



STUDENT/PARENT HANDBOOK
School Year 2024-2025

This Handbook belongs to:

Name _____

Address _____

City, Zip _____

This handbook is a guide to student policies and practices, which are most often used by the student. Students who have questions, or need more detail, should refer to the District Policy Manual or the Principal.

This handbook and its contents are presented as a matter of information and direction only and the contents may be revised or changed within the discretion of the Administration in order to remain in compliance with board policy.

~~This handbook supersedes any previous handbook~~



Motto

Excellence & Honor

Vision Statement

Committed to student achievement and lifelong learning.

Mission Statement

The Sanders Unified School District and communities are committed to empower every individual by providing a quality, equitable, culture-based education to build lifelong learners and tomorrow's leaders.

Core Values

Pride
Integrity
Respect
Attitude
Teamwork
Empowerment
Success

Governing Board

Mr. Arnold Goodluck, President
Ms. Daisy Slim, Clerk
Ms. Marlene Apachee, Member
Mr. Lomardo Aseret, Member
Mr. Jackie Yazzie, Member

Superintendent

Dr. Kay Morris

School Directory and Contact Information

Valley High School

Mr. Tom Bizardi, Principal, *email: tombizardi@sandersusd.net*
, Assistant Principal, *email: @sandersusd.net*
Ms. Jolene Jones, Academic Counselor, *email: jolenejones@sandersusd.net*
Mr. Clifford Tompson, Athletic Director, *email: cliffordtompsonjr@sandersusd.net*
Ms. Dora Speirs, CTE Director, *email: doraspeirs@sandersusd.net*
Ms. Louvette Bitsuie, Registrar, *email: @sandersusd.net*
Ms. Shannon Scott, Administrative Assistant, *email: shannonscott@sandersusd.net*

School Website: www.sandersusd.net
Contact Number: 1-855-678-SUSD [7873], ext. 4200

Mailing Address Sanders Unified School District #18
Valley High School
PO Box 250
Sanders, AZ 86512

SUSD Cafeteria 1-855-678-SUSD [7873], ext. 4703
SUSD Transportation Office 1-855-678-SUSD [7873], ext. 4250
Sanders Maintenance Dept. 1-855-678-SUSD [7873], ext. 4740
Sanders Police Dept. (928) 688-2264
Sanders Fire Dept. (928) 688-2424

To report potential threats to the school or anticipated harmful or violent activities, please call the school office at: 1-855-678-SUSD [7873], ext. 4200 or 4206

In the event of an emergency, call the Sanders Sheriff's Office at: (928) 688-2264 or dial 911.

Ya'at'eeh and Pirates welcome aboard to Valley High!

It is with great honor and enthusiasm that I introduce myself as the new Principal of VALLEY HIGH. My name is Tom Bizardi, and I am deeply committed to fostering a nurturing, inclusive, and empowering educational environment for our Native American students.

I am originally from Tuba City, Arizona and have attained my Master of Education in Educational Leadership from the University of Arizona (BEAR DOWN). Before becoming an administrator, I taught Secondary Mathematics for 12 years, and coached varsity sports for 21 years.

My vision as the principal of Valley High is to create a school community where every student feels respected, valued, and inspired to reach their full potential. I envision a learning environment that not only meets academic standards but also celebrates and integrates Native American culture, heritage, and values into our everyday curriculum and activities. By honoring the rich traditions and history of our students, we aim to cultivate a sense of pride, belonging, and cultural identity that will support their personal and academic growth.

I am excited to work alongside our dedicated teachers, staff, and families to achieve these goals and create a vibrant, inclusive, and successful school environment. Together, we will ensure that every student has the opportunity to thrive and that our school remains a place of learning, respect, and cultural celebration.

Pirates, ALL HANDS ON DECK. *Let's embark on this journey together...*

Tom Bizardi, Principal

Valley High School

"Home of the Dauntless Pirates"

SCHOOL POLICIES AND PROCEDURES

AFTER SCHOOL ACTIVITIES

There are numerous after school activities at Valley High School. A full range of boys and girl's athletic programs are available. In addition to athletics, there are curricular and other extra-curricular clubs that meet after school. In addition, ZAP [Zero Aren't Permitted] is held from Monday through Thursday from 4:00-5:30 PM. This program is designed to increase the expectation of students who habitually, or occasionally, fail to complete and turn in assignments on time, this will direct students to use their abilities to acquire self-discipline and establish work-habits that will serve them in an educational setting.

ASSESSMENTS

The ACT, ACT Aspire, Pre-ACT, and AzSCI assessments are administered toward the end of the school year to measure the students' mastery of the content standards. In particular, the ACT, ACT Aspire, Pre-ACT are standardized tests that measure a student's skills in five core areas: English, math, reading, science, and writing. These tests are designed to measure skills that are most important for success in postsecondary education and that are acquired in secondary education. AzSCI, on the other hand, is a standards-based assessment that measures student proficiency of the Arizona Academic Content Standard in Science.

The CBAS and College Prep Benchmark are comprehensive assessments that measure student capabilities relative to grade-level standards in ELA, Math, and Science; results are used to measure student growth and achievement, which would provide students and teachers valuable information on mastery of the standards. These tests are administered three times a year: Beginning-of-Year, Middle-of-Year, and End-of-Year.

ATTENDANCE POLICY

Students are expected to attend every school day. The maximum allowable number of absences is 9 per semester (Excused or Unexcused). When a student reaches this number of absences, a letter will be sent to the parents explaining that the student has been placed into NO Credit Status. The letter will also explain the appeal process. Attendance line number is 928.688.4200/4206. Policy SUSDJH-RB *Therefore, when a student is absent, it will be necessary for the parent to call the school on or before the day of the absence in order to advise the school as to the reason for the absence. When it is impossible to call on the day of the absence, the school should be notified on the morning the student returns, in time for the student to obtain an admission slip prior to the student's first class. All absences not verified by parental or administrative authorization will remain unexcused. Policy SUSD JH.*

CAFETERIA

The school cafeteria serves breakfast and lunch daily. School meal prices are subject to change and specific prices can be obtained by calling the school office.

CHECK OUT

Only individuals listed in the Registration Packet may check a student out of school. If changes occur, it is the responsibility of parent/guardians to inform the school of those changes in writing. If the parents/guardians wish a person other than those listed to check out their child, they must furnish the school with written permission from a parent or guardian. Students who are 18 years of age or over must have written permission to check themselves out of school. TELEPHONE CALLS ARE NOT ACCEPTABLE.

CLOSED CAMPUS

Valley High School is a closed campus. No student may leave campus without first notifying and receiving permission from the Office. Any student who leaves school without permission is subject to suspension. If it is necessary to leave school during the day for any reason, the student must bring a written request to the VHS Office. Only individuals listed on the enrollment forms may give permission for a child to leave campus. If a parent wishes to give permission to another person to check their child out that other person must be 19 years of age or older. Students who are 18 years and older must have written permission from parents to leave school. TELEPHONE CALLS ARE NOT ACCEPTED, NO EXCEPTIONS. The student must sign out of school through the front Office whenever leaving campus or he/she will be considered as truant and that student will receive an unexcused absence.

COMMUNICATION

Conduct or speech, which violates commonly, accepted standards of the school district and which, under the circumstances, has no redeeming value is prohibited. SPEECH OR EXPRESSIVE CONDUCT THAT IS VULGAR, LEWD, INDECENT, OBSCENE, OR PLAINLY OFFENSIVE IS STRICTLY PROHIBITED.

CONFISCATION OF ITEMS

Items which may disrupt or interfere with the educational process may be removed from a student. Items may be returned to the student's parent/guardian. Items which are illegal will be turned over to the police.

CONTRABAND

Use, possession, distribution or sale of drugs, drug paraphernalia and alcohol or other illegal contraband or weapons on school district property or at school sponsored functions will result in student prosecution. The extent of the consequences for these violations may include expulsion.

COLLEGE ADMISSIONS

Completion of the required four-year program will allow students admittance to a community college. However, entrance requirements for colleges and other post-secondary institutions vary. Anyone planning to attend a postsecondary institution should become familiar with the entrance requirements and plan high school courses accordingly. For more information, contact the VHS Academic Counselor. Every student will have a university, college, trade school, job, or military acceptance by graduation.

COUNSELOR

Valley High School offers full-time academic services. The door is open to all students and parents. The purpose of the academic program is to be of assistance to students, families, and teachers in making the educational process as effective as possible. Career, credit evaluations, and educational counseling are some of the services available. Academic support and social/emotional support. As well as Positive Action for freshmen and life skills for upperclassmen.

Valley High School provides an ***SEL Counseling Program*** to help students handle situations that they see as a problem or that may be causing them trouble in the classroom or out of school. Counseling may occur in small group settings or one to one. A student may ask to see the SEL Counselor, or the student may be referred by the classroom teacher. Student confidentiality will be maintained unless a student expresses a belief that leads a counselor to believe the student is placing himself/herself or another person in danger.

COMMENCEMENT PARTICIPATION

A student may not participate in the commencement ceremony until it has been verified on the transcript that all graduation requirements have been met, and all debts to the school have been satisfied. A student must participate in the commencement practice if he/she is to participate in the commencement ceremony. Student will submit a college/career outline to be read at the graduation ceremony. School administrators, senior class sponsors and the senior class will determine the dress code for the commencement exercise. *Policy IKFB.*

VALEDICTORIAN/ SALUTATORIAN

For valedictorian/salutatorian eligibility a student shall have the 16.0 credits that the Arizona Board of Regents requires for admission. The student shall have no deficiencies. In order to have a level playing field, the valedictorian/salutatorian will be based on the 16.0 credits on a 4.0 scale.

- The honor of being named **Valedictorian** is awarded to the graduating senior(s) who has the highest GPA based on the 16.0 credits according to the Arizona Board of Regents. The student chosen must have attended VHS for eight consecutive semesters of high school. This is the highest honor that a student can earn during his/her high school career.
- The honor of being named **Salutatorian** is awarded to the graduating senior(s) who has the second highest GPA based on the 16.0 credits according to the Arizona Board of Regents. The student chosen must have attended VHS for eight consecutive semesters of high school. This is the second highest honor that a student can earn during his/her high school career.

CONDUCT AT ASSEMBLIES, PROGRAMS AND SPORTING EVENTS

Students are expected to give the event their undivided attention and to show their appreciation appropriately. Appropriate behavior during assemblies is required. Booing, whistling or distracting the people on stage, in any way, may merit the loss of assembly privileges or result in other disciplinary action. At sporting events, fans should be enthusiastic and set the example for those around them. No reserving of seats during sporting events. Inappropriate behavior will not be condoned. Violators will be escorted from the event and possibly banned from future events at VHS.

