

2024-2025

COMBS MIDDLE SCHOOL FAMILY HANDBOOK

**COMBS MIDDLE SCHOOL
37611 N. PECAN CREEK DR.
SAN TAN VALLEY, AZ 85140
(480) 882-3510 | [CMS.JOCOMBS.ORG](https://cms.jocombs.org)**





MISSION AND VISION

EMPOWERED LEARNERS DRIVING INNOVATION AND EXCELLENCE.

We are dedicated to developing learners who leverage the skills, knowledge, and characteristics to flourish in, and contribute to, an ever changing global community.



OUR CORE VALUES



INTEGRITY

Modeling and demonstrating trust, honesty, follow-through and commitment by staff, parents, community, and students.



INNOVATION

Changing with the evolving world to meet educational needs through shared ownership and independent thinking to solve complex problems.



LEARNING

Actively collaborating to gather information in an ever evolving environment.



RESPECTFUL

Honoring each person's individuality while celebrating and supporting the community's diversity.



NURTURING

Providing timely support that fosters growth in all.



OUR INSTRUCTIONAL MODEL

NURTURING CULTURE

INNOVATION



ASSESSMENT

PURPOSEFUL LEARNING

NURTURING CULTURE

Our culture promotes positive relationships and supports taking risks in order to achieve higher levels of learning.

INNOVATION

We encourage new approaches to learning in order for students to produce authentic work.

ASSESSMENT

We assess student progress by collecting a variety of actionable data responding to the ever changing needs of students, teachers and parents.

PURPOSEFUL LEARNING

We provide relevant, authentic, engaging learning experiences leading to transferable skills applicable to the world in which students live.

PORTRAIT OF A GRADUATE

Through a collaborative process with internal and external stakeholders, the J.O. Combs Unified School District has identified the desired skills, knowledge, and characteristics that we believe students must possess in order to be successful in today's ever-changing global community.



J.O. COMBS UNIFIED SCHOOL DISTRICT

2024-2025 SCHOOL CALENDAR

JULY 2024						
S	M	T	W	Th	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			8

AUGUST 2024						
S	M	T	W	Th	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

SEPTEMBER 2024						
S	M	T	W	Th	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					19

OCTOBER 2024						
S	M	T	W	Th	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		18

NOVEMBER 2024						
S	M	T	W	Th	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

DECEMBER 2024						
S	M	T	W	Th	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				15

P/T Conference & End of Semester Dismissal			
	*Aug & Feb	**Dec & May	
CTA, EES, SES	11:00 AM	11:45 AM	
HES, RES	11:30 AM	12:15 PM	
CMS	1:00 PM	1:00 PM	
CHS	NA	11:20 AM	

JULY 2024	
4	Independence Day (Holiday)
9-10	New Teachers Report
11-15	Professional Development
16	All Teachers Report
17	Open House (K-6)
18	Open House (7-8)
22	First Day of School PK-12

AUGUST 2024	
1	Back to School Night (9-12)
29-30	K-8 P/T Conference - 1/2 day*
SEPTEMBER 2024	
2	Labor day (Holiday)
30	Fall Break - No School

OCTOBER 2024	
1-4	Fall Break - No School
7	Professional Development
8	School Resumes

NOVEMBER 2024	
11	Veterans Day (Holiday)
25-29	Thanksgiving - No School

DECEMBER 2024	
19	7-12 End of Semester/Early Release**
20	K-12 End of Semester/Early Release**
23-31	Winter Break - No School

JANUARY 2025	
1-3	Winter Break - No School
6	Professional Development
7	School Resumes
20	Martin Luther King Day (Holiday)

FEBRUARY 2025	
13-14	K-8 P/T Conference - 1/2 Day*
17	Presidents' Day (Holiday)

MARCH 2025	
3-14	Spring Break - No School
17	Professional Development
18	School Resumes

APRIL 2025	
18	Spring Holiday

MAY 2025	
16	Last Day of Preschool
20	End of Semester/Early Release 7-12**
21	End of Semester/Early Release K-12**
21	Graduation
22	Last Day for Teachers
26	Memorial Day (Holiday)

JANUARY 2025						
S	M	T	W	Th	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	18

FEBRUARY 2025						
S	M	T	W	Th	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	19

MARCH 2025						
S	M	T	W	Th	F	S
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					10

APRIL 2025						
S	M	T	W	Th	F	S
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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			21

MAY 2025						
S	M	T	W	Th	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

JUNE 2025						
S	M	T	W	Th	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					0

Early Release - Every Wednesday	
Combs High School - 12:00 pm	
Combs Middle School - 2:00 pm	
CTA, Ellsworth & Simonton - 12:45 pm	
Harmon & Ranch - 1:15 pm	

Mon, Tues, Thurs, Fri

Period 1	9:00 - 9:20
Period 2	9:24 - 10:14
Period 3	10:18 - 11:08
Period 4	11:12 - 12:02
Period 5 Lunch A Intervention (B)	12:02 - 12:32 12:06 - 12:40
Period 5 Lunch B Intervention (A)	12:40 - 1:10 12:36 - 1:10
Period 6	1:14 - 2:04
Period 7	2:08 - 2:58
Period 8	3:02 - 3:55
Lunch is based off 5th Hour Class	

Wednesday

Period 1	9:00- 9:20
Period 2	9:24 - 9:56
Period 3	10:00 - 10:32
Period 4	10:36 - 11:08
Period 5 Lunch A Intervention (B)	11:08 - 11:38 11:12 - 11:42
Period 5 Lunch B Intervention (A)	11:42 - 12:12 11:42 - 12:12
Period 6	12:16 - 12:48
Period 7	12:52 - 1:24
Period 8	1:28 - 2:00
Lunch is based off 5th Hour Class	

Lunch

5th Hour A Lunch: Brophy, Palm, Castruita,
Guzman, Holland, Calhoun, De Los Reyes,
Acquisto, Gomez, Syoen, Sipes, Turley,
Lebtich, Owen

5th Hour B Lunch: M. Wooton, T. Wooton,
Economou, Davis, Geren, Buckman,
Alcantar, Migliaccio, Mosiman, Osayi,
Baldenegro, Nelson

Welcome to Combs Middle School

Cougar Community:

My name is Laura Ridge and I am the proud principal of Combs Middle School. Not only do I serve the community, but reside in the community as well. I have worked in the Combs District for over 15 years. My mission is to create a positive school culture where every student feels valued and empowered.

I am thrilled to introduce you to Combs Middle School, your neighborhood school of choice, where excellence in education and a nurturing environment come together to create a truly exceptional learning experience.

