



Litchfield Elementary
School District #79



STUDENT HANDBOOK

LITCHFIELD ELEMENTARY SCHOOL DISTRICT #79

2024 / 2025

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School Directory

Barbara B. Robey Elementary School

5340 North Wigwam Creek Boulevard
Litchfield Park, AZ 85340

Phone: 623-547-1400 | Attendance: 623-547-1403



Principal, Amanda Acosta..... 623-547-1400
Office Manager, Meri Simmons.....623-547-1401
Registrar, Nancy Voy.....623-547-1402

Belen Soto Elementary School

18601 West Campbell Avenue
Goodyear, AZ 85395

Phone: 623-547-3400 | Attendance: 623-547-3409



Principal, Courtney Frazier.....623-547-3400
Assistant Principal, Natalie Sauch.....623-547-3400
Office Manager, Reyna Larriva.....623-547-3401
Registrar, Rachel Sullivan.....623-547-3402

Corte Sierra Elementary School

3300 North Santa Fe Trail
Avondale, AZ 85392

Phone: 623-547-1000 | Attendance: 623-547-1003



Principal, Tanya Rotteger.....623-547-1000
Office Manager, Lisa Handyside.....623-547-1001
Registrar, Laurie Borges.....623-547-1002

Dreaming Summit Elementary School

13335 West Missouri Avenue
Litchfield Park, AZ 85340

Phone: 623-547-1200 | Attendance: 623-547-1203



Principal, Michelle Hill.....623-547-1200
Office Manager, Cheryl Hoover.....623-547-1201
Registrar, Jessica Eneriz.....623-547-1202

L. Thomas Heck School

12448 W. Bethany Home Rd.
Litchfield Park, AZ 85340

Phone: 623-547-1700 | Attendance: 623-547-1703



Principal, Luke Jankee..... 623-547-1700
Assistant Principal, Grizellie Hedges..... 623-547-1715
Office Manager, Regina Milakovich.....623-547-1701
Registrar, Georgena Trimble.....623-547-1702

Litchfield Elementary School

255 E. Wigwam Blvd.
Litchfield Park, AZ 85340

Phone: 623-535-6100 | Attendance: 623-535-6102



Principal, Denise Lundberg.....623-535-6100
Office Manager, Lucy Ruiz.....623-535-6101
Registrar, Sally Batenhorst623-535-6112

Mabel Padgett Elementary School

15430 W. Turney
Goodyear, AZ 85395

Phone: 623-547-3200 | Attendance: 623-547-3200



Principal, Leslie Willis.....623-547-3200
Office Manager, Adrienne Perkins.....623-547-3201
Registrar, Carol Mendoza.....623-547-3202

Palm Valley Elementary School

2801 North 135th Avenue
Goodyear, AZ 85395

Phone: 623-535-6400 | Attendance: 623-535-6403



Principal, Dr. Kim Hill623-535-6400
Office Manager, Kathy Rodriguez.....623-535-6401
Registrar, Ashley Piper.....623-535-6402

Rancho Santa Fe Elementary School

2150 N. Rancho Santa Fe Blvd.
Avondale, AZ 85392

Phone: 623-535-6500 | Attendance: 623-535-6503



Principal, Vanessa Zuniga..... 623-535-6500
Office Manager, Corinne Sterr.....623-535-6501
Registrar, Giselle Cieslik623-535-6510

Scott L. Libby Elementary School

18701 W. Thomas Rd.
Litchfield Park, AZ 85340

Phone: 623-535-6200 | Attendance: 623-535-6203



Principal, Kara Fox623-535-6200
Office Manager, Shirley Jackson.....623-535-6201
Registrar, Carol Cole.....623-535-6202

Verrado Elementary School

20873 W. Sunrise Lane
Buckeye, AZ 85396

Phone: 623-547-1600 | Attendance: 623-547-1603



Principal, Sarah Fantazia623-547-1600
Office Manager, Corrina Reynoso623-547-1601
Registrar, Tonya Gehring.....623-547-1602

Verrado Heritage Elementary School

20895 W. Hamilton Street
Buckeye, AZ 85396

Phone: 623-547-3300 | Attendance: 623-547-3303



Principal, Meredith Noce.....623-547-3300
Assistant Principal, Krissy Carberry.....623-547-3314
Office Manager, Susan Mountain.....623-547-3301
Registrar, Susan Macias.....623-547-3302

Verrado Middle School

20880 W. Main Street
Buckeye, AZ 85396

Phone: 623-547-1300 | Attendance: 623-547-1303



Principal, Anthony Paduano..... 623-547-1300
Assistant Principal, Jared Aasen.....623-547-1315
Office Manager, Rita Talia.....623-547-1301
Registrar, Pam Schlueter.....623-547-1302

Western Sky Middle School

4095 N. 144th Ave.
Goodyear, AZ 85395

Phone: 623-535-6300 | Attendance: 623-535-6303



Principal, Castonia Hardge.....623-535-6300
Assistant Principal, Aaron Gould623-535-6322
Office Manager, Angie Velazquez..623-535-6301
Registrar, Juanita Olague.....623-535-6302

White Tanks Learning Center

3300 North Santa Fe Trail,
Avondale, AZ 85392

Phone: 623-547-1588 | Attendance: 623-935-2108



Principal, Kyle Martinez623-547-1588
Campus Coach, Ashley Agney.....623-547-1593

Wigwam Creek Middle School

4510 N. 127TH Ave.
Litchfield Park, AZ 85340

Phone: 623-547-1100 | Attendance: 623-547-1003



Principal, Sarah Rosenthal.....623-547-1101
Assistant Principal, Kacie McQuarrie.....623-547-1115
Office Manager, Tiffany Garcia623-547-1101
Registrar, Melanie Jimenez.....623-547-1102

Welcome Message

Dear Litchfield Elementary School District Families,

Welcome to a new school year in the award-winning Litchfield Elementary School District (LESD79)! As one of Arizona’s highest-performing elementary districts, we have 16 schools in four cities (Avondale, Buckeye, Goodyear, and Litchfield Park).

LESD79 enjoys a stellar reputation rooted in more than one hundred years of educational excellence.

Our teachers and staff members take great pride in providing academic rigor in a caring environment. We are committed to working with you and your child to ensure a safe learning environment and a culture of success.

We believe in quality practices and procedures that lead to achievement for all learners and that positive social interaction and appropriate behavior are important components of your child’s academic and emotional success. We also want to emphasize the importance of the school-parent partnership that is valued in LESD79. This handbook includes helpful resources and important information about Litchfield Elementary School District’s academic and behavioral expectations. I encourage you to review this handbook with your child.

Thank you for choosing Litchfield Elementary School District. We look forward to partnering with you and your child for an excellent school year.

Your partner in education,



Carter Davidson, Ed. D.
Superintendent



Governing Board



Melissa Zuidema
President



Kimberly Moran
Member



Ryan Owens
Member



Michele Wallace
Member



Scott Mikes
Member

LESD79 Cabinet Team



Dr. Carter Davidson
Superintendent



Dr. Bridget Duzy
Deputy Superintendent



Michael Vaughn
Chief Financial Officer



Erik Stone
Assistant Superintendent
of Operations



Jennifer Benjamin
Assistant Superintendent
of Programs & Instruction



Sandy Satterfield
Executive Director of
Human Resources



Sam Nuanez
Executive Director of
Communications & Partnerships

Introduction

Litchfield Elementary School District is committed to building all students into Litchfield Learners ready to progress from grade to grade and have the skills and attributes necessary for high school success. To keep this promise to all Litchfield Learners, staff, and families, LESD79 has established a comprehensive and grade-appropriate code of conduct.

LESD79 believes that all students can achieve academic excellence when they feel safe, loved, and have a sense of belonging. To create this environment, our staff and students must work together to uphold the following district-wide expectations and Code of Conduct:

- Be safe: Ensure everyone in the school community's physical, psychological, and social well-being.
- Be respectful: Respect oneself, classmates, staff, and school property.
- Be responsible: Take ownership of one's learning, contribute to the school family, and follow all rules and regulations.



Unlocking Potential The Key to Success for Litchfield Learners



When and where does the code apply?

- During regular school hours, including when students go to and from school.
- While students are being transported on a school bus or vehicle for school purposes.
- At all times and places where a school official or employee has responsibility for students.
- At school-sponsored or related events and activities, including field trips and athletic events.
- To on or off-campus actions resulting in a harmful effect on students or the educational process.
- Any time a student uses district resources such as networks, accounts, or district-issued devices.
- On any district property at any time

Roles & Responsibilities

Litchfield Elementary School District is dedicated to creating and maintaining a positive learning environment for all students. All members of our learning community—including students, educators (teachers, administrators, secretaries, custodians, aides, paraprofessionals, and other school personnel), and parents—must assume a responsible role in promoting behavior that enhances academic and social success. Courteous, respectful, and responsible behavior fosters a positive climate for the learning community.

Responsibilities include, but are not limited to:

Students

- Take responsibility for your learning: Recognize learning as a continuous process and own your educational journey.
- Commit to attendance and preparation: Attend school regularly, arrive on time, and be prepared to learn.
- Respect yourself and others: Respect yourself and others in all school settings.
- Honor rights and feelings: Respect the rights and feelings of students, parents, educators, visitors, and guests.
- Follow school rules and policies: Know and comply with all district rules and policies.
- Engage in your learning: Participate actively in school activities and help foster a respectful culture.
- Address concerns constructively: If you happen to have a concern, please make sure you tell a trusted adult, such as a teacher, staff member, principal, or your parent, to help advocate for your needs.