CORRESPONDENCE COURSES

Correspondence courses may be taken to supplement a student's program to meet graduation requirements. All course work of this nature must be approved by a school administrator.

CREDIT RECOVERY

For students who fall behind in their credits for graduation, VHS is offering a credit recapture program to assist in making up credits lost due to failing grades or no credit due to attendance. This program will be self-paced computer assisted instruction.

CREDIT REQUIREMENTS

One credit is awarded for satisfactory achievement and attendance in a course for one full year. One-half credit equals one-half year (semester) successfully completed. A standard 3 credit college course is equivalent to one-half high school credit.

DANCES

During the course of the year, clubs/organizations are approved to hold dances. Music selected for the dance will be appropriate for the student body – no vulgar, profane or suggestive music will be allowed. Dance styles will be appropriate for the school setting. While attending dances, students are reminded that the discipline policy for VHS is in effect. Inappropriate behavior will require the student's removal from the dance and there will be disciplinary action. Students and/or guest of VHS students who are suspected of alcohol and/or drug usage will not be admitted to the dance; law enforcement authorities may be notified.

DANCE GUIDELINES

- Only VHS students will be allowed to attend dances, However, guests not from VHS will be allowed only at the Homecoming Dance and Prom.
- A guest form will be placed in the office for signing up guests who are not VHS students. It will be at the discretion of the administration to approve or disapprove of guest. Guests over 19 years of age will need prior approval from VHS administration.

- Dances will not go beyond 11:00 PM to remain in compliance with curfew laws.
- Any person who appears to be under the influence will not be allowed to enter the dance. The individual WILL be asked to leave the premises or proper authorities will be contacted. If it is a student, the parent and proper authorities will be notified and school discipline will be pursued.
- The admission gate for the dance will close 30 minutes after the opening of each dance unless previous arrangements have been made with VHS Principal.
- Any person who leaves the dance will not be allowed to re-enter.
- Any person who is in the parking lot during a dance, other than a parent will be asked to leave the premises. If it is a student, disciplinary action will be taken and parents will be notified
- Parents will provide and ensure transportation to and from the dance.
- PROM is a formal attire dance. Jeans, shorts, cutoffs etc., will not be allowed.

DIRECTIONS FROM SCHOOL OFFICIALS

Students who fail to comply with the lawful directions of a school district official or of school district security officers or any other law enforcement officers acting in performance of their duties, and failure to identify themselves to such officials or officers, when lawful may be requested to do so, will be disciplined.

DISCIPLINE IN THE CLASSROOM

Each of the teachers at Valley High School will be working with a behavior management program in their classroom. The purpose is to provide a positive approach to classroom and general school discipline. The plan places the teacher in charge of the classroom. Recognition is given to the child's need for constructive, positive behavior. Classroom rules and the consequences for breaking the rules are established. These rules and consequences are carefully explained to each child on the first days of school and reviewed periodically during the school year.

There are three key points around which a teacher's classroom behavior management plan operates:

1. As professional educators, it is our responsibility to teach our student's lifelong social skills that will promote respect, responsibility, and safety. These skills will be taught in ways that nurture and respect the individual dignity of each child.
2. Students will not stop a teacher from teaching.
3. Students will not stop another child from learning for any reason.

We believe this approach to behavior management will provide a better learning atmosphere for each and every child as well as enhance classroom instruction and cooperative relationships between teachers, students and parents. Teachers and the principal may use reasonable force to restrain or correct a student's behavior if their personal health or that of other students or employees is threatened. Each of the teachers at Valley High School will be working with a positive behavior management program in their classroom. The purpose is to provide a positive approach to classroom and general school discipline.

DISORDERLY CONDUCT

Students are expected to communicate, respond and obey all rules set forth in the classroom and school in a manner that is polite and respectful. Students are to obey all staff, teachers and administrators when asked to stop an inappropriate behavior. Students using school district property for any purpose shall not engage in any conduct intended to obstruct, disrupt or interfere with teaching, research, service, administrative or disciplinary functions, or any activity sponsored or approved by the Board.

Any conduct constituting a breach of any federal, state, or city law or duly adopted policy by the Board, will be considered a violation of school rules.

DISRUPTION

State law and Board policy allow for teachers to remove a student from their classroom if either of the following conditions exists. The teacher has documented that the student has repeatedly interfered with the teacher's ability to communicate with other students or with another student's ability to learn.

DRESS CODE

The Governing Board recognizes that student's mode of dress and grooming is a manifestation of personal style and individual preference. The school principal or dean of students shall determine whether the dress of pupils adheres to Policy JICA and JICA-R this regulation. Students are expected to be neat, clean and appropriately dressed for learning while on campus or on school sponsored activities and field trips. Interpretation of the following dress code is subject to administrative discretion.

SHIRTS

Polo, shirts with a collar, nice blouse or button up with long or short sleeve is acceptable. ANY SOLID OR PLAID COLORS MAY BE WORN WITH THE EXCEPTION OF RED, and LIGHT BLUE. Button shirts must be appropriately worn, no signal of gang membership. T-Shirts may be worn on designated days, subject to administration approval. Students may wear t-shirts only if they represent Sanders school teams and school pride.

PANTS

Blue denim jeans, shorts, skirts, etc. are acceptable as are cotton, cotton blend, or khakis as long as they are presentable. No Holes, tears or frayed. Pants must be worn at the waist & FIT properly. *No saggy, baggy, oversized or tight fitting, stretch pants. No sweatpants, warm-ups, spandex (yoga) pants are allowed. No oversized cargo pockets that hang open or have large pockets.*

JACKETS/SWEATERS/HOODIES

Jackets and front zipper sweaters in the color of RED and LIGHT BLUE are prohibited. Hoodies may be worn. Hoodie hats cannot be worn in the building. All jackets and front zipper sweaters must fit appropriately and may not be worn in any way that conceals contraband. No trench coats or overcoats may be worn.

ACCESSORIES

Belts must fit around the waist, be secured in belt loops & not extend more than six inches beyond the buckle. No bandanas or similar cloth items indicating or implying gang membership. No headwear may be worn in classrooms or hallways, except for properly approved occupational safety headwear required for special classes.

EARLY GRADUATION

The Board will authorize early high school completion in order to meet career goals for selected students. Students desiring early graduation must submit a written request to the high school principal during the first half of the semester proceeding the semester of desired completion. The principal may accept requests after this date in special circumstances. The request must contain the reasons for the request and the written approval of the student's parents or guardian. All graduation requirements must be met by the early completion date.

ELECTRONIC DEVICES

Students are discouraged from bringing cell phones, iPods, wireless speakers or other electronic devices on campus during school hours. The school will not be responsible for the loss or theft of such items. Any item that is deemed as a disruption to the educational process will be confiscated and delivered to the administration. Any electronic device that is confiscated must be picked up from the principal by that student's parent/guardian. Students who show obstinacy to turning phones over to their teachers will be sent to the RTR room to create a behavior plan for themselves and their phone usage.

ELIGIBILITY- Scholastic Eligibility Requirements SUSD Policy JJJ

The stated policy of the Sanders Governing Board regarding extracurricular programs reads in part: It is necessary to have the extracurricular activities function within a realistic framework of control. In

order that over-enthusiastic students do not place a social or athletic function on a higher plane than the academic program, the following policy will be adhered to:

First Offense – A student who, upon having his/her work checked for a one-week period, shows that he/she is not working to his/her capacity and has a failing grade(s) of "F", will be pending ineligibility from competition until his/her grade(s) have been raised to passing.

Second Offense and subsequent offenses – A student who upon having their work checked for a one period, shows that he/she is not working to his/her capacity and has a failing grade(s), will be suspended from competition for one week.

The eligibility criterion for extracurricular participation shall be "a passing grade in all classes in which the student is enrolled."

After three (3) weeks of consecutive ineligibility status the athlete will be dismissed from the team.

Each instructor, by Policy IKA-R, will submit 2 weekly grades on the basis of a cumulative grade earned throughout each semester of coursework shall be determined on a one-week eligibility. Notification of failure will be completed by the Valley High School Registrar every Monday (excluding holiday break) before 3:00pm, commencing with the second week of school of the current semester. The VHS Registrar will distribute a list of all failing students to the Athletic Director every Monday. The ineligibility period runs from the Monday of the grade check period through the following Sunday after which grades will be checked again. This includes Saturday events if applicable. During this time frame there will be no change in grades. Each student will be given an opportunity to receive tutorial help on a daily basis as long as the student wishes to be helped.

A student upon earning a D on the first eligibility grade check will be declared Pending Ineligible. Upon subsequent weekly grade check if the student is still earning an F the student will be declared Ineligible. Students will remain ineligible from Monday through Saturday of that week. See SUSD Policy JJJ.

EMERGENCY ALARMS AND FIRE CONTROL DEVICES

A student shall not activate or use any fire alarm or emergency control device unless the student reasonably believes that an emergency exists justifying use of the device. Any situation where a student decides to use such device will be investigated by administration and/or security. Use of these devices in any situation does result in the response from emergency services (EMT, Fire Dept. etc.). Any student who misuses these emergency devices may be subject to questioning from these first responders.

ENDANGERING THE HEALTH AND SAFETY OF OTHERS

A student shall not engage in conduct that endangers, or appears to endanger the health and safety of other students, school employees or other persons. Any act that is deemed to endanger someone else can/will result in disciplinary measures as decided by the administration.

EXTRACURRICULAR ACTIVITIES

(Board Policy JJJ; A.R.S. 15-705)

- A. Definition of Extra Curricular Activities
 - Extra-curricular activities covered by this policy are all procedures established by the Arizona Interscholastic Association and other school-sponsored activities in which students represent the school in competition or participation.
- B. Guidelines for Participation
 1. The requirements in this policy apply to grades 9-12.
 2. Students' academic performance shall be checked on a weekly basis and students will be declared eligible or ineligible at the conclusion of each periodic interval.

The interval for periodic review for Valley High School for determining eligibility shall be every week. (SUSD Policy JJJ)

In order to participate in athletics, the student athlete must do the following:

- a) A completed physical form on file with the athletic director. Physical forms are available in the school office and include the following:
 1. A physical examination: Must be for the purpose of school athletic participation and must be signed by an examining physician, either and M.D., D.O., or NP/PAC.
 2. Parent Permission: Parent signed giving permission to go out for sports.
 3. Statement of or waiver of insurance: If parents have adequate insurance coverage, fill out the company name and policy information.
- b) Birth Certificate
- c) Clearance to Practice: Bring all forms to the Athletic Director to get clearance to practice. It is recommended that athletes get cleared before the school year begins. Do not wait until the first day of practice!
- d) Eligibility: According to district policy, all students must meet eligibility requirements before participation in athletic activities.

