STUDENT RIGHTS & RESPONSIBILITIES HANDBOOK

2026-2027

Acknowledgments

The following individuals contributed their time and input to update the Deer Valley Unified School District's 2026-2027 discipline handbook titled *Student Rights & Responsibilities.*

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Dear DVUSD Families,

Welcome to the 2026-2027 school year! Thank you for choosing Deer Valley Unified School District. We are honored to partner with you in shaping your child's future and providing an extraordinary educational experience where every student can thrive.

A successful school year begins with a shared understanding of our community values. This *Student Rights and Responsibilities Handbook* is designed to be a helpful roadmap for you and your student. It outlines the high expectations we hold for our learning environments, ensuring they remain safe, supported, and focused on achievement.

Within these pages, you will find details on our MTSS-B framework, which serves as the foundation for the academic and social behaviors we foster daily. We have also included A Guide to Problem Solving to ensure you always know exactly where to turn when you have questions.

The DVUSD 'Portrait of a Graduate' showcases the skills and attitudes our students will possess to succeed in college, a career, and in their community. We believe that a disruption-free environment is essential for academic excellence, as well as building on the Portrait's goals of building Community Contributors, Effective Communicators, Intellectually Curious, Problem Solvers, and a Sense of Self and Others.

By reviewing these expectations with your child, you are helping us build a proactive and supportive school culture. Thank you for your continued trust and partnership as we work together to keep our schools safe and caring places to learn.

Sincerely,

Curtis Finch

Curtis Finch, PhD
Superintendent
Deer Valley Unified School District

Graduating lifelong learners who will successfully lead, compete, and positively impact the world.

Purpose of the Students Rights & Responsibilities Handbook

The purpose of this handbook is to build common understanding among all stakeholders of their rights, responsibilities, and expectations for building a safe, positive and productive school culture.

Deer Valley Unified School District expects all students to demonstrate outstanding citizenship and model such behavior at all times. This handbook outlines expectations and the possible consequences if those expectations are not met. The DVUSD Governing Board, administration, and staff regard student and staff safety as paramount while also ensuring students' rights are protected. Throughout this process, DVUSD values family partnership, communication and engagement.

Behavior Philosophy

The behavior philosophy of the Deer Valley Unified School District is to nurture positive behaviors that have a long lasting impact on student success. DVUSD teaches and guides student behavior by supporting the following framework:

- We will engage students in personal accountability by creating a positive school culture that is proactive, safe, and supportive.
- We will ensure that behaviors will be addressed through best practices that are developmentally appropriate and match the nature and severity of the situation.
- We will build relationships and a sense of community by promoting an inclusive environment of respect and acknowledging positive behavior.
- We will support positive reinforcements through proactive collaboration between DVUSD families, students, and staff.

Positive Prevention Framework

Our Multi-Tiered System of Supports (MTSS) provides a coherent continuum of system-wide, data-based problem solving practices supporting a rapid response to the academic and behavioral needs for all students. This comprehensive system of supports includes assessments, research-based instruction, and interventions. This instruction/intervention is delivered across multiple tiers dependent on the individual student needs identified by student outcome data.

MTSS includes positive behavioral support. District and school staff collaboratively select and implement school wide, classroom, and research-based positive behavioral supports for achieving important social and learning outcomes. A strong focus on integrating instructional and intervention strategies supports systemic changes based on strong, predictable, and consistent classroom management structures across the entire system.

For more information on MTSS, please visit the Arizona Department of Education MTSS site at https://www.azed.gov/mtss.

Non-Discrimination Notice

The Deer Valley Unified School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. For any inquiries regarding nondiscrimination policies contact the Superintendent's Department, 20402 N. 15th Avenue, Phoenix, AZ 85027. 623-445-5000.

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

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.

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).

The District's initial response to any report of sexual harassment must treat complainants and respondents equally by offering supportive measures to both and must follow the established grievance process before disciplining a respondent.

Even if no formal complaint has been filed, the Title IX Coordinator shall promptly:

A. Contact the complainant to discuss the availability of supportive measures;

B. Consider the complainant's wishes with respect to supportive measures;

C. Inform the complainant of the availability of supportive measures with or without the filing of a formal complaint; and

D. Explain to the complainant the process for filing a formal complaint.

Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or

preserve equal access to the District's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the District's educational environment, or deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, and other similar measures. The District shall maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the District to provide the supportive measures. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

If you believe you have been the victim of a Title IX violation, please fill out and return this form to the DVUSD Title IX Coordinator. This form is also available from the office of the Title IX Coordinator listed below.

The form may be emailed to the Title IX Coordinator, mailed to the attention of the Title IX Coordinator at the District office, or dropped off at the front counter of the District office. The Title IX Coordinator will respond to you within one working day of receipt of the form.

For more information, please visit our website at https://www.dvusd.org/page/76092.

Title IX Coordinator:
Tony Galietti
20402 N. 15th Avenue
Phoenix, AZ 85027
Phone: 623-445-5000
tony.galietti@dvusd.org

Section 504/ADA Coordinator:
Dr. Melissa McCusker
20402 N. 15th Avenue
Phoenix, AZ 85027
Phone: 623-445-5000
melissa.mccusker@dvusd.org

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A Guide To Problem Solving

Our goal of effective communication includes assisting you with issues you may be having and getting answers to you quickly. Therefore, the Deer Valley Unified School District has established procedures to effectively and efficiently respond to questions, concerns and suggestions from parents and community members. This guide will assist parents and community members in finding the correct staff members to respond to your needs. **DVUSD values solving problems efficiently at the lowest steps and the majority of questions and problems are answered best by school personnel. Therefore, board policy (KE-B) requires an attempt to resolve the issue at school level first.** The Governing Board will make final resolution decisions if all listed steps are unsuccessful. The Deer Valley Unified School District is here to meet the needs of all students, staff, parents and community members.

General School Questions
Step 1–School front office, if not resolved…
Step 2–School administrator, if not resolved…
Step 3–Administrative Leadership & Services Admin Asst., if not resolved…
Step 4–School Operations Coordinator, if not resolved…
Step 5 - Principal's Supervisor, if not resolved…
Step 6– Admin Leadership & Services Director, if not resolved…
Step 7–ALS Dep. Superintendent, if not resolved…
Step 8–Superintendent

Curriculum & Assessment Questions
(State standards, material being taught, textbooks and materials, assessments, Career & Technical Education, and Aspire)
Step 1–Classroom teacher, if not resolved…
Step 2–School administrator, if not resolved…
Step 3–Curriculum, Instruction & Assessment Admin Asst.; if not resolved…
Step 4–CIA Dep. Superintendent; if not resolved…
Step 5–Superintendent

Medical Questions & Concerns
Step 1–School Nurse; if not resolved…
Step 2–District Lead Nurse; if not resolved …
Step 3–School Administrator; if not resolved…
Step 4–Student Support Services Director; if not resolved…
Step 5–Superintendent

Transportation (bus stops, route problems, behavior, etc.)
Step 1–Transportation Region Supervisor; if not resolved…
Step 2–Transportation Supervisor; if not resolved…
Step 3–Transportation Director; if not resolved …
Step 4–Fiscal & Business Services Dep. Superintendent; if not resolved…
Step 5–Superintendent

Student Behavior
Step 1–Classroom teacher; if not resolved …
Step 2–School Administrator; if not resolved…
Step 3–School Operations Coordinator; if not resolved…
Step 4–Principal's Supervisor, if not resolved…
Step 5– Admin Leadership & Services Director; if not resolved…
Step 6–ALS Dep. Superintendent; if not resolved…
Step 7–Superintendent

Special Education
Step 1–Special Education/General Education Teacher; if not resolved…
Step 2–Special Education Intervention Specialist; if not resolved…
Step 3–School Psychologist; if not resolved…
Step 4–School Administrator; if not resolved…
Step 5–Student Support Services Director; if not resolved…
Step 6–Curriculum, Instruction & Assessment Dep. Superintendent; if not resolved…
Step 7–Superintendent

Gifted Education
Step 1–Gifted Cluster Classroom Teacher; if not resolved…
Step 2–Department Head or Specialist, if not resolved…
Step 3–School Administrator; if not resolved…
Step 4–Gifted Services Coordinator; if not resolved…
Step 5–Curriculum, Instruction & Assessment Dep. Superintendent; if not resolved…
Step 6–Superintendent

Section 504
Step 1–General Education Classroom Teacher; if not resolved…
Step 2–School Administrator/Site 504 Coordinator; if not resolved…
Step 3–Exceptional Student Services Coordinator; if not resolved…
Step 4–Student Support Services Director; if not resolved…
Step 5–Curriculum, Instruction & Assessment Dep. Superintendent; if not resolved…
Step 6–Superintendent

Athletics
Step 1–Coach; if not resolved…
Step 2–School Athletic Director/Coordinator; if not resolved…
Step 3–Assistant Principal (Athletics); if not resolved…
Step 4–School Principal; if not resolved…
Step 5–District Athletic Director; if not resolved…
Step 6–Administrative Leadership & Services Dep. Superintendent; if not resolved…
Step 7–Superintendent

Before & After School Activities (Community Ed)
Step 1–Activity Lead; if not resolved…
Step 2–Program Supervisor; if not resolved…
Step 3–Community Education Director; if not resolved…
Step 4–Curriculum, Instruction & Assessment Dep. Superintendent; if not resolved…
Step 5–Superintendent

21st Century
Step 1–School 21st Century Coordinator; if not resolved…
Step 2–School Administrator; If not resolved…
Step 3–Manager of Federal Programs; if not resolved…
Step 4–ALS Dep. Superintendent, if not resolved…
Step 5–Superintendent

Budget & Finance Questions
Step 1–School Administrator; if not resolved…
Step 2–Fiscal & Business Services Admin. Asst.; if not resolved…
Step 3–Finance/Accounts Payable Director; if not resolved…
Step 4–Fiscal & Business Services Dep. Superintendent; if not resolved…
Step 5–Superintendent

Facility Usage
Step 1–Facility Use Specialist, if not resolved…
Step 2–Finance/Accounts Payable Director, if not resolved…
Step 3–Fiscal & Business Services Dep. Superintendent, if not resolved…
Step 4–Superintendent

DVUSD Phone Numbers

Athletics	623-445-5000
Administrative Leadership & Services	623-445-4951
Community Education	623-445-5018
Curriculum, Instruction & Assessment	623-445-4910
District Office Main Number	623-445-5000
Federal Programs	623-445-4924
Fiscal & Business Services	623-445-4958
School Operations & Safety	623-445-4927
Student Support Services	623-445-4943
Transportation	602-467-5090

Academic Integrity

To be college-, career and community-ready, students in the Deer Valley Unified School District are expected to demonstrate academic integrity. Academic integrity is all about being honest and fair in your schoolwork. It means doing work that is entirely your own and giving credit to others (including generative artificial intelligence tools) through proper citation when you use their ideas or words.

If you have questions about the guidelines for academic integrity, you should discuss them with your teacher.

Academic Dishonesty

Academic dishonesty refers to any action that compromises the integrity of academic work or evaluation processes. This includes but is not limited to:

- Copying or stealing another person's work or data (plagiarism);
- Allowing another person to copy one's work;
- Doing another person's classwork;
- Creating more than one copy of one's work for distribution;
- Providing another person with the answers on tests or quizzes;
- Noncompliance with teachers' test-taking procedures;
- Unauthorized copying or development of software; and
- Unauthorized use of generative artificial intelligence.

Consequences for instances of academic dishonesty range from a conference and loss of credit (student will be given another opportunity to show mastery of learning) up to a 5-day suspension and loss of credit.

Alternative Discipline & Community Service

Alternative discipline is a framework for assigning meaningful teaching opportunities to students. When addressing behaviors or values inconsistent with building a positive and safe academic community, DVUSD staff may incorporate instructional, reflective and/or restorative learning opportunities into consequences when appropriate.

Alternative learning opportunities are approaches that prioritize building and repairing relationships through dialogue, accountability, and community involvement. They focus on resolving conflicts by bringing affected parties together to find solutions and repair harm, emphasizing understanding and responsibility over punitive measures.

Administrators may,-assign community service as a behavioral consequence. The administrator will determine the amount of time to be served and must approve the form of community service. Community services provided may include, but are not limited to, cafeteria clean-up, beautification of the campus, or services provided outside of the school campus such as volunteerism through community programs.

The option to use alternative discipline and/or community service is at the sole discretion of the administrator.

Attendance and Truancy Enforcement

In accordance with Arizona Revised Statutes (A.R.S.) §15-803, students between the ages of 6 and 16 are required to attend school. A student is considered truant when they have an unexcused absence. A habitually truant student is one who has accrued five (5) or more unexcused absences within a school year. A student may also be identified as having excessive absenteeism if they miss ten percent (10%) or more of the required school days (18 days), whether absences are excused or unexcused.

Deer Valley Unified School District is responsible for monitoring student attendance and intervening when attendance concerns arise. Campuses will proactively communicate with families when a student is at risk of reaching truancy thresholds. These efforts may include, but are not limited to:

- Written notification letters
- Phone calls and/or electronic communication
- Attendance meetings with school staff

The purpose of these interventions is to support improved attendance and address any barriers preventing the student from attending school regularly.

If a student continues to accumulate unexcused absences and meets the criteria for habitual truancy despite multiple interventions and attempts to resolve the issue, the District may proceed with enforcement action. In partnership with the Maricopa County Juvenile Court system, the District utilizes a direct cite, paperless truancy process, which may result in the student being cited for truancy.

Failure to comply with court requirements or continued truancy may result in further legal consequences as determined by the Juvenile Court.