At Combs Middle School, we take immense pride in our award-winning programs that have garnered recognition and accolades. We reign as Pinal County math champions, consistently producing top-performing students who excel in various competitions. Similarly, our band program has earned numerous awards, showcasing the dedication and talent of our students and staff.

In addition to academic excellence, we offer a championship sports team that embodies the spirit of teamwork, perseverance, and sportsmanship. Our athletes not only achieve remarkable success on the field but also develop essential life skills that serve them well beyond their school years.

School spirit is an integral part of our community. We celebrate our students' achievements and cultivate a sense of pride and belonging with our House System. From spirited assemblies to engaging extracurricular activities, there are countless opportunities for students to connect, grow, and shine.

At Combs Middle School, we emphasize putting students at the center of learning, and firmly believe that every student deserves the best education every day.

Warmest regards,
Principal Ridge

J.O. Combs Middle School

Administration

Principal: Mrs. Laura Ridge

Dean of Students and Athletic Director: Mrs. Carly Spearman

Office Hours: 8:00 a.m. – 4:30 p.m.

Campus Opens for Students: 8:25 a.m.

School Hours: 8:55 a.m. – 3:55 p.m. (note: Students are dismissed at 2:00 p.m. every Wednesday.)

Important Phone numbers:

School Office 480-882-3510

Attendance 480-882-3510, extension 1402 (24 hr/day)

Vision

The desire within the middle school community is for students to connect with one another, with their teachers, and with the content that they are learning remembering to always do so with character.

Mission

Combs Middle School creates motivated lifelong learners and socially responsible individuals.

School Pledge

“Today I will do more than I have to do; I will treat others as I want to be treated,
and I will become a better person.”

Core Philosophies

- Students strive to grow academically, socially, and personally.
- Students have the right to learn, and teachers have the right to teach; therefore, no student should keep students from learning or teachers from teaching.
- Students shall do no harm and be respectful of themselves, others, and their school at all times. Students are responsible for the decisions they make, should enjoy the experience of making appropriate decisions, and must accept the consequences of making inappropriate decisions.

Governing Board

Regular School Board meetings are scheduled the second Wednesday of each month at 6:00 pm. Parents, friends, and community members are invited and encouraged to attend these meetings. Meeting dates and times are subject to change so please check with the school or district secretary for current information. Meeting agendas are posted outside the District and [online](#). Meetings can also be viewed [online](#).

A special thanks to our current Governing Board Members for their dedication to our students and the J.O. Combs Unified School community.

President Mr. Steven Ray
Clerk Mr. Bob D'Elena

Member Mr. Jason Beach
Member Ms. Shelly Hargis
Member Ms. Jennifer Tucker

General Information

Visitor Information

Parent/guardian visitors to Combs High School are welcome during business hours (Monday through Friday, 8:00 a.m. until 4:30 p.m.). All visitors must report to the main office immediately upon arrival on campus to receive permission from the administration to be on campus. Those approved will be issued a visitor pass.

Any non-registered visitor without a pass will be asked to leave and considered trespassing. Students are not allowed to bring visitors without prior approval from an administrator.

Volunteers

Combs volunteer program utilizes the donated time and talents of parents/guardians and community members.

Volunteers can be seen in a variety of positions around campus. All of us at Combs are truly indebted to these generous people. If parents/guardians would like to volunteer, please contact the front office.

Lost and Found

All lost or found articles should be reported to the bookstore. All unclaimed articles will be donated to charity at the end of each quarter. If items are stolen, see security immediately and fill out a report.

Identification Cards

All students are provided identification cards which must be carried at all times during the school day. ID photos are taken for students. Students must have a current ID to check out library materials. In addition, an ID must be shown to gain entrance to all extracurricular activities including school dances. IDs are the property of the school. If defaced or lost, students must pay for the cost of a replacement ID which is \$5.00.

Arizona School Tax Credits

If you are an Arizona Taxpayer, you can donate up to \$200.00 per year (\$400.00 if married filing jointly) to public schools in support of extracurricular activities. When you file your Arizona taxes, you will reduce your tax liability dollar for dollar! Essentially, tax credits are prepaid taxes, except YOU choose where your tax dollars are spent. For more information visit our [website](#). You can designate your contribution to pay for any school-sponsored activity that requires enrolled students to pay fees to participate, such as extended field trips, sports, band, etc.

Return Check Policy

When a check is written payable to J.O. Combs Unified School District, the check writer has granted authorization to electronically debit the check writer's account. In the event the check is unpaid and returned, the amount debited shall be the amount of the returned check plus a \$32.50 fee, as allowed by law.

Voicemail

J. O. Combs Middle School has a voice mail system with which to communicate with parents, students and community members. To access the system, dial 480-882-3510 and follow the tutorial message. Please listen to the entire message before making your selection. If at any time you have trouble or need to speak with a "live" person, simply dial 0. Comb's voice mail system includes an attendance line and faculty/staff voice mailboxes.

Getting To and From School

- Students should arrive at school no earlier than twenty minutes before school starts. There is no supervision on school grounds until that time.
- Walk on the sidewalk at all times. If there is not a sidewalk, use the left side, facing oncoming traffic.
- Students should always use the designated crosswalks. Never cross between parked cars.
- Students should leave the school grounds immediately after dismissal unless they are taking part in an organized after-school activity.
- Parents should inform the office and teacher as soon as possible if the student will be changing his/her regular means of coming to or from school.

Bicycles/Scooters/Rollerblades To and From School

Students may ride their bicycles/scooters/rollerblades to school. The rules listed below should be followed for riding to school:

- Helmets are strongly encouraged.
- Start early enough so that he/she can arrive on time.

- Use only designated crosswalks to cross the street and walk your bicycle across the street.
- Rollerblades must be stored in a student's backpack.
- Upon reaching the school grounds, walk your bike or scooter to the designated storage area.
- Lock your bicycle or scooter. The school is not responsible for the protection of students' equipment. The office will not store equipment.
- Skateboards, motorized scooters, hoverboards and shoes with wheels are not allowed on campus at any time.
- Notwithstanding the above, a principal may alter the above guidelines because of a localized safety situation.

Student Drop Off and Pick up

Parents should drop off and pick up their children in the designated area on the campus. Do not block driveways, student crosswalks, or parking places. Do pull up as far as possible, to assist all parents. On rainy days, please arrange in advance for a specific area to meet your child. Parents should be orderly and mannerly when picking up their children.