Parents

- Support your child's learning by ensuring regular, on-time school attendance, providing for your child's health and welfare, and creating a home environment conducive to learning and good study habits.
- Model and teach respect: Show respect for yourself, your child, to our staff, and the school community. Support the school's efforts to maintain a safe, orderly learning environment.
- Know and support school policies: Understand and adhere to school and district rules. Work within the school's structure to address concerns by contacting your child's teacher and/or administrator for support.
- Be an active advocate: Advocate for your child and engage in the school community. Attend parent-teacher conferences.



Educators

- Support student development: Foster students' academic success and positive social growth.
- Use appropriate discipline & enforce rules equitably: Apply behavior management policies suitable for students' ages and needs. Consistently and fairly enforce school rules and policies.
- Model respect and accountability: Create a respectful and accountable learning environment for all.
- Collaborate with families: Schedule conferences with students, parents, and staff to address academic and behavioral challenges and accommodate family needs.
- Communicate progress: Keep parents informed of their child's successes and challenges.
- Encourage participation: Motivate students to engage in classroom and extracurricular activities.
- Engage in professional development and collaboration: Participate in training and professional learning communities to enhance teaching and create a positive school culture.

Academic & Social Behaviors

- Research proves that academic and social behaviors impact student's learning experiences and success.
- It is vital that staff, with family support, explicitly teach and model all expectations throughout the school year.
- LESD79 will use evidence-based teaching tools to prevent escalation and repetition of behaviors.
- Staff will use intentional structures for introducing new students and staff to school-wide behavior support systems.
- Leaders will require all teacher and staff to systematically and consistently document behavior incidents and the discipline imposed as well as skill building and other supports needed for the student.
- Staff are committed to provide active supervision and monitoring of all students.
- Each school site will provide a system to provide positive feedback and celebration to reinforce the academic and social behaviors we want to see from our Litchfield Learner.
- Staff will provide opportunities for positive peer interaction and strategies to build positive classroom and school culture.

Who is responsible for implementing and supporting positive behavior systems?

- Everyone - teachers, support staff, visitors, students, families, community members.
- Every school has a preventative behavioral component embedded within their schoolwide system.



Discipline

Understanding discipline as a teachable moment is fundamental to a positive approach. Progressive discipline uses incremental interventions and consequences to address inappropriate behavior with the ultimate goal of teaching academic and social behaviors. Graduated discipline does not seek punishment. Instead, this framework seeks concurrent accountability and behavioral change. The goal is to prevent the recurrence of negative behavior by helping students learn from their mistakes while providing clear parameters for disciplinary response.

While recognizing the importance of protecting campus safety in implementing the Code of Conduct, Litchfield Elementary School District is committed to:

- Partnering with students and parents to create safe and effective learning environments.
- Addressing and minimizing disruptions to learning.
- Implementing fair and consistent discipline best practices.
- Providing supportive measures for the student being held accountable to change behavior and to student(s) that may have been negatively impacted by the actions or words of others.

Discipline Questions

Who monitors discipline?

The Teaching & Learning Department oversees the discipline and conducts processes within the district. The Director of Teaching & Learning collaborates with principals, assistant principals, advisors, and behavior coaches to jointly evaluate suspension decisions. Their responsibilities include ensuring compliance with the district's Code of Conduct and relevant policies.

How can I get more information or make a complaint?

Governing Board policies and regulations related to discipline are available for review on the district's website. Students or their parents may file a formal complaint with the school principal, assistant principal, or directly to the Superintendent's office about allegations of discrimination, bullying, harassment, hazing, sexual harassment, or to share a concern or file a complaint about disciplinary actions. A parent or guardians right to appeal a discipline decision begins at 10 days of out of school suspension or more.

How is discipline administered for students with disabilities?

The Code of Conduct does not diminish any rights under federal law (20 U.S.C. 1400 et seq.) for a student determined to be eligible for special education programs and services. Students with disabilities under Section 504 or the Individuals with Disabilities Education Act (IDEA) are entitled to specific protections and procedural safeguards in the disciplinary context. This includes eligible students and those suspected of having a disability. See additional information on the district's website about the discipline process for students with disabilities.

Exclusionary Consequences

Exclusionary consequences remove a student from classroom instruction for 30 minutes or longer than one class period and include alternatives to out-of-school suspension, which may include:

- Detention
- Alternative Learning Classroom (Ex.-Care Room)
- In-school suspensions
- Placement at an alternative school
- Short—or long-term out-of-school suspension
- Expulsion

We are committed to ensuring that consequences that remove students from the classroom are used as a last resort and are only applied after classroom-level interventions have been attempted and failed or the seriousness of the incident warrants an exclusionary consequence. For all incidents, disciplinary consequences must be paired with meaningful instruction and supportive guidance (e.g. constructive feedback and re-teaching) so students are offered an opportunity to learn from their behavior and, where possible, an opportunity to continue to participate in the school community.

Classroom-Managed VS Office-Managed Behaviors

Supportive Measures

A Supportive Measures Plan refers to a proactive and collaborative approach to address behavioral challenges. The goal of a Supportive Measures Plan is to address the underlying needs, build the student's capacity for self-management, and prevent the escalation of disciplinary issues. It emphasizes a collaborative, student-centered approach that aims to facilitate positive behavioral change rather than solely punitive consequences. A Supportive Measures Plan may also be put in place for students impacted by another student's alleged words or actions. Supportive measures are meant to ensure all students have access to learning and address behaviors that may be obstacles to this access. When there is a School Threat, Supportive Measure Plans may also require the student to "participate in mediation, community service, restitution, or other programs in which the pupil takes responsibility for the results of the threat." A.R.S. 15-841 (H).

Progressive Discipline Steps

Students involved in inappropriate behavior will be subject to certain disciplinary actions. When a referral results in disciplinary action, a reasonable attempt will be made to contact parents. Depending upon the student's behavior, school officials may take one or more of the following actions.

Informal Talk

A school official will meet with the student to discuss and agree on appropriate behavior expectations.

Skill Building

Learning opportunities will be provided to students to teach missing behavioral skills.

Conference

A formal conference is held between the student and one or more school officials.

Parent Involvement

The parent/guardian will be notified by telephone, personal contact, letter, or certified letter. A conference may be conducted between the student, parent/legal guardian, appropriate school personnel, and any other individuals concerned.

Exclusionary Consequences

Exclusionary consequences remove a student from classroom instruction for 30 minutes or longer than one class period and include alternatives to out-of-school suspension.

Types of Consequences

Detention/Loss of Free Time: Lunch Detention will be issued at the administrator's or staff member's discretion. Teachers, staff, and administrators may assign before and/or after-school detention. Parents will be notified in advance of the detention assignment. Students assigned detentions must bring work and complete all detentions assigned to them. Additional consequences may occur if detention(s) are not successfully completed.

Loss of Privilege: Loss of privilege may be given to a student where a student temporarily loses access to certain school activities such as extracurricular activities, clubs, sports, and events before/after or during school.

Alternative Learning Classroom (CARE Room or Buddy Room): Students who disrupt class or interfere with others' learning may be temporarily removed from the classroom. They will be assigned to a separate supervised location to complete their assigned coursework independently for the remainder of the class period or school day as needed. They may also work on missing skills to help regulate behavior, make responsible decisions, and effectively solve problems before returning to class.

In-school Suspension (ISS): ISS is designed to provide structured supervision to students who have violated a school or district expectation/rule. During the period of assignment, academic work will be provided. There are five objectives for in-school suspension:

1. To serve as a consequence for a behavior infraction.
2. To build any missing skills to build on the student's strengths.
3. To help the student regulate behavior to deter future incidents.
4. To help the student make responsible decisions.
5. To build the Litchfield Learner skills and attributes: Communication, Problem Solving, Character, and Teamwork.

The administration assigns In-school suspension, and assigned days will be progressive. Students will lose school privileges on the day(s) of the assignment, i.e., extra-curricular activities, etc. Students in ISS must report immediately to the office upon arrival and leave campus at dismissal time.

Out-of-school Suspension (OSS)/Short-term Suspension: Building administrators can suspend 10 school days or less following appropriate due process.

- Suppose the decision is to pursue a short suspension. In that case, the building administrator should contact the parent, provide written notice of the suspension to the student, and send a copy of the written notice to the parent.
- Parents may request to meet with the building administrator to share concerns or complaints about the discipline and interventions imposed. The principal will act upon the concerns shared about the decision within 2 school days of receipt. If the disciplinary action is a short suspension (10 days OSS or less), the action is not eligible for appeal.
- The principal or their designate may decide that an Alternative School Placement is the best option for short-term consequences. If so, the school will inform the parents and provide the necessary forms for completion.