For further information on extracurricular activities, please refer to the Valley High School Athletic Handbook.

ELIGIBILITY

Policy SUSD-JJJ: ELIGIBILITY and APPROVED EXTRACURRICULAR ACTIVITIES. Extracurricular activities are all interscholastic activities that are of a competitive nature involving more than one school where a championship, winner, or rating is determined. These activities are of a continuous and ongoing nature, organized, planned or sponsored by the district consistent with district policy for such which, no credit is earned toward meeting graduation or promotion requirements.

FIELD TRIPS

Policy SUSD – IJOA: FIELD TRIPS. Field trips are intended to allow students experiences that provide them with insight, information, or knowledge that cannot be adequately developed through regular classroom instruction. Field trips, therefore, become an integral part of the curriculum, and are as essential to the instructional process as textbooks, equipment, and other instructional devices.

FINALS

All students must take their finals at the scheduled days and times. Parents are expected to plan summer schedules around the school calendar. Exceptions will be made only for emergencies or unusual circumstances

FOOD

Food or drink in the classroom is to be determined by teacher discretion in that classroom. Furthermore, students will not be called out during class to collect food items. Energy Drinks such as Monsters and Red Bulls are not permitted on school grounds.

FORGERY, CHEATING & PLAGIARISM

A student shall not use, or attempt to use, the identity, signature, academic work or research of another person and represent that it is his or her own. A student shall not share his or her knowledge or work with another student during an examination. A student shall not bring into an examination other material or notes unless approved by the teacher. Possible consequences will include reduction of grade, no credit for the assignment or exam and/or loss of credit for the class. Repeat violations will result in suspension.

FOUR YEAR PROGRAM PLANNING

Under the direction of the Counseling Department, students will develop and update a four-year plan of course selection designed to permit them to meet requirements and prepare for the years immediately following graduation. Courses should be selected to provide for: 1) Meeting graduation requirements; 2) preparing adequately for post high school education or a rewarding occupation; and 3) Meeting the student's interests and abilities.

GAMBLING

A student shall not engage in any game or activity that involves the element of risk or chance gambling with the intention that property or money will be exchanged based on the outcome of the game or activity.

GANGS AND SECRET SOCIETIES

Gang activity or association on campus is prohibited. This includes the use of hand signals, graffiti, or the presence of any apparel, accessory or manner of dress that implies membership or affiliation with a gang. Apparel that may be seen as a symbol of gang affiliation will be determined by security and administration. Any student adversely impacting the educational process by portraying gang membership is subjected to disciplinary action, including suspension. Identified gang members will receive enhanced consequences if the violation is tied to gang activity.

GRADING CRITERIA

Credit shall be granted for meeting course objectives in all courses at the 60% level or above. The grading scale for all courses is:

90-100%	= Excellent
80-89%	= Above Average
70-79%	= Average
60-69%	= Below Average
Below 60%	= Failing

GRADUATION REQUIREMENTS

The following courses are required by the State of Arizona to graduate from high school.

COURSES	CREDITS
English	4
Mathematics	4
Science	3
Social Studies	3
Fine Arts or CTE	1
Elective	7
Total Required Credits	22

Beginning with SY 2021-2022, the competency requirements for social studies shall include a requirement that, in order to graduate from high school a pupil must correctly answer at least seventy (70) of one hundred (100) questions listed on a test that is identical to the civics portion of the naturalization test used by the United States Citizenship and Immigration Services. In other words, if a student who has taken the Civics test and obtained a score of 60-69 would not need to retake the test and increase his or her score if that student graduated high school before 2026.

Please see the counselor for specific entrance information and requirements regarding the university that you are considering.

The ACT/SAT Exam is one of the requirements for admission to all the state schools. It is highly recommended that this examination be taken during the spring of the junior year.

HONOR ROLL

The criteria for the VHS honor roll is having a 3.5 GPA for that reporting period and must be attending six classes. A student that is on the honor roll during the first three grading periods of any year is eligible for the Principal's List and students with a GPA of 4.0 for the first three grading periods is eligible for the Superintendent List. Students included on the Superintendent's List are eligible to

receive an Academic Letter. For subsequent years on the Superintendent's List, the student will get a pin for academic letter.

IDENTIFICATION

All students will be issued a free picture identification card. Student ID will be needed to take ACT/SAT test.

INAPPROPRIATE DISPLAY OF AFFECTION

It is not appropriate for students to embrace or kiss each other at school. Students engaging in inappropriate displays of affection will be told to stop by any school faculty. Repeated or extreme acts that are seen as inappropriate may result in disciplinary action, such as: Loss of bus privileges, and possible suspension.

INITIATIONS AND HAZING

Initiations or hazing are defined as any act that injures, degrades, or disgraces; and includes acts that intend to injure, degrade or disgrace any student. These acts are absolutely prohibited. Initiations related to any school, club, athletic team or other groups are subject to disciplinary action whether or not the act occurs on school grounds.

Responsible Thinking Room (RTR)

The purpose of the RTR is to provide an alternative to out of school suspension for students that disrupt the learning environment or violate other school rules. Students in RTR are provided with assignments from their teachers and receive credit for their work. Students who disrupt RTR will be removed and will be given out of school suspension. Students who miss any time from RTR will be required to complete the time before returning to their regular courses. Students are required to communicate to staff and other students in a respectful manner.

KNOWLEDGE OF SCHOOL RULES

Proof that an alleged violator has a reasonable opportunity to become aware of such rules and regulation shall be sufficient grounds that the violation was done knowingly.

LOITERING

There are certain areas of the school, for convenience or safety reasons that must be kept cleared. For this reason, no one will be permitted to loiter in these areas. It is the responsibility of each student to obey the directions of school employees, administrators and teachers when asked not to loiter in a particular area. Students must leave campus after completing all assigned classes for the day, unless there is an educational or extracurricular reason to remain and permission is given from VHS Office.

LOST AND FOUND

All misplaced articles that are found are turned into the school office. If a student finds something that does not belong to him/her, it must be turned into the office. If a student has lost an item at school, he/she may check with the office to see if it has been turned in by someone. Any unclaimed articles are donated to charity at the end of each school year.

MAKE UP WORK AFTER ABSENCE

Students who plan to miss class, due to participation in an extracurricular activity, will either complete assignments PRIOR to the activity or make other arrangements with the teacher.

For an excused absence, students are responsible for contacting the teacher(s) and getting assignments. Students will be permitted one day for making up missed work for each day of an excused absence. An unexcused absence means there may be no chance to receive all makeup work!

PARENT PARTICIPATION

Valley High School encourages parent participation in the decisions that affect the school. The main vehicle for parent participation is the Valley High School Site Council. The Site Council is a group made up of parents, other community members, teachers, classified staff, administrators, and students. The mission of the Site Council is to provide input to the administration on matters related to the operation of the school and instruction. If you are interested in attending a site council meeting, please contact the school office for meeting times and place.

MISREPRESENTATION OR THEFT

A student shall not take, use or borrow any property by misrepresentation, deception or by expressing or implying a threat. A student shall not take, use, or borrow property belonging to another person without that person's permission. Any situation where this occurs may result in disciplinary action by either the school, local law enforcement or both.

NUISANCE ITEMS

Items such as phones, iPod/mp3 players, headphones/earphones, portable speakers, bandannas, weapons, sunglasses (un-prescribed), water pistols, chains, ropes, skateboards, hover boards, shaving cream, silly string, hacky sack, water balloons, and anything else which a teacher finds disruptive (to their own discretion) will not be permitted in school, unless such items are approved for school-related activities. These items will be confiscated and must be picked up by a parent/guardian. Repeated offenses will result in disciplinary action.

NON-DISCRIMINATION STATEMENT

Sanders Unified School District Policy assures that all vocational and academic opportunities will be offered without regard to race, color, religion, national origin, sex, sexual orientation, gender identity, or handicap. If questions should arise, contact the District Title IX and Section 504 Compliance Officer, P.O. Box 250, Sanders, AZ. 86512 Phone: 928-688-4747.

PARENT-TEACHER CONFERENCES

Parents/guardians are encouraged to communicate with teachers as often as necessary. It is best if parents/guardians make appointments to meet with a teacher during his/her prep period. Two Parent-Teacher conferences will be held during the school year.

PERSONAL PROPERTY

All students' property such as clothing, purses and lockers are the student's responsibility. Do not bring large sums of money or valuables to school. Each student must take care of his or her own property. Students shall not take another student's property. That will be considered theft.

PHYSICAL EDUCATION EXCUSES

Physical education is required for all students. A student may be excused from physical education for three days upon written request from a parent/guardian. For any longer period of time a request from the child's physician is required. P.E. excuses written by parents are received by the student's P.E. teacher. Excuses written by a physician should be received through the office.

POSSESSION OF WEAPONS AND DANGEROUS ITEMS

A student shall not possess or use firearms. Weapons, explosives, fireworks or any other instruments capable of harming any person or property reasonably susceptible of creating the impression of such harm are strictly prohibited. Consequences may include expulsion from school. Students may not possess knives of any kind. First offense will result in confiscation and possible suspension or expulsion along with referral to legal authorities.

PROGRESS REPORTS/ REPORT CARDS

Progress Reports will be sent out at every 4 1/2 weeks for the purpose of informing parents of the progress of their children. Quarter report cards will be sent out at the end of the first and third quarters to inform parents of the first and third quarter grades. Semester report cards will be sent out

at the end of each semester to inform parents of the second and fourth quarter grades as well as the semester grades. Only semester grades are recorded on student transcripts.

REMOVAL OF STUDENTS FROM SCHOOL SPONSORED ACTIVITY

School administration may remove a student from a school-sponsored activity if the administration determines that the student has violated a provision of the student discipline policies, rules, and /or regulations of the administration determines that such removal is in the best interest of the activity or in the best interest of the school as a whole. School administration may also remove a student from a specific position, such as officer, editor, or captain of an activity, without removing the student from the entire activity.

RESTRICTION OF PRIVILEGES

The school administration may notify the parents/guardians of privileges restrictions. Such privileges include cafeteria, library, classroom or laboratory participation, bus use, vehicle use, school passes, trips, dances, and bicycle use. A report of the restriction will be recorded in the student's conduct file. All students that have been suspended or expelled from school are restricted from entering any District property or attending any school-related activity with-out prior approval of the school administration. This restriction is in effect until the suspension or expulsion has been lifted. Failure to follow this restriction will result in a report to the police, for trespassing.

