) |
| <input type="checkbox"/> Student's major field of study | <input type="checkbox"/> Class rank by GPA (for example, 3.0 and above) |
| <input type="checkbox"/> Student's photograph | |
| <input type="checkbox"/> Student's grade Level (9th, 10th etc.) | |
| <input type="checkbox"/> Student's enrollment status (part time or full time) | |

Military Opt-Out: Check this box if you do not want directory information released to military recruiters or military schools

ITEMS CHECKED WILL NOT BE RELEASED AS DIRECTORY INFORMATION

This form will remain in effect unless written notification is received from you, by the school Principal, identifying any changes you wish to make to your student's directory information.

SIGNING THIS FORM IS OPTIONAL. SIGN AND RETURN THIS FORM ONLY IF YOU DO NOT WISH TO HAVE INFORMATION RELEASED.

STUDENT MEDIA RELEASE FORM

Throughout the school year, students may be recognized or displayed in various District or School sponsored publications (print, electronic, film, video, audio, etc.) to promote TUHSD activities and achievements or to inform the community about school and District matters. The District may also prepare press releases for outside media groups to recognize students and their achievements or to inform the community about school and District matters.

On rare occasions, the District may also authorize various non-District groups (including outside media or other third parties) to film, make other recordings, or conduct student interviews on District or school property during the school day. In these circumstances, a District or School administrator is present to supervise the activity, and when possible, parents will be notified in advance of any recording or interview.

Please note: The District has no control over recordings made of your student outside of school or District property, at public events and activities, after school hours, or by unauthorized students or third parties.

I acknowledge that failure to return this form within two (2) weeks from the date of distribution will constitute approval for the District (including District and school sponsored groups) to use or release the video, photographic, and/or audio representation, as well as name and likeness of my child [or of me (if student is at least 18)] for in District or school sponsored media releases, publications, social media, website(s), etc.

TO: PRINCIPAL:

MY SIGNATURE BELOW INDICATES THAT (CHECK ALL THAT APPLY):

I do not consent to the District (including District and school-sponsored groups) to use the information listed above.

I do not consent to authorized third party use of the information listed above.

STUDENT NAME: _____ ID NUMBER: _____
(PLEASE PRINT)

PARENT/LEGAL GUARDIAN/
ELIGIBLE STUDENT SIGNATURE: _____ DATE: _____

OUR SCHOOLS



Tempe High School
1730 S. Mill Avenue
Tempe, AZ 85281-6600
(480) 967-1661



McClintock High School
1830 E. Del Rio Drive
Tempe, AZ 85282-2898
(480) 839-4222



Corona del Sol High School
1001 E. Knox Road
Tempe, AZ 85284-3299
(480) 752-8888



Marcos de Niza High School
6000 S. Lakeshore Drive
Tempe, AZ 85283-3049
(480) 838-3200



Mountain Pointe High School
4201 E. Knox Road
Phoenix, AZ 85044-4701
(480) 759-8449



Desert Vista High School
16440 S. 32nd Street
Phoenix, AZ 85048-7807
(480) 706-7900

OUR MISSION:

We put students first by providing an inclusive, future-focused, and collaborative learning environment that promotes safety, academic success, and personal growth.

OUR VISION:

Excellence in Teaching and Learning
"Connect, Innovate, Thrive, Lead"

CORE VALUES & BELIEFS:

Students First
Employees Matter
Innovation
Dignity
Integrity
Collaboration

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