Transportation Changes

For a student (who does not normally do so) to ride the bus or for a student (who normally rides the bus) to ride a different bus, a written note from a parent/guardian must be brought to the front office that same day. A fax or email is acceptable; verbal communication via phone is not.

School Bus Information

The District provides bus transportation for all students who live outside the 1.5 mile radius of the school. Out-of-district students may be eligible to ride the bus. Bus route information may be obtained [online](#) or by calling the Transportation Department at 480-987-5309 (option #1 for dispatch)

Transportation provided by the District is a privilege. Inappropriate conduct at bus stops, on district vehicles, or in the process of boarding or exiting from a vehicle may result in student disciplinary action including, but not limited to loss of transportation privileges. All students who ride a school bus are responsible for behaving in accordance with the District Transportation Policy ([EEAE](#), [EEAE-R](#), [EEAE-EA](#)).

Attendance Information

Reporting an Absence

Only the parent/legal guardian of the student can notify the school of an absence or request an off campus pass. When a parent/legal guardian calls to excuse their student, the absence is listed as excused and the reason given is documented. Excusing an absence allows a student to make up missed work, but does not remove the absence. Parent /legal guardian must call before 2:30 p.m. on the same day of the absence.

To report absences please call 480-882-3510 option 1402 (available 24 hours a day).

Parent Notification

Automated dialer system will call daily on all unexcused absences recorded. Computer-generated letters are mailed on the 5th, 10th and 15th school absences. On the 10th consecutive unexcused absence, students may be withdrawn from school.

Attendance Policy

The right and privilege of attending public school carries with it certain parent and student responsibilities. Regular school attendance is necessary for students to sustain academic progress and is one of the criteria to determine granting credit for a course.

Students should remain out of school only when absolutely necessary. If a medical condition is responsible for excessive absences please contact the CHS medical office for further assistance and completion of necessary paperwork.

Truancy

The J.O. Combs School District is partnering with the Pinal County Juvenile Probation Office to address any violation of Arizona Revised Statute §15-802, subsection B, paragraph 1.

The goal of this partnership is to ensure that every child is attending school every day to support their learning. Arizona Revised Statute §15-802, subsection B, paragraph 1 states that students must be in attendance for at least 90% of the school year. In the event that a student is frequently absent, the following steps will be taken:

1. A 5 day absence letter will be mailed by the J.O. Combs School District to the home of the student as notice of his/her total absences.
2. A 10 day absence letter will be mailed home by the J.O. Combs School District. The parent will be asked to contact the school to schedule a meeting with the principal.
3. A 15 day absence letter will be mailed home by the J.O. Combs School District as notice that a referral can be made to the Pinal County Juvenile Probation Office. The parent/guardian is responsible for the costs associated with the referral.

Students with excessive absences (excused and/or unexcused) will meet with school administration. Upon review of attendance history, documentation provided, and other pertinent information, student may be subject to loss of credit, schedule change, removal from course, referral to other educational programs, and/or disciplinary action.

Attendance Definitions (Policy [JH](#) and [JH-R](#))

Absence: A student will be marked absent for not being in attendance at school when required by law.

Excused absence: An absence is excused if a parent or guardian notifies the school. The reason for the absence must be given. Students will be accountable for missed assignments and/or information.

Unexcused absence: Any absence that is not excused by 4:00 p.m. on the same day by a parent/legal guardian. Students will be accountable for missed assignments and/or information. Students are expected to initiate contact to obtain makeup work. Teacher's discretion on eligibility to earn credit on completion of make-up work.

School-related absence: If a student misses class due to a pre-approved school-related activity, it will not count as an absence.

Suspension: The days of suspension do not count as absences for attendance policy.

Tardy: A student is tardy when s/he is not in class when the tardy bell rings.

Signing Students in/out

Only parents/legal guardians will be allowed to sign out their children. Students will not be signed out over the phone by a parent and be sent home with another student.

Meal/Food/Drink Information

J.O. Combs School District participates in the National School Lunch/Breakfast program. Nutritious meals are served each day. All meals served must meet patterns established by the U.S. Department of Agriculture. All food and beverages sold on campus must meet Smart Snack Requirements. Menus are available [online](#).

Free/Reduced Applications

One application per household is required each year. You will be notified in writing of your status. Please allow 10 days for response. Qualifying students receive one breakfast meal and one lunch meal daily. Applications are accepted anytime during the year. [Online application information](#) is available at the district website (www.jocombs.org).

Management of Lunch Accounts

Charges are not allowed. Students will be notified of low balances when they receive a meal. Blackboard Messenger will notify households of children with low balances. ([Policy EFDA](#)). Parents can check the [account balance online](#).

Food Allergies

Students with food allergies that affect a vital life function are permitted to request meal modifications when a medical authority completes a USDA required form. Forms are available from the school cafeteria manager, health assistant, or district office. They must be completed and signed by a physician. A new form is required each year. Parents and nutrition service staff are encouraged to make the school office aware of all students' allergies.

Food and Drinks

Food (including candy) and drinks (except capped bottled water) are not allowed in classrooms or on any carpeted areas. Gum is not allowed on campus for any circumstances at any time. Students caught with food, gum, or drink in any of these areas will be subject to disciplinary action. Please have students bring water in clear water bottles only.

School Procedures

Lost and Found

All lost or found articles should be reported and turned in to the front office. All unclaimed articles will be given to charity at the end of each quarter. Please see administration immediately and fill out a report for any lost items presumed to be stolen.

Supplies

Students are expected to have the necessary supplies (notebooks, folders, paper, pencil, pens, highlighters, etc.) needed to complete assignments/projects and prepare for quizzes/tests in order to be successful in their classes.

Telephone Usage and Messages

Only in the case of an emergency, and with a pass from a teacher, may a student receive permission to use an office phone. Due to our busy days, only emergency incoming telephone messages will be taken for a student. Messages will be given at a time when classes are not in session. Students may call from the classroom if they have after school detention or activities.

Emergency Procedures

The District has procedures in place to handle emergency and crisis situations. All schools have regular drills for students to practice lockdown and evacuation procedures, as well as bus evacuation drills. In the event of a civil emergency, the District will work closely with the local emergency response team. The District sends alerts out via Blackboard Messenger, as well as an emergency alert on the website to assist staff, students and parents in preparing for, responding to, or recovering from a crisis. During a crisis situation the District will provide updated information on the [District's website](#) home page. Parents are required to complete an emergency information section in Synergy ParentVue for each child enrolled. This information must be updated annually and kept current throughout the year. You must include information about how to contact you or another responsible adult if your child becomes ill or is injured at school. List all health problems, allergies to foods, medicine, insect stings, etc. It is important to notify the office of your address, home phone, business phone, cellular phone, email address, or emergency number where you can be reached. As your situation changes during the year, please make sure to update your child's emergency information online.