SCHEDULE CHANGES

Students who require a schedule change must do so during the FIRST TWO WEEKS OF ANY SEMESTER through the counseling office. Changes will require the approval of teachers and parents. Changes after that time will require the approval of school administration, teachers and parents. Late schedule changes will only be approved to benefit the educational program of the individual student. No schedule changes will be approved during the last quarter of a semester or to change a class period.

SCHOLARSHIPS

Interested students may apply for scholarships (local and non-local) through the Counselor's Office. Application is generally made during the senior year. See Counselors to find out what scholarships are available and the deadlines for the applications.

SCHOOL BUS SAFETY RULES

Per E-2050 SUSD policy: The school is to provide regular school bus transportation to and from school for the following categories: Students with disabilities, students living outside a one-mile radius, students who are residents within a school attendance area and for homeless students. Students shall be on time at the approved bus stop. Buses cannot wait. Rigid standards of discipline must be maintained at all times in order to satisfy safety requirements. It is very dangerous when a bus driver is distracted. ALL SCHOOL POLICIES apply for regular and activity runs.

When riding the bus:

- Except for ordinary conversation, students shall observe quiet conduct.
- Students shall remain in their seats while the bus in is in motion.
- Students shall not throw anything out the window or onto the floor.
- No part of the body shall extend out the window.
- Unless an emergency exists, students shall not leave the bus through the emergency door,

Discipline and Penalties:

- The riding privilege of any student may be revoked for violation of the rules or conduct.
- The driver is in charge of the school bus.
- Students shall comply promptly with the request of the bus driver.
- The driver may assign seats to an individual or the entire bus as deemed necessary.

- Students shall go directly to their seats and remain there until they have arrived at the destination.
- Unnecessary conversations with the bus driver are prohibited.
- Students shall not run or push while leaving the bus; each stair-step is to be used.
- The bus driver has the authority and responsibility to discipline students on the bus.

SEXUAL HARASSMENT

Unwelcomed comments regarding gender or sexual activity will not be tolerated on campus. Students have the right to say "no" and to tell the person to stop the behavior and we encourage students to speak up and say "no" or "stop". If the comments continue, they should be reported to the administration or to the counseling staff. A substantiated charge against a student shall subject that student to disciplinary action that may include suspension or expulsion.

Please refer to SUSD Policy ACA and ACAA for further explanation.

SKATEBOARDS

Riding scooters, roller blades, skateboards, or any motorized item on campus is not permitted at any time.

STUDENT CONFLICT

Physical and/or verbal abuse of or threat of harm to any person on school district owned or controlled property or at school district sponsored or supervised functions will not be tolerated. Students are required to solve confrontations in a reasonable manner. Reasonable manner does not include disrespectful comments, intimidation, threats, fights, etc. Students involved in fights may be charged with disruption of the educational process and be suspended from school.

STUDENT CONCERNS, COMPLAINTS, AND GRIEVANCES EXHIBIT

REPORTING/COMPLAINT PROCEDURE. Students and others may report hazing, student concerns and, complaints to any professional staff member. These complaints can include:

- Violation of the student's 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, or disability.
- Concern for the student's personal safety.

A student who is experiencing bullying, harassment, intimidation or believes another student is experiencing bullying, harassment, or intimidation 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, harassed or intimidated 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, harassment, or intimidation shall not be tolerated, and the individual(s) will be subject to the disciplines set out in applicable District policies and administrative regulations.

At the time a student reports alleged bullying, harassment, or intimidation the principal shall provide to the student who has allegedly been bullied, harassed, or intimidated a written copy of student rights, protections and support services available to the student and shall notify the student's parent(s)/guardian(s) of the suspected incident of harassment, intimidation or bullying.

The principal shall investigate *all* reports of bullying, harassment, or intimidation. If the principal determines that bullying, harassment, or intimidation has occurred, discipline will be administered pursuant to Board Policies JK, JKD, and JKE. 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, harassment, or intimidation and 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 individually identifiable information shall be redacted. Restrictions established by FERPA on disclosure of personally identifiable student information must be observed at all times.

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

STUDENT EXPECTATIONS

Each student is responsible for helping to create and maintain a school environment which is safe and conducive to learning. He/she shall:

- Model acceptable behavior at school.
- Be responsible for his/her own actions and the consequences of those actions.
- Show consideration and respect for fellow students, for the school staff members and for school property.
- Display physical and verbal self-control and seek other methods of dealing with problems.
- Participate in the development of the school's student behavior expectations.
- Work toward understanding and displaying self-discipline.
- Recognize that students are in school to learn and that order and structure help to create an environment where safe,
- Productive and uninterrupted learning can occur.

STUDENT FUNDS

Student fund-raising projects must be scheduled and approved by the administration and Student Council in advance of the activity. All funds involved in student activity operations are classified as public monies. A carefully designed student activity accounting system is therefore mandatory to ensure that there is proper accounting for these funds. This accounting is kept in the front office. Fund-raisers on school grounds for organizations or individuals not approved by the Board of Trustees or sanctioned by the Student Council of VHS are strictly prohibited.

STUDENT HEALTH INSURANCE

The school board has selected an independent company to provide optional student health benefits insurance to be paid for by the student's parent or guardian. Information on the insurance program can be obtained in the school office.

STUDENT PASSES

After the beginning of all classes, students are expected to be in their assigned classroom. Students are not allowed to leave class without their personal student handbook pass and the teacher's permission. Leaving class without permission of the teacher will be considered truancy. Students reporting to the Health Center or Office must have a pass from the teacher or other school staff

member, unless it is an emergency situation. Students out of class without a pass will be considered as ditching. No passes within the first 10 minutes and last 10 minutes.

STUDENT VEHICLES

Students who drive to and from school are EXPECTED to comply with the regulations listed below. These regulations are reasonable and are for the protection of the entire student body.

- Speeding, loud music, "Hot Rodding," etc..... are not allowed at any time while school on school grounds.
- Vehicles driven into campus will remain there for the remainder of the day unless the student checks out of school.
- Students are not to go to their vehicle during academic or lunch time unless special permission is given from the office.
- Students must PRESENT appropriate vehicle and driver documentation such as: DRIVER'S LICENSE, REGISTRATION, and PROOF OF INSURANCE. There must also be a parental permission form on file at the front office.
- Students are not allowed to loiter in cars at any time during school days, before school or after school.
- The administration reserves the right to refuse any student permission to drive on campus.
- No student can "catch" or give a ride to another student without written permission from both the students' parents.

TARDY POLICY

- 1st Tardy - Verbal Tardy Conference
- 2nd Tardy - RTR Classroom to make an RTR Plan
- 3rd Tardy - Lunch Detention w/ Parent Notification
- 4th Tardy - Lunch Detention w/ Parent phone call
- 5th Tardy - 1 Day RTR w/ parent letter
- 6 or more Tardis: Implementation of progressive discipline matrix

TEACHER/OFFICE ASSISTANT

VHS offers junior and senior level students the opportunity to serve as student aides. This is a position of trust! A student who desires to be a student aide must have no less than a 2.5 GPA, no disciplinary referrals and satisfactory attendance. The student must pass all classes during the semester he/she is an aide. If he/she fails a class during this semester, he/she will not be permitted to be an aide the following semester. The student may only serve as a student aid for one period per day.

Teachers/staff may only have one aide per period with a maximum of two aides per teacher/staff. No more than two credits as a student aide may be applied towards graduation requirements. A student applying for graduation in advance of his/her normal graduation date may not have more than one credit as a student aide. A student is required to sign an agreement with the teacher/staff prior to being accepted as an aide. Unsatisfactory performance on the part of a student aide may be cause for release from or no credit for the class.

TECHNOLOGY

The District and VHS has established a policy pertaining to the use of school computers and the internet. Violation of the internet policy will result in the loss of technology privileges. See discipline matrix on internet usage.

TELEPHONE

It is difficult to deliver messages to students during the school day. Messages will be delivered only in cases of extreme hardship or emergency. The school phone may be used by students for emergencies only.

TEST OUT PROCEDURE

The Arizona State Board regulation R7-2-302.04 provides for the opportunity for students to receive credit for courses required for graduation. The student must pass an examination which evaluates mastery of the essential skill requirements taught in the course. The following conditions must be met to receive credit in any course required for graduation.

1. A student must notify the counselor of his/her intent to test out of a class. Then, counselor will make arrangements with the teacher.
2. The individual teacher will have the responsibility of administering the test in his/her own subject area.
3. A student must receive a minimum score of 80% in order to receive credit for a class. Letter grades will correspond to the VHS grading criteria.
4. A student may only challenge a class once per school semester.
5. A student must wait one school quarter after being enrolled in a course if attempting to test out of that course.

TEXTBOOK

All books are furnished by the school. Pupils and their parents shall be held responsible for proper care of books and may be required to pay for any damage to them. Books must be kept clean and unmarked.

THREATENING AN EDUCATIONAL INSTITUTION

Threatening an educational institution means to interfere with or disrupt an educational institution as found in A.R.S. 15-841 and 13-2911. A student who is determined to have threatened an educational institution shall be expelled from school for at least one (1) year except that the District may modify this expulsion requirement for a pupil on a case-by-case basis and may reassign a pupil subject to expulsion to an alternative education program if the pupil participates in mediation, community service, restitution or other programs in which the pupil takes responsibility for the results of the threat. The District may require the student's parent(s) to participate in mediation, community service, restitution or other programs with the student as a condition to the reassignment of the pupil to an alternative education program.

TOBACCO, CIGARETTES, VAPING

A student is not permitted to possess or use tobacco, cigarettes, and Electronic cigarettes (vape) on school grounds, leaving before or after regular scheduled classes or while attending an off-campus school sponsored activity. Lighters and or matches are not permitted on campus. Students may be referred to the authorities or cited on the first offense. VHS is a tobacco free campus. Adults, spectators, employees of the school, visitors, students and parents are prohibited from possessing and using tobacco products at any time while on Valley High School District grounds.

TRESPASS

Forceful or unauthorized entry to or occupation of school district facilities, including buildings and grounds, is considered trespassing and violators will be prosecuted.

UNINTERRUPTED INSTRUCTIONAL TIME

Each school and/or grade level has time designated for uninterrupted instruction. The school protects instructional time by ensuring classes are not interrupted with announcements or messages from home. When you have messages, materials or lunch etc., please take them to the school office. Messages or materials to students will be delivered during the last 3 minutes of class or between periods.