Bullying/Harassment/Intimidation/Violence

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

The District, in partnership with parents, guardians, and students, shall establish and maintain a school environment based on these beliefs. The District shall identify and implement age-appropriate programs designed to instill in students the values of positive interpersonal relationships, mutual respect, and appropriate conflict resolution.

To assist in achieving a school environment based on the beliefs of the Governing Board, bullying, harassment or intimidation as defined by this policy will not be tolerated.

Bullying: Bullying occurs when all four conditions below are met:

- Unwanted aggressive behavior(s) involving an observed or perceived power imbalance;
- Done by another youth or group of youths, who are not siblings or current dating partners;
- Repeated multiple times;

- Inflicts harm or distress on targeted youth including physical, psychological, social, or educational harm.

Types of Bullying:

A. Verbal/Written Bullying: saying or writing things that could be mean or hurtful. Things like: name-calling, threats, taunting, teasing, and inappropriate sexual comments.

B. Social Bullying: Involves hurting someone's reputation or relationships. Making someone feel like they don't belong to a group. Some examples: leaving someone out on purpose, spreading rumors, embarrassing someone in public, or preventing someone from being friends with someone else.

C. Physical Bullying: Involves hurting a person's body or things that belong to them. Physical bullying includes: hitting, kicking, punching, spitting, pinching, pushing, damaging someone's belongings, or making rude gestures.

D. Cyberbullying: Cyberbullying is bullying that takes place over digital devices like cell phones, computers, and tablets. Cyberbullying can occur through SMS, Text, and apps, or online in social media, forums, or gaming where people can view, participate in, or share content. Cyberbullying includes sending, posting, or sharing negative, harmful, false, or mean content about someone else. It can include sharing personal or private information about someone else causing embarrassment or humiliation. Some cyberbullying crosses the line into unlawful or criminal behavior.

Harassment: A person engages in harassment if, with intent to harass or with knowledge that the person is harassing another person, the person anonymously or otherwise contacts, communicates or causes a communication with another person by verbal, electronic, mechanical, telephonic or written means in a manner that harasses on school grounds or substantially disrupts the school environment. Intentional behaviors that characterize harassment include, but are not limited to, stalking, hazing, social exclusion, unwanted physical contact and unwelcome verbal or written comments, photographs and graphics. Harassing behaviors can be direct or indirect and by use of social media.

Intimidation: A person engages in threatening or intimidating if the person threatens or intimidates by word or conduct to cause physical injury to another person or serious damage to the property of another on school grounds.

Prohibitions and Discipline

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

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

Reporting Incidents of Bullying/Harassment/Intimidation

A student who is experiencing bullying, harassment, intimidation or believes another student is experiencing bullying, harassment, or intimidation is to report the situation to the principal or another school employee. A school employee who becomes aware of or suspects a student is being bullied, harassed or intimidated shall

immediately notify the school administrator. School personnel shall maintain confidentiality of the reported information. Another way to report a bullying concern is by submitting a report through this online form.

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

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

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

The principal shall investigate *all* reports of bullying, harassment, or intimidation. If the principal determines that bullying, harassment, or intimidation has occurred, discipline will be administered pursuant to Board Policies JK, JKD, and JKE. Regardless of the outcome of the investigation, the principal will meet with the involved students to review the findings of the investigation. Subject to the restrictions of the Family Educational Rights and Privacy Act (FERPA) set out in Policy JR, the parent(s) or guardian(s) of the involved students shall also be informed of the findings of the investigation.

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

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

A. occur during the first (1st) week of each school year,

B. be provided to each incoming student during the school year at the time of the student's registration,

C. be posted in each classroom and in common areas of the school, and

D. be summarized in the student handbook and on the District website, and

the Superintendent shall establish procedures for the dissemination of information to District employees including, but not limited to

A. Governing Board policy,

B. preventive measures,

C. incident reporting procedures,

D. available support services for students (both proactive and reactive), and

E. student rights.

Information will be provided to staff members at the beginning of each instructional year and on the first day of employment for new employees.

The Superintendent shall establish procedures designed to protect the health and safety of students who are physically harmed as the result of bullying, harassment, or intimidation. These will include, when appropriate, procedures for contacting emergency medical services, law enforcement agencies, or both.

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

Law enforcement authorities shall be notified any time District officials have a reasonable belief that an incidence of bullying is a violation of the law.

(Ref. Policy JICK, JICK-R, JICK-EA, JICK-EB)

WHAT IS NOT BULLYING? Adults must realize that not every unkind thing a child does constitutes bullying. For example:

- **Being left out is not always bullying**. It's natural for kids to have a select group of friends. Although they should be kind towards everyone, it's unrealistic to expect them to be close friends with every child they know, and be invited to every function or event.
- **Experiencing conflict is not bullying**. Learning to deal with conflict is a normal part of growing up. The key is for children to learn how to solve their problems peacefully and respectfully.
- **Not playing fair is not bullying.** Wanting a game to be played a certain way is not bullying. Children understand the concept of sharing, and should take turns being in charge of the game.

When observing the unkind behaviors your child experiences, be sure to label them correctly. This will help you know how to handle the situation appropriately so that your child can learn and grow from it.

Bus Discipline Procedures

Transportation is extended to students in the District as determined by District Policy EEAA. It is not a legal requirement except for transportation of students with special needs as required by their Individual Education Program. The Governing Board requires students to conduct themselves on the bus, prior to boarding the bus, and leaving the bus, in a manner consistent with established standards for classroom behavior. Bus misconduct may result in suspension from the bus and/or school, and/or discipline consequences for behavior on any other school property as defined in this Discipline Handbook. Students who have their bus privileges suspended are expected to be in attendance as per the State's compulsory attendance law.

The driver of a school bus is legally responsible for the orderly conduct and safety of all passengers being transported. All passengers are under the authority of the school bus driver. If there is a serious violation or safety concern on the bus, the driver may return the bus to the school where there is adult supervision. Student(s) may be removed from the bus and the parents will be notified to pick up their child. The driver also

reserves the right to sit a child where they deem necessary for a safe ride. Bus suspensions that occur at the end of the school year may carry over into the next school year.

Suspension from the bus may also result in other disciplinary consequences. All suspensions start only after parent contact. Every attempt will be made to contact the parent by phone. If unsuccessful, written notice will be mailed and/or e-mailed to parent. Transportation suspensions are progressive. Schools are notified of bus suspensions.

Students are afforded due process of disciplinary action. Contact the Transportation Department for details.

Glass, animals, insects, balloons, scooters and large instruments are not allowed on the bus. Electronic devices including cell phones may not be used on the bus as they are often used inappropriately and therefore may divert the attention of the bus driver. For students traveling to and from school events such as athletic games or band competitions, personal electronic devices are permitted since the students are supervised by at least one adult (i.e., coach) other than the bus driver during their time on the bus.

Students are required to ride their assigned bus to and from their assigned stop. If a student needs to ride another bus due to an emergency, parents must contact transportation. **NOTES TO THE DRIVER ARE UNACCEPTABLE**.

Video cameras may be on the buses. (Cameras are used by the District primarily for aiding student discipline on the buses.)

If the regional supervisor decides that the alleged misconduct warrants a consequence of a bus suspension, notice shall be provided to the parent/guardian that the student is being suspended from the bus. A suspension cannot be imposed unless the infraction was seen by the driver, the student confessed, or an investigation by the regional supervisor/campus administrator has been performed to verify the facts. All parents/guardians are entitled to view video by appointment with the transportation supervisor. If a parent/guardian disagrees with bus discipline, they may ask the director of transportation for an administrative review to ensure that policies and procedures were followed. The director of transportation will make the final decision regarding discipline action.

To report a transportation issue please visit Transportation's website at dvusd.org/transportation or call Transportation directly at (602)467-5090. (Ref. DVUSD Policy EE)

Career & Technical Education Discipline

DVUSD students electing to complete courses through a West-MEC facility need to be mindful of their responsibility as representatives of DVUSD. As such, students must adhere to DVUSD policies and procedures, as well as to all policies and procedures associated with the program(s) attended. Students are subject to disciplinary actions from DVUSD and/or West-MEC when violations of either handbook occurs.

For more information regarding discipline of students attending West-MEC programs, please visit west-mec.edu.

All discipline matters relating to students who are taking classes at another DVUSD school will be handled by their home school administration.

Children's Online Privacy Protection Act (COPPA)

Deer Valley Unified School District is committed to providing students with the most effective web-based tools and applications for learning. In order to do so, we abide by federal regulations that require parental consent as outlined below.

As required by the *Child Internet Protection Act* (CIPA), DVUSD has technology measures and policies in place which protect students from harmful materials. Email and websites are filtered so that content from inappropriate sites is blocked. For more information on CIPA, please visit fcc.gov/consumers/guides/childrens-internet-protection-act.

When student email addresses are utilized, it is important to note that students in grades K-8 can only email DVUSD staff members from their school accounts and cannot receive email from any outside email address. Outside individuals and companies will not be able to communicate with children in these grades.

Our District utilizes several computer software applications and web-based services operated by third parties. In order for our students to use these programs and services, certain basic information (generally student name, username, and email address) must be provided to the website operator. Under the federal *Children's Online Privacy Protection Act* (COPPA) law, these websites must notify parents and obtain parental consent before collecting information from children under 13 years of age. For more information on COPPA, please visit https://www.ftc.gov/tips-advice/business-center/guidance/complying-coppa-frequently-asked-questions

Under the *Children's Online Privacy Protection Act* (COPPA), verifiable parental consent is required for students under the age of thirteen (13) if accounts containing this information are created for them on third party websites or online services. Limited information for your child consisting of first name, last name, birth date, username and email address, and generalized location information as determined by such technologies as GPS, IP address, device sensor data, and wifi access points may be provided to the online resource for the purpose of securing confidential credentials and access to the technology for the student. This information will remain confidential and will not be shared except for providing online programs solely for the benefit of students and the school system. The law also permits schools, such as those in DVUSD, to consent to the collection of this information on behalf of all of its students, thereby eliminating the need for individual parental consent given directly to each website provider. Under no circumstances will student information be used by third party websites for commercial purposes.

Commencement/Promotion Ceremonies

Commencement and promotion ceremonies are a privilege, not a right. Therefore, appropriate student behavior throughout the school year is directly related to a student's privilege to participate in this ceremony. Students who engage or participate in behavior (a single event or a series of discipline issues) that violates any of the DVUSD standards for student conduct will be subject to the appropriate disciplinary consequences and may forfeit the privilege of participating in the commencement or promotion ceremony.

Community Education Program Discipline

Students in all Community Education programs must follow DVUSD policies and procedures. Discipline that occurs during the normal school day may effect their Community Education program status. For example, if a student is suspended from school for any length of time, they will also be suspended from all Community Education programs for the same length of time. Students in Community Education programs must also follow all rules and guidelines as described in the program handbook. Students that do not follow program guidelines and procedures may receive discipline ranging from written warnings to suspension from the program. Repeat occurrences may result in removal from the program. To view the Community Education Parent Handbooks, please visit the Community Education website, www.dvusd.org/communityed.

Custody & Legal Decision Making

In most cases, when parents are divorced or separated, both parents retain equal rights regarding their child. If a court order limits a parent's legal decision-making rights, a current copy must be provided to the school office. In the absence of a court order, the school will assume both parents have equal rights.

Parents/guardians are responsible for providing the schools with current legal documentation regarding custody and parental rights.

A student who resides with a parent or an individual granted legal decision-making authority within the district is considered a district resident. (Ref. DVUSD Policy JFAA)

Only a parent or guardian with legal decision-making authority may make educational decisions. Unless a court order states otherwise, the non-custodial parents retain the right to access student records and communicate with school staff.

The District remains neutral in all family and legal matters and will act only upon receipt of valid legal documentation or when there is a concern for student safety.

The District will make reasonable efforts to communicate with parents/guardians; however, schools are not responsible for duplicating all communications to multiple households. It is the responsibility of parents/guardians to communicate and share information with one another.

The school is not responsible for enforcing custody arrangements or mediating family disputes.

For more information on applying for guardianship of a minor, please visit https://superiorcourt.maricopa.gov/llrc/jg_group_1/.

Definition of School Grounds

DVUSD defines school grounds as the property on which a school is located, along with any property where a school sponsored event is occurring, regardless of location.

When appropriate, the District may discipline students for disorderly conduct on the way to and from school.

(Ref A.R.S. 15-341)

Digital Citizenship and Artificial Intelligence

Digital citizenship refers to the responsible and ethical use of technology and the internet. Educators and parents play a crucial role in reinforcing these expectations through education, open communication, and modeling positive digital behavior.

Artificial Intelligence (AI) is increasingly prevalent in technology systems used in daily life and education. Deer Valley Unified School District (DVUSD) recognizes the significance of AI while prioritizing student well-being and privacy, as well as academic integrity to support student learning and growth. Additional information about AI in DVUSD is available on the District website at www.dvusd.org/ai.

Digital citizenship and AI literacy lessons are delivered to DVUSD students in each grade, K-12. The lessons used in each grade address digital topics relevant to the specific age level and comply with the Federal Communications Commission (FCC) requirements for instruction on internet safety and appropriate online behavior. The District's selected digital citizenship lessons are part of Common Sense Education's Digital Citizenship Curriculum, designed to prepare students to navigate an increasingly digital world. The District's AI literacy lessons focus on developing student understanding of this emerging technology, how AI works, use implications, and ethical considerations. The grade-level lessons and corresponding parent resources on digital citizenship and AI literacy are available on the DVUSD website at https://www.dvusd.org/departments/cia/edtech/parent-resources/digital-citizenship.