Hall Passes

All students must have a pass from a staff member to be in the halls. Students caught out of class without an official hall pass may be charged with ditching and may receive a day of suspension. It is the student's responsibility to secure a pass prior to leaving. Students are responsible for returning the pass undamaged.

Hallway and Sidewalk Rules

While classes are changing, many students are moving through the school hallways and sidewalks. While classes are in session, the hallways and sidewalks should be empty except for those students with a pass. The rules of conduct set forth below are established not only for instructional reasons, but for reasons of safety, cleanliness, comfort and convenience. The need to be considerate of other people and to respect their "space" is essential. Students should never use profane or vulgar language, should never run, yell, scream, or make excessive noise while in the halls.

Cell Phones, Electronic/Digital Devices

No cell phone usage allowed during school hours.

- Earbuds and headphones
- Cameras

All items listed above are to be off and put away upon entering buildings. Students are not allowed to use their phones in class without prior teacher approval.

The student bears total responsibility for safeguarding their cell electronic devices and cameras. Lost or stolen phones, devices or cameras are the responsibility of the student. Bringing the item to school is at the student's own risk for loss/theft. Combs Middle School is not responsible for stolen, broken or missing equipment.

Dress Code

Students are expected to dress appropriately and in good taste. Any article of clothing or style of dressing that interferes with instruction is considered inappropriate. Students violating this policy are subject to disciplinary action. In addition, the student will be asked to change the garment or accessory and replace it with an appropriate alternative provided by the school and/or parent. The administration retains the final discretion to determine that the garment or accessory meets the dress code policy ([JICA](#) and [JICA-R](#)). Contact the Dean of Students for dress code questions.

Pants, Skirts, Shorts, Etc.

- Pants must be worn at the waist, sagging pants are not allowed.
- Student's undergarments should not be visible to others. Pants, shorts, shirts, or skirts must always cover underwear.
- Shorts and skirts must maintain a length of 2" from the top of the knee.

Shirts, Tops, Blouses, Etc.

- School-appropriate clothing will cover the student's stomach, back and chest. In other words, shirts and other tops must meet the pants/slacks/skirts with no exposure of stomach, back or sides.
- No strapless shirts or tube tops will be allowed.
- Clothing must not be see-through and must cover students' undergarments, chest and torso.

Head Coverings

- Hoods of a shirt or sweatshirt (hoodies) cannot be worn covering one's head on campus or in class during school hours. For everyone's safety, the school must be able to identify each person on our campus.
- Do-Rags are prohibited. ([JICA-R](#).G and A.R.S. 13-105)
- Head Coverings (Exceptions will be made for religious reasons only.)

Inappropriate Dress (Policy [JICA-R](#))

- Attire or accessories which advertise, display, and/or promote drugs, alcohol, tobacco, gang activity, violence, sexual activity, disrespect, lewd, vulgar, or obscene language, and/or bigotry toward any group or person.
- Bandanas may not be displayed in pockets/backpacks or worn at any time. (A.R.S. 13-105)
- Clothing, jewelry, and personal items (backpacks, binders, gym bags, purses, water bottle, etc.) shall be free of writing, pictures or any other insignia which are crude, vulgar, profane or sexually suggestive, which bear drug, alcohol or tobacco company advertising, promotions and likenesses, or which advocate racial, ethnic or religious prejudice.
- Appropriate shoes or sandals must always be worn.
- Sunglasses may not be worn in school buildings.
- Students must comply with dress code on spirit days, at extracurricular activities and at school events.

Physical Education

PE students must wear the PE uniform (Black, blue or gray shirt and shorts) and tennis shoes. No jewelry during PE class.

Library/Media Center

The Library/Media Center opens at 8:25 a.m. and closes at 4:00 p.m. On early dismissal days, the library will close at the end of the scheduled school day. Use of your CMS student ID is required for check out. Material check-out information is located in the library. Students **MUST** pay for lost or damaged items.

Animals/Blankets

No animals (stuffed or live) or blankets at school. There is an exception for service animals. A service animal means any dog or miniature horse that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual or mental disability. (Policy [IMG](#))

Academics

Academic Integrity Honesty is a foundation value for success in life. Each student has an obligation to think and act with honesty/integrity and respect the desires of teachers and others in carrying out academic assignments. Academic integrity encompasses any academic project, paper, performance, quiz, exam, or any other work assigned by a teacher

Grading Policy

A+ 97% - 100%	A 93% - 96%	A - 90% - 92%
B+ 87% - 89%	B 83% - 86%	B - 80% - 82%
C+ 77% - 79%	C 73% - 76%	C - 70% - 72%
D+ 67% - 69%	D 63% - 66%	D - 60% - 62%
F 59% or below	I Incomplete	P/F Pass Fail

A 4.0 grading scale is used for regular classes, and a 5.0 grading scale is used for honors classes.

Honors Program

The CMS Honors Program is designed to provide enrichment opportunities for students who have demonstrated high achievement and/or who have been recognized as being gifted. The following criteria may be used in the selection process for this: standardized tests (ASSA, Illuminate, etc.), teacher recommendations, previous placement in an advanced/honors class, previous grades from last year's classes, and placement testing.

The program functions in the areas of language arts, social studies, science, and math. Teachers work to develop activities that encompass the skills required in the four disciplines. Activities are designed to aid students in working on the advanced development of higher-level thinking skills, critical thinking, and creative problem-solving techniques.

Academic Probation

Combs Middle School places a high value on the academic standing and progress of students. Any student who is deficient (fails one or more classes) may be placed on Academic Probation. Students on Academic Probation may be placed on an academic contract which is an individualized plan developed for the student in order to correct his/her academic deficiencies in a timely manner. Students who do not respond to the conditions of Academic Probation may be asked to meet with a school official to determine whether or not the student and his/her parents are willing to accept all academic responsibilities in order to remain enrolled as a student.

Health Services

A full-time health aide is available to students during the school day. Students who need to see the health office must have a written pass from their teacher, even during passing periods. Students must sign in as they enter the health office on the sign-in log. Students who are ill and need to be picked up by their parents or designee must sign out with the front office. Any student with a chronic medical problem (i.e. seizures, asthma, diabetes, or heart problems) should report the problem to the MA.