USE OF SCHOOL/DISTRICT PROPERTY BY STUDENT

Students are expected to use reasonable care while using any District or School property. Students must have prior approval from the Principal in order to use any school/district property off school campus.

VANDALISM OF PROPERTY

A student shall not damage, destroy or deface any school property or property belonging to any other person while on school grounds.

VISITORS

Parents and guardians are always welcome to visit our school but are asked to register in the school office when they arrive. **OTHER VISITORS WILL BE UNABLE TO VISIT DURING REGULAR SCHOOL TIMES TO AVOID DISRUPTION OF THE NORMAL EDUCATIONAL SYSTEM.** This guest restriction applies to babies, children and younger siblings of students, as well.

VULGARITY

Students should use appropriate language while on campus and while attending school functions. Profanity and vulgarity will result in disciplinary consequences.

WITHDRAWALS FROM SCHOOL

If you plan to move, let the school know at least three days in advance. It is expected that outstanding fees will be paid and all textbooks and library books will be returned in good condition or paid for before the withdrawal process is completed.

SUSD DISCIPLINE MATRIX 2024-2025

PROGRESSIVE RANGE OF CONSEQUENCES 1 – 9+

1. Informal Student Conference
2. Time-out assigned. RTR creates a plan.
3. Lunch detention assigned. Privileges restricted. Parents will be notified.
4. 1-3 days in-school (RTR) or off-campus suspension (OSS)
5. 3-5 days in-school (RTR) or off-campus suspension (OSS)
6. 5-9 days in-school (RTR) or off-campus suspension (OSS)
7. 9 days off-campus suspension pending long term suspension. Saturday diversion may be offered in lieu of long-term suspension.
8. Recommendation for long term suspension.
9. Recommendation for expulsion.

Alternative discipline such as school probation, contracts may be imposed. Parents and legal authorities may be notified at any time.

THE RANGE OF CONSEQUENCES IDENTIFIED IN THIS MATRIX ARE GUIDELINES, AND SCHOOL ADMINISTRATORS RETAIN THE AUTHORITY AND DISCRETION TO IMPOSE ANY PUNISHMENT APPROPRIATE UNDER THE CIRCUMSTANCES.

TYPE	DESCRIPTIONS	PROGRESSIVE	RANGE
AGGRESSION			
**AGGRAVATED ASSAULT	A.R.S. §13-1204. Aggravated assault; A person commits aggravated assault if the person commits assault as defined in section 13-1203 under any of the following circumstances: 1. If the person causes serious physical injury to another, 2. If the person uses a deadly weapon or dangerous instrument, 3. If the person commits the assault after entering the private home of another with the intent to commit the assault, 4. If the person is eighteen years of age or older and commits the assault upon a child the age of fifteen years or under, 5. If the person commits the assault knowing or having reason to know that the victim is a peace officer, or a person summoned and directed by the officer while engaged in the execution of any official duties, 6. If the person commits the assault knowing or having reason to know the victim is a teacher or other person employed by any school and the teacher or other employee is upon 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	1 st offense and Repeated offenses	8-9

	professional duties, or any teacher engaged in any authorized and organized classroom activity held on other than school grounds.		
AGGRESSIVE ACT (MINOR) (Excessive Horseplay) (Malicious Mischief)	Student engages in non-serious but inappropriate physical contact, i.e., hitting, poking, [pulling] or pushing (SWISTM). Other behaviors that may be considered under this violation are running in the building, hallways, or corridors, pulling a chair out from underneath another person, or other behaviors that demonstrate low level hostile behaviors.	1 st offense Repeated offenses	1-7 4-9
*ASSAULT	A.R.S. §13-1203. Assault; A person commits assault by: 1. Intentionally, knowingly or recklessly causing any physical injury to another person; or 2. Intentionally placing another person in reasonable apprehension of imminent physical injury; or 3. Knowingly touching another person with the intent to injure, insult or provoke such person.	1 st offense and Repeated offenses	7-9
DISORDERLY CONDUCT (Disruption of the school environment)	A.R.S. §13-2904. Disorderly conduct; classification A. A person commits disorderly conduct if, with intent to disturb the peace or quiet of a neighborhood, family or person, or with knowledge of doing so, such person: 1. Engages in fighting, violent or seriously disruptive behavior; or 2. Makes unreasonable noise; or 3. Uses abusive or offensive language or gestures to any person present in a manner likely to provoke immediate physical retaliation by such person; or 4. Makes any protracted commotion, utterance or display with the intent to prevent the transaction of the business of a lawful meeting, gathering or procession; or 5. Refuses to obey a lawful order to disperse issued to maintain public safety in dangerous proximity to a fire, a hazard or any other emergency; or 6. Recklessly handles displays or discharges a deadly weapon or dangerous instrument. (Possession of a deadly weapon or dangerous instrument must also be reported as a weapon violation to ADE and to local law enforcement.)	1 st offense Repeated offenses	1-7 2-9
*ENDANGERMENT	A.R.S. §13-1201. Endangerment; classification A. A person commits endangerment by recklessly endangering another person with a substantial risk of imminent death or physical injury. B. Endangerment involving a substantial risk of imminent death is a class 6 felony. In all other cases, it is a class 1 misdemeanor.	1 st offense Repeated offenses	3-8 5-9
*FIGHTING	Mutual participation in an incident involving physical violence, where there is no major injury. (US Department of Education, Office of Safe and Drug-Free Schools Uniform Management Information and Reporting System guidelines, 10/06) Verbal confrontation alone does not constitute fighting.	1 st offense Repeated offenses SES	6-9 7-9 1-6
RECKLESSNESS	Unintentional, careless behavior that may pose a safety or health risk for others.	1 st offense Repeated offenses	1-4 2-9

VERBAL PROVOCATION (Verbal Abuse) (Gossip/Slander) (Rumors)	Use of language or gestures that may incite another person or other people to fight.	1 st offense Repeated offenses	1-4 2-6
ALCOHOL, TOBACCO and OTHER DRUGS			
*ALCOHOL VIOLATION (including simulated alcoholic beverage)	The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of intoxicating alcoholic beverages or substances represented as alcohol. This includes being intoxicated at school, school-sponsored events and on school sponsored transportation.	1 st offense Repeated offenses	7-9 7-9
**DRUG VIOLATION (including any simulated drugs)	The unlawful use, cultivation, manufacture, distribution, sale, purchase, possession, transportation or importation of any controlled drug or narcotic substance or equipment and devices used for preparing or taking drugs or narcotics. Includes being under the influence of drugs at school, school-sponsored events and on school sponsored transportation. Category includes over-the-counter medications if abused by the student. This category does not include tobacco or alcohol. "Drug" means any narcotic drug, dangerous drug, marijuana or peyote (A.R.S. §13-3415). "Drug paraphernalia" means all equipment, products and materials of any kind which are used, intended for use or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling or otherwise introducing into the human body a drug in violation of this chapter (A.R.S. §13-3415 F. 1.).	1 st offense and Repeated offenses	7-9
*TOBACCO VIOLATION (including any simulated drugs)	The possession, use, distribution or sale of tobacco products on school grounds, at school-sponsored events and on school-sponsored transportation. (Paraphrased from: A.R.S. §36-798.03) A person who knowingly sells, gives or furnishes cigars, cigarettes, electronic cigarettes, cigarette papers, smoking or chewing tobacco, to a minor, and a minor who buys, or has in his possession or knowingly accepts or receives from any person, cigars, cigarettes or cigarette papers, smoking or chewing tobacco of any kind, is guilty of a petty offense (A.R.S. §13- 3622).	1 st offense and Repeated offenses	7-9
ARSON			
**ARSON	A.R.S. §13-1703. Arson of a structure or property: A person commits arson of a structure or property by knowingly and unlawfully damaging a structure or property by knowingly causing a fire or explosion. A.R.S. §13-1704 Arson of an occupied structure A person commits arson of an occupied structure by knowingly and unlawfully damaging an	1 st offense and Repeated offenses	7-9

	occupied structure by knowingly causing a fire or explosion. A.R.S. §13-1701, 2. Occupied structure means any structure as defined in paragraph 4 in which one or more human beings either is or is likely to be present or so near as to be in equivalent danger at the time the fire or explosion occurs. The term includes any dwelling house, whether occupied, unoccupied or vacant.		
ATTENDANCE			
ATTENDANCE POLICY VIOLATION (unexcused excessive absences)	Violation of state, school district, or school policy relating to attendance. This includes but is not limited to: unexcused absence, truancy (A.R.S. 15-8030, leaving school grounds or being in an out-of-bounds area during school hours without the permission of the school administration, and other attendance violations defined by school district policy.	1 st – 3 rd offenses Repeated offenses	1-6 5-7
TARDINESS	Arriving at school or class after the scheduled start time	1 st – 2 nd offenses 2 nd offense Repeated offenses	<i>Verbal Tardy Conference</i> <i>RTR Classroom to make an RTR Plan</i> 3-5
HARASSMENT, THREAT and INTIMIDATION			
BULLYING	Policy JICK-EB, Bullying is repeated acts over time that involves a real or perceived imbalance of power with the more powerful child or group attacking those who are less powerful. Bullying can be physical in form (e.g., pushing, hitting, kicking, spitting, stealing); verbal (e.g., making threats, taunting, teasing, name-calling); or psychological (e.g., social exclusion, spreading rumors, manipulating social relationships). (Paraphrased from: Ericson, Nils, 2001, Addressing the Problem of Bullying, U.S. Dept. of Justice, Fact Sheet #FS-200127.)	1 st offense Repeated offenses	1-4 2-6
HARASSMENT	Policy JICK-EB, A.R.S. §13-2921. Harassment; classification; definition A. A person commits harassment if, with intent to harass or with knowledge that the person is harassing another person, the person: 1. Anonymously or otherwise communicates or causes a communication with another person by verbal, electronic, mechanical, telegraphic, telephonic or written means in a manner that harasses. 2. Continues to follow another person in or about a public place for no legitimate purpose after being asked to desist. 3. Repeatedly commits an act or acts that harass another person. Page 6 - Definitions for Violations 4. Surveils or causes another person to surveil a person for no legitimate purpose. 5. On more than one	1 st offense Repeated offenses	1-4 2-6