Long Term Suspension

Building administrators may recommend a long suspension (a disciplinary removal of 11 school days or more), but only a member of Superintendency or their designee has the authority to impose a long suspension. District policy provides the following due process for students facing a long suspension or expulsion:

- The building administrator will give the student and their parent written notice of the recommendation for the long suspension or expulsion. Such notice will include a copy of Policy JGD and Administrative Regulation JGD-R(1) or (2), as appropriate.
- If the appropriate member of Superintendency or their designee believes that a long suspension or expulsion is warranted, the student and parent will be provided the opportunity to meet with that administrator to discuss the situation in an informal setting. The administrator will then determine whether to move forward with the long suspension or expulsion.
- The administrator may either impose the long suspension or, as an alternative to suspension, offer placement in one of the District's alternative education programs for the period of proposed suspension. If the administrator chooses to impose the long suspension, or if the parent refuses the alternative to suspension, the parent may request a due process hearing within 2 school days after notification that a long suspension has been imposed.
- The district will provide written notice to the student/parent of the date, time and place of the hearing, and the allegations against the student at least 5 working days prior to the hearing. The hearing will be conducted by an independent hearing officer as soon as possible after the request is made, and will take place even if the student withdraws from the district.
- If the independent hearing officer determines the alleged violation(s) of established rules occurred, but that a long suspension is not appropriate, they may impose a lesser disciplinary action. If the hearing officer finds the alleged violation(s) occurred and a long suspension is appropriate, a written decision supporting the area assistant superintendent will be prepared.
- The hearing officer's decision is final, unless appealed to the Governing Board. On appeal, the Governing Board may accept, reject, or modify the hearing officer's decision. The Governing Board's decision is final and binding.

Expulsion

- JKE-Student Expulsion

In the event that the district is recommending an expulsion (the permanent withdrawal of the privilege to attend school), a hearing will be conducted.

Reconnection Plan

Upon return from an Out of School Suspension, a Reconnection Plan may be written for the student. This Reconnection Plan will define what supports will be implemented to reconnect students post out-of-school suspension. An incident that results in an Out-of-School-Suspension (OSS) may impact a student's eligibility for extracurricular activities. Upon returning from OSS, the building principal or designated staff may create a reconnection plan that includes an Extracurricular Eligibility Contract. This contract will be created at the site level. This contract may be written to remove extracurricular participation and outline criteria to reinstate eligibility at the discretion of the building principal. If a student is assigned Out-of-School Suspension, the student may not participate in extracurricular activities scheduled on the day(s) of assignment to OSS.

Due Process

In all disciplinary action included herein, students will be afforded due process of the law as stipulated in Federal and State law and regulations of the Litchfield Elementary School District. This includes the opportunity to provide their statement verbally or in writing as age or developmentally appropriate.

Suspension or Expulsion of a Student in Grades K-4

According to A.R.S. § 15-843(K), students in grades K - 4 may be out of school suspended only if ALL of the following apply:

- The student is 7 or older.
- The conduct involves:
 - Possession of a dangerous weapon or possession,
 - Use or sale of dangerous drugs,
 - Immediate endangerment to the health or safety of others,
 - Behavior is determined by the school to qualify as “aggravating circumstances,” defined as:
 - Persistent, documented by the school, and prevents other students from learning or the behavior is...
 - Unresponsive to targeted interventions that include consultation with a school psychologist or other mental health professional.
- The student’s parents must have been notified and consulted about the ongoing behavior.
- It is documented that the student has been screened and that the behavior has been determined to not be the result of a disability.
- The school must have in place alternative behavioral and disciplinary interventions and must have documentation of the interventions that were tried prior to the suspension.
- The school must be able to establish that not removing the student from the school environment would create a safety threat that cannot otherwise reasonably be addressed.

The above requirements do not apply to an expulsion required due to a student bringing a firearm to school or to a suspension for two or fewer days when the aggregate suspensions for that student do not exceed ten days within the school year.

Bullying, Harassment or Intimidation

Student Bullying/Harassment/Intimidation (Board Policy Exhibit JICK-EB) A.R.S. §15-341.36

Bullying encompasses acts of intimidation, harassment, or threats causing physical harm, property damage, or fear of harm, creating an abusive environment through persistent behavior or power imbalances. This includes verbal, physical, or cyber means, such as derogatory comments, exclusion, or theft.

Cyberbullying involves electronic means like social media to perpetrate bullying behavior. Harassment involves intentionally disturbing or threatening behavior, including stalking or exclusion, based on various factors like race or sexual orientation. Intimidation induces fear of harm, emotionally or physically.

Students are prohibited from bullying on school grounds, on buses, or through electronic means. Disciplinary action applies to off-campus incidents affecting victims at school. Reporting bullying to school staff is encouraged, with strict confidentiality maintained.

Reprisal against those reporting bullying is not tolerated. Disciplinary actions for bullies range from suspension to expulsion. False reports are also subject to disciplinary measures. Law enforcement is notified when bullying violates the law.

If your child feels that he/she is the victim of bullying, please bring your concern to the attention of school personnel. We have a "Vector Alert" tip reporting system that allows students, staff, and parents to submit safety concerns. Reporting can be done:

1. By Phone: 623-207-1768
2. By Text: 623-207-1768
3. By Email: 1012@alert1.us
4. Via the Web: <http://1012.alert1.us>

Disciplinary action may result for bullying, harassment, and 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.

All allegations of bullying, harassment, or intimidation will be investigated by the building principal or administrative designee. At the conclusion of the investigation, the parents/guardians will receive a final outcome and resolution. Supportive measures may also be put into place based on the outcome.

Classroom Managed Behaviors

LESD79 is committed to ensuring all students have the opportunity to learn in a well-managed and effective classroom environment. Our educators are essential to developing and maintaining expectations to create a successful classroom experience and use intentional structures and routines to build a classroom family, a sense of belonging, and clear expectations for academic and social behaviors.

As part of these structures, our educators are responsible for intervening and responding to behavior incidents to teach missing skills and implement discipline to hold students accountable. The outcome of this process is to change behavior and strengthen each student's academic and social behavior to reach maximum readiness for learning. Our educators may also refer more significant or chronic behaviors to the office when necessary.

Classroom addressed behaviors include the following:

- Disrespect/defiance towards authority
- Dress code violations
- Having food/gum when not allowed
- Inappropriate language
- Minor classroom disruptions (i.e, talking out of turn, refusing to work, making noises, off-task behavior)
- Minor physical aggression (i.e, pushing, poking, tripping)
- Invading others' personal space
- Unsafe behavior (i.e horseplay)
- Unexcused tardiness
- Academic dishonesty (i.e, lying, cheating, plagiarism, forgery)
- Interpersonal issues (i.e, gossip, put-downs, name-calling)
- Public displays of affection
- Not following directions
- Misuse of school property (i.e, technology and other school-owned items)

As a response to classroom-addressed behaviors, educators will follow the progressive discipline steps defined in our student handbook and implement clear action steps at each school site.

Dress Code

Litchfield Elementary School District believes that the student and their parent/guardian are primarily responsible for determining the student's attire, hairstyle, and jewelry. Schools are responsible for ensuring that the student attire, hairstyle, and jewelry do not interfere with the health or safety of any student and do not contribute to a hostile or intimidating environment for any student.

General Requirements

- Clothing must include a top and a bottom (such as pants, skirt, shorts, leggings, or the equivalent) or a one-piece outfit (such as a dress or jumpsuit).
- Clothing must have material that covers the torso, front, back, and sides of the body.
- Clothing must cover all private body parts and/or undergarments, not be see-through.
- Tops and one-piece outfits must be secured with material at the shoulders.
- Footwear such as shoes, sandals, or boots shall be worn on school grounds at all times and must be safe and non-destructive to school property.

Headwear, including hats, hoodies, and bandanas, is permitted in school buildings. All headwear must allow the ears and face to be visible and not interfere with the line of sight of any student or staff member (except clothing/headwear worn for health and safety, medical, or religious purposes).

Prohibited Apparel and Items

- Students are not permitted to wear clothing or jewelry that:
 - Substantially disrupt or materially interfere with the learning process.
 - Contribute to a hostile or intimidating environment.
 - Advocate or promote violence or acts of terror
 - Criminal activity
 - Pornography
 - Use of drugs or alcohol
 - Use or depict hate speech
 - Threaten the health or safety of any other student or staff member

Prohibited Personal Items/Contraband

The following personal items are not permitted on campus, school buses, or at any school activity:

- Self-balancing, electric and gas scooters
- Laser pointers
- Permanent markers
- Super glue
- Gum
- Toys
- Any type of energy drinks
- Long sticks and clubs used as sports equipment
- Gambling games or devices
- Knives, chains, or firearms of any kind or size, including pocket knives or any instruments that could be used as a weapon or a simulated weapon
- Cigarettes, electronic cigarettes, vaping paraphernalia, hookah pens, matches, lighters, and tobacco
- Any explosive or shock devices
- Alcohol, drugs or drug paraphernalia

Electronic Devices

The following items may not be used at school and must be off and kept in their backpack and/or locker:

- Cell phones, smart watches, and/or earbuds and headphones
- Electronics, tablets, PSP, Game Boy, cameras, electronic games, and other personal electronic equipment or communication devices

****The District is not responsible for lost, stolen, or damaged personal items****

District Policies

Additional District policies that may affect students, teachers, and the governance of the school district are available on our LESD79.org website and through BoardDocs. For more comprehensive details and updates on district policies, including those impacting educational standards, operational procedures, and community involvement, please refer to these resources.