Child Illness

Any student with a temperature of 100.0 degrees or more will not be allowed to attend school. When a student is sent home from school with a fever, the student may not return to school until fever-free without fever medication for a minimum of twenty-four hours.

Parents are requested to keep students home if the following symptoms are present: nausea and vomiting, diarrhea, elevated temperature, red or inflamed eyes, coughing, sore throat, yellow or green nasal discharge, skin rash unless it has been diagnosed by a physician as noninfectious, headache or other pain. If any of these symptoms occur while at school, the parent will be contacted and the student will be sent home.

State law requires that students be excluded from school if they are suspected of having a communicable disease.

Medication

Students who require medication during the school day must have their medication brought in by a parent/guardian in the original current prescription bottle and must have a parental medication release signed by their parent/guardian and the prescribing physician. The MA is not responsible for assuring that students take their medication while at school and is not responsible to call students down that miss doses. Students may not carry medications while on campus; they must be kept at the MA's Office. Remaining medication must be picked up at the end of the school year by a parent or guardian, or it will be disposed of. Students may carry inhalers at any time, but a signed parental/guardian medication release must be on file in the MA's office. All medication releases are good for the school year only and must be renewed annually.

Diabetes

Students with diabetes will be permitted to have immediate access to blood glucose testing equipment with them at all times if those accommodations are medically based upon appropriate documentation. Diabetic students should always carry snacks and juice with them and are encouraged to keep a supply of snacks at the MA's office.

Accident/Injury at School

Students who have an accident or injury at school need to report it to the MA immediately. To be excused from Physical Education (PE), the student must bring a signed note from their parent/guardian to the MA. If there are more than three consecutive absences, a signed Physician's excuse must be given to the MA that states how long the absence will remain in effect.

Immunizations

Per Policy [JLCB](#), [JLCB-R](#), No student will be allowed to enroll in school without being fully immunized as mandated by the Arizona Department of Public Health and an original/verified copy of your child's immunizations from the doctor has been submitted. Please check with health office staff regarding your child's immunization status.

Crutches and Wheelchairs

Crutches and wheelchairs used by students for an injury require a doctor's note specifying injury and length of suspected need for crutches/wheelchair. Crutches will not be dispensed from the Health Office at the student or parent request. Wheelchairs will not be provided to a student for a day, they must be supplied by the parent or guardian.

The school will assess appropriate technique in using crutches, condition off the crutches, and supply with passes or teacher notes as needed. An emergency plan will be prepared temporarily to assist these students in the event of fire or a need to evacuate a school quickly. A log documenting student with crutches or wheelchairs will be kept in the Health Office for the Fire Department or police if needed.

Athletics & Extra-Curricular Activities

Combs Middle School offers extensive opportunities for all students to participate in the activities of their choice as an integral part of their school program. Athletic team, club, and class experiences are designed to help satisfy recreational, social, emotional, and extended academic needs and interests of all students.

Student Council/House Leader

Student Council is a positive activity in which students develop leadership, responsibility, and pride in themselves and their school. Students serve as officers. All student council members must meet set academic and behavioral standards. These standards are explained to the students and their parents before they run for office. The school administration and student council sponsors reserve the right to remove students from office if these standards are not maintained.

Dances

Dances may be sponsored during the school year. Students who come to the dances must obey the following rules:

1. Appropriate conduct and adherence to the standard dress code must be maintained at all times.
2. Transportation home after the dance must be arranged prior to the dance so that students may be picked up promptly when the dance ends.
3. Once at the dance, no student will be allowed to leave early unless accompanied by a parent/guardian.
4. Only students who attend CMS may attend. Visitors are not permitted to attend dances.
5. On the day of the dance, students must attend at least one half of the day (three class periods and CSS).
6. Students on suspension may not attend the dance.

Athletics

CMS is a part of CAA Preps. Competitive sports are about building future high school athletes while having fun, developing new skills, working together, and promoting good sportsmanship. Sports offered include:

First Quarter – Baseball, Girls Volleyball, Cross Country

Second Quarter – Girls Softball and Wrestling

Third Quarter – Girls Basketball and Flag Football

Fourth Quarter – Boys Basketball, Girls Soccer, Boys Soccer and Cheer

Clubs

CMS is proud to offer a range of clubs before and after school:

- National Jr. Honor Society
- Anime
- Art
- Science
- Drama
- Photography
- Spanish
- Dance
- Running Club

Student Code of Conduct/Discipline

Code of Student Conduct is used in our elementary schools and as a guideline for student discipline. It was developed to help your child receive quality instruction in an orderly educational environment. In addition to appropriate behavior at school, students must exhibit proper behavior on their way to school, on their way home, on the bus, and when participating in school activities. Students who do not adhere to appropriate behavior are subject to both District and

school discipline policies. The school needs your cooperation in this effort. Therefore, please (1) review and discuss the Code of Student Conduct with your child and (2) sign the [Synergy ParentVue](#) Code of Conduct section.

Note: Failure to return this acknowledgement and pledge will not relieve a student or the parent/guardian from being responsible for knowing or complying with Code of Student Conduct rules.

Please refer to Governing Board policies at www.jcombs.org or contact your school for more information:

- Student Conduct – [JIC](#)
- Dress Code – [JICA](#), [JICA-R](#)
- Drug and Alcohol Use by Students – [JICH](#), [JICH-R](#)
- Secret Societies/Gang Activity – [JICE](#), [JICE-R](#)
- Tobacco Use by Students – [JICG](#)
- Weapons in School – [JICI](#)
- Student Violence/Harassment/Intimidation/Bullying – [JICK](#), [JICK-EB](#)
- Hazing - Please read the following two links for clarification and full definition/understanding of hazing, the reporting procedure, and disciplinary consequences. [JICFA](#), [JICFA-EB](#)

A search of a student may occur when the administrator has reasonable grounds to believe that the student possesses a dangerous, prohibited or illegal substance or object and/or presents a threat to other students, school personnel, or property. The search shall be confined to outer clothing, purses, book bags, cell phones and the information contained therein, etc. Any other body search is inappropriate in the school setting.

Disciplinary Consequences: (Please see [Policy JK-R](#) for a list of all consequences. Below are definitions of commonly used consequences.)