	occasion makes a false report to a law enforcement, credit or social service agency. 6. Interferes with the delivery of any public or regulated utility to a person. Note: Bullying and Sexual Harassment are types of Harassment. Indicate harassment if the violation is not specifically Bullying or Sexual Harassment, or if the specific type of Harassment is not known.		
HAZING	Policy JICFA-EB, A.R.S. §15-2301. Hazing prevention policies; definitions B. Violations of hazing prevention policies adopted pursuant to this section do not include either of the following: 1. Customary athletic events, contests or competitions that are sponsored by an educational institution. 2. Any activity or conduct that furthers the goals of a legitimate educational curriculum, a legitimate extracurricular program or a legitimate military training program. C. For purposes of this section: 2. "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: (a) 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. (b) The act contributes to a substantial risk of potential physical injury, mental harm or degradation or causes physical injury, mental harm or personal degradation. 3. "Organization" means an athletic team, association, order, society, corps, cooperative, club or other similar group that is affiliated with an educational institution and whose membership consists primarily of students enrolled at that educational institution.	Any offense	4-9 + team dismissal
STAFF MEMBER THREATS	When a person indicates by word or conduct the intent to cause physical injury or serious damage to a staff member at SUSD or their property.	Any offense	7-9
THREATS/INTIMIDATION	When a person indicates by word or conduct the intent to cause physical injury or serious damage to a person or their property. (Paraphrased from A.R.S. §13-1202) A.R.S. §13-1202. Threatening or intimidating A. A person commits threatening or intimidating if the person threatens or intimidates by word or conduct: 1. To cause physical injury to another person or serious damage to the property of another; or 2. To cause, or in reckless disregard to causing, serious public inconvenience including, but not limited to, evacuation of a building, place of assembly or transportation facility; or 3. To cause physical injury to another person or damage to the property of another in order to promote, further or assist in the interests of or to cause, induce or solicit another person to participate in a criminal street gang, a criminal syndicate or a racketeering enterprise. B. Threatening or intimidating pursuant to subsection A, paragraph 1 or 2 is a class 1	1 st offense Repeated offenses	2-9 3-9

	misdemeanor, except that it is a class 6 felony if the offense is committed in retaliation for a victim's either reporting criminal activity or being involved in an organization, other than a law enforcement agency, that is established for the purpose of reporting Page 7 - Definitions for Violations or preventing criminal activity. Threatening or intimidating pursuant to subsection A, paragraph 3 is a class 4 felony.		
LYING, CHEATING, FORGERY, PLAGIARISM			
CHEATING/COPYING OTHERS' WORK/ PLAGIARISM	To deprive of something valuable by the use of deceit or fraud 2; to influence or lead by deceit, trick, or artifice. To steal and pass off the ideas or words of another as one's own.	1 st offense Repeated offenses	2-4 + grade of "0" on assignment 4-8 + grade of "0" on assignment
FORGERY	Falsely and fraudulently making or altering a document.	1 st offense Repeated offenses	1-4 2-8
IMPEDING AN INVESTIGATION (Lying)	In any way not cooperating with an ongoing investigation (Examples: lying, withholding information)	1 st offense Repeated offenses	4-9 6-9
LYING	To make an untrue statement with intent to deceive 2; to create a false or misleading impression.	1 st offense Repeated offenses	1-4 2-5
SCHOOL POLICIES, OTHER VIOLATIONS OF			
ACADEMIC NON-COMPLIANCE	Student refuses to complete assigned work, refuses to complete classwork, or refuses to pursue the assigned course of study.	1st offense Repeated offenses	1-4 2-9
BUS MISCONDUCT	Violating bus rules. Consequence may include possible revocation of bus riding privileges.	1 st offense and Repeated offenses	Refer to Trans. Discipline Matrix Pg. 48-49
DISRUPTION IN CLASS	Student engages in behavior causing an interruption in a class or activity. Disruption includes sustained loud talk, yelling, or screaming; noise with materials; horseplay or roughhousing; or sustained out of seat behavior.	1 st offense Repeated offenses	1-3 2-6
DRESS CODE VIOLATION	Student wears clothing that does not fit within the dress code guidelines stated by school or district policy.	1 st offense Repeated offenses	1-4 2-8
GAMBLING	To play games of chance for money or to bet a sum of money.	1 st offense Repeated offenses	1-4 3-8
INSUBORDINATION / DEFIANCE OF AUTHORITY	Student refuses to follow directions, talks back, or delivers socially rude interactions. Student refuses to comply with reasonable requests and directives of school personnel.	1 st offense Repeated offenses	1-4 2-9
LANGUAGE, INAPPROPRIATE (Gestures included)	Student delivers verbal messages or hand gestures to other students that include swearing, name calling, or use of words or gestures in an	1 st offense Repeated offenses	1-4 2-6

	inappropriate or vulgar way.		
LANGUAGE, INAPPROPRIATE TOWARD STAFF (Staff Verbal Abuse)	Student blatantly verbally attacks any school personnel. Examples are: threatening a staff member, calling staff member inappropriate things, telling a staff member off, telling a staff member to shut up, etc.	1 st offense Repeated offenses SES	5-9 5-9 1-9
LITTERING	Any act that deposits trash/debris on the floor, ground, counters, desks, etc. which should be placed in a trash can. Consequence may include assigned school campus cleanup.	1 st offense Repeated offenses	1-4 2-6
NEGATIVE GROUP AFFILIATION (Gang Activity)	Specific attitudes and actions of a student affiliated with a negative group. To exhibit signs of gang affiliation, such as threats to rival gang members, throwing gang signs, wearing of distinctive gang attire, use of gang names or monikers, displaying swastikas, etc.	1 st offense Repeated offenses	1-7 5-9
PUBLIC DISPLAY OF AFFECTION	Holding hands, kissing, embraces, intimate touching or other displays of affection in violation of school policy. This includes any visible display of affection in the halls, classrooms, anywhere on campus or on school related trips.	1 st offense Repeated offenses	1-3 2-8
REMOVAL FROM RTC ROOM	The RTC room / time-out room is for the RTP process. If a student violates RTC rules, the student is automatically suspended, and parents will be required to pick up their student.	1 st offense Repeated offenses	4-7 4-9
SCHOOL THREAT			
*BOMB THREAT **CHEMICAL OR BIOLOGICAL THREAT *OTHER THREAT	A.R.S. §13-2911. Any threat (verbal, written or electronic) by a person to bomb or use other substances or devices for the purpose of exploding, burning, causing damage to a school building or school property, or to harm students or staff of SUSD. Includes bomb threat, chemical or biological threat, and any other school threat. Any act that might reasonably lead to the evacuation or closure of any property of the SUSD.	1 st offense and Repeated offenses	7-9
FIRE ALARM MISUSE	Intentionally setting off fire alarms, fire extinguishers or pulling out fire hoses.	1 st offense Repeated offenses SES	7-9 7-9 3-9

SEXUAL OFFENSES			
PORNOGRAPHY (possession of, accessing inappropriate websites)	Pornography is the sexually explicit depiction of persons, in words or images, created with the primary, proximate aim, and reasonable hope, of	1 st offense Repeated offenses	1-5 3-9

	eliciting significant sexual arousal on the part of the consumer of such materials. (example: pictures from magazines, condoms, etc.)		
SEXUAL ABUSE/ SEXUAL HARASSMENT	<p>U.S. Department of Education, Office of Civil Rights, Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, Title IX, January 2001: Sexual harassment is unwelcome conduct of a sexual nature that denies or limits a student's ability to participate in or to receive benefits, services, or opportunities in the school's program. It can include unwelcome sexual advances, requests for sexual favors, and Page 12 - Definitions for Violations other verbal, nonverbal, or physical conduct of a sexual nature. Because sexual harassment of students is a form of sex discrimination prohibited by Title IX of the Education Amendments of 1972, it is governed by this statute and corresponding guidance. Title IX applies to any public or private school receiving federal funding. Does not include legitimate nonsexual touching or other nonsexual conduct, for example, a high school athletic coach hugging a student who made a goal or a kindergarten teacher's consoling hug for a child with a skinned knee. Relevant factors in determining whether behavior rises to the level of sexual harassment include: • The degree to which the conduct affected one or more students' education • The type, frequency and duration of the conduct • The identity of and relationship between the alleged harasser and the subject or subjects of the harassment • The number of individuals involved • The age and sex of the alleged harasser and the subject or subjects of the harassment • The size of the school, location of the incidents, and the context in which they occurred • Other incidents at the school</p> <p><i>Anyone who is subject to sexual harassment, or who knows of the occurrence of such conduct, should inform the compliance officer, as provided in ACA-R. A substantiated charge against a staff member in the District shall subject such staff member to disciplinary action. All matters involving sexual harassment complaints will remain confidential to the extent possible.</i></p> <p>Please refer to SUSD Policy ACA and ACAA for further explanation.</p>	<p>1st offense</p> <p>Repeated offenses</p>	<p>2-8</p> <p>5-9</p>

TECHNOLOGY, IMPROPER USE OF			
COMPUTER	Using school computers for things other than school related work. Intentionally mistreating	1 st offense	1-4

	the computer equipment. Damaged equipment will require restitution.	Repeated offenses	2-8 + loss of use
NETWORK INFRACTION (Internet)	Using the computer to enter unauthorized web sites.	1* offense	2-4 + loss of use
		Repeated offenses	2-4 + loss of use
TELECOMMUNICATION DEVICE (electronics)	Use of cell phones while on campus is prohibited.	1* offense	Item confiscated
		Repeated offenses	
THEFT			
EXTORTION/BRIBERY	ARS §13-1804. Theft by extortion; classification A. A person commits theft by extortion by knowingly obtaining or seeking to obtain property or services by means of a threat to do in the future any of the following: 1. Cause physical injury to anyone by means of a deadly weapon or dangerous instrument. 2. Cause physical injury to anyone except as provided in paragraph 1 of this subsection. 3. Cause damage to property. 4. Engage in other conduct constituting an offense. 5. Accuse anyone of a crime or bring criminal charges against anyone. 6. Expose a secret or an asserted fact, whether true or false, tending to subject anyone to hatred, contempt or ridicule or to impair the person's credit or business. 7. Take or withhold action as a public servant or cause a public servant to take or withhold action. 8. Cause anyone to part with any property.	1* offense	4-9
		Repeated offenses	3-9
THEFT	Taking or attempting to take money or property belonging to another person or the school with the intent to permanently deprive the victim of his or her possessions. ARS §13-1802. Theft: classification A. A person commits theft if, without lawful authority, the person knowingly: 1. Controls property of another with the intent to deprive the other person of such property; or Page 14 - Definitions for Violations 2. Converts for an unauthorized term or use services or property of another entrusted to the defendant or placed in the defendant's possession for a limited, authorized term or use; or 3. Obtains services or property of another by means of any material misrepresentation with intent to deprive the other person of such property or services; or 4. Comes into control of lost, mislaid or misbelieved property of another under circumstances providing means of inquiry as to the true owner and appropriates such property to the person's own or another's use without reasonable efforts to notify the true owner; or 5. Controls property of another knowing or having reason to know that the property was stolen; or 6. Obtains services known to the defendant to be available only for compensation without paying or an agreement to pay the compensation or diverts another's services to the person's own or another's benefit without authority to do so.	1* offense	1-5
		Repeated offenses	3-9