Title IX

Title IX of the Federal Education Amendments Act protects people from discrimination based on sex in education programs or activities that receive Federal financial assistance. The District does not discriminate on the basis of sex and is required by Title IX not to discriminate in such a manner. The District adheres to all conditions established by Title IX by recognizing the right of every student who attends school in the District and every employee who works in the District to do so without the fear of sexual harassment.

The District accepts and shall employ the definition of sexual harassment as established by the Title IX regulations. Sexual harassment means conduct on the basis of sex that satisfies one (1) or more of the following:

- A. An employee of the District conditioning the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct;
- B. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity; or
- C. "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).

Note: To classify behaviors under any sexual offense, requires LESD79 staff to follow the Title IX process. Please contact the district Title IX Coordinator for further guidance. All behaviors that may be categorized sexual in nature must be considered and documented in collaboration with the Title IX Coordinator.

[Policy ACAA and ACAA-R Title IX Sexual Harassment](#)

Technology User Agreement

The Litchfield Elementary School District #79 (LESD), in alignment with the Arizona Department of Education, and recognizing the Partnership for 21st Century Skills, believes technology encompasses the tools and strategies for solving problems, using information, increasing productivity and enhancing personal growth. LESD encourages students to become responsible digital citizens by mastering technology standards in order to live, learn and work successfully and responsibly in an increasingly complex, technology-driven society.

Learning how to safely navigate the Internet is a life skill that all students are expected to master. Filtering software is utilized by Litchfield Elementary School District (LESD); however, no filtering system is capable of blocking 100% of inappropriate material on the Internet. All students are advised that access to the Internet may include the potential for access to materials deemed inappropriate.

To ensure mastery of online safety, students will:

- Use technology at school only for academic purposes.
- Only log into accounts authorized to the student by LESD when using District technology resources.
- Protect personal information such as name, address, email, family information, or school details while visiting websites or engaging in online communications.
- Report any suspected incidents of malicious online behaviors such as cyberbullying or online predators to a LESD staff member or submit an online form. Via the Web: <http://1012.alert1.us>
- Students uncertain whether a particular site is acceptable or appropriate should consult an LESD staff member.
- Ask the teacher before registering or signing up for online accounts, including competitions.
- Participate in LESD provided online safety education programs.
- For grades K through 8th, parents/guardians and students sign the student handbook in Parent View that contains the acceptable user agreement.
- Students in grades 3rd through 8th will sign an electronic acceptable user agreement for Google Apps through Parent View.

LESD encourages students to utilize technology to:

- Communicate and collaborate with peers and teachers respectfully.
- Enhance academic content by researching reliable, safe websites.
- Publish work as designed and guided by the teacher.
- Create web-based portfolios for confidential and safe publishing of student work.

Technology use at LESD is a privilege, not a right, and failure to meet these guidelines could result in suspension of your Google Student account and other disciplinary actions, as outlined in your LESD Student Handbook. We believe you are a responsible, innovative, and collaborative digital citizen. Students may be required to pay for broken technology; the fee schedule can be found online.

Students are held responsible for using LESD technology resources responsibly.

Per A.R.S. §15-1046, a parent may prohibit their student from using technology and the Internet while at school. This does not apply to software or technology used for the Litchfield Elementary School District's daily operations or administration. Please see your school principal if you would like to inquire about this option.

Administration Discretion

Administration will exercise discretion when determining consequences and may assign a more or less severe consequence than outlined in the guidelines below. An administrator may choose any or all of the consequences at any infraction level. An underlined infraction indicates that an administrator may opt to use an on-campus reassignment as a possible disciplinary action in lieu of an out-of-school suspension. The Principal is the highest level to review suspension of ten days or less.

Potential Aggravating Factors:

1. The severity of the actual result of the behavior.
2. The potential and actual jeopardy to the members of the educational community and their property resulting from the misconduct.
3. The extent of the disruption or potential disruption to the educational environment.
4. The attitude of the student and parent concerning the misconduct and potential disciplinary consequences.
5. The repetition of incidents of misconduct, either with or without disciplinary intervention, between the separate incidents.

Potential Mitigating Factors:

1. The age of the student.
2. The ability of the student to understand that the conduct was prohibited.
3. The student's ability to understand the potential risk of misconduct to the health and/ or safety of others and their property.
4. The ability of the student to understand the potential of the disruption to the institution.
5. The ability of the student to understand the potential for disciplinary consequences.
6. Reasonableness of use of physical force in self-defense, defense of others, and defense of property.

The threat or use of physical force by a student is not reasonable when:

1. Made in response to verbal provocation alone.
2. Assistance from a school staff member is a reasonable alternative.
3. The degree of physical force used is disproportionate to the circumstances or exceeds that necessary to avoid injury to oneself.

While not a disciplinary consequence, the school administration may also convene the Threat Assessment Team. This team will use The Comprehensive School Threat Assessment Guidelines (CSTAG). This model was developed by Dr. Dewey Cornell and colleagues at the University of Virginia in 2001 and has been extensively examined through field tests and controlled studies that demonstrate its utility and effectiveness. A transient threat means that a student made a threat out of anger without a plan or intention to harm. A substantive threat means that a student has been determined to pose a threat based on a structured evaluation of the threat, evidence of planning, and intentions. A substantive threat will also include contact of the local police department.

Based on the outcome of the threat assessment, a Supportive Measure Plan may be developed for all involved based on the threat's impact and interventions needed. The victims of a threat will be notified. Appropriate disciplinary consequences may be assigned as well as school or family communication if the threat poses a disruption to the greater school community.

Discipline Matrix

Aggression



Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
Aggravated Assault Must be Reported to Law Enforcement	A.R.S. §13-1204 A person commits aggravated assault if the person commits assault as defined 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 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. 4. 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 professional duties, or any teacher engaged in any authorized and organized classroom activity held on other than school grounds.	K-2nd Grade	2 Days OSS Create a Supportive Measures Plan	2 Days OSS and 2 Days ISS Review Supportive Measures Plan	2 Days OSS and 5 Days ISS Review Supportive Measures Plan
		3rd - 5th Grade	5 Days OSS Create a Supportive Measures Plan	7 - 10 Days OSS Review Supportive Measures Plan	Long Term Suspension
		6th - 8th Grade	10 Days OSS Create a Supportive Measures Plan	Long Term Suspension	Long Term Suspension up to Expulsion

Assault Must be Reported to Law Enforcement	A.R.S. §13-1203 1. Intentionally, knowingly or recklessly causing any physical injury to another person. 2. Intentionally placing another person in reasonable apprehension of imminent physical injury. 3. Knowingly touching another person with the intent to injure, insult, or provoke such person.	K-2nd Grade	1- 3 Days ISS Create a Supportive Measures Plan	3 - 5 Days ISS Review Supportive Measures Plan	2 Days OSS and 1 day ISS Review Supportive Measures Plan
		3rd - 5th Grade	3 - 5 Days OSS Create a Supportive Measures Plan	5 - 10 Days OSS Review Supportive Measures Plan	Long Term Suspension
		6th - 8th Grade	5 - 10 Days OSS Create a Supportive Measures Plan	10 Days OSS Review Supportive Measures Plan	Long Term Suspension

Disorderly Conduct May be Reported to Law Enforcement	A.R.S. §13-2904 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. 2. Makes unreasonable noise. 3. Uses abusive or offensive language or gestures to any person present in a manner likely to provoke immediate physical retaliation by such person. 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. 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.	K-2nd Grade	Conference, and/or Detention(s) Create a Supportive Measures Plan	1 - 3 Days ISS Review Supportive Measures Plan	2 Days OSS Review Supportive Measures Plan
		3rd - 5th Grade	1-3 Days OSS Create a Supportive Measures Plan	3-5 Days OSS Review Supportive Measures Plan	5-10 Days OSS Review Supportive Measures Plan
		6th - 8th Grade	3 - 5 Days OSS Create a Supportive Measures Plan	5 - 10 Days OSS Review Supportive Measures Plan	Long Term Suspension Review Supportive Measures Plan

Endangerment May be Reported to Law Enforcement	A.R.S. §13-1201 Endangerment A person commits endangerment by recklessly endangering another person with a substantial risk of imminent death or physical injury.	K-2nd Grade	1- 3 Days ISS Create a Supportive Measures Plan	3 - 5 Days ISS Review Supportive Measures Plan	2 Days OSS and 1 day ISS Review Supportive Measures Plan
		3rd - 5th Grade	1-3 Days OSS Create a Supportive Measures Plan	3-5 Days OSS Review Supportive Measures Plan	5-10 Days OSS Review Supportive Measures Plan
		6th - 8th Grade	3 - 5 Days OSS Create a Supportive Measures Plan	5 - 10 Days OSS Review Supportive Measures Plan	10 Days OSS or Long Term Suspension Review Supportive Measures Plan

Fighting	Mutual participation in an incident involving physical violence without major injury. Verbal confrontation alone does not constitute fighting.	K-2nd Grade	Detention(s) and 1 Day ISS	1 - 3 Days ISS	2 Days OSS
		3rd - 5th Grade	1-3 Days ISS	1 - 3 Days OSS	5-7 Days OSS
		6th - 8th Grade	1-3 Days OSS	3 - 5 Days OSS	5 - 10 Days OSS