- Conference
 - Student will have a conference with a staff member to address an inappropriate student decision that has occurred.
- Lunch Detention (LD) ([Policy JKB](#))
 - LD is utilized as a lower level disciplinary consequence. When assigned LD, the student reports to a designated area during his/her lunch where he/she will have the opportunity to eat lunch and will use the remaining time to reflect on being a student of character.
- In-School Suspension (ISS)
 - ISS may be utilized as an alternative to OSS. The administrator may elect to assign this as a means of providing a consequence for specific discipline categories.
- Out of School Suspension (OSS) - Short Term ([Policy JKD](#))
 - OSS is used to address inappropriate behavior and decision making and may be assigned for 1-10 days. When suspended, students cannot participate in any school-related activity or be on any campus in the district. Any work missed may be made up; the suspension does not count against the allowed absences within the attendance policy.
- Out of School Suspension (OSS) - Long Term ([Policy JKD](#))
 - OSS is used to address inappropriate behavior and decision making and may be assigned for 11+ days. When suspended, students cannot participate in any school-related activity or be on any campus in the district.
- Expulsion ([Policy JKE](#))
 - Expulsion is a permanent exclusion of a student from school and school activities.

Disciplinary Responses:

The following chart shows the minimum and maximum range of disciplinary action that will be taken for each problem area. These statements are guidelines only and do not limit the judgment of the administrator who must assess the situation based on the previously outlined factors. "These policies and procedures will apply to all students traveling to, attending, and returning from school, and while visiting another school or at a school-sanctioned activity and may be imposed if the student's behavior affects the school order." ([Policy JK](#))

* Items will be reported to the Arizona Department of Education as part of required Arizona Safe Schools reporting and ** items are also required to be reported to local law enforcement.

VIOLATION	DEFINITION	SCOPE/ CONSEQUENCE
ABSENCE WITHOUT PERMISSION	Any absence which has not been both excused by a parent or legal guardian and approved by the appropriate school official.	Conference-Suspension
ACADEMIC INTEGRITY (Cheating, fabrication, plagiarism)	Copying work of others and submitting it as your own or securing teacher materials or work in a dishonest way.	Teacher Resolution-Suspension
ALCOHOL (Use, possession, distribution, purchase, sale)	The use, possession, or sale of alcoholic substances or other harmful substances represented as such, and related paraphernalia.	Suspension-Expulsion
ARSON**	Intentional damaging of a school or personal property by knowingly causing a fire or explosion	Restitution-Expulsion
ASSAULT**	A physical attack that includes actual and intentional touching/striking of another person against his/her will or intentionally causing physical injury to an individual.	Suspension-Expulsion
BULLYING*	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. Can be physical, verbal, or psychological.	Conference-Expulsion
BUS MISUSE	Failure to adhere to bus rules.	Conference-Bus/School Suspension
DANGEROUS ITEMS*	Any instrument or object possessed or used that may cause harm or intimidate any person. This may include but is not limited to Combustibles, Air Soft Guns, Knives with blades less than 2.5 inches, Laser Pointers, Razor Blades. A dangerous item used to cause bodily injury to, or threaten, or intimidate another person may be classified as a weapon and must be reported to law enforcement.	Suspension-Expulsion
DEFIANCE/ INSUBORDINATION	A student will obey the lawful direction of any authorized staff member while in school, participating in a school activity or on school property. All students are expected to behave in a respectful manner. This includes, but is not limited to, complying with the direction or instruction of a staff member, not walking away from a staff member while being spoken to, speaking to staff in an appropriate manner and completing all assigned work.	Conference-Expulsion
DISRUPTIVE BEHAVIOR	Engaging in behavior that causes an interruption in a class or activity, including loud talk, yelling, or screaming; noise with materials; horseplay or roughhousing; or sustained out-of-seat behavior.	Conference-Suspension
DRESS CODE VIOLATION	A student will maintain personal attire and grooming standards that promote safety, health, and acceptable standards of social conduct, and does not disrupt the educational environment. This includes student clothing that materially and substantially disrupts classes or other school activities, including but not limited to gang articles of clothing. Please refer to the dress code on page 5. (Policy JICA)	Conference Requesting Change of Clothes-Suspension
DRUGS (Use, possession, distribution, purchase, sale)	The use (including inhalation), possession, or sale of marijuana, drugs (including over-the-counter & prescription), narcotics, or other harmful substances represented as such, and related paraphernalia.	Suspension-Expulsion

ELECTRONIC DEVICES	Misuse or abuse of electronic devices to photograph, film, videotape, digitally record or by any other device produce images of students and staff and/or distribute or publish any of the above without the consent of the person depicted and/or without the person's knowledge. While it is becoming increasingly popular for students to post material on web sites such as Facebook, please be aware that if material posted, either at home or at school, is viewed as harassment or disruptive to the educational environment, students will be subject to disciplinary action.	Conference-Expulsion
ENDANGERMENT*	Recklessly endangering another person with a substantial risk of imminent death or physical injury.	Conference-Expulsion
FIGHTING*	Mutual participation in an incident involving physical violence, where there is no major injury. Verbal confrontation alone does not constitute fighting.	Conference-Expulsion
FIRE ALARM MISUSE**	Intentionally ringing a fire alarm when there is no fire.	Conference-Suspension
FORGERY	Falsely or fraudulently making or altering a document.	Conference-Suspension
GANGS/NEGATIVE GROUP AFFILIATION	An organized association of persons (3 or more) that has a common name, signs, symbols, and colors, whose members engage in disruptive or other negative behavior. Activities, acts, behaviors that display or imply gang affiliation or participation are strictly prohibited.	Conference-Expulsion
GAMBLING	Participating in games of chance for the purpose of exchanging money or goods.	Conference-Expulsion
HARASSMENT, NONSEXUAL*	Verbal, physical or psychological acts of aggression relating to a person's race, ethnicity, religion, gender, disability or sexual orientation.	Conference-Suspension
HAZING*	Any intentional, knowing or reckless act committed by a student, whether individually or in concert with other persons, against another student committed in connection with an educational organization that contributes to a substantial risk of or causes potential physical injury, mental harm or degradation.	Conference-Expulsion
INDECENT EXPOSURE OR PUBLIC SEXUAL INDECENCY*	Inappropriate exposure of oneself to another or engaging in sexual activity	Conference-Expulsion
INTIMIDATION/ THREAT	When a person indicates by word or conduct the intent to cause physical injury or serious damage to a person or their property.	Conference-Expulsion
PORNOGRAPHIC, PROFANE AND/OR VIOLENT MATERIAL	A student will not possess or distribute any pornographic or profane material, including but not limited to pictures, magazines, CDs, DVDs, and sexually explicit or graphically violent materials.	Conference-Expulsion
PROFANITY	Any intimate physical contact, including but not limited to kissing and prolonged hugging.	Informal Talk-Suspension
ROBBERY**	Using force or threatening to use force to commit a theft.	Conference-Expulsion
SCHOOL THREATS**	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.	Conference-Expulsion