TRESPASSING			
TRESPASSING	To enter or remain on a public-school campus or school board facility without authorization or invitation and with no lawful purpose for entry. This includes students under suspension or expulsion and unauthorized persons who enter or remain on a campus or school board facility after being directed to leave by the chief administrator or designee of the facility, campus or function (SDFS Terms and Definitions). A.R.S. §13-1503. Criminal trespass in the second degree; A person commits criminal trespass in the second degree by knowingly entering or remaining unlawfully in or on any nonresidential structure or in any fenced commercial yard.	1 st offense Repeated offenses	1-5 3-9
VANDALISM			
GRAFFITI / TAGGING	Writing on walls, drawings or words that are scratched, painted, sprayed on walls or other surfaces in public places. Intentionally defacing posters, art work, murals, signs, etc. posted throughout the school.	1 st offense Repeated offenses	1-4 3-6
VANDALISM OF PERSONAL / SCHOOL PROPERTY	Vandalism or Criminal Damage: Willful destruction or defacement of school or personal property (National Forum on Educational Statistics, Safety in Numbers). A.R.S. §13-1602. Criminal damage; A person commits criminal damage by recklessly: Defacing or damaging property of another person; or 2. Tampering with property of another person so as substantially to impair its function or value; or 3. Parking any vehicle in such a manner as to deprive livestock of access to the only reasonably available water. 4. Drawing or inscribing a message, slogan, sign or symbol that is made on any public or private building, structure or surface, except the ground, and that is made without permission of the owner. Examples: Destroying school computer records, carving initials or words in desk top, spray painting on walls, or damaging vehicles. Note: When using this code record the cost of repairing or replacing the damaged property under "Cost."	1 st offense Repeated offenses	2-9 6-9
WEAPONS AND DANGEROUS ITEMS			
COMBUSTIBLES	Student is in possession of a substance or object that is readily capable of causing bodily harm or property damage, i.e., matches, lighters, firecrackers, gasoline and lighter fluid.	1 st offense Repeated offenses	4-8 5-9
**WEAPONS (JICI) (including simulated weapons and/or toy look-alikes)	The possession of a dangerous firearm, dangerous instrument, destructive device, simulated firearm or the use of an object to inflict bodily injury to another person. Pocketknives, BB or pellet guns, brass knuckles, nun chucks, razor blades / box cutters, clubs, air-soft or paintball guns, Tasers or stun guns,	1 st offense Repeated offenses	7-9 7-9

	and letter openers fall under this category. This includes the storing of such weapons on school property.		
<p>*Must be reported to Safe Schools and Law Enforcement. **Requires Mandatory Hearing and reported to Safe School and Law Enforcement.</p>			

APPENDIX A

JICFA-EB ©

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 schools within twelve (12) calendar months. For purposes of Policy JICFA and this exhibit a person as specified above shall be considered a "student" until graduation, transfer, promotion or withdrawal from the school.

Definitions

"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:

- A. 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.
- B. 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.

Directions

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:

- A. Customary athletic events, contests or competitions that are sponsored by an educational institution.
- B. 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 Policy JICFA and this exhibit.

Reporting/Complaint Procedure

Students and others may report hazing to any professional staff member. Professional staff members must report the incident to the school administrator or next higher administrative supervisor, in writing, with such details as may have been provided. A failure by a staff member to timely inform the school administrator or next higher administrative supervisor of a hazing allegation or their observation of an incident of hazing may subject the staff member to disciplinary action in accord with school policies. The staff member shall preserve the confidentiality of those involved, disclosing the incident only to the appropriate school administrator or next higher administrative supervisor or as otherwise required by law. Any instance of reported or observed hazing which includes possible child abuse or violations of statutes known to the staff member shall be treated in accord with statutory requirements and be reported to a law enforcement agency.

A person who complains or reports regarding hazing may complain or report directly to the school administrator or to a professional staff member. The professional staff member receiving the report/complaint shall retrieve sufficient detail from the person to complete the form designated for such purpose. At a minimum the report/complaint shall be put in writing containing the identifying information on the complainant and such specificity of names, places and times as to permit an investigation to be carried out. When a professional staff member receives the information, the staff member will transmit a report to the school administrator or supervising administrator not later than the next school day following the day the staff member receives the report/complaint.

The report/complaint will be investigated by the school administrator or a supervising administrator. The procedures to be followed are:

- A. An investigation of the reported incident or activity shall be made within ten (10) school days when school is in session or within fifteen (15) days during which the school offices are open for business when school is not in session. Extension of the time line may only be by necessity as determined by the Superintendent.
- B. The investigator shall meet with the person who reported the incident at or before the end of the time period and shall discuss the conclusions and actions to be taken as a result of the investigation. Confidentiality of records and student information shall be observed in the process of making such a report.
- C. The investigator shall prepare a written report of the findings and a copy of the report shall be provided to the Superintendent.

All violations of Policy JICFA and this exhibit shall be treated in accord with the appropriate procedures and penalties provided for in School policies related to the conduct and discipline of students, staff, and others.

APPENDIX B

JICK-EB ©

STUDENT BULLYING / HARASSMENT / INTIMIDATION

The Governing Board of the Sanders Unified School District 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 that is inclusive of these traits maximizes student achievement, fosters student personal growth, and helps a student build a sense of community that promotes positive participation as citizens in society.

To assist in achieving a school environment based on the beliefs of the Governing Board, bullying, harassment, or intimidation in any form will not be tolerated.

Bullying: 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

- A. 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,
- B. 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,
- C. occurs when there is a real or perceived imbalance of power or strength, or
- D. 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

- A. verbal, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor spreading either directly through another person or group or through cyberbullying,
- B. exposure to social exclusion or ostracism,
- C. physical contact including but not limited to pushing, hitting, kicking, shoving, or spitting, and
- D. damage to or theft of personal property.

Cyberbullying: Cyberbullying is, but 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, race, religious orientation, sexual orientation, 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.

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

Disciplinary action may result for bullying, harassment, or intimidation which occurs outside of the school and the school day when such acts result 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.

Students who believe they are experiencing being bullied, harassed, or intimidated or suspect another student is bullied, harassed, or intimidated should report their concern to any staff member of the School District. School personnel are to maintain appropriate confidentiality of the reported information.

Reprisal by any student directed toward a student or employee related to the reporting of a case or a suspected case of bullying, harassment, or intimidation shall not be tolerated, and the individual(s) will be subject to the disciplines set out in applicable District policies and administrative regulations.

Students found to be bullying, harassing, or intimidating others will be disciplined up to and including suspension or expulsion from school.

Knowingly submitting a false report under Policy JICK or this exhibit shall subject the student to discipline up to and including suspension or expulsion. Where disciplinary action is necessary pursuant to any part of Policy JICK or this exhibit, relevant District policies shall be followed. Law enforcement authorities shall be notified any time District officials have a reasonable belief that an incidence of bullying, harassment, or intimidation is a violation of the law.

APPENDIX C

SUSD Busing Conduct and Guidelines

While students are riding the school bus or waiting at a designated bus stop, they are expected to conduct themselves in a respectful and orderly manner.

Our primary goal is to ensure the **safety** of the children as they ride the bus. Students causing disruptions by violating the rules of the bus jeopardizes the welfare of other students and possibly the community at large.

All students are expected to abide by the bus rules and to show respect for the driver / bus aide of the bus. Students breaking the rules will be subject to disciplinary action and may suffer the loss of bus riding privileges. Riding a School Bus is a Privilege, it is not a Right.

Listed below is an abbreviated list of bus rules and consequences. The rules are not conclusive. Consequences will be determined on an individual basis and age of the student needs to be considered. Video Cameras maybe used on school buses.

1. Be courteous and follow instructions and directions of the driver / bus aide at all times.
2. The bus driver has the right to assign seats. Keep the aisle clear.
3. Stay seated facing the front with your feet on the floor.
4. Remain seated while bus is in motion. The bus will not move until all passengers are seated.
5. Keep hands, feet and objects to yourself and inside the bus.
6. Do not display verbal or physical behavior that disrupts the ride. Bullying will not be tolerated on school buses.
7. No gum chewing, eating, drinking. No littering. Eat at home.
8. Demonstrate appropriate behavior at the bus stop.
9. No (drugs, smoking , tobacco, alcohol, weapons, lasers, destructive objects and other contrabands) on the bus.
10. Students shall not open windows, unless permission is granted by the bus driver.
11. No musical playing devices, external speakers, DVD players, skate board..) on the bus. Students need to hear the instructions of the bus driver.

Consequences/Disciplinary Action for Infractions on the Bus

CLASS 1 - Infraction		Consequences	
		K-5	6-12
1. Eating, drinking or chewing gum ,spitting	1st	Verbal warning by driver	Verbal warning by driver
2. Extending and part of the body or object out the window.			
3. Shouting and or Rowdiness	2nd	Parent Conference	Parent Conference
4. Out of, Not in, or improperly seated			
5. Exiting the bus at other than regular stop or school , No proper bus pass.			
6. Improper boarding and getting off bus, horse playing.	3rd	1-3 day bus riding privilege suspension	1-5 day bus riding privilege suspension
CLASS 2 - Infraction		Consequences	
7. Pushing and /or any physical aggression ,Bullying	1st	1-5 day bus suspension	5 day bus suspension
8. Profanity, verbal abuse, obscene gestures			
9. Shooting or throwing objects	2nd	5-10 day bus suspension	10 day bus suspension
10. Interfering with the movement of the bus, danger zones.			