Minor Aggressive Act	Students engage in non-serious but inappropriate physical contact, i.e., hitting, poking, pulling, or pushing. Other behaviors 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.	K-2nd Grade	Conference and/or Detention(s)	1 Days ISS	1 - 3 Days ISS
		3rd - 5th Grade	Detention(s) and/or 1 Day ISS	1 -3 Days ISS	3-5 day ISS
		6th - 8th Grade	Detention(s) 1 - 3 Days ISS	3 - 5 Days ISS	1-3 Days OSS
Recklessness	Unintentional, careless behavior may pose a safety or health risk for others.	K-2nd Grade	Conference and/or Detention(s)	1 Days ISS	1 - 3 Days ISS
		3rd - 5th Grade	Detention(s) and/or 1 Day ISS	1 -3 Days ISS	3-5 day ISS
		6th - 8th Grade	Detention(s) 1 - 3 Days ISS	3 - 5 Days ISS	1-3 Days OSS
Verbal Provocation	Use of language or gestures that may incite another person or other people to fight.	K-2nd Grade	Conference and/or Detention(s)	1 Days ISS	1 - 3 Days ISS
		3rd - 5th Grade	Detention(s) and/or 1-2 Day ISS	3-5 Days ISS	1 Day OSS
		6th - 8th Grade	Detention(s) 1 - 3 Days ISS	3 - 5 Days ISS	1-3 Days OSS

Alcohol, Tobacco, Vape, and Other Drugs

Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
Alcohol Possession, Sale or Distribution, Share, or Use Must be Reported to Law Enforcement	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 school-sponsored transportation.	K-2nd Grade	Conference and/or Detention(s)	1-Day ISS Review Supportive Measures Plan	2 Days OSS
		3rd - 5th Grade	3-5 Days OSS	5-10 Days OSS	Long Term Suspension
		6th - 8th Grade	5-10 Days OSS	10 Days OSS	Long Term Suspension
Possession of Drugs Illicit Drug Must be Reported to Law Enforcement Unknown Drug Must be Reported to Law Enforcement Prescription Drugs Inappropriate Use of	The unlawful use of any controlled drug or narcotic substance or equipment and devices used for preparing or taking drugs or narcotics. This includes being under the influence of drugs at school, school-sponsored events, and on school-sponsored transportation. This category does not include tobacco or alcohol. "Drug" means any narcotic drug, dangerous drug, marijuana, or peyote. (A.R.S. §13-3401; A.R.S. §13-3411)	K-2nd Grade	Detention(s) 1 - 3 Days ISS	2 Days OSS Review Supportive Measures Plan	2 Days OSS
		3rd - 5th Grade	10 Days OSS	Long Term Suspension	Long Term Suspension up to Expulsion
		6th - 8th Grade	10 Days OSS	Long Term Suspension	Long Term Suspension up to Expulsion

Drug Usage, Distribution, or Sale Must be Reported to Law Enforcement Illicit Drug Must be Reported to Law Enforcement Unknown Drug Must be Reported to Law Enforcement Prescription Drugs	The unlawful use, distribution, sale, purchase, possession, or transportation of any controlled drug or narcotic substance or equipment and devices used for preparing or taking drugs or narcotics. This includes being under the influence of drugs at school, school-sponsored events, and school-sponsored transportation. This category does not include tobacco or alcohol. "Drug" means any narcotic drug, dangerous drug, marijuana, or peyote. (A.R.S. §13-3401; A.R.S. §13-3411)	K-2nd Grade	2 Days OSS Create a Supportive Measure Plan	2 Days OSS And 2 Days ISS Review Supportive Measures Plan	2 Days OSS 5 Days ISS Review Supportive Measures Plan
		3rd - 5th Grade	Long Term Suspension	Long Term Suspension up to Expulsion	
		6th - 8th Grade	Long Term Suspension	Long Term Suspension up to Expulsion	
Paraphernalia Must be Reported to Law Enforcement	"Drug paraphernalia" means all equipment, products, and materials of any kind that are used, intended for use, or designed for use to introduce into the human body a drug in violation of this chapter. (A.R.S. §13-3415 F.1)	K-2nd Grade	Conference, Detention(s), and/or 1 Day ISS	3 - 5 Days ISS	2 Days OSS
		3rd - 5th Grade	3-5 Days OSS	10 Days OSS	Long Term Suspension up to Expulsion
		6th - 8th Grade	5 - 10 Days OSS	Long Term Suspension	Long Term Suspension up to Expulsion
Over the Counter (OTC) Drugs	Category includes over-the-counter medications, including possession and/or distribution from student to student (i.e. Motrin, Tylenol, Advil)	K-2nd Grade	Conference	Detention(s)	1-3 Days ISS
		3rd - 5th Grade	Conference	Detention(s)	1-3 Days ISS
		6th - 8th Grade	Conference	Detention(s)	1-3 Days ISS
Vaporizers Possession, Sale or Distribution, Share, or Use Must be Reported to Law Enforcement	The possession or use of vapes or vapor products on school grounds, at school-sponsored events, and on school-sponsored transportation. A.R.S. §13-3622 A person who knowingly sells, gives, or furnishes a tobacco product, a vapor product, or any instrument or paraphernalia that is solely designed for the smoking or ingestion of tobacco or shisha, including a hookah or waterpipe, to a minor is guilty of a petty offense.	K-2nd Grade	Conference, Detention(s), and/or 1 - 3 Days ISS	3 - 5 Days ISS Supportive Measures Plan	2 Days OSS
		3rd - 5th Grade	1-3 Days OSS	3-5 Days OSS	5-10 Days OSS
		6th - 8th Grade	3- 5 Days OSS	5 - 7 Days OSS	7 - 10 Days OSS

Arson



Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
Arson of an Occupied Structure Must be Reported to Law Enforcement Arson of Structure or Property Must be Reported to Law Enforcement	A.R.S. §13-1701 "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. A.R.S. §13-1704 A person commits arson of an occupied structure by knowingly and unlawfully damaging an occupied structure by knowingly causing a fire or explosion. A.R.S. §13-1703 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	K-2nd Grade	2 Days OSS Supportive Measures Plan	Long Term Suspension	
		3rd - 5th Grade	Long Term Suspension	Long Term Suspension up to Expulsion	
		6th - 8th Grade	Long Term Suspension	Long Term Suspension up to Expulsion	
Possession of Combustible	The student is in possession of a substance or object that is readily capable of causing bodily harm or property damage, i.e., matches, lighters, fire starters, firecrackers, gasoline, and lighter fluid.	K-2nd Grade	1 Day ISS	3 Days ISS	1 Day OSS
		3rd - 5th Grade	1 - 3 Day ISS	3-5 Days ISS	5-10 Days ISS
		6th - 8th Grade	1 - 3 Days ISS	3-5 Days ISS	5-10 Days ISS
Use of Combustible	Student utilizes substances or object that is capable of causing bodily harm or property damage, i.e., lighting matches/ lighters, setting off fireworks, utilizing fire starters on campus with lighter, gas, lighter fluid, etc.	K-2nd Grade	1-3 Days ISS	2 Days OSS	2 Days OSS and 1 Day ISS
		3rd - 5th Grade	1-3 days OSS	3-5 Days OSS	5 - 10 Days OSS
		6th - 8th Grade	3 Days OSS	3-5 Days OSS	5-10 Days OSS

Attendance Policy Violation

Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
Leaving School Grounds without Permission May be Reported to Law Enforcement	Leaving school grounds or being in an "out-of-bounds" area during regular school hours without the permission of the principal or principal designee.	K-2nd Grade	Detention(s) 1 Day ISS Create a Supportive Measures Plan	1-3 Days ISS Review Supportive Measures Plan	1 Day OSS and 1 - 3 Days ISS Review Supportive Measures Plan
		3rd - 5th Grade	1-3 Days ISS Create a Supportive Measures Plan	2-5 Days ISS Review Supportive Measures Plan	1-3 Days OSS Review Supportive Measures Plan
		6th - 8th Grade	3-5 Days ISS Create a Supportive Measures Plan	5 -10 Days ISS Review Supportive Measures Plan	1-3 Days OSS Review Supportive Measures Plan
Other Attendance Violation	Being in an unauthorized area without permission from school personnel for an extended period.	K-2nd Grade	Detention(s)	1 Day ISS	1-3 Days ISS
		3rd - 5th Grade	Detention(s)	1-3 Days ISS	3-5 Days ISS
		6th - 8th Grade	Detention(s) and/or 1 Day ISS	1 - 3 Days ISS	5 Days ISS
Tardy	Repetitive behavior with failure to be at a designated location at a specified time or arriving at school or class after the scheduled start time. Note: This could include excessive excused tardies. Repeated = 5 or more and progress across matrix if behavior continues. Excessive = >10 use last progression consequence.	K-2nd Grade	Conference	Detention(s)	Detention(s)
		3rd - 5th Grade	Conference	Detention(s)	1 Day ISS
		6th - 8th Grade	Detention(s)	1 Day ISS	1 - 3 Days ISS
Truancy	A.R.S. §15-803 It is unlawful for any child between six and sixteen years of age to fail to attend school during school hours. 1. A child who is habitually truant or has excessive absences as defined in section ARS 8-201. Absences may be considered excessive when absent Days exceed ten percent of the required attendance Days. 2. "Truant" means an unexcused absence for at least one class period during the day. 3. "Truant child" means a child who is between six and sixteen years of age and who is not in attendance at a public or private school during the hours that school is in session unless excused as provided by this section		Court Unified Truancy Suppression (C.U.T.S.) Conference For information on C.U.T.S., See page 16 of this handbook. Possible student/parent citation		

Harassment, Threat, and Intimidation

Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
Threat or Intimidation May be Reported to Law Enforcement Depending on Threat Assessment Outcome	A.R.S. §13-1202 A person indicates by word or conduct the intent to cause physical injury or serious damage to a person or their property. 1. To cause physical injury to another person or serious damage to the property of another. 2. 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 criminal activities.	K-2nd Grade	1 - 3 Days ISS Create a Supportive Measures Plan	1 Day OSS Review Supportive Measures Plan	2 Days OSS and 1 Day ISS Review Supportive Measures Plan
		3rd - 5th Grade	3 Days ISS Create a Supportive Measures Plan	1-3 Days OSS Review Supportive Measures Plan	5-10 Days OSS Review Supportive Measures Plan
		6th - 8th Grade	3 Days OSS Create a Supportive Measures Plan	5 - 10 Days OSS Review Supportive Measures Plan	Long Term Suspension Review Supportive Measures Plan
Bullying	Bullying is sufficiently severe, persistent, or pervasive acts over time that involve a real or perceived imbalance of power, with the more powerful child or group attacking those who are less powerful. Bullying can be physical 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).	K-2nd Grade	1-3 Days ISS Create a Supportive Measures Plan	1 Day OSS Review Supportive Measures Plan	2 Days OSS and 1 Day ISS Review Supportive Measures Plan
		3rd - 5th Grade	3 Days ISS Create a Supportive Measures Plan	1-3 Days OSS Review Supportive Measures Plan	5-10 Days OSS Review Supportive Measures Plan
		6th - 8th Grade	3 Days OSS Create a Supportive Measures Plan	5-10 Days OSS Review Supportive Measures Plan	Long-Term Suspension Review Supportive Measures Plan

Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
Harassment, Nonsexual	<p><u>A.R.S. §13-2921</u> A person commits harassment if, with intent to harass or with knowledge that the person is harassing another person, the person:</p> <p>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. 4. Surveils or causes another person to surveil someone for no legitimate purpose (following or recording another person).</p>	K-2nd Grade	1-3 Days ISS Create a Supportive Measures Plan	1-Day OSS Review Supportive Measures Plan	2 Days OSS and 1 Day ISS Review Supportive Measures Plan
		3rd - 5th Grade	3 Days ISS Create a Supportive Measures Plan	1-3 Days OSS Review Supportive Measures Plan	5-10 Days OSS Review Supportive Measures Plan
		6th - 8th Grade	3 Days OSS Create a Supportive Measures Plan	5-10 Days OSS Review Supportive Measures Plan	Long Term Suspension
Hate Speech	Hate speech is any written, oral, or electronic communication that manifests malice toward others based on race, gender, or ethnicity. This includes, but is not limited to, racial slurs, oral or written speech, that any individual or audience could deem offensive.	K-2nd Grade	1-3 Days ISS	1 Day OSS	2 Days OSS and 1 Day ISS
		3rd - 5th Grade	3 Days ISS	1-3 Days OSS	5-10 Days OSS
		6th - 8th Grade	3 Days OSS	5-10 Days OSS	Long-Term Suspension
Hazing May be Reported to Law Enforcement	<p><u>A.R.S. §15-2301</u> 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:</p> <p>1. 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. 2. The act contributes to a substantial risk of potential physical injury, mental harm, or degradation or causes physical injury, mental harm, or personal degradation.</p>	K-2nd Grade	Conference	Detention(s)	1-3 Days ISS
		3rd - 5th Grade	3 Days ISS	1-3 Days OSS	5-10 Days OSS
		6th - 8th Grade	3 Days OSS	5-10 Days OSS	Long Term Suspension

Lying, Cheating, Forgery, or Plagiarism

Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
Cheating and Plagiarism	To influence or lead by deceit or trickery. To steal and pass off the ideas or words of another as one's own.	K-2nd Grade	Conference and Redo Assignment	Detention(s)	1 Day ISS
		3rd - 5th Grade	Conference and Redo Assignment	Detention(s) No Credit	1 Days ISS No Credit
		6th - 8th Grade	Detention(s) and Redo Assignment	1 Day ISS No Credit	3 Days ISS No Credit

Forgery	Falsely and fraudulently making or altering a document	K-2nd Grade	Conference	Detention(s)	1 Day ISS
		3rd - 5th Grade	Conference and/or Loss of Privilege	Detention(s)	1 Day ISS
		6th - 8th Grade	Detention(s) and/or Loss of Privilege	1 Day ISS	3 Day ISS

Dishonesty	1. To make an untrue statement with intent to deceive. 2. To create a false or misleading impression.	K-2nd Grade	Conference and/or Loss of Privilege	Detention(s)	1 Day ISS
		3rd - 5th Grade	Conference and/or Loss of Privilege	Detention(s)	1 Day ISS
		6th - 8th Grade	Detention(s) and/or Loss of Privilege	1 Day ISS	3 Days ISS

Other Violations of School Policies

Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
Bus Misconduct	<p>In addition to the suspension of bus riding privileges, depending on the infraction, normal school consequences also apply.</p> <p>Level 1 Minor Offense-School Bus Misconduct - Google Docs.pdf</p> <p>Level 2 & 3 (Major & Severe) School Bus Misconduct - Google Docs.pdf</p>	Students' violations will determine the consequences.			
Defiance	Student engages in refusal to follow directions and complete work.	K-2nd Grade	Conference	Detention(s)	1-3 Days ISS
		3rd - 5th Grade	Conference	Detention(s) and/or 1 Day ISS	1-3 Days ISS
		6th - 8th Grade	Detention(s) and/or 1 Day ISS	1 - 3 Days ISS	3 - 5 Day ISS
Disrespect	Student talks back or delivers socially rude interactions with adults or peers. Insulting, name-calling, and inappropriate language, negative body language, or gestures	K-2nd Grade	Conference	Detention(s)	1-3 Days ISS
		3rd - 5th Grade	Conference	Detention(s) and/or 1 Day ISS	1-3 Days ISS
		6th - 8th Grade	Detention(s) and/or 1 Day ISS	1 - 3 Days ISS	3 - 5 Days ISS
Disruption - Minor	<p>A student engages in the behavior causing an interruption, which may include, but is not limited to, interfering with other students' learning, impeding the teacher's ability to teach, sustained loud talking, yelling, or screaming, noise with materials, horseplay or roughhousing, or sustained out-of-seat behavior.</p> <p>Sustained implies continuous or ongoing minor behavior over a period of time.</p> <p>Disruption also includes inappropriate drawings.</p>	K-2nd Grade	Conference	Detention(s)	1-3 Days ISS
		3rd - 5th Grade	Detention(s) and/or 1 Day ISS	1 - 3 Days ISS	3 - 5 Days ISS
		6th - 8th Grade	1- 3 Day ISS	3-5 Days ISS	1-3 Days OSS

Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
Disruption - Major	<p>Student engages in behavior that interrupts the campus, prolonged classroom interruption, or prolonged interruption at a school-sponsored event. "Prolonged" refers to disruptions that persist for an extended period, causing significant disturbance.</p> <p>Disruption Major may include, but is not limited too, interfering with other students' learning, impeding the teacher's ability to teach, yelling or screaming, horseplay, or roughhousing with a safety concern. Disruption also includes social media posts that interfere with the function of the school.</p>	K-2nd Grade	1 - 3 Days ISS Create a Supportive Measures Plan	1 Day OSS and 1 Day ISS Review Supportive Measures Plan	2 Days OSS and 1 Day ISS Review Supportive Measures Plan
		3rd - 5th Grade	1-3 Days ISS Create a Supportive Measures Plan	3-5 Days ISS Review Supportive Measures Plan	3-5 Days OSS Review Supportive Measures Plan
		6th - 8th Grade	1 - 3 Days OSS Create a Supportive Measures Plan	3-5 Days OSS Review Supportive Measures Plan	5-10 Days OSS Review Supportive Measures Plan
Dress Code Violation	Please refer to page 16 and 17 of this student handbook for an explanation of the dress code, including items not allowed.	K-2nd Grade	Conference, Change of Clothes	Conference, Change of Clothes	Conference, Change of Clothes
		3rd - 5th Grade	Conference, Change of Clothes	Conference, Change of Clothes, Detention	Conference, Change of Clothes, Detention(s)
		6th - 8th Grade	Conference, Change of Clothes	Conference, Change of Clothes, Detention(s)	Conference, Change of Clothes, 1 Day ISS
Failure to Report	Student fails to report critical information that could impact the safety of the students, staff, and school. See something, say something.	K-2nd Grade	Conference	Detention(s)	1-3 Days ISS
		3rd - 5th Grade	Conference	Detention(s) or 1 Day ISS	1-3 Days ISS
		6th - 8th Grade	Detention(s) and/or 1 Day ISS	1 - 3 Days ISS	3 - 5 Days ISS
Substance Represented as an Illicit Drug or Imitation Drug	Look-alike or imitation drugs are non-controlled substances made to resemble controlled substances, such as illicit drugs, in appearance or packaging. Even if they don't contain illegal substances, these items are prohibited because they can cause confusion and disrupt the educational environment. This includes posesion, or mimicking use of imitation substance.	K-2nd Grade	Conference, Detention and/or 1 Days ISS	1-3 Days ISS and Supportive Measures Plan	2 Days OSS
		3rd - 5th Grade	1 - 3 Days ISS	1 - 3 Days OSS Supportive Measures Plan	5 Days OSS
		6th - 8th Grade	3-5 Days OSS	5 - 7 Days OSS Supportive Measures Plan	7 - 10 Days OSS

Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
Gambling or Profiteering	To play games of chance for money or to bet a sum of money. "Profiteering" is the unauthorized sale of any good or service on school property.	K-2nd Grade	Conference	Detention(s))	1-3 Days ISS
		3rd - 5th Grade	Conference	Detention(s) or 1 day ISS	1-3 Days ISS
		6th - 8th Grade	Detention(s) and/or 1 Day ISS	1 - 3 Days ISS	3 - 5 Days ISS
Language, Inappropriate	Student delivers verbal/written messages that include swearing, name-calling, or use of words in an inappropriate way.	K-2nd Grade	Conference	Detention(s))	1-3 Days ISS
		3rd - 5th Grade	Conference	Detention(s) or 1 day ISS	1-3 Days ISS
		6th - 8th Grade	Detention(s) and/or 1 Day ISS	1 - 3 Days ISS	3 - 5 Days ISS
Negative Group Affiliation or Gang Activity	Affiliation with a group of three (3) or more people who interact together to the exclusion of others; claim a territory or area; have a name; have rivals/enemies; and exhibit antisocial behavior. Affiliation includes using hand signals, graffiti, or the presence of any apparel, jewelry, accessory, manner symbol, or any other attribute that indicates or implies membership.	K-2nd Grade	Conference	Detention(s)	1-3 Days ISS
		3rd - 5th Grade	3 Days ISS	1-3 Days OSS	5-10 Days OSS
		6th - 8th Grade	1 - 3 Days OSS	3 - 5 Days OSS	5 - 10 Days OSS
Public Display of Affection	Mutual - Holding hands, kissing, touching, or other displays of affection that are beyond casual contact and/or displays a disturbance.	K-2nd Grade	Conference	Detention(s))	1-3 Days ISS
		3rd - 5th Grade	Conference	Detention or 1 Day ISS	1-3 Days ISS
		6th - 8th Grade	Detention(s) and/or 1 Day ISS	1 - 3 Days ISS	3 - 5 DaysISS

School Threats

Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
Bomb Threat Must be Reported to Law Enforcement	A.R.S. §13-2911- Interference with or disruption of an educational institution. 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 harming students or staff. Threatening to cause harm using a bomb, dynamite, explosive, or arson-causing device.	K-2nd Grade	1 - 3 Days ISS Create a Supportive Measures Plan	1 Day OSS and 1 Day ISS Review Supportive Measures Plan	2 Days OSS and 1 Day ISS Review Supportive Measures Plan
		3rd - 5th Grade	5 - 7 Days OSS Create a Supportive Measures Plan	Long Term Suspension	
		6th - 8th Grade	10 Days OSS Create a Supportive Measures Plan	Long Term Suspension	
Chemical or Biological Threat Must be reported to Law Enforcement	A.R.S. §13-2911 Interference with or disrupting an educational institution. 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 harming students or staff. Threatening to cause harm using dangerous chemicals or biological agents.	K-2nd Grade	1 - 3 Days ISS Create a Supportive Measures Plan	1 Day OSS and 1 Day ISS Review Supportive Measures Plan	2 Days OSS and 1 Day ISS Review Supportive Measures Plan
		3rd - 5th Grade	5 - 7 Days OSS Create a Supportive Measures Plan	Long Term Suspension	
		6th - 8th Grade	10 Days OSS Create a Supportive Measures Plan	Long Term Suspension	
Fire Alarm Misuse Must be reported to Law Enforcement	A.R.S. §13-2911 Intentionally setting off the fire alarm when there is no fire.	K-2nd Grade	1 - 3 Days ISS	1 Day OSS and 1 Day ISS	2 Days OSS and 1 Day ISS
		3rd - 5th Grade	3-5 Days ISS	5 - 10 Days OSS	
		6th - 8th Grade	8-10 Days OSS	Long Term Suspension	

Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
School Threat Threat is Substantive and Must be Reported to Law Enforcement	A.R.S. §13-2911- Interference with or disruption of an educational institution. 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 harming students or staff.	K-2nd Grade	1 - 3 Days ISS Create a Supportive Measures Plan	1 Day OSS and 1 Day ISS Review Supportive Measures Plan	2 Days OSS and 1 Day ISS Review Supportive Measures Plan
		3rd - 5th Grade	3 - 5 Days OSS Create a Supportive Measures Plan	5- 10 Days OSS Review Supportive Measures Plan	Long Term Suspension
		6th - 8th Grade	10 Days OSS Create a Supportive Measures Plan **	Long Term Suspension	

****Discipline for Threats to an Educational Institution**

In accordance with A.R.S. 15-841 (H), school districts have the discretion to impose more severe disciplinary measures for threats to an educational institution. Arizona law specifies that students who disrupt the learning environment by making such threats may face consequences: 10 days of out-of-school suspension (OSS), placement in an alternative learning program, long-term suspension, or expulsion. The district will also file charges for students making School Threats.

Sexual Offenses

Classifying behaviors under any sexual offense requires LESD79 staff to follow the Title IX process. Please contact the district Title IX Coordinator for further guidance. All behaviors that may be categorized as sexual in nature must be considered and documented in collaboration with the Title IX Coordinator.

Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
Harassment, Sexual without contact May be Reported to Law Enforcement	Sexual harassment is a form of sex discrimination that violates Title VII of the Civil Rights Act of 1964 and/or Title IX of the Education Amendments of 1972. Sexual harassment means unwelcome sexual conduct that a reasonable person would find to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education programs or activities. Sexual harassment includes, but is not limited to: <ul style="list-style-type: none"> • Sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. • Suggestive or obscene letters, notes, invitations, derogatory comments, slurs, jokes, epithets, touching, impeding or blocking the movement of another, leering, gestures; display of sexually suggestive objects, pictures, or cartoons. <ul style="list-style-type: none"> ◦ All of the above are prohibited, whether delivered in person or via electronic means (networking sites and/or other telecommunication devices). • Continuing to express sexual interest after being informed that the interest is unwelcome. • This does not include reciprocal attraction between peers. Coercive sexual behavior is used to control, influence, or affect the educational opportunities, grades, and/or learning environment of a student.	K-2nd Grade	1- 3 Days ISS	3 - 5 Days ISS	2 Days OSS and 1 day ISS
		3rd - 5th Grade	3 - 5 Days OSS	5 - 10 Days OSS	Long Term Suspension
		6th - 8th Grade	5 - 10 Days OSS	10 Days OSS	Long Term Suspension

Harassment, Sexual with Contact Must be Reported to Law Enforcement	Sexual harassment is a form of sex discrimination that violates Title VII of the Civil Rights Act of 1964 and/or Title IX of the Education Amendments of 1972.	K-2nd Grade	2 Days OSS Create a Supportive Measures Plan	Long Term Suspension	
	Sexual harassment means unwelcome sexual conduct that a reasonable person would find to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education programs or activities.	3rd - 5th Grade	Long Term Suspension	Long Term Suspension up to Expulsion	
		6th - 8th Grade	Long Term Suspension	Long Term Suspension up to Expulsion	

Sexual Harassment/ Public Sexual Indecency May be Reported to Law Enforcement based on student's age and intent of indecency.	Includes, but is not limited to: Public urination; Streaking or otherwise exposing one's own private parts; Public masturbation; or Intentionally exposing another student's private parts.	K-2nd Grade	2 Days OSS	2 Days OSS and 1-3 Days ISS	2 Days OSS AND 3-5 Days ISS
		3rd - 5th Grade	5 Days OSS	7 - 10 Days OSS	Long Term Suspension
		6th - 8th Grade	10 Days OSS	Long Term Suspension	Long Term Suspension up to Expulsion

Pornography	Pornography is the use or possession of pictures, devices, or electronic images that offends or disturbs the educational process or environment.	K-2nd Grade	1 - 3 Days ISS	1 Day OSS and 1 Day ISS	2 Days OSS and 1 Day ISS
	A student that uses/has pornography on them at school does not immediately trigger/violate Title IX. Context would matter regarding use, other student involvement, It is possible that pornography alone could constitute sex-based harassment in the form of hostile environment harassment if the pornography limits/denies a person's ability to participate in or benefit from the education program or activity. Open use/viewing of pornography could trigger this—merely having pornography on one's person/device may not. This is why the Title IX Coordinator must be contacted for further guidance.	3rd - 5th Grade	1-3 Days ISS	3-5 Days ISS	3-5 Days OSS
		6th - 8th Grade	1 - 3 Days OSS	3-5 Days OSS	5-10 Days OSS

Sexual Assault Must be Reported to Law Enforcement	<p>Title IX relies on the Clearly Act definition of sexual assault, which incorporates the FBI's National Incident-Based Reporting System meaning of "sexual offense": "[a]ny sexual act including Rape, Sodomy, Sexual Assault With An Object, or Fondling directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent; also unlawful sexual intercourse."</p> <p>Sexual assault means any sexual act directed against another individual, without consent. Sexual acts include, but are not limited to, rape (i.e. physical or oral penetrative acts or statutory rape) and touching of another's private body parts for sexual gratification.</p> <p>This includes instances in which an individual is incapable of giving consent due to age or mental capacity.</p>	K-2nd Grade	2 Days OSS up to Long Term Suspension	Long Term Suspension	Expulsion
		3rd - 5th Grade	Long Term Suspension up to Expulsion	Long Term Suspension up to Expulsion	
		6th - 8th Grade	Long Term Suspension up to Expulsion	Long Term Suspension up to Expulsion	

Technology, Improper Use Of

Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
Computer or Network Infraction	<p>Improper use of technology is the failure to use hardware, software, electronic devices, web pages, and network for the intended educational use. This includes misuse or damage to school-issued devices.</p> <p>View Technology Agreement</p>	K-2nd Grade	Detention(s) and Restitution	1 Day ISS and Restitution	1-3 Days ISS and Restitution
		3rd - 5th Grade	Detention(s) and/or Restitution	1 Day ISS and Restitution	1-3 Days OSS and Restitution
		6th - 8th Grade	Detention and/or 1 Day ISS and Restitution	1 - 3 Days OSS and Restitution	3 - 5 Days OSS and Restitution
Other Technology and Cell-Phone Infraction	<p>Personal electronic equipment, cell phones, smart watches, earbuds/headphones, iPods, audio devices, electronic games or any other electronic devices must be in the off position and not displayed. Possession or use of items is prohibited because they may disrupt the learning environment.</p> <p>The school is not responsible if these items are lost or stolen.</p>	K-2nd Grade	Conference Device Taken Until End of Day	Conference Device Taken Until End of Day	Detention(s) Device Must Be Picked Up by Guardian
		3rd - 5th Grade	Conference Device Taken Until End of Day	Detention(s) Device Must Be Picked Up by Guardian	Detention(s) Device Must Be Picked Up by Guardian
		6th - 8th Grade	Conference Device Taken Until End of Day	Detention(s) Device Must Be Picked Up by Guardian	1 Day ISS Device Must Be Picked Up by Guardian

Theft



Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
Taking Property: worth less than \$100	Taking or attempting to take property belonging to another person or the school with less than \$100 monetary value.	K-2nd Grade	Conference	Detention(s)	1-3 Days ISS
		3rd - 5th Grade	Conference Detention(s)	1 Day ISS	1-3 Days ISS
		6th - 8th Grade	Detention(s) and/or 1 Day ISS	1-3 Days ISS	3-5 Day ISS
Theft: worth more than \$100 May be Reported to Law Enforcement	A.R.S. §13-1802 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 and is more than \$100 monetary value. 1. Controls property of another with the intent to deprive the other person of such property. 2. Comes into control of lost, mislaid, or misdelivered 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. 3. Controls property of another knowing or having reason to know that the property was stolen.	K-2nd Grade	Detention(s)	1 -3 Days ISS	1 Day OSS
		3rd - 5th Grade	1-3 Days ISS	3 -5 Days ISS	3-5 Days OSS
		6th - 8th Grade	1-3 Days OSS	3-5 Days OSS	10 Days OSS

Trespassing



Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
Trespassing May be Reported to Law Enforcement	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.	K-2nd Grade	Conference	Detention(s)	1-3 Day ISS
		3rd - 5th Grade	1-3 Days ISS	3-5 days ISS	3-5 days OSS
		6th - 8th Grade	3- 5 Days OSS	5-7 days OSS	7-10 Days OSS

Vandalism



Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
Graffiti or Tagging May be Reported to Law Enforcement	Willful destruction or defacement of school or personal property. Writing on walls, drawings or words that are scratched, painted, or sprayed on walls or other surfaces in public places.	K-2nd Grade	Conference	Detention(s)	1-3 Day ISS
		3rd - 5th Grade	Detention(s) and/or 1 Day ISS	1-3 Days ISS	3-5 Day ISS
		6th - 8th Grade	1-3 Days ISS	3-5 Days ISS	5-10 Days ISS

Vandalism of Personal or School Property May be Reported to Law Enforcement	Willful destruction or defacement of personal property or school property.	K-2nd Grade	Conference & Restitution	Detention(s) & Restitution	1-3 Day ISS & Restitution
		3rd - 5th Grade	1-3 Days ISS Restitution	3-5 Days ISS Restitution	3-5 Days OSS Restitution
		6th - 8th Grade	3-5 Days OSS Restitution	5-7 days OSS Restitution	7-10 Days OSS Restitution

Weapons and Other Dangerous Items

Violation	Definition of Infraction	Grade	1st Referral	2nd Referral	3rd Referral
Dangerous Items Not Required to be Reported to Law Enforcement Knife with blade length less than 2.5 inches Laser Pointer Letter Opener Mace/Pepper Spray Razor Blade/Box Cutter Simulated Knife	Dangerous Item – A device, instrument, material, or substance, animate or inanimate, that is used for or is readily capable of causing bodily injury.	K-2nd Grade	Conference Detention(s) or 1 Day ISS Create a Supportive Measures Plan	1-2 Days OSS and Review Supportive Measures Plan	2 Days OSS and 3 Days ISS Review Supportive Measures Plan
		3rd - 5th Grade	1-3 Days ISS Create a Supportive Measures Plan	3-5 Days ISS Review Supportive Measures Plan	3-5 Days OSS Review Supportive Measures Plan
		6th - 8th Grade	1-3 Days OSS Create a Supportive Measures Plan	5 Days OSS Review Supportive Measures Plan	10 Days OSS Review Supportive Measures Plan

Dangerous Items or Weapon Must be Reported to Law Enforcement Airsoft Gun BB Gun Paintball Gun Pellet Gun Taser or Stun Gun Tear Gas Billy Club Brass Knuckles Knife with blade length at least 2.5 inches Nunchakus	Dangerous Item or Weapon – A device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of causing death or serious bodily injury.	K-2nd Grade	1-3 Days ISS Create a Supportive Measures Plan	3-5 Days ISS Review Supportive Measures Plan	2 Days OSS and 5 Days ISS Review Supportive Measures Plan
		3rd - 5th Grade	3 - 5 Days ISS Create a Supportive Measures Plan	2 Days OSS and 2 Days ISS Review Supportive Measures Plan	3-5 Days OSS Review Supportive Measures Plan
		6th - 8th Grade	5 Days OSS Create a Supportive Measures Plan	10 Days OSS Review Supportive Measures Plan	Long Term Suspension

Firearms Must be Reported to Law Enforcement Destructive Devices ex: Bomb or Grenade Handgun Shotgun or Rifle Starter Gun or Pistol	Any loaded or unloaded handgun, pistol, revolver, rifle, shotgun, or other weapon that will expel is designed to expel or may readily be converted to expel a projectile by the action of an explosive.	K-2nd Grade	Long Term Suspension up to Expulsion	Expulsion	
		3rd - 5th Grade	Long Term Suspension up to Expulsion	Expulsion	
		6th - 8th Grade	Long Term Suspension up to Expulsion	Expulsion	
Simulated Firearm and/or Weapon	Any simulated firearm made of plastic, wood, metal, or any other material that is a replica, facsimile, or toy version of a firearm or any object such as a stick or finger gun could also be concealed under clothing and is being portrayed as a firearm.	K-2nd Grade	Detention(s)	1-3 Days ISS	2 Days OSS
		3rd - 5th Grade	1-3 Days ISS	3 -5 Days ISS	3-5 Days OSS
		6th - 8th Grade	3-5 Days OSS	5 -7 days OSS	7 -10 Days OSS

Litchfield Elementary School District

2024-2025

Academic Year Calendar



July 24						
Su	M	Tu	W	Th	F	Sa
	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			

August 24						
Su	M	Tu	W	Th	F	Sa
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 24						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 24						
Su	M	Tu	W	Th	F	Sa
		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		

November 24						
Su	M	Tu	W	Th	F	Sa
					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 24						
Su	M	Tu	W	Th	F	Sa
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				

January 25						
Su	M	Tu	W	Th	F	Sa
			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	

February 25						
Su	M	Tu	W	Th	F	Sa
						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	

March 25						
Su	M	Tu	W	Th	F	Sa
						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					

April 25						
Su	M	Tu	W	Th	F	Sa
		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			

May 25						
Su	M	Tu	W	Th	F	Sa
				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 25						
Su	M	Tu	W	Th	F	Sa
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					

Teacher Work Day

First Day of School

Teacher In Service
No School

No School

Conferences
Early Release

Last Day of
School

Jul 26	Teachers first day back
Aug. 1	First day of school for students
Aug. 30	No School, Teacher In Service
Sep. 2	No School, Labor Day
Oct. 2 - 4	Parent Teacher Conferences
Oct 7 - 11	No School, Fall Break
Nov. 11	No School, Veterans Day
Nov. 25 - 29	No School, Thanksgiving Break
Dec. 23 - Jan 3	No School, Winter Break
Jan. 17	No School Teacher In-Service

Early Release every Wednesday

Student Instructional Days - 180

Teacher Service Days - 186

Last Day of School - May 23, 2025

Half Day Schedule

Quarters

Aug 1 - Oct 4 43 Days

Oct 14 - Dec 20 46 Days

Jan 6 - March 7 42 Days



**Litchfield elementary
School District #79**



Stay Connected

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