SEXUAL ABUSE**	Intentionally or knowingly engaging in sexual contact with a minor.	Expulsion
SEXUAL ASSAULT**	Intentionally or knowingly engaging in sexual contact without consent.	Expulsion
SEXUAL HARASSMENT (WITH OR WITHOUT CONTACT)*	The unwelcome sexual advances, requests for sexual favors, and any other verbal or physical conduct of a sexual nature made by a student to another student or by a student to a staff member.	Conference-Expulsion
SIMULATED WEAPON	Any simulated firearm made of plastic, wood, metal or any other material which is a replica, facsimile, or toy version of a firearm or any object such as a stick or finger concealed under clothing and being portrayed as a firearm	Conference-Expulsion
TARDY	Failing to be at a designated location at a specified time. Repeated acts of tardiness may be considered Defiance/Insubordination.	Conference-Suspension
TECHNOLOGY MISUSE	A student will refrain from inappropriate use of school system computers or from utilizing the J.O. Combs Internet Site without proper authority. This includes unauthorized use of sign-on codes, the school telephone system, communication of threats or implied threats, and unauthorized attempts to contact any J.O. Combs computer site from any computer station. This also encompasses any activity or distribution of information from home or school computers that would constitute a violation of the Code of Student Conduct or a violation of law, such as, but not limited to bullying or harassment. Publication on the Internet is considered distribution regardless of the location of the computer where the offending content was published. See the Electronic Information Services User Agreement.	Conference-Suspension
TELECOMMUNICATION DEVICE	Improper use of personal cell phones or electronic devices. Electronic devices could include, but are not limited to, i-Pads, Switches, Gameboys, or Digital Cameras. Note: JOCUSD does not assume responsibility for theft or damage of personal electronic devices. Students bring prohibited devices at their own risk.	Conference-Suspension
THEFT/ EXTORTION	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.	Conference-Expulsion
TOBACCO (Use, possession, distribution, purchase, sale)	The use, possession, or sale of smoking tobacco, smokeless tobacco, or electronic cigarettes or similar devices and related paraphernalia.	Suspension-Expulsion
TRESPASSING	Entering or remaining on school grounds or facilities 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 campus or school board facilities after being directed to leave by the chief administrator or designee of the facility, campus, or function.	Conference-Expulsion
VANDALISM*	Willful destruction or defacement of school or personal property.	Conference-Expulsion
WEAPONS**	Any instrument or object possessed or used to inflict harm on another person or to intimidate any person. This may include but is not limited to: nunchakus, brass knuckles, Chinese stars, billy clubs, electrical weapons or devices, knives with blades at least 2.5 inches long. Weapons are strictly prohibited.	Conference-Expulsion

Public Notice of Nondiscrimination

J.O. Combs Unified School District #44 does not discriminate on the basis of race, color, religion, national origin, sex, disability, age or sexual orientation in admission and access to its programs, services, activities, or in any aspect of their operations and provides equal access to the Boy Scouts and other designated youth groups. J.O. Combs Unified School District #44 also does not discriminate in its hiring or employment practices.

El Distrito Escolar Unificado de J.O. Combs no discrimina basada por la raza, el color, el origen nacional, el sexo, la discapacidad o la edad de una persona en sus programas o actividades y proporciona igual acceso a los Boy Scouts y otros grupos juveniles designados. Las consultas pueden dirigirse al coordinador del Título IX o al coordinador del Título II de la Sección 504 / ADA en 43371 N. Kenworthy Rd., San Tan Valley, AZ 85140 o (480) 987-5300.

The following employees have been designated to handle inquiries regarding the nondiscrimination policies.

Title IX Compliance Officer	Section 504/ADA Compliance Officer
Dr. Josh Middleton 43371 N. Kenworthy Rd San Tan Valley, Arizona 85140 480-987-5300 jmiddleton@jocombs.org	Ms. Jennifer Corry 43371 N. Kenworthy Rd San Tan Valley, Arizona 85140 480-987-5300 jcorry@jocombs.org

McKinney-Vento Homeless Assistance Act:

Every homeless student shall have access to the same educational opportunities as students who are not homeless. The Superintendent has designated a liaison for the homeless students who will carry out duties per the McKinney-Vento Homeless Act. A student identified as homeless, by the liaison, will have the right to: immediate enrollment, school selection, remain enrolled in their school of origin, participate in programs for which they are eligible, transportation assistance and dispute resolution. For homeless status qualification or more information, refer to: <http://www.azed.gov/homeless/>, [Policy JFABD](#), or contact the J.O. Combs Unified School District homeless student liaison or a school counselor.

J.O. Combs Homeless Student Liaison – Community Engagement Liaison 480-987-5300

Students with Disabilities

Child Find

The intent of Child Find is that all children from birth through age 21 with delays or disabilities are located in order to receive the support and services they need. J.O. Combs Unified School District and the Arizona Early Intervention Program are responsible for identifying eligible children and providing services needed for them to reach developmental milestones and educational standards.

Identification/screening procedures shall be completed within 45 calendar days after enrollment for each kindergarten student and for new students enrolling without appropriate screening records. The screening helps identify any areas of concern that need to be evaluated. In order to receive early intervention or special education services, a child must be evaluated to determine that there is a delay or disability that meets eligibility requirements under state definitions.

If needed, the child is evaluated using state criteria for specific delays or disabilities. If eligible, the Arizona Early Intervention Program or J.O. Combs Unified School District will offer early intervention or special education services according to the child's needs.

- Early intervention support and services assist families of children who are eligible by helping children ages birth to three years develop to their full potential. In Arizona, early intervention services are provided through the Arizona Early Intervention Program (AzEIP).

Contact AzEIP at (888) 592-0140 or complete the online referral (<https://des.az.gov/azeip>) if you have a child 0-3 years of age that you suspect may have a disability.

- Preschool special education services for children ages 3-5 provide special strategies to help children reach their developmental milestones. Contact the Special Education Department at 480-987-5321 (or email preschoolchildfind@jocombs.org) if you have a child 3-5 years of age that you would like screened for possible delays. Preschool special education services information is also available on our [website](#).
- Special education services for school-age children in kindergarten through the age of 21 provide specialized instruction and services to assist children in the education environment. Contact your child's school if you have a school-age student that you suspect may have a disability.