11. Exiting or boarding through the emergency door **3rd** Long term bus suspension to loss of bus privileges
12. Tobacco (visible possession/use)
13. Theft
14. Riding a bus while on suspension
15. Defiant of authority

CLASS 3 -Major Violations

AUTOMATIC BUS RIDING PRIVILEGE SUSPENSION / LONG TERM LOSS OF BUS RIDING PRIVILEGES

1. Alcohol (use, possession, sale, distribution)
2. Arson (setting fire to school property)
3. Bomb scare, threat or explosion
4. Drugs, Chemicals (use, possession, sale, distribution , paraphernalia)
5. Fighting (instigation/participating in a struggle, to oppose physically)
6. Physical Aggression (middle school level only)
7. Gang/Hate Group Activity, Fighting
8. Harassment (sexual, ethnic)
9. Intimidation, Unlawful attempt to threaten / harm
10. Firearms/Simulated Firearms (use, sale, possess)
11. Destructive Devices / objects, Dangerous Instruments
12. Simulate Weapons, Deadly Weapons
13. Assault (physical)
14. Vandallism/graffiti, Destruction of Property (Parents/Student maybe required to pay for damages)
15. Lighting matches or lighters on the bus

References:

E-1950	EE	Transportation Services
E-2261	EEAE-R	Bus Safety Program
E-2281	EEAE-EA	Bus Safety Program
E-2450	EEAEC	Student Conduct On School Buses
J-2300	JIC	Student Conduct

VHS 2024-25

BELL SCHEDULE

**** EVERY Wednesday we will be on a 2 Hour Delay Schedule...Classes starting @ 10:15 am**

**** Monday, Tuesday, Thursday and Friday...Classes starting @ 8:15 am**

NORMAL BELL - M, T, TH, F				WEDNES BELL/2 HR DELAY					
Period 1	8:15	-	9:10	37	Period 1	10:15	-	10:52	
	9:10	-	9:13	3		10:52	-	10:55	
Period 2	9:13	-	10:08	37	Period 2	10:55	-	11:32	
	10:08	-	10:11	3		11:32	-	11:35	
Period 3	10:11	-	11:06	37	Period 3	11:35	-	12:12	
	11:06	-	11:09	3	30	LUNCH A (11 & 12)	12:12	-	12:42
Period 4	11:09	-	12:04	37	3	Period 5- (9 & 10)	12:42	-	12:45
LUNCH A (11 & 12)	12:04	-	12:40	36	30	LUNCH B (9 & 10)	12:45	-	1:15
Period 5- (9 & 10)	12:40	-	12:43	3	3	Period 6 (11 & 12)	1:15	-	1:18
LUNCH B (9 & 10)	12:43	-	1:19	36	37	Period 4	1:18	-	1:55
Period 6 (11 & 12)	1:19	-	1:22	3	3		1:55	-	1:58
Period 7	1:22	-	2:17	37	37	Period 7	1:58	-	2:35
	2:17	-	2:20	3	3		2:35	-	2:38
Period 8	2:20	-	3:15	37	37	Period 8	2:38	-	3:15
<i>(366 Instr + 18 pssng = 384)</i>				<i>(252 Instr + 18 pssng = 270)</i>					
<i>(384 + 33 Lunch = 420)</i>				<i>(270 + 30 Lunch = 300)</i>					

EARLY RELEASE				
Period 1	8:15	-	8:40	30
	8:40	-	8:43	3
Period 2	8:43	-	9:08	30
	9:08	-	9:11	3
Period 3	9:11	-	9:36	30
	9:36	-	9:39	3
Period 4	9:39	-	10:04	30
	10:04	-	10:07	3
Period 7	10:07	-	10:32	30
	10:32	-	10:35	
Period 8	10:35	-	11:00	
LUNCH A (11 & 12)	11:00	-	11:26	25
Period 5- (9 & 10)	11:26	-	11:29	3
LUNCH B (9 & 10)	11:29	-	11:55	30
Period 6 (11 & 12)				
<i>(180 + 15 pssng = 195)</i>				
<i>(194 + 26 Lunch = 220)</i>				

SEM-FINALS - M, T, TH, F				
113	Period 1/4	8:15	-	10:08
3		10:08	-	9:05
113	Period 2/7	10:11	-	12:04
36	LUNCH A (11 & 12)	12:04	-	12:40
3	Period 5- (9 & 10)	12:40	-	12:43
36	LUNCH B (9 & 10)	12:43	-	1:19
3	Period 6 (11 & 12)	1:19	-	1:22
113	Period 3/8	1:22	-	3:15
<i>(375 Inst + 9pssng= 384)</i>				
<i>(384 + 36 Lunch = 420)</i>				
SEM-FINALS - WEDNESDAY				
77	Period 1/4	10:15	-	11:32
3				
77	Period 2/7	11:35	-	12:52
30	LUNCH A (11 & 12)	12:52	-	1:22
3	Period 5- (9 & 10)	1:22	-	1:25
30	LUNCH B (9 & 10)	1:25	-	1:55
30	Period 6 (11 & 12)	1:55	-	1:58
77	Period 3/8	1:58	-	3:15
<i>(260 Inst + 9 pssng= 270)</i>				
<i>(270 + 30 Lunch = 300)</i>				

**** EVERY Wednesday we will be on a 2 Hour Delay Schedule...Classes starting @ 10:15 am**

**** Monday, Tuesday, Thursday and Friday...Classes starting @ 8:15 am**

AM ASSEMBLY (MORNING)			PM ASSEMBLY (AFTERNOON)		
ASSEMBLY	8:15	9:12	Period 1		8:15 - 9:00
Period 1	9:15 - 10:00		Period 2		9:03 - 9:48
Period 2	10:03 - 10:48		Period 3		9:51 - 10:36
Period 3	10:51 - 11:36		Period 4		10:39 - 11:24
Period 4	11:39 - 12:24		Period 7		11:27 - 12:12
LUNCH A (11 & 12)	12:24 - 1:00		LUNCH A (11 & 12)		12:12 - 12:48
Period 5 (9 & 10)	1:00 - 1:03		Period 5 (9 & 10)		12:48 - 12:51
LUNCH B (9 & 10)	1:03 - 1:39		LUNCH B (9 & 10)		12:45 - 1:15
Period 6 (11 & 12)	1:39 - 1:42		Period 6 (11 & 12)		1:15 - 1:18
Period 7	1:42 - 2:27		Period 8		1:30 - 2:15
Period 8	2:30 - 3:15		ASSEMBLY		2:18 - 3:15
<i>(306 Instr + 21 pssng = 327)</i>			<i>(306 Instr + 21 pssng = 327)</i>		
<i>(327+ 36 Lunch + 57 Assemble = 420)</i>			<i>(327 + 33 Lunch + Assembly = 420)</i>		

BENCHMARK TESTING M, T, TH, FR			BENCHMARK TESTING WEDNESDAY		
TESTING	8:15	10:20	TESTING	10:15	12:20
Period 1	10:23 - 10:58		LUNCH A (11 & 12)	12:20 - 12:52	12:52
			Period 5 (9 & 10)		
Period 2	11:01 - 11:36		LUNCH B (9 & 10)	12:55 - 1:27	1:27
			Period 6 (11 & 12)		
Period 3	11:39 - 12:14		Period 1	1:30 - 1:45	
LUNCH A (11 & 12)	12:14 - 12:46				
Period 5 (9 & 10)	12:46 - 12:49		Period 2	1:48 - 2:03	
LUNCH B (9 & 10)	12:49 - 1:21				
Period 6 (11 & 12)	1:21 - 1:24		Period 3	2:06 - 2:21	
Period 4	1:24 - 1:59				
			Period 4	2:24 - 2:39	
Period 7	2:02 - 2:37		Period 7	2:42 - 2:57	
Period 8	2:40 - 3:15		Period 8	3:00 - 3:15	
<i>(252 Instr + 18 pssng = 270)</i>			<i>(306 Instr + 21 pssng = 327)</i>		
<i>(270 + 30 Lunch = 300)</i>			<i>(327+ 36 Lunch + 57 Assemble = 420)</i>		

Sanders Unified School District #18 2024-25 School Year Calendar

JULY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
Cert Days 3			Sch Days 0			

AUGUST						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
Cert Days 22			Sch Days 22			

SEPTEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
Cert Days 20			Sch Days 19			

OCTOBER						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
Cert Days 21			Sch Days 21			

NOVEMBER						
S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
Cert Days 15			Sch Days 15			

DECEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
Cert Days 15			Sch Days 15			

Promotions/Graduations:

- May 9: PreK Promotion
- May 15: Kindergarten Promotion
- May 16: High School Graduation
- May 22: 8th Grade Promotion

Snow days will be added, as needed, to the end of the school year.

- 4 Independence Day
- 22 New Teacher
- 23-26 Paid Teacher PD
- 29 All Staff Return

- 1 First Day of School
- 12 PreK's First Day
- 8 Open House 4-6pm
- 23 Data Analysis

- 2 Labor Day
- 6 Teacher PD
- 12 P/T Conf. 1-3 & 4-7
- 13 P/T Conf. 1-4
- 27 40th Day

- 11 Early Release
- 14-15 Fall Break

- 11 Veteran's Day
- 25-29 Thanksgiving

- 20 Early Release
- 24/25 Christmas
- 31 New Year's Eve

- 1 New Year's
- 6 Students Return
- 10 100th Day
- 20 MLK Day
- 31 Teacher PD

- 6 P/T Conf. 1-3 & 4-7
- 7 P/T Conf. 1-4
- *14 or 21 Snow Day
- 17 President's Day

- 7 Early Release
- 10-14 Spring Break
- 17 Students Return

- 4 Snow Day
- State Testing Dates TBD
- 28 Navajo Sovereignty

- 2 Snow Day
- 13 PreK's Last Day
- 23 Sch End/Early Release
- 26 Memorial Day
- 27-29 Curriculum Review PD

JANUARY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
Cert Days 19			Sch Days 18			

FEBRUARY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	1
Cert Days 18			Sch Days 18			

MARCH						
S	M	T	W	T	F	S
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
Cert Days 16			Sch Days 16			

APRIL						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
Cert Days 20			Sch Days 20			

MAY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
Cert Days 16			Sch Days 16			

JUNE						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

- New Teacher ONLY
- First Last Day of School
- 2 Hour Delay/PD
- 40th & 100th Day
- Holiday
- No Students
- Early Release
- Snow Day Make up * February's snow day float between 14 or 21.
- End of Quarter
- Teacher PD/No Students
- Summer school
- Early Release Parent Teacher Conf 1-3pm & 4-7 pm

Governing Board Approved
4/11/2024

180 School Days
185 Teacher Days

VALLEY HIGH SCHOOL HANDBOOK ACKNOWLEDGEMENT

[Please tear and return signature page to the office]

I have received a copy of the 2024-2025 Student Handbook. I will read the Handbook so that I may become familiar with the rules, regulations and information that it contains. I agree to share this Handbook with my parents/guardians. If I have any questions regarding these guidelines, I realize that I may ask anyone on the school staff for assistance in understanding these requirements. I do understand also that some topics are subject to change due to policy or procedure changes.

Student Name: _____
[Please Print]

Student Signature: _____
(Please Sign)

Parent Name: _____
(Please Print)

Parent Signature: _____
(Please Sign)

Date: _____