Directory of DVUSD Schools

Anthem (K-8)
31020 N.E. Freedom Way
Anthem, AZ 85086
Phone: 623-376-3700
anthem.dvusd.org

Arrowhead (K-6)
7490 W. Union Hills
Glendale, AZ 85308
Phoenix: 623-376-4100
arrowhead.dvusd.org

Canyon Springs (K-8)
42901 N. 45th Avenue
Anthem, AZ 85087
Phone: 623-376-5200
canyonsprings.dvusd.org

Constitution (K-6)
18440 N. 15th Avenue
Phoenix, AZ 85023
Phone: 602-467-6100
constitution.dvusd.org

Copper Creek (K-6)
7071 W. Hillcrest Blvd.
Glendale, AZ 85310
Phone: 623-376-3900
coppercreek.dvusd.org

Desert Mountain (K-8)
35959 N. 7th Avenue
Desert Hills, AZ 85086
Phoenix: 623-445-3500
desertmountain.dvusd.org

Desert Sage (K-6)
4035 W. Alameda Road
Glendale, AZ 85310
Phone: 623-445-4700
desertsage.dvusd.org

Deer Valley Middle School (7-8)
21100 N. 27th Avenue
Phoenix, AZ 85027
Phone: 623-445-3300
dvms.dvusd.org

Desert Sky Middle School (7-8)
5130 W. Grovers Avenue
Glendale, AZ 85308
Phone: 602-467-6500
desertsky.dvusd.org

Diamond Canyon (K-8)
40004 Liberty Bell Way
Anthem, AZ 85086
Phone: 623-445-8000
diamondcanyon.dvusd.org

Esperanza (K-6)
251 W. Mohawk
Phoenix, AZ 85027
Phone: 623-445-3700
esperanza.dvusd.org

Gavilan Peak (K-8)
2701 W. Memorial Drive
Anthem, AZ 85086
Phone: 623-445-7400
gavilanpeak.dvusd.org

Greenbrier (K-6)
6150 W. Greenbriar
Glendale, AZ 85308
Phone: 602-467-5500
greenbrier.dvusd.org

Highland Lakes (K-8)
19000 N. 63rd Avenue
Glendale, AZ 85308
Phone: 623-376-4300
highlandlakes.dvusd.org

Inspiration Mountain (K-8)
5757 W. Inspiration Mountain Parkway
Phoenix, AZ 85083
Phone: 623-376-5400
inspirationmountain.dvusd.org

Hillcrest Middle (7-8)
22833 N. 71st Avenue
Glendale, AZ 85310
Phone: 623-376-3300
hillcrest.dvusd.org

Las Brisas (K-6)
5805 W. Alameda Road
Glendale, AZ 85310
Phone: 623-445-5500
lasbrisas.dvusd.org

Legend Springs (K-6)
21150 N. Arrowhead Loop Road
Glendale, AZ 85308
Phone: 623-376-4500
legendsprings.dvusd.org

Mirage (K-6)
3910 W. Grovers Avenue
Glendale, AZ 85308
Phone: 602-467-5300
mirage.dvusd.org

Mountain Shadows (K-6)
19602 N. 45th Avenue
Glendale, AZ 85308
Phone: 623-445-4300
mountainshadows.dvusd.org

New River (K-6)
48827 N. Black Canyon Highway
New River, AZ 85087
Phone: 623-376-3500
newriver.dvusd.org

Norterra Canyon (K-8)
2200 W. Maya Way
Phoenix, AZ 85085
Phone: 623-445-8200
norterracanyon.dvusd.org

Park Meadows (K-6)
20012 N. 35th Avenue
Glendale, AZ 85308
Phone: 623-445-4100
parkmeadows.dvusd.org

Paseo Hills (K-8)
3302 W. Louise Drive
Phoenix, AZ 85027
Phone: 623-445-4500
paseohills.dvusd.org

Sierra Verde (K-8)
7241 W. Rose Garden Lane
Glendale, AZ 85308
Phone: 623-376-4800
sierraverde.dvusd.org

Sonoran Foothills (K-8)
32150 N. Forth Foothills Drive
Phoenix, AZ 85085
Phone: 623-445-8400
sonoranfoothills.dvusd.org

Stetson Hills (K-8)
25475 N. Stetson Hills Loop
Phoenix, AZ 85083
Phone: 623-445-5300
stetsonhills.dvusd.org

Sunrise (K-6)
17624 N. 31st Avenue
Phoenix, AZ 85053
Phone: 602-467-5900
sunrise.dvusd.org

Sunset Ridge (K-8)
35707 N. 33rd Lane
Phoenix, AZ 85086
Phone: 623-445-7800
sunsetridge.dvusd.org

Terramar (K-8)
7000 W. Happy Valley Road
Peoria, AZ 85383
Phone: 623-445-7600
terramar.dvusd.org

The Traditional Academy at Bellair (K-6)
4701 W. Grovers Avenue
Glendale, AZ 85308
Phone: 602-467-5700
bellair.dvusd.org

Union Park (K-8)
25700 N. 21st Avenue
Phoenix, AZ 85085
Phone: 623-445-5800
unionpark.dvusd.org

Village Meadows (K-6)
2020 W. Morningside Drive
Phoenix, AZ 85023
Phone: 602-467-6300
villagemeadows.dvusd.org

West Wing (K-8)
26716 N. High Desert Drive SW
Peoria, AZ 85383
Phone: 623-376-5000
westwing.dvusd.org

High Schools

Barry Goldwater HS
2820 W. Rose Garden Lane
Phoenix, AZ 85027
Phone: 623-445-3000
bghs.dvusd.org

Boulder Creek HS
40404 N. Gavilan Peak Parkway
Anthem, AZ 85086
Phone: 623-445-8600
bchs.dvusd.org

Deer Valley HS
18424 N. 51st Avenue
Glendale, AZ 85308
Phone: 602-467-6700
dvhs.dvusd.org

Mountain Ridge HS
22800 N. 67th Avenue
Glendale, AZ 85310
Phone: 623-376-3000
mrhs.dvusd.org

Sandra Day O'Connor HS
25250 N. 35th Avenue
Phoenix, AZ 85083
Phone: 623-445-7100
sdohs.dvusd.org

Alternative Program

Pathways
Phone: 623-445-3000
dvusd.org/pathways

Alternative School

Vista Peak
19825 N. 15th Avenue
Phoenix, AZ 85027
Phone: 623-445-3900
vistapeak.dvusd.org

Online School

Aspire
Phone: 602-467-5708
dvusd.org/aspire

District Administrative Center
20402 N. 15th Avenue
Phoenix, AZ 85027
Phone: 623-445-5000
dvusd.org

Dress Code

The District encourages students to take pride in their attire as it relates to the school setting. Students should dress in a manner that, in addition to the following guidelines, takes into consideration the educational environment, safety, health, and welfare of self and others. The school administration retains the final discretion to determine that the clothing or accessory meets the dress code. Some exceptions may be made for special events, formal attire (dances), or spirit weeks.

During the school day:

- Clothing must fully cover the entire buttocks and may not be see-through. Regardless of garment type, shirts and tops must not expose bare midriffs, bare shoulders, or bra straps, nor be strapless, deeply or narrowly cut in the front, back, or under the arms. Muscle shirts and strapless tops are not permitted.

- Shoes must be worn at all times. Closed shoes are to be worn for any type of physical activity, such as physical education, cheer practice, weight lifting, etc. (shoes must have soles)

- Jewelry shall not be worn if it presents a safety hazard.

- Headwear may be worn on campus, but should be removed in the building or classroom if asked by a staff member. Students will not be asked to remove headwear that is worn for cultural and/or religious reasons.

- Sunglasses are not to be worn indoors. (without authorization from administration or the nurse)

- Obscene language or symbols, or symbols of drugs, sex, alcohol, or weapons on clothing are expressly prohibited. Clothing, accessories and/or jewelry may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected classification.

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

- Tattoos displaying defamatory writing, obscene language or symbols, or symbols of drugs, sex, alcohol, or weapons must be covered.

- Students may not wear clothing, accessories and/or jewelry that is worn with the intent to convey affiliation with a criminal street gang as defined in A.R.S. 13-105.

Exceptions for special activities or health considerations may be preapproved by the administrator.

Students who participate or volunteer in extracurricular activities, such as athletics, band, chorus, et cetera, are subject to the standards of dress as defined by the sponsors of such activities.

(Ref. DVUSD Policy JICA)

Due Process-Suspension/Expulsion
Disciplinary Record Keeping

1. **Discipline**—Discipline is administered by the principal/designee, the faculty and the staff.

2. **Referral**—Students will be referred to the principal/designee for violations outlined in the "Discipline Guidelines" section of this handbook and when their disruptive behavior interrupts the educational process.

3. **Due Process**—Students in the District have certain rights. They also have the responsibility to respect the rights and property of others. If a student fails to do this, disciplinary action will follow. In disciplinary cases, each student is entitled to due process. This means students:

   - must be informed of accusations against them;
   - must have the opportunity to accept or deny the accusations;
   - must have explained to them the factual basis for the accusations; and
   - must have a chance to present an alternative factual position if the accusation is denied.

   Parents will be contacted and given the opportunity to provide information that may be useful to the administrator in providing appropriate interventions or consequences.

4. **Short Term Suspension**—Short term suspension is defined as any suspension of ten (10) days or less. If the principal or designee decides that the alleged misconduct warrants a consequence of a suspension for ten (10) days or less, the principal/designee shall give the student an informal hearing and shall examine all the pertinent facts to determine whether or not a violation did occur. The student shall be afforded due process rights including the opportunity to present to the principal/designee his or her defense or position concerning the alleged violation. After the termination of the hearing, the principal/designee, upon the basis of all facts and information learned, shall determine the guilt or innocence of the student. If the student is found to be guilty, a consequence or suspension may be imposed for a period of time not to exceed ten (10) days. If a suspension is imposed, the principal/designee imposing the suspension shall keep a record of the aforesaid proceedings.

   Per DVUSD Policy JKD, there is no appeal process for a short term suspension of 10 days or less. However, a parent may request a campus administrative review to ensure that due process procedures were followed. If an administrative review shows that procedures were not followed, the consequences would be reviewed and, if warranted, changed to reflect a more appropriate consequence. Additionally, the student's discipline file would be updated to reflect the outcome of the administrative review.

   After the administration's review is complete, the principal's/designee's decision is final.

5. **Alternative Placement** Per A.R.S. 15-841 *As an alternative to a long-term suspension or expulsion, the District may reassign a student to an alternative education program. In addition, a student may be placed in an alternative education program based on the results of a long-term suspension hearing.*

6. **Long Term Suspension**—Long term suspension is defined as any suspension in excess of ten (10) days. If the principal/designee decides that the alleged misconduct is sufficiently serious so that the consequence should be suspension in excess of ten (10) days or expulsion, the accused student shall be afforded his or her due process rights. There shall be an investigation to determine if there is sufficient probable cause to charge the student with an act of misconduct, which may result in a suspension in excess of ten (10) days or an expulsion. When a student is charged by the principal/designee with misconduct, which may result in suspension in excess of ten (10) days or expulsion, the parent(s) or guardian of the student shall be

informed within a reasonable time period by telephone or letter of the charges against the student. The suspension shall be in accord with pertinent Arizona Revised Statutes. The ability to make up work for credit during long term suspension is at the discretion of the hearing officer or the Governing Board and will only be allowed in exceptional circumstances.

If a school administrator believes that a long term suspension may be warranted as a result of alleged misconduct of a student, the administrator/designee will notify the parent(s) in writing. The school administrator/designee shall also notify the School Operations Coordinator to schedule a long term suspension hearing.

If a long term suspension hearing is scheduled, the District will send by mail, or email, or cause to be mailed or delivered, notice of the hearing to the student's parent(s) at least five (5) working days prior to the hearing. The notice shall contain:

- The time, date and place of the hearing.
- The name of the hearing officer.
- A description of the alleged misconduct, the standard of student conduct allegedly violated and the proposed discipline.
- A copy of Policy JKD and A.R.S. 15-840, 15-841, 15-842, 15-843, and 15-844.
- A statement that the student and his or her parent(s) are entitled to various procedural rights as described in this policy.
- A statement that notice must be given to the superintendent/designee at least 24 hours before the hearing if the student or his parent(s) will have an attorney present.

The hearing shall be held at the time and place stated in the notice unless all interested parties agree otherwise. In the event the District is unable to contact the parents or guardians after taking reasonable steps to do so, the District may proceed to hold a hearing or take other steps regarding the discipline of the student.

At the conclusion of the hearing, the hearing officer shall determine whether discipline will be imposed, and, if deemed appropriate by the hearing officer, a long term suspension may be imposed immediately. Written confirmation of the hearing officer's decision shall be sent to the student's parent(s) within five (5) days after the hearing. A copy of the written decision shall be sent to the superintendent. If the decision is to impose a long term suspension, the written decision shall:

- Name the student.
- Describe the behavior that resulted in the long term suspension.
- State the beginning and ending dates of the suspension and the restrictions of the student's presence on campus and at school activities.
- Inform the parent(s)/guardian about suspension appeal procedures. Absent extenuating circumstances, once a due process hearing has concluded, no new testimony or documents may be presented.

7. **Suspension Due to Clear and Present Danger**—If in the best judgment of the principal/designee after reasonable investigation, the facts indicate that the presence of the alleged offender constitutes a clear and disruptive influence to the educational processes on campus, the principal or designee may suspend the student from the school pending a hearing and disposition of the case.

8. **Long Term Suspension Appeal**—If the hearing officer recommends a Long term suspension, the Governing Board will be informed, in writing, of that decision. Parent(s)/legal guardian(s) may appeal the decision for long term suspension based on one of the following reasons:

    - There was substantial non-compliance with Policy JKD.

- The pupil's legal rights, including the right to receive due process, were violated by the hearing or the hearing officer's decision.
- The discipline imposed by the hearing officer was unreasonable considering the circumstances present.

To appeal the decision of the hearing officer, parents must deliver a letter to the superintendent within five (5) working days after receiving notice of the decision of a long term suspension. The letter must describe in detail all objections to the hearing or the decisions rendered at the hearing. The Governing Board will review written material forwarded to them by the hearing officer and the parent's/legal guardian's letter of appeal. If the board feels more information is necessary, they will conduct another hearing. No new evidence can be admitted at the appeal hearing. The Governing Board will review the material in executive session. Unless requested in writing by the parents, the executive session will be closed. Upon review of the written material in executive session, the Governing Board may uphold, modify, or rescind the hearing officer's decision.

9. **Expulsion**—Expulsion is defined as permanent removal from school and all school activities. The hearing officer may recommend that a student be expelled from the District. That recommendation will be forwarded to the Governing Board, who will act on it. Parent(s)/legal guardian(s) may appeal the recommendation for expulsion based on one of the following reasons:

    - There was substantial non-compliance with Policy JKD.
    - The pupil's legal rights, including the right to receive due process, were violated by the hearing or the hearing officer's decision.
    - The discipline imposed by the hearing officer was unreasonable considering the circumstances present.

    The Governing Board will consider a hearing if there is an appeal of the hearing officer's recommendation for expulsion from the parent. The Governing Board will review the written material from the hearing officer and the parents and will hear testimony from the hearing officer, the school officials, and the student's family. No new evidence can be admitted at the appeal hearing.

    The Governing Board will conduct the hearing in executive session. Unless requested in writing by the parent(s)/guardian(s), the executive session will be closed. If the parent(s)/legal guardian(s) disagree that the hearing, held by the board, should be held in executive session, it shall be held in an open meeting unless:

    - If only one student is subject to the proposed action and disagreement exists between that student's parent(s)/legal guardian(s), then the board, after consultation with the student's parent(s)/legal guardian(s), shall decide in executive session whether the hearing will be in executive session.
    - If more than one student is subject to the proposed action and disagreement exists between the parents of different students, then separate hearings shall be held subject to the provisions of A.R.S. 15-843.

    Nothing in these procedures shall be construed to prevent the student(s) who are subject to the action and their parent(s)/legal guardian(s) and legal counsel from attending any executive session pertaining to the proposed disciplinary action or from having access to the minutes and testimony of such executive session or from recording such a session at the parent's/legal guardian's expense.

10. **Readmission**—When a student is expelled, the student's parent(s)/legal guardian(s) may request that the student be readmitted no sooner than one year after the date of the expulsion. The readmission of an expelled student can only be granted by the Governing Board, in its discretion, and may begin the semester following the decision to readmit.

11. **Student Disciplinary Record-Keeping**—Each principal or designee shall keep and retain complete records of pupil disciplinary actions and procedures. Records regarding pupil disciplinary actions shall be retained for at least four (4) years after graduation or withdrawal. The kinds of disciplinary actions for which an accounting shall be kept shall include, but not be limited to, suspension, placement in special classes and referrals of cases to police and juvenile authorities.

    The accounting for pupils subject to disciplinary action shall contain an entry of:

    - Pupil's full name.
    - Time, place and date of the offense or offenses, behavior observed.
    - Specific measures taken by person(s) reporting the offense to effect an adjustment, including the specialized help secured before referral, i.e., conferences with parent(s)/legal guardian(s), conference with principal, conferences with other school personnel, referrals to department of pupil, personnel services, etc.
    - Final disposition of the case.
    - Name of person(s) imposing the action or actions.
    - Statement of clarification by student or parent(s)/legal guardian(s) if either wishes.

Electronic Devices

To promote a safe and distraction-free learning environment for all students, and in accordance with Arizona House Bill 2484 (2024), this policy establishes the regulations regarding the use of personal electronic devices (PEDs), such as cell phones, smart glasses, and watches, by students during the school day.

This policy applies to all students enrolled in the Deer Valley Unified School District (DVUSD) during instructional hours, covering all areas of the school, including classrooms, hallways, restrooms, lunch areas, assemblies, and any school-sponsored activities on campus during the regular school day.

Students are required to keep their personal electronic devices turned off and stored away throughout the school day, unless they obtain explicit permission from a DVUSD staff member for instructional or health-related purposes.

Permissible Use Scenarios

- When authorized by a teacher for instructional purposes.
- When authorized by a healthcare plan (e.g., monitoring glucose levels).
- During emergency situations, as directed by staff.
- By students with 504 plans or IEPs if PED use is an approved accommodation.

Prohibited Use

Unless one of the permissible use scenarios applies, students may not:

- Use PEDs in the classroom, hallways, restrooms, lunchrooms, or common areas.
- Take photos, videos, or make recordings at school.
- Use messaging, calling, or social media apps during school hours.

Recording in the classroom or anywhere on campus without prior administrative permission may be a violation of FERPA. Please see Bus Discipline Procedures on P. 4 regarding personal electronic devices on the bus.

Students should understand that they bring a personally-owned electronic device on campus at their own risk. DVUSD assumes no liability for the loss, theft, or damage of any personally owned electronic device on campus.

All District-issued devices are intended for educational purposes only. These devices are subject to search by District staff and inappropriate use and/or access may result in a loss of the privilege of using the device as well as discipline. Parents/guardians may be held liable for the repair or replacement costs of any school equipment or property that a student uses at home or at school and is, willfully or through negligence, damaged or lost.

Emergencies On Campus

DVUSD campuses have Emergency Response Plans (ERPs) written specifically for their sites. These Emergency Response Plans were written in partnership with local law enforcement and are continually updated. Drills are conducted on a monthly basis to properly train students.

When the news breaks that an emergency is taking place at a school, every parent's first reaction is to rush to the campus to pick up his or her child. The fact is, numerous parents arriving at a school at the same time can increase the risk to students. If an emergency occurs at your child's campus, you will be notified immediately through either text, email, or voice mail with the most current information available along with procedures to follow. Additionally, information will be available on the school's webpage. Please be sure that your most current contact information is on file at your child's school.

Please note: DVUSD and our schools only use parent email addresses and phone numbers to contact families about emergencies, absences, school events, etc. and will not share this information with outside entities.

Parent Concern Contact Information

District Office Reception **Phone: 623-445-5000** **Hours: 8:00 a.m. – 4:30 p.m.**
This phone number is a direct line to the District Office during regular business hours. The District Receptionist will direct the caller to the appropriate area to report a concern.

School Operations **Phone: 623-445-4927** **Hours: 8:00 a.m. – 4:30 p.m.**
School Operations personnel can help with school concerns or issues that parents or students may have in addition to the needs of the public regarding school functions and school activities.

Anonymous Safe School Hotline **Phone: 623-376-3262** **Hours: 24 hours/7 days a week**
The DVUSD has established an Anonymous Hotline for students, parents, educators, and community members to report rumors or information on criminal activity on campuses or against Deer Valley students. DVUSD encourages any information on possible crimes or violent activity to be reported immediately, even if the information is merely a rumor. These calls can be made anonymously, as the District's goals are to maintain safe, secure campuses. In addition, calls on suspected drug use, vandalism, or thefts are welcomed to help hold accountable those who commit criminal acts. When appropriate, information from the Safe Schools Hotline will be shared with local law enforcement. The hotline will be monitored throughout every school day, but should not be considered a replacement for 911. In an emergency or situation requiring immediate police action, (i.e., fire, crime in progress, etc.) a call should be made to 911 to make an immediate report to the proper authorities. Maintaining safe campuses requires the efforts of everyone in the District, including students, parents, educators, and support staff. Safety is an ongoing commitment that is possible only through the efforts of every member of the campus community. Your call could make the difference!

Safe Schools Reporting Form (Electronic)
Students, parents and community members can report rumors or information electronically here. Reporters can stay anonymous, if they wish.

Safe Schools Department **Phone: 623-445-4951** **Hours: 7:30 a.m. – 4:00 p.m.**
The Safe School line is used during regular business hours to help parents, students, and community members discretely report important information such as threats, rumors, and criminal activity. Safe Schools information can be found here.

Answer Now **Phone: 602-787-3974** **After normal business hours**
In an effort to facilitate communications between schools and community members outside of normal hours, the District has subscribed to an answering service. Answer Now is available in the evenings and during school holidays to relay messages from parents, staff members, or the community. There are three areas of focus: Transportation, Facility/ Maintenance, and Safety/Welfare. Answer Now is to be used only in emergencies that may involve a significant maintenance problem or a matter involving the safety or welfare of staff or students.

Family Educational Rights & Privacy Act (FERPA)
Annual Notification To Parents
Regarding Confidentiality Of Student Education Records
[34 C.F.R. 300.561 and 300.572]

Dear Parent,

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. The Governing Board has established written policies regarding the collection, storage, retrieval, release, use, and transfer of student educational information collected and maintained pertinent to the education of all students to ensure the confidentiality of the information and to guarantee parents' and students' rights to privacy. These policies and procedures are in compliance with:

- The Family Education Rights and Privacy Act; Title 20, United States Code, Sections 1232g and 1232h; and the Federal Regulations (34 C.F.R., Part 99)issued pursuant to such act;
- Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act);
- The Individuals with Disabilities in Education Act; 20 U.S.C. Chapter 33; and the Federal Regulations (34 C.F.R. 300); and
- A.R.S. 15-141 and 15-142

Student education records are collected and maintained to help in the instruction, guidance, and educational progress of the student, to provide information to parents and staff members, to provide a basis for the evaluation and improvement of school programs, and for legitimate educational research. Student records maintained by the District may include—but are not limited to—identifying data, report cards and transcripts of academic work completed, standardized achievement test scores, attendance data, reports of psychological testing, health data, teacher and counselor observations, and verified reports of serious or recurrent behavior patterns.

These records are maintained by the District under the supervision of the school administrator at the school the student attends or last attended and are available only to the teachers and staff members working with the student. Upon request, the school discloses education records without consent to officials of another school District in which a student seeks or intends to enroll. Otherwise, records are not released to most agencies, persons or organizations without prior written consent of the parent (34 C.F.R. 99.7).

You shall be informed when personally identifiable information collected, maintained, or used is no longer needed to provide educational services to your child. The information must be maintained for four (4) years after the date your child was last enrolled in this school District.

You have the right to inspect and review any and all records related to your child within forty-five (45) days of the day of receiving a request for access, including a listing of persons or organizations who have reviewed or have received copies of the information (34 C.F.R. 99.7). Parents who wish to review their children's records should contact the principal for an appointment or submit to the principal a written request that identifies the record(s) you wish to inspect. School personnel will make arrangements for access and notify you of the time and place where the records may be inspected. School personnel will be available to explain the contents of the records to you. Copies of student education records will be made available to parents when it is not practical for you to inspect and review the records at the school. Charges for the copies of records will be costs of copying unless the fee prevents the parent from exercising rights to inspect and review those records.

You have the right to request that an amendment be made to the student's education records and to add comments of your own if you believe information in the record file is inaccurate or misleading (34 C.F.R. 99.7(a)(1)). You should write the principal, clearly identify the part of the record you want changed, and specify why it is inaccurate or misleading. If the school decides not to amend the record as requested by you, the school will notify you of the decision and advise you of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to you when notified of a right to a hearing.

You have the right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on a school board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

You have the right to file a complaint with the Family Educational Rights and Privacy Act Office in Washington, D.C., concerning alleged failures by the school to comply with the requirements of FERPA (34 C.F.R. 99.7). The name and address of the office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

Copies of the District student education records confidentiality policies and procedures may be reviewed in the assigned office of each school 34 C.F.R. 99.7(a)(5) and 99.7(b)).

Food & Nutrition

Deer Valley Unified School District participates in the USDA National School Breakfast and National School Lunch Programs. We are committed to offering nutritious meals at affordable prices. All menu offerings are developed to meet USDA standards, be cost effective and meet the tastes of our students. Our cafeterias serving K-8 offer three to four different entrée options daily, one of which is always vegetarian. School lunches include five meal components (fruit, vegetable, grain, protein, and milk). Although students are encouraged to take all five components, they only need to select three, one of which must be a fruit or vegetable. Students are able to supplement their meal with additional servings of fruits and vegetables, second portions, and snacks sold a la carte. In order to support the increased independence of our high school students, they are offered an even wider variety of options for both breakfast and lunch. Options include yogurt, breakfast sandwiches and fresh fruit for breakfast and fresh salads, Mexican, Asian, Italian and deli items for lunch. Please visit your school's cafeteria website for more specific menu information.

Visit the Food & Nutrition webpage at dvusd.org/nutritioninformation for additional information on the following information:

- Menus
- Nutrition Facts and Allergens
- Special Diet Accommodations
- Wellness Policy and Information
- Nutrition Education
- Smart Snacks and Fundraising

MEAL ASSISTANCE

Due to DVUSDs participation in the USDA school meal programs, all households have the opportunity to apply for free or reduced price meals. Notification regarding free and reduced price meal applications, along with a parent letter and application instructions is sent at the beginning of the school year. Meal applications and instructions can be found online at www.EZMealApp.com or www.dvusd.org/mealassistance. These documents are available on the DVUSD website, in each school's front office and cafeteria, and at the Food & Nutrition Department Office, located at 21421 N. 21st Ave., Building 2, Phoenix, AZ 85027.

PAYMENT OPTIONS, MEAL ACCOUNT BALANCES and ACCOUNT MONITORING

Students can pay for their meals and a la carte items using cash, check or pre-paying on their account at www.EZSchoolPay.com. Parents can also use EZSchoolPay to view student spending and set up low balance reminders at no cost. Please visit the Food & Nutrition webpage at dvusd.org/studentaccounts to learn more about EZSchoolPay.

Both positive and negative account balances carry with your student from year to year and school to school within DVUSD. Graduating or withdrawing student account balances can be transferred to younger siblings, donated to assist students in need, or refunded. Refund requests for graduating seniors and those not returning to DVUSD, must be submitted by June 30 of each school year. Unclaimed balances will be cleared the following school year. Refund requests should be submitted to DV.Lunch@dvusd.org. Student name & ID#, parent/guardian name and mailing address should be included in request.

POLICY ON UNPAID MEAL CHARGES

Grades Pre-K Thru 8

It is the policy of DVUSD to provide a complete meal to all students. In the event a student's account has no funds to pay for the meal the account will be charged, resulting in a negative balance. Parents/guardians shall

be contacted for payment through phone calls, emails and written notification. See All Grade Levels paragraph below for additional information.

Grades 9 - 12

Should a student in grades 9 – 12 have insufficient funds to pay for a meal, up to one negative meal charge is allowed. Once a student has reached the limit of one meal charge, they will be provided with an alternative meal, for which the student's account will be charged. Negative meal charges will not be allowed during the last ten days of the school year.

All Grade Levels

À la carte purchases are not permitted when the account has a negative balance. Negative balances carry with your student from year to year, and school to school, until payment is received. When a negative account balance exceeds the dollar amount equivalent to ten lunches: the principal, counselor and/or designated staff member from the Food & Nutrition Department will contact the student's parent(s)/guardian(s) to determine an appropriate resolution. The student's parent(s)/guardian(s) will be provided application materials for the free and reduced price meal programs.

SAFE AND HEALTHY EATING

Each cafeteria encourages your student to be seated upright when eating and not to be distracted. Please encourage them to eat slowly, take small bites, and fully chew and swallow their food before talking or laughing. If you pack a lunch and send it with your child, please avoid food items that could be difficult to chew or which could possibly cause choking. Please encourage your student not to eat while walking, running, or engaging in other activities and encourage them to avoid children's games that involve catching a food item in the mouth or putting large amounts of food into the mouth. Eating in the cafeteria should be fun and social, but eating in the cafeteria is a privilege. For those who misbehave or fail to follow these directions, cafeteria privileges may be revoked.

CLASSROOM PARTIES and OTHER FOOD SALES

Classroom parties are exempt from the Smart Snacks Standards. Maricopa County Environmental Services states that only store-bought items can be served in the classroom. The store-bought items should not require refrigeration and must arrive in the classroom sealed. (For example, parents cannot open the package of cupcakes to add extra decorations.) Students and parents can bring in and serve fruits and vegetables that are washed and cut in the classroom to be served immediately. Concession/DECA stores can sell pre-packaged/unopened foods that do not require refrigeration and that meet Smart Snacks Standards.

Food deliveries to students from delivery services or restaurants are not allowed during the school day. Any food items delivered will be held in the office for pick up at the end of the school day.

Gang Activity Or Association

Gangs that initiate, advocate, or promote activities that threaten the safety or well-being of persons or property on school grounds or disrupt the school environment are harmful to the educational process. The use of hand signals, graffiti, pictures, drawings, etc., or the presence of any apparel, jewelry, accessory, or manner of dress or grooming that, by virtue of its color, arrangement, trademark, symbol, or any other attribute indicates or implies membership or affiliation with such a group is prohibited because of the disruption to educational activities that results from such activities or dress. It is the District's position that such activities and dress also present a clear and present danger to other District students and to District staff members.

Any activity involving initiation, hazing, intimidation, assault, or other activity related to group affiliation that is likely to cause or does cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to students or others is prohibited.

Any student wearing, carrying, or displaying gang paraphernalia and/or exhibiting behavior or gestures that symbolize gang membership, or causing and/or participating in activities that intimidate or adversely affect the educational activities of another student or the orderly operation of the schools shall be subject to disciplinary action.

(Ref. DVUSD Policy JICF)

General Behavioral Expectations

Students are expected to conduct themselves in a manner that is consistent with the vision, goals, and beliefs of the Deer Valley Unified School District. Accordingly, students are prohibited from engaging in behavior that (1) obstructs, disrupts, or interferes with the educational, administrative, disciplinary, or other activity sponsored or approved by the District, (2) endangers or threatens the safety of any person, or (3) inflicts or threatens to inflict damage on property of the District, employees, students, or others. In addition, students who have committed or are believed to have committed a crime may be subject to school discipline (A.R.S. 15-843(B)(4)).

School rules and other reasonable expectations of appropriate student behavior are extended to include student conduct while off campus during the regular school day. This may include student conduct while traveling to and from school, and during lunch and release times. School authorities may discipline a student for any misconduct while off campus during these times. Additionally, schools may discipline students for use of technology, including social media, messaging apps, email, gaming platforms, or any digital communication tools, to convey threats and/or harassment towards a school or speech that causes a disruption to the campus. School rules will be enforced for all school events on or off District property. (A.R.S. 13-2916)

Students who fail to abide by this general behavioral expectation will be subject to appropriate discipline, regardless of whether the conduct violates any specific provision of prohibited behavior, and may be cause for revocation of open enrollment admission status.

Hazing

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

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

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

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

It is no defense to a violation of this policy if the victim consented or acquiesced to hazing.

In accordance with statute, violations of this policy do not include either of the following:

- Customary athletic events, contests or competitions that are sponsored by an educational institution.
- Any activity or conduct that furthers the goals of a legitimate educational curriculum, a legitimate extracurricular program, or a legitimate military training program.

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

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

To assure that students and staff are aware of its content and intent, a notice of this policy and procedure shall be posted conspicuously in each school building and shall be made a part of the rights and responsibilities section of the student handbook. Forms for submitting complaints are to be available to students and staff in the school offices.

Disposition of all reports/complaints shall be reported to the Superintendent. The Superintendent will determine if the policies of the District have been appropriately implemented and will make such reports and/or referrals to the Board as may be necessary.

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

(Ref. DVUSD Policy JICFA, JICFA-R, JICFA-EA, JICFA-EB)

Immunization Requirements

The State of Arizona has revised the immunization requirements for preschool, kindergarten and first grade children entering school for childcare. In addition to Diphtheria, Pertussis, Tetanus (DPT) and Polio (OPV), Varicella (Chicken Pox) immunizations, youngsters need to complete a second dose of the Measles, Mumps, Rubella (MMR) vaccine and receive at least the first dose in a series of three for Hepatitis B prior to starting school. Children entering Preschool will need Hepatitis A immunizations (there are two needed) and 3-4 Hib vaccines. Children turning 11 years old, regardless of grade, will need to have a Tdap and Meningitis Vaccine.

Parents and guardians should contact their physician, the Arizona Immunization Program Office (602-364-3630) or their school nurse if they have questions or would like clarification. Copies of the immunization form are available at all District schools. The form includes a place for certification of religious, medical or personal exemptions, if appropriate.

Pupils who lack documentary proof of immunization shall not attend school during outbreak periods of communicable immunization-preventable diseases as determined by the Arizona Department of Health Services or local health department. The Department of Health Services or local health department shall transmit notice of this determination to the school administrator responsible for the exclusion of the pupils.

For information on free immunization clinics, please call the Maricopa County Department of Public Health at 602-506-6900 or visit maricopa.gov/1809/Locations.

(Ref. DVUSD Policy JLCB)

Individuals with Disabilities Education Act – IDEA
Special Instructional Programs

The District will ensure that all children, including children attending private schools, within the District's jurisdiction who have suspected disabilities are identified, located, and evaluated. The process of identifying, locating, and evaluating students with disabilities is important to the provision of educational opportunities for all students. Children, aged birth through three years, suspected of having a disability will be referred to the Arizona Early Intervention Program for evaluation and, if appropriate, services. Children aged 2.9 years – 5 years are screened by the school District. It is the process of identification, evaluation, and development of program, placement, and the provision of services – its sensitivity, its accuracy – that will determine much of what happens with students during the remainder of their educational lives.

This process is guided by a variety of laws and regulations regarding identification, evaluation, development of program, placement, and the provision of services enacted at both the state and federal levels.

Procedural Safeguards:

Children with disabilities and their parents are guaranteed procedural safeguards with respect to the provision of free appropriate public education (FAPE). A copy of the procedural safeguards notice shall be given to the parent upon initial referral for evaluation. If you suspect your child of having a disability, birth – age 22, contact the administration at the local campus.

If the District and parents or guardian do not agree on the identification, evaluation, education placement of a child with a disability, and provision of FAPE (free appropriate public education), either the District or parent/guardian may request any of the following through the Arizona Department of Education - Exceptional Student Services:

- Mediation – The Arizona Department of Education (ADE) will provide a facilitator trained in the mediation process to assist both the District and parent/guardian in resolving the issues.
- Early Resolution – The Arizona Department of Education will provide trained staff to assist both the District and parent/guardian in resolving the issues. This is normally handled by phone and the final resolution provided in writing by ADE.
- State Complaint – The Arizona Department of Education provides trained investigators to review all records when a parent/guardian files a state complaint in writing. ADE will determine if the District is or is not in compliance and issue the findings in writing.

- Due Process – A parent/guardian or the District may initiate a due process hearing. A due process hearing is overseen by a hearing officer and is the most formal method of resolution.
-

Procedural Safeguards under IDEA

Individuals with Disabilities Education Act – IDEA
Student Discipline

When a student is receiving special education services, is being considered for special education services, or has received special education services in the past, and violates the discipline code of the school and/or school District and is recommended for a suspension of more than ten (10) days during the school year (a possible change in placement), a manifestation determination review conference must be held.

A recommended suspension of a special education student for more than ten (10) consecutive days, or a series of suspensions totaling more than ten (10) days, may constitute a change of placement and shall require a manifestation determination review conference. Such a conference shall be for the purpose of determining whether or not the offense is a manifestation of the student's disability. The parent(s)/legal guardian(s) is notified in writing that a possible suspension and/or expulsion is being considered.

For the manifestation determination review conference to occur, a manifestation determination review (MDR) team is convened. The MDR team is comprised of members of the IEP team on the school staff that are knowledgeable about the nature of the student's disability and, if possible, about the student. Prior written notice and procedural safeguards are given to the student and parent(s)/legal guardian(s) per IDEA (Individual with Disabilities Education Act) and ADE/ESS (Arizona Department of Education/Exceptional Student Services). The student and the student's parent(s)/legal guardian(s) are invited. At the conference, the following will occur:

- Student's explanation of the incident.
- Professionals' explanation of the incident (those who were involved in the investigation of the incident).
- Review of the current IEP if student is receiving special education services.
- Review of the behavior plan; if there is no behavior plan, a functional behavioral analysis must be done.
- Review of any other data or information relevant to the situation.
- Determination of the relationship of the behavior to the disability (manifestation determination).
- Consideration of the necessity for further assessment and/or evaluation is discussed. If further evaluation is necessary, decisions concerning the relationship of the behavior to the disability will be on hold until the completion of the evaluations.
- Need for interim placement is discussed.

After the decision has been made, prior written notice and procedural safeguards are given to the student and parents/legal guardian(s) per IDEA and ADE/ESS, the team must develop, review, and/or revise the behavior plan within ten (10) days of the action. If the behavior is caused by, or substantially related to the disability, then suspension and/or expulsion cannot occur. However, the student's educational program will be reviewed and revised and the [Individualized Education Program (IEP)] team may determine a change of placement/location of services. The District will determine the location of services. (34 C.F.R. 300-519)

If the behavior is not caused by, or substantially related to the disability, suspension and/or expulsion can occur; however, an education program must be delivered to the student who is on an IEP. The IEP team develops this program. The delivery of the educational program can occur through placement on an

alternative campus, self-contained public, self-contained private and/or residential setting, or home setting, as determined by the IEP team.

If there are any questions, the administrator should contact the Director of Student Support Services. The findings and all conference notes are forwarded to the District's hearing officer. If necessary, special education staff may be invited to the hearing.

If the parent(s)/guardian(s) do not agree with the findings of the IEP conference, they can pursue administrative remedies available to them under IDEA. The District, if it is deemed that the student is a threat to the educational environment, may remove the student from the educational environment until due process has been served. An interim placement will be activated while the due process is taking place. (34 C.F.R. 300-519)

(Ref. DVUSD Policy JKD)

Injunctions Against Harassment

An *Injunction Against Harassment* is a civil order issued by a court. The order prohibits a person from harassing or annoying another person.

Occasionally, a student will petition a court to issue an injunction against another student on that campus. If the court issues the order, please keep in mind the following:

- The injunction is effective only when the defendant is served with a copy of the injunction.
- A copy of the court order must be given to the school.
- The injunction expires one year from the date the order was served, unless otherwise stated on the order.

We are legally obligated to educate both students and, simultaneously, abide by the order of the court. Therefore, when possible, every attempt will be made to keep the students separated as much as possible while at school. If it's necessary to change the schedule of a student in order to keep both students separated, a change to the schedule of the defendant listed in the order will be made.

Insurance Declaration of Insurance Coverage Status

The Deer Valley Unified School District is neither required nor obligated under any law or customary practice to carry health, dental, life, or personal injury protection (PIP) insurance for its students and therefore does not provide these coverages to its student population, individually or collectively. It is up to the parents/guardians to obtain these coverages for their own child if in the event the child should become injured or ill while at school or elsewhere. The parents/guardians assume responsibility for their child's own medical care and related costs.

An optional school day or 24-hour accident policy is available at school through a private agency. Information on the policy is available from each school office. Information on the policy is provided as a service; the District has no connection with the insurance company. Parents/Guardians may purchase insurance at any time throughout the school year. www.studentinsurance-kk.com

In an emergency, the school may call paramedics who may decide that an ambulance should be called. These services are paid for by the parent/guardian.

Internet & E-Mail User Acknowledgement

The DVUSD network is provided for students/users to conduct, research access curriculum resources, complete assessments, collaborate and communicate for academic purposes only as determined by the District curricula. Independent access to network services is provided to students/users who agree to act in a considerate and responsible manner. Access is a privilege, not a right, and entails responsibility. Students are responsible for appropriate behavior/communication on school computer networks, just as they are in classrooms or school buildings. Network storage areas may be treated like school lockers. All network administrators/teachers may review files and communications to maintain system integrity and ensure responsible use of the Internet by requesting a search history of websites visited to ensure that such use meets the District's intent as a tool for academic purposes. Files stored on District servers are not private. Communications are public and often uncensored and students may come in contact with materials that are controversial or inaccurate from all around the world. The District uses an internet filtering mechanism that promotes the safety and security of the use of the District's online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. The District is not responsible for the accuracy or appropriateness of information retrieved, or for lost, damaged or unavailable information. Outside of school, families must bear the responsibility for such guidance as they also must do with information sources such as television, telephone, movies, radio and other potentially offensive media.

The following are not permitted:

1. Send, access, download or display offensive messages or pictures
2. Use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language
3. Harass, insult or attack others
4. Damage computers, systems or networks
5. Violate copyright laws and regulations
6. Use passwords of others
7. Share passwords with others
8. Impersonate others or trespass in others' folders, work or files
9. Employ the network for commercial purposes
10. Provide personal information, i.e., names, addresses, phone numbers, card numbers, etc.
11. Tamper as defined in A.R.S. 13-2316 and as described under the infraction Computer/Network Infraction/Telecommunication Device and in the DVUSD Student Rights and Responsibilities Handbook
12. Students may not install, copy, or download games, music, movies, and any unauthorized software or violate any copyright laws
13. Post chain letters or engage in "spamming"
14. Unauthorized access to District network resources

Sanctions:

1. Violations of the above may result in a loss of access
2. Violations of the above may be subject to disciplinary action including expulsion/dismissal
3. When applicable, law enforcement agencies will be involved

(Ref. DVUSD Policy IJNDB)

Interviews, Searches, & Arrests

Interviews

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

When child abuse or abandonment of a student is alleged:

If a Department of Child Safety worker or peace officer enters the campus requesting to interview a student attending the school, the school administrator shall be notified. Access to interview shall be granted when the child to be interviewed is the subject of or is the sibling of or is living with the child who is the subject of an abuse or abandonment investigation. The personnel of the District shall cooperate with the investigating child protective services worker or peace officer. If a student is taken into temporary custody in accordance with A.R.S. 8-821, the child protective services worker or peace officer may be reminded to notify the student's parent of the custody, pursuant to A.R.S. 8-823. The child protective services worker or peace officer shall be requested to establish proper identification and complete and sign a "Form for Signature of Interviewing Officer." Six (6) hours following the relinquishment of custody by the school, school personnel may respond to inquiries about the temporary custody of the child and may, if considered necessary, call the parent.

*Abuse or abandonment is **not** alleged*:

No issue of student population safety is presented. If a peace officer enters the campus requesting to interview a student attending the school on an issue other than upon request of the school or for abuse or abandonment, the school administrator shall be notified. If the officer directs that parents are not to be contacted because the interview is related to criminal activity of the parent(s)/guardian, the school official shall comply with the request. Unless these circumstances exist the parent will be contacted and will be asked if they wish the student to be interviewed. If the parent consents the parent will be requested to be present or to authorize the interview in their absence within the school day of the request. Where an attempt was made and the parent(s) could not be reached or did not consent within the school day of the request, the peace officer will then be requested to contact the parent(s) and make arrangements to question the student at another time and place.

Safety of the student population is of concern. When a peace officer is present on the campus to interview students at the request of school authorities due to concerns for the safety of the students in the school population, parent contact shall only be made if a student is taken into custody or following the determination that the student may be subject to discipline for a serious offense. The SRO, present at the request of the school for the continued maintenance of safety and order, may interview students as necessary regarding school related issues as determined by school officials and parents will be contacted if the student is to be taken into custody or if the student is subject to discipline for a serious offense.

Staff members are to report any suspected crime against a person or property that is a serious offense, involves a deadly weapon or dangerous instrument or that could pose a threat of death or serious injury and any conduct that poses a threat of death or serious physical injury to employees, students or others on school property. All such reports shall be documented and communicated to the Superintendent who shall be responsible for reporting to local law enforcement. Conduct that is considered to be bullying, harassment or intimidation shall be addressed according to Policy JICK as required in A.R.S. 15-341(A)(36).

The District is to notify the parent or guardian of each student who is involved in a suspected crime or any conduct that is described above, subject to the requirements of federal law.

Searches

School officials have the right to search and seize property, including school property temporarily assigned to students, when there is reason to believe that some material or matter detrimental to health, safety, and welfare of the student(s) exists. Disrobing of a student is overly intrusive for purposes of most student searches and is improper without express concurrence from School District counsel.

Items provided by the District for storage (e.g., lockers, desks) or personal items are provided as a convenience to the student but remain the property of the school and are subject to its control and supervision. Students have no reasonable expectancy of privacy, and lockers, desks, storage areas, et cetra, may be inspected at any time with or without reason, or with or without notice, by school personnel.

Arrests

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

(Ref. DVUSD Policy JIH)

Like lockers and desks, parking lots are provided by the school as a courtesy and are subject to its supervision. If the school has a reasonable suspicion that a dangerous or prohibited item is in a vehicle in the student parking lot, school officials have the right to search that vehicle.

Law Enforcement On Campus

Safety is a priority in the Deer Valley Unified School District, and law enforcement officers play a key role in that effort. Law enforcement personnel, including School Resource Officers and School Safety Officers, are present on our campuses to support a safe learning environment. Law enforcement officers may also be present for various school-related activities. All officers are expected to adhere to professional standards, including the use of standard equipment and body cameras, to maintain safety. (Ref. DVUSD Board Policy JIH, JIH-EB, JIH-EC)

Mandatory Reporting

School personnel are often the source of referral for child abuse allegations because of their extensive contact with children on a daily basis. They are often the first people to whom children disclose abuse or who suspect abuse because they recognize behavioral or physical changes in the children. School personnel are required by law to report all cases of suspected abuse. Therefore, school personnel should be familiar with the legal requirements for the identification and reporting of child abuse.

The Arizona mandatory reporting law, A.R.S. 13-3620 requires that school personnel, or any person who has responsibility for the care or treatment of a minor, who reasonably believes that a minor has been the victim of physical injury, abuse, child abuse, a reportable offense or neglect that appears to have been inflicted on the minor by other than accidental means shall immediately report or cause a report to be made of this

information to the Arizona Department of Child Safety (DCS) and the police. This means that if there are any facts from which one could reasonably conclude that a child has been the victim of one of the above listed offenses, the person knowing those facts is required to report those facts to the appropriate authorities. This immediate report is to be made regardless of who the alleged perpetrator is. Your duty is to report, not to investigate. If school personnel fail to report known or suspected child abuse or neglect, then they have committed a crime that is punishable under Arizona state law.
In addition to the mandate in A.R.S. 13-3620, A.R.S. 15-514 states that any certified person or governing board member who reasonably suspects or receives a reasonable allegation that a person certified by the State Board of Education has engaged in conduct involving minors that would be subject to the reporting requirement of A.R.S. 13-3620 shall report or cause reports to be made to the Department of Education in writing as soon as is reasonably practicable but no later than three (3) business days after the person first suspects or receives an allegation of the conduct.

Both statutes (A.R.S. 13-3620 and A.R.S. 15-514) grant immunity from civil damages to those making reports, provided the report was made in good faith. A.R.S. 13-3620 also grants immunity from any criminal proceeding to those making reports, unless the reporter has been charged with or is suspected of committing the abuse, or is acting with malice.

DCS is authorized by A.R.S. 8-802(B), A.R.S. 8-471(E)(3), A.A.C. R21-4-103(F) to interview a child without notice to or consent of a parent, guardian, or custodian. Schools are not allowed to contact, directly or indirectly, the parent, guardian or custodian of the child unless specifically requested or authorized by the DCS investigator to do so. If the DCS investigator determines that temporary custody is clearly necessary to protect the child from abuse or neglect, the school will be provided with a Notice of Removal and the parent, guardian or custodian will be provided with a Temporary Custody Notice in accordance with A.R.S. 8-823. Because of the sensitive and confidential nature of a DCS investigation, school personnel and others are not permitted to be present during the interview of a child, nor can they be informed of what was discussed (A.R.S. 8-807).

In accordance with Arizona law (A.R.S. § 13-3620), school staff are required to report suspected non-accidental physical injuries involving minors. If a student reports, or school personnel reasonably believe, that a student has suffered a physical injury caused by another person, including another student, and the injury appears to be non-accidental or cannot reasonably be explained as accidental based on the available information, the school may be legally required to notify law enforcement. These reports are mandated by law and are made to ensure student safety and facilitate an appropriate investigation by the proper authorities.

Medications On Campus

All prescription medications must have a written order from the physician stating the name of the medicine, the dosage, and the time it is to be given and must be stored in the Health Center:

- Written parent permission medication forms are available in the Health Center if medication is needed during the school day. Each bottle of medication must be in the original container and the medication form filled out and on file in the Health Center. (Ref. DVUSD Policy JLCD-E)

- Inhalers and self-administered "Epi-Pens" may be carried if the proper medication form has been completed and signed. The form will be filed in the Health Center. (Ref. DVUSD Policy JLCD-R)

- Diabetes Self-Management Authorization Form must be completed and signed, if a student is authorized to carry and self-administer diabetic medications. A student may carry a copy of the

Diabetes Self-Management Authorization Form (DVUSD Form HS P-4) with supplies. A copy will be on file in the Health Center.

All over-the-counter medications must be stored in the Health Center:

- Written parent permission medication forms are available in the Health Center if medication is needed during the school day. Each bottle of medication must be in the original container and the medication form filled out and on file in the Health Center.

Medications needed during field trips must be furnished by the parent to the teacher. All medications must be in their original containers with label intact and will be kept with the teacher or trip leader for the duration of the field trip. A Field Trip Medical Permission Form must be filled out and returned to the teacher prior to the field trip.

Medication may not be shared with others. Failure to follow these rules could lead to consequences, including suspension or expulsion.

(Ref. DVUSD Policy JLCD)

Open Enrollment

Open Enrollment, a program enacted by the Arizona Legislature, requires all school Districts to allow students the opportunity to select a school of their choice if capacity permits. DVUSD complies fully with all provisions of the statute.

Please visit www.dvusd.org/openenrollment for more information on Open Enrollment.

(Ref. DVUSD Policy JFB)

Parent Contact

When a student is referred to the principal/designee for a discipline infraction, the administrator conducts a conference with the student(s). The administrator may then, dependent upon circumstances, contact the parent/guardian. When a student requests that their parent or guardian be contacted by phone, the administration will do so as soon as reasonably possible. If the administration is unable to reach the parent/guardian at the time of the conference, they will continue to conduct the investigation in a timely manner.

If a disciplinary consequence is issued, one parent/guardian will be notified verbally or by a written referral form. The administrator will also make every attempt possible (phone call and/or email) to ensure parents are notified of suspensions. If there is a victim, the parent will be contacted via phone call or in person when that victim has been identified.

It's expected that parents/guardians will communicate to each other all information regarding their students' education, including disciplinary consequences.

Pathways & Aspire Discipline

The goal of DVUSD Pathways and Aspire is to promote a continuum of educational services to all students. Students attending both Pathways and Aspire are expected to adhere to the same policies and procedures as those students attending any other DVUSD campus or program.

Personal Transportation and Compliance with Local Laws

Students and parents/guardians are responsible for ensuring that all forms of personal transportation used to travel to and from school, including but not limited to, bicycles, e-bikes, e-scooters, and similar devices. are operated in compliance with all applicable local, state, and federal laws, ordinances, and safety requirements. Students must follow all traffic laws and safety regulations, including applicable helmet laws. Failure to comply with these requirements may result in school-based consequences and/or restrictions.

The District expects all personal transportation devices brought onto campus to be operated safely and secured appropriately in designated areas. Students are responsible for the proper use and storage of these items while on school grounds.

The school retains the authority to restrict or prohibit a student from bringing, storing, or securing personal transportation devices on campus if the student has demonstrated unsafe behavior, violation of laws, or actions that pose a safety concern to themselves or others while traveling to or from school.

Positive Behavior Interventions & Supports (PBIS) Overview

Positive Behavioral Interventions and Supports (PBIS) is an evidence-based framework for supporting all students in learning the essential academic and social behaviors necessary for college, career, and community. DVUSD extends the application of this methodology when addressing students who express values inconsistent with building a positive and safe academic community. Because discipline is often considered a negative approach when interacting with adverse student behaviors, providing opportunities for students to learn and practice positive academic and social behaviors will be considered and incorporated into consequences when appropriate.

What is school wide PBIS?
School wide PBIS is a proactive and preventative strategy in which schools and staff define, teach, and reinforce essential behaviors on a frequent basis resulting in academic gains, a safe climate, and positive school culture. All schools have implemented key foundations that support student learning and application across all school settings.

Why does PBIS work?
Research shows that when a school environment is positive and predictable, students feel safer, have better academic performance, higher test results and make better behavior choices. Schools also show a gain in instructional time, reduction in out of school suspensions and discipline referrals and show a decrease in referrals to Special Education.

Is it a curriculum?
No. PBIS is not a curriculum, but a process of planning and problem solving that includes direct teaching of social behaviors like academics. The basic PBIS approach is to use proactive, research-based strategies to

teach clearly defined behavioral expectations. Most importantly, it establishes ongoing behavior supports that can be used by ALL students, staff, volunteers, parents and community members.

For additional information about PBIS and positive practices, please visit www.pbis.org and www.koi-education.com.

Progressive Discipline

Progressive discipline allows for discipline to be carried over year to year, school to school. For example, if a student is disciplined once for Endangerment during their 8th grade year and then again for Endangerment during their 10th grade year, the later incident may be categorized as a second offense and may warrant a more severe consequence than the minimum consequence listed in the discipline guidelines in this handbook.

Public Concerns & Complaints

Most concerns and complaints can be resolved at the campus level. Therefore, it is the expectation that when a community member has a concern or complaint, the chain of command guidelines in this handbook (A Guide To Problem Solving) will be followed. However, Policy KE-Public Concerns & Complaints allows an avenue for written complaints. You may find these forms and the process in Policy KE.

Recording Devices

To ensure the privacy of all individuals within our school environment and at school-related activities, this practice establishes clear guidelines regarding the use of electronic devices. Teachers, staff, and students maintain a reasonable expectation of privacy, and therefore, the use of personal electronic devices, encompassing smartphones, tablets, laptops, and critically, wearable technology such as smart glasses and wearable cameras, is prohibited for the purpose of capturing, transmitting, or recording photos, conversations, or videos of others without their explicit prior consent and knowledge. This prohibition extends to smart glasses regardless of whether the lenses are prescription or non-prescription. This prohibition also includes concealed recording, remotely controlled recording devices, and the distribution of any unauthorized recordings. While exceptions are made for law enforcement officers performing their duties and authorized recordings of school-sponsored events, all other recording activities must adhere to this policy. Any violation of this policy may result in disciplinary action, including device confiscation. It is imperative that all members of our school community respect the privacy of others and ensure that any electronic devices, particularly wearable technology, are used responsibly.

References For Key Rules On Behavior

- A teacher may remove a student from a classroom who is disruptive or abusive. (A.R.S. 15-841.A.2)
- A school may reassign a student to an alternative program if the student refuses to comply with rules. (A.R.S. 15-841.E, A.R.S. 15-841.F)

- A student may be expelled for continued open defiance of authority, continued disruptive or disorderly behavior, violent behavior that includes use or display of a dangerous instrument or a deadly weapon as defined in A.R.S. 13-105 use or possession of a gun, or excessive absenteeism. (A.R.S. 15-841.B)

- A school may refuse to admit any student who has been expelled from another public school. (A.R.S. 15-841.C)

- A school may discipline students for disorderly conduct on the way to and from school. (A.R.S. 15-341.A.13)

A.R.S. 15-841**: SUSPENSION AND EXPULSION OF PUPILS (Teacher Refusal to Readmit)**
A teacher may refuse to readmit a student to class for either of the following conditions:

- The teacher has documented that the pupil has repeatedly interfered with a teacher's ability to communicate effectively with other pupils in the class or with the ability of the other pupils to learn.

- The teacher has determined that the pupil's behavior is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to communicate effectively with the other pupils in the classroom or with the ability of the other pupils to learn.

The matter will be referred to the school placement review committee (SPRC) constituted in accord with statute if the conditions are consistent with those stated in A.R.S. 15-841. (Ref. DVUSD Board Policy JK-R)

A.R.S. 15-507**: ABUSE OF TEACHER OR SCHOOL EMPLOYEE IN SCHOOL**
A person who knowingly abuses a teacher or other school employee on school grounds or while teacher or employee is engaged with the performance of his/her duties is guilty of a class 3 misdemeanor. (Ref. DVUSD Board Policy GBGB-R)

Pursuant to A.R.S. 41-151.12: Please consider this official notification that all Education Records will be destroyed in four years according to A.R.S. 41-151.12 unless parents contact the Deer Valley Unified School District Office. Public records, including electronic records, not listed in this schedule are not authorized to be destroyed.

Retention & Promotion-Parent Or Legal Guardian Information

The Statutes

The statutory authority to retain or promote a student in an elementary grade or to pass or fail a student in high school is set forth in A.R.S. 15-701.

A.R.S. 15-701 states:
E. A teacher shall determine whether to promote or retain a pupil in grade in a common school on the basis of the prescribed criteria. The governing board, if it reviews the decision of a teacher to promote or retain a pupil in grade in a common school as provided in section 15-342, paragraph 11, shall base its decision on the prescribed criteria.

Parental or Legal Guardian Rights

A.R.S. 15-102 states:

8. Procedures by which parents may learn about parental rights and responsibilities under the laws of this state, including the following:
(e) The promotion requirements prescribed in A.R.S. 15-701.

A.R.S. 15-342 states:
11. Notwithstanding title 38, chapter 3, article 3.1, the governing board shall review the decision of a teacher to promote a pupil to a grade or retain a pupil in a grade in a common school or to pass or fail a pupil in a course in high school in executive session unless a parent or legal guardian of the pupil or the pupil, if emancipated, disagrees that the review should be conducted in executive session and then the review shall be conducted in an open meeting.

Process for Parents or Legal Guardians

If a parent or legal guardian chooses to contest the teacher's decision to retain or promote a student:

1. Within five days from the notification of intent to retain or promote, parent or legal guardian will complete a Retention Appeal form or Promotion Appeal form, submit it to the school secretary and schedule a meeting with the principal.
2. The appeal process will start immediately upon the parent/legal guardian's completion and submission of an Appeal form and all documentation.
3. The principal collects all forms, with the required documentation, and forwards the packet to the Deputy Superintendent for Curriculum, Instruction and Assessment for review.
4. If warranted, the Deputy Superintendent for Curriculum, Instruction and will then schedule a hearing conference with the Governing Board in June.

For more information, please see DVUSD's K-8 Promotion-Retention-Acceleration-Grading (PRAG) Handbook at https://www.dvusd.org/a-z-guide/handbooks-and-forms.

School & District Message Service

Deer Valley Unified School District uses a message service to deliver important information to parents and guardians via telephone, text and e-mail. This message system allows schools and the District to provide information about school events and issues impacting students. The system will also be used to convey information in emergency situations such as an unplanned delay in start or dismissal times, a school closure, or a school lockdown. It's your responsibility to ensure your phone numbers, home address, and e-mail address are up to date with the school office. Instructions on how to make changes on-line to your contact information can be found here.

Seclusion

Written Parental Notification Regarding Seclusion in Deer Valley Public Schools

The Arizona Legislature passed House Bill 2476 regarding seclusion in public schools which was incorporated into A.R.S. 15-843.

Under A.R.S. 15-843, the Superintendent shall ensure that disciplinary policies involving the seclusion of pupils left alone in an enclosed space shall include the following:

A process for prior written parental notification that seclusion may be used for disciplinary purposes that is included in the pupil's Enrollment Packet or Admission Form.

A process for written parental consent before seclusion is allowed for any pupil in the School District. The policies shall provide for an exemption to prior written consent if a school principal or teacher determines that the pupil 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 in writing by the end of the same day that seclusion was used.

In complying with the law, we are providing you with a written parental notification regarding seclusion. DVUSD would follow the same procedures adopted for seclusion. Each school shall implement positive, evidence-based, safe, and timely plans and procedures for all students including those who exhibit behaviors that interfere with learning or who place themselves or others in danger. **Deer Valley has chosen not to use seclusion for disciplinary purposes. This practice would only be utilized in a crisis situation.** The use of seclusion is to be used only in an emergency to protect persons from imminent, serious physical harm. If this were to be the case, reasonable attempts will be made to notify parents within 24 hours of the incident. A de-briefing with the affected staff, parents, and, if appropriate, the student will be conducted within a reasonable amount of time. During the debriefing, a determination must be made regarding the need for a functional behavior assessment to be proactive as to not have the incident occur again.

Prohibited uses of seclusion in Deer Valley:

- Seclusion **will not** be used as punishment for violations of school rules, for repetitive behaviors, or because of teacher anger towards the student.
- Seclusion **will not** be harsh, severe, or out of proportion with the situation and the age and physical condition of the student.
- Seclusion **will not** be used to prohibit reasonable access for the care of the student's bodily needs.

By signing the Students Rights & Responsibilities Acknowledgments & Verifications form, you are acknowledging and verifying that you have read this notification. **Your signature does not constitute agreement to seclusion.**

For more information regarding seclusion and seclusion, visit https://www2.ed.gov/policy/seclusion/restraints-and-seclusion-resources.pdf.

Section 504 of the Rehabilitation Act of 1973

It is the responsibility of the District to identify and evaluate students who may need special services or programs in order that such students may receive the required free appropriate education.

A student who may need special services or programs under Section 504 of the Rehabilitation Act of 1973 (Section 504) is one who meets the criteria listed below.

The determination of whether a student has a physical or mental impairment that substantially limits a major life activity must be made on the basis of an individual inquiry. The Section 504 regulatory provision at 34 C.F.R. 104.3(j)(2)(i) defines a physical or mental impairment as any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems: neurological; musculoskeletal; special sense organs; respiratory, including speech organs; cardiovascular; reproductive; digestive; genito-urinary; hemic and lymphatic; skin; and endocrine; or any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities. The regulatory provision does not set forth an exhaustive list of specific diseases and conditions that may constitute physical or mental impairments because of the difficulty of ensuring the comprehensiveness of such a list. Major life activities, as defined in the Section 504 regulations at 34 C.F.R. 104.3(j)(2)(ii), include functions such as caring for one's self, performing manual tasks, walking, seeing,

hearing, speaking, breathing, learning, and working. This list is not exhaustive. Other functions can be major life activities for purposes of Section 504. In the Amendments Act (see FAQ 1), Congress provided additional examples of general activities that are major life activities, including eating, sleeping, standing, lifting, bending, reading, concentrating, thinking, and communicating. Congress also provided a non-exhaustive list of examples of "major bodily functions" that are major life activities, such as the functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions. The Section 504 regulatory provision, though not as comprehensive as the Amendments Act, is still valid – the Section 504 regulatory provision's list of examples of major life activities is not exclusive, and an activity or function not specifically listed in the Section 504 regulatory provision can nonetheless be a major life activity.

OCR enforces Section 504 in programs and activities that receive Federal financial assistance from ED. Recipients of this Federal financial assistance include public school Districts, institutions of higher education, and other state and local education agencies. The regulations implementing Section 504 in the context of educational institutions appear at 34 C.F.R. Part 104.

The Section 504 regulations require a school District to provide a "free appropriate public education" (FAPE) to each qualified student with a disability who is in the school District's jurisdiction, regardless of the nature or severity of the disability. Under Section 504, FAPE consists of the provision of regular or special education and related aids and services designed to meet the student's individual educational needs as adequately as the needs of nondisabled students are met.

Students with accommodations under Section 504 are subject to disciplinary procedures outlined for K-6 and 7-12 students.

Procedural Safeguards under Section 504

Student Concerns, Complaints, & Grievances

Students may present a complaint or grievance regarding one or more of the following:

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

Students may present a complaint or grievance provided that:

- The topic is not the subject of disciplinary or other proceedings under other policies and regulations of this District; and

- The procedure shall not apply to any matter for which the method of review is prescribed by law, or the Governing Board is without authority to act.

The guidelines to be followed are:

- The accusation must be made within thirty (30) calendar days of the time the student knew or should have known that there were grounds for the complaint/grievance.

- The complaint/grievance shall be made only to a school administrator or professional staff member.

- The person receiving the complaint will gather information for the complaint form.

- The allegation shall be reported on forms with the necessary particulars as determined by the Superintendent. Forms are available in the school office.

- The person receiving the complaint shall preserve the confidentiality of the subject, disclosing it only to the appropriate school administrator or next higher administrative supervisor or as otherwise required by law.

Any questions concerning whether the complaint/grievance falls within this policy shall be determined by the Superintendent.

Complaints by middle or high school students may be made only by the students on their own behalf. A parent or guardian may initiate the complaint process on behalf of an elementary school student under Policy JII, JII-R, JII-EA, JII-EB. (A parent or guardian who wishes to complain should do so by completing the forms following Policy KE on Public Concerns and Complaints.)

(Ref. DVUSD Policy JII)

Student Property on Campus

Students are discouraged from bringing personal items or devices, including but not limited to cell phones, earbuds, gaming devices, tablets, etc to school or school-sponsored events. The Deer Valley Unified School District assumes no responsibility for personal property that is lost, stolen, or damaged.

Students are responsible for properly securing their personal property at all times while on campus. Items such as bicycles, scooters, and e-bikes must be secured using appropriate locking devices in designated areas. School personnel and campus administration will not be responsible for conducting extensive investigations related to the loss, theft, or damage of personal property. Reports may be documented, but the responsibility for safeguarding personal items remains with the student.

Student Records
Directory Information

During the school year, District staff members may compile non-confidential student directory information specified below.

According to state and federal law the below-designated directory information may be publicly released to educational, occupational or military recruiting representatives without your permission. If the Governing Board permits the release of the below-designated directory information to persons or organizations who inform students of educational or occupational opportunities, by law the District is required to provide the same access on the same basis to official military recruiting representatives for the purpose of informing students of educational and occupational opportunities available to them, unless you request in writing not to release the student's information without your prior written consent. *If you do not opt out of releasing the below-designated information, then the District must provide military recruiters, upon request, directory information containing the students' names, addresses and telephone listings.*

If you *do not* want the below-designated information about your student to be released to any person or organization without your prior written consent, you must notify the District through the school principal in writing of that fact, either by marking the appropriate box on the Directory, Internet, and Email User Agreement Form accompanying this handbook, in the PowerSchool enrollment site, or under separate cover. If the District does not receive this notification from you within two weeks of your receipt of this form, it will be assumed that your permission is given to release your student's designated directory information listed below:

- The student's name
- The student's grade level
- The student's major field of study
- The student's address and telephone listing
- The student's dates of attendance
- The student's enrollment status (e.g., part time or full time)
- The student's participation in officially recognized activities and sports
- The student's weight and height if a member of an athletic team
- The student's honors and awards received
- The student's most recently attended educational agency or institution
- The student's date and place of birth
- The student's image in photographs or video

This information may also be used to compile such things as: newsletters, yearbooks, newspapers, articles, programs (dramatic and athletic), media (TV/radio/newspaper, etc.), social media, publications, promotional materials, web pages, applications for scholarships and honors, and responses to military recruiters.

Please Note: School yearbooks are considered a source of directory information. If you do not give DVUSD permission to release directory information on your child, your child's class photo will not be published in their school's yearbook.

DVUSD and our schools only use parent email addresses and phone numbers to contact families about emergencies, absences, school events, etc. and will not share this information with outside entities.

(Ref. DVUSD Policy JR-EB)

Student Responsibilities

A responsibility is an obligation one has to ensure that the rights of all are protected.

All students have the responsibility to:

- Attend school to receive an education.

  Schools cannot educate students who do not attend. Students must attend school daily unless ill or legally excused.

- Be on time for all classes.

  Students who enter a classroom after a lesson has begun are interfering with the rights of others to learn and study. Punctuality is a habit that students must develop if they are to be successful in the world of work.

- Arrive to class with materials appropriate to participate in instruction.

  A teacher should not have to delay instruction because a student comes to class unprepared. This interferes with the rights of others to learn and study.

- Complete all in-class and homework assignments and meet all deadlines.

  The full responsibility for student learning does not rest solely with the teacher. Education cannot be effective unless students participate in class and complete all assignments.

- Follow all policies and procedures.

  No one has the right to interfere with the education of others. Rules are designed to allow a school to meet its obligation to educate students. Students are required to be respectful and courteous to everyone who works in our schools.

- Cooperate with school staff.

  Every community depends upon its citizens to uphold the rules by which everyone has agreed to live. Students have the responsibility to provide truthful information when asked by school authorities.

- Respect the person and property of others.

  Treat people and their property with respect.

- Respect public property.
  Schools are a community investment and resource for young people. People who damage school property will be held responsible, including financial restitution, for lost, stolen, or broken school-owned equipment.

- See that school correspondence to parents reaches home.

Education is a partnership between home and school. Students must do their part by delivering home progress reports, attendance information and report cards, and any other school correspondence.

- Demonstrate good digital citizenship skills and responsible and ethical use of technology.

  Students must understand that online actions leave a permanent digital footprint. They should be mindful of the content shared, as it can impact future opportunities.

Student Rights

A right is a privilege to which one is justly entitled.

Equal Educational Opportunity

Schools must provide all students the opportunity to receive a quality education.

Each student has the right of access to a professional staff and the facilities necessary for an instructional and co-curricular program.

The Deer Valley Unified School District does not discriminate among its students on the basis of race, sex, color, disability, religion, or national origin.

Policies expressly prohibit behavior on District property that will disrupt the educational process and/or damage the dignity, self-esteem, integrity and safety of any individual.

Right to Access Educational Resources

A student has the right to be informed of school board policies, District regulations, and the rules of the student's school, classrooms and school buses.

A student is entitled to be informed of the academic requirements of courses, to be advised of progress, and to have opportunities for assistance. Grades should reflect a teacher's objective evaluation of a student's academic achievement.

Students have the right to use buildings, grounds, equipment, and instructional materials necessary to meet the requirements and needs of their curricular and co-curricular programs in accordance with procedures established by the administration.

The student exercising the right to use the resources provided shall also accept the responsibility for the preservation and care of the property. Any unauthorized use or deliberate destruction or defacing of the property shall be deemed a violation of student conduct.

Privacy and Property Rights

Students are entitled to maintain privacy of personal possessions within certain limits and are responsible for those personal possessions. A student may not bring onto school property any substance, object, or material prohibited by law or school board policy. School officials may inspect such items on District property at any time with or without specific reason to do so. In addition, school officials may search a student's person or

personal possessions, such as backpacks, purses, and cars parked on campus, if school officials have a reasonable suspicion that the search will reveal the presence of prohibited or illegal materials.

Freedom of Expression

Every student has the right to form, hold and express their own ideas and beliefs as long as the expression does not materially and substantially disrupt the operation of the school, is not vulgar, obscene, or profane, and otherwise complies with the law, board policy, District regulations, and school rules.

Obscene, vulgar, and profane expressions of any kind and any expression that advertises or promotes the use of drugs, alcohol, or tobacco are prohibited.

No form of expression shall interfere with the rights of others to express themselves or with the conduct of school, classroom and transportation activities.

Students in the District have certain rights. They also have the responsibility to respect the rights and property of others. If a student fails to do this, disciplinary action will follow. In disciplinary cases, each student is entitled to due process. This means students:

- Must be informed of accusations against them.
- Must have the opportunity to accept or deny the accusations.
- Must have explained to them the factual basis for the accusations.
- Must have a chance to present an alternative factual position if the accusation is denied.

Parents will be contacted and given the opportunity to provide information that may be useful to the administrator in providing appropriate interventions or consequences.

Upon request, parents/guardians will be given redacted copies of all incident reports or statements containing the name of their student when the incident results in disciplinary action against that student.

Right to Assemble

School sponsored activities and meetings (student government, pep rallies, etc.) are scheduled to take place during the school day. In addition, students shall be given the opportunity to organize and hold student meetings at reasonable times, other than during those hours when classes are being held. Such gatherings must not materially and substantially disrupt the operation of the school, endanger the safety of any person or violate any law, District policy, or school rule.

Right to Freedom from Harassment

Students may expect to be provided with an atmosphere free from harassment. Any student who is subjected to harassment from other students, visitors, or school staff should immediately inform a teacher or other staff member.

The District will neither allow nor tolerate retaliation in any form by any employee, student, or others against any complaining employee, student, or corroborating witness.

Student Exercise of Rights and Privileges

Any student who believes his/her rights have been violated should immediately notify appropriate school personnel (teacher, counselor, or building administration).

Each student is responsible for moderating his/her own exercise of rights and privileges so as not to disrupt the educational program and school activities or infringe on the rights of others.

Student & Staff Self Defense

Student Use of Physical Force in Self Defense

Reasonable use of physical force in self-defense, defense of others and defense of property will be considered as a mitigating factor in determining penalties for misconduct. The threat or use of physical force by a student is not reasonable:

- when made in response to verbal provocation alone;
- when assistance from a school staff member is a reasonable alternative;
- when the student has a reasonable opportunity to remove themselves from the situation or otherwise flee;
- when the degree of physical force used is disproportionate to the circumstances or exceeds that necessary to avoid injury to oneself or to others, or to preserve property at risk.

Use of Physical Force by Supervisory Personnel

Any administrator, teacher or other school employee entrusted with the care and supervision of a minor may use reasonable and appropriate physical force upon the minor to the extent reasonably necessary and appropriate to maintain order. Use of physical force shall not be construed to constitute corporal punishment. Similar physical force will be appropriate in self-defense, in the defense of other students and school personnel and in the prevention and termination of the commission of theft or criminal damage to the property of the District or the property of persons lawfully on the premises of the District.

Student Surveys

In order to serve our students better, DVUSD may occasionally survey students. If a survey contains questions that pertain to A.R.S. 15-117, we will gather parental consent at least 7 days prior to administering the survey as well as provide a copy of the survey for parents to view.

Temporarily Displaced Students

The McKinney-Vento Homeless Student Assistance Act protects the rights of all homeless students. The act defines homeless children and youth as those who lack a fixed, regular and adequate nighttime residence. Examples are:

- sharing housing due to a loss of housing, economic hardship, or a similar reason;
- living in hotels, motels, trailer parks, or camping grounds due to a lack of alternative adequate housing;
- living in emergency or transitional shelters; or are abandoned in hospitals;
- have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
- living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar places;
- is a migratory child who qualifies as homeless for the purposes of this subtitle because the children are living in circumstances described above;

- lives as a youth on their own due to abandonment or runaway status

Students are identified by the District Homeless Liaison or through referrals made by District employees, community members, city agency employees or self-referrals. If you think your child may be eligible, contact the local liaison to find out what services and supports might be available.

For more information or to contact Deer Valley Unified School District's Homeless Liaison, please email McKinneyVento@dvusd.org or call 623-445-4924.

(Ref. DVUSD Policy JFABD)

Threat Management Process

DVUSD is committed to ensuring the safety and well-being of all students and staff. To achieve this, all DVUSD campuses will employ Dr. Dewey Cornell's Comprehensive School Threat Assessment Guidelines (CSTAG) process as the model for threat assessment. This evidence-based approach will provide a standardized, systematic, and proactive framework for identifying, evaluating, and intervening with potential threats, prioritizing student support and prevention while maintaining a safe learning environment.

Every threat of violence to others or self will be taken seriously. In general, a threat situation will be deemed to exist when, following investigation by school administration, a student has been determined by admission or by reliable informant(s)/evidence) to have communicated a death threat against self or others, a threat of mass violence, a threat involving weapons or explosive devices, a threat against school property, or exhibited behaviors that suggest a substantial risk of lethal violence, with or without direct communication of a threat.

Parents need to discuss with their children the ramifications of making any type of threat. Every infraction that impacts the safety and health of students will be dealt with to maintain a secure learning environment for students. We fully intend to assign consequences to those students who engage in behaviors that disrupt the learning and safety of others. This includes making false reports or deliberately disrupting the learning environment with rumors or fabricated information. When situations warrant, police will be contacted and criminal charges may be filed.

School and District administration may utilize the Threat Assessment Process to evaluate threats made toward others or to self. Using the Threat Assessment Process guides a school to complete the following:

- Protect potential victim(s)
- Notify parents
- Contact law enforcement if necessary
- Refer for intervention
- Discipline as appropriate
- Refer student for support services (mental health assessment, counseling, etc.)
- Complete a written plan (Risk Management Plan)
- Maintain contact with student
- Revise the plan

The intention of the Threat Assessment Process is to assess and reduce the potential for future violence toward other(s) or to self. The following is a summary of steps that are followed during a threat assessment:

1. A Threat Assessment Referral form is immediately completed by reporting staff member and delivered to the school administrator or designee.

2. The school administrator reviews the referral and makes an initial determination as to whether the situation presents ANY potential for harm. If NO potential for harm exists, the student is given an appropriate discipline outcome and is returned to class in accordance with that outcome.
3. If clear and imminent danger obviously exists, the school administrator or designee initiates an immediate protective response to secure and stabilize the threat situation. Protective responses may include (but are not limited to) making a 911 emergency call/police notification, notifying mental health crisis teams, and/or implementing the DVUSD Safe Schools Procedures (e.g., lockdown, evacuation, etc.).
4. The school administrator or designee immediately notifies the District office for threats of targeted violence.
5. If potential for harm exists, but clear and imminent danger is not obvious, the school administrator or designee initiates a Threat Assessment Inquiry within one (1) school day to determine the level of threat. This assessment is completed by a campus safety team. The inquiry process includes a student interview and a parent interview.
6. If the campus team evaluates the situation as a category 1 (no risk), the school administrator or designee provides an appropriate discipline outcome and the student is returned to class in accordance with that outcome.
7. If the campus team evaluates the situation as a category 2 or 3 (minimum-moderate risk), the school administrator or designee creates a Student Safety Plan that will outline a plan of action to minimize further incidents.
8. Once the plan is developed and implemented, the school administrator or designee may, at their discretion, rescind any days remaining in the on-campus reassignment or suspension period (if any) and the student may return to class at that time under the provisions of the Student Safety Plan.
9. The school administrator or designee will forward all level 4 and 5 threat assessments to the District Office.

If the campus team evaluates the situation as a category 4 or 5 (high risk) and the campus team concludes that the existing risk cannot be safely managed on-site, the threat assessment will be referred to the District Office for additional supports. Administration may place/extend the student in an on-campus reassignment status for ten (10) days, immediately suspend/extend the student off-campus for a period of ten (10) days, or place the student into an appropriate alternative placement setting while the threat assessment is being conducted. Additionally, a District threat assessment team may be consulted or deployed, if necessary, to the school to provide an additional support.

After District review of the threat, the school administrator or designee establishes the threat level status and creates a Student Safety Plan if the student is returned to campus. If the threat assessment level indicates that the risk is too great to return the student to campus, administration will begin the process to change the student's educational placement, or pursue long term suspension or expulsion.

Victim Assistance

Deer Valley Unified School District is committed to providing a safe and orderly environment where students can focus on learning. Sometimes, students make inappropriate choices that interfere with the learning of others. The following information is provided to assist students who are victims of bullying, threats, intimidation, verbal or physical abuse, or any other action by another person that interferes with safety. Parents are encouraged to review this information with their child.

To help parents, community members and students report threats, rumors or information on criminal activity, Deer Valley established a Safe Schools hotline (623-376-3262). This number is always available as a discreet

way to convey important information to educators. Other helpful information is available from the school or by searching online resources.

Whenever a student feels bullied or threatened, they should tell a parent, teacher, counselor, nurse or other school employee immediately. The most important step a victim must take to stop bullying is to report it immediately. Students should not wait to see if someone else notices the bullying. The student should tell an adult on campus. If the student does