Students with Disabilities Covered by Section 504

Section 504 of the Rehabilitation Act is a civil rights statute that prohibits discrimination against disabled persons in any of the District's programs or activities. A student is protected by Section 504 if he/she has or has had a physical or mental impairment, which substantially limits a major life activity or is regarded as disabled by others.

J.O. Combs Unified School District will determine eligibility and provide appropriate accommodations and services to students who are covered by Section 504. The District will also ensure that no student with a disability is excluded from participation in, or be denied the benefits of services, programs, or activities of the school due to the disability that qualified the student for protection under Section 504. Further information may be obtained from the District's Student Services office, 480-987-5321.

Individuals with Disabilities Education Act (IDEA):

The Individuals with Disabilities Education Act (IDEA) is a federal law that protects the rights of students with disabilities. In addition to standard school records for children with disabilities, education records could include evaluation and testing materials, medical and health information, Individualized Education Programs (IEP) and related notices and consents, progress reports, materials related to disciplinary actions, and mediation agreements. Such information is gathered from a number of sources, including the student's parents and staff of the school of attendance. Also, with parental permission, information may be gathered from additional pertinent sources, such as doctors and other health care providers. This information is collected to assure the child is identified, evaluated, and provided a Free Appropriate Public Education in accordance with state and federal special education laws.

Important Notice Concerning Student Confinement

In some situations, teachers may temporarily remove a student from a class. A teacher may temporarily remove a student to the principal, or to a person designated by the school administrator, in accordance with rules established for the referral of students and under the conditions of A.R.S. 15-841, when applicable. Under A.R.S. 15-843, disciplinary policies involving the confinement of students will require prior written parental notification. If applicable the prior written notice will occur either in the I.E.P. process or in a written student behavior contract. The School is exempt from prior written parental consent if a school principal or teacher determines that the student poses imminent physical harm to self or others. The school principal or teacher shall make reasonable attempts to notify the pupil's parent or guardian by the end of the same day that confinement was used ([Policy JK](#), Student Discipline).

Prohibited Sexual Harassment:

J.O. Combs Unified School District takes very seriously any violations of its Governing Board [Policy ACA, Sexual Harassment](#). Sexual harassment is a form of discrimination in educational opportunities on the basis of sex. It is prohibited by Title VII of the federal Civil Rights Act of 1964, by Title IX of the Educational Amendments of 1972, by the Arizona Civil Rights Act, and by District policy. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. This includes employee to student actions, student to employee actions, and student-to-student actions. If you feel you have been sexually harassed or you know

someone who has been sexually harassed, you should immediately report it to your teacher, Dean of Students, school principal, Title IX Coordinator or the District Assistant Superintendent. The District will take immediate steps to investigate complaints and to take appropriate remedial action. Sexual Harassment by students will not be tolerated and will result in disciplinary action.

Educational Records

Student Records

Annual Notification to Parents Regarding Confidentiality of Student Educational Records (FERPA):

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student educational records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's educational records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools will charge a copy fee of \$.10 per page.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
 - o School Officials with legitimate educational interest;
 - o Other schools to which a student is transferring;
 - o Specified officials for audit or evaluation purposes;
 - o Appropriate parties in connection with financial aid to a student;
 - o Organizations conducting certain studies for or on behalf of the school;
 - o Accrediting organizations;
 - o To comply with a judicial order or lawfully issued subpoena;
 - o Appropriate officials in cases of health and safety emergencies; and state and local authorities, within a juvenile justice system, pursuant to specific state law;
 - o State and local authorities, within a juvenile justice system, pursuant to specific state law.
- Federal Law also requires that high schools release directory information of juniors and seniors to military recruiting agencies unless the school or district has been notified by the parent not to disclose the information without consent.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone numbers, date and place of birth, honors and awards, sports participation (including height and weight of athlete), and dates of attendance unless notified by the parents that the school is not to disclose the information without consent. J.O. Combs Unified School District does not release directory information of students for commercial purposes unless it has been determined by the Superintendent to be in the best interest of both the student and the District ([Policy JR](#)).

Custody Orders and Parenting Plans

In most cases, both parents shall be given reasonable access to their children at school and to their children's official school records. Exceptions to this will be made in cases where there are court orders restricting the rights of one parent to access a child and or child's official school record.

It shall be the responsibility of the parent who has a court order restricting the rights of the other parent to notify school officials of the conditions and to provide school officials with a current copy of the court order. In cases in which a person other than the parent has been granted guardianship, the legal guardian shall be responsible for notifying school officials of the conditions of the guardianship and for providing school officials with all pertinent written documentation of changes.

Electronic Information Services User Agreement

The school's information technology resources, including email and Internet access, are provided for educational purposes, communication, and employee access to resources. Online communication constitutes web browsing, email, instant messaging, blogging, any use of network resources, etc. JOCUSD electronic resources include, but are not limited to, all hardware, software, data, communication devices, printers, servers, filtered Internet access, and local and wide area networks. Online communication is critical for learners to apply 21st Century Skills and employ tools such as interactive websites, blogs, video conferencing, podcasts, etc., which offer authentic opportunities for students to express and share information. (Policy [IJNDB](#), Policy [IJNDB-R](#), Policy [IJNDB-E](#))

To keep students safe and comply with the Children's Internet Protection Act (CIPA), the Acceptable Use Agreement is put in place and updated to accommodate the many educational and global changes to date. This Acceptable Use Agreement is written for all those who use school-provided network connections. These connections may be used for classroom blogs, student emails, podcast projects, interactive websites, social media, and any other occasion students, teachers, or community members use school network resources. Adherence to the following policy is necessary for continued access to the school's technological resources. Parent/Legal Guardian electronic signature will be required in the Synergy ParentVue.

Personal GPS Tracking Devices

The District is committed to working with parents who have purchased personal GPS tracking devices (such as AngelSense or other personal GPS devices) for their child to wear. It is the responsibility of the parent to inform the school if their child is wearing the device to school.

Many of these personal GPS tracking devices have a "Listen-In" and/or recording feature which allows parents to listen-in, in real time, to their child and their child's surroundings. Due to the need to maintain confidentiality and protect the privacy of all of the students, any type of listen-in or recording feature must be disabled during the school day, when the student is being transported to and from school and when the student is at any school sponsored event. Only an administrator may give permission for the listen-in or recording feature to be activated.

If a child is discovered to have device without the school being informed or a device is found to have its "listen-in" and/or recording feature activated during any time defined above, the device shall be turned off and/or confiscated by school administration until such time as the child's parent is able to pick up the device from campus. If a device is found to be in violation of this policy on more than one occasion, the child will no longer be permitted to bring the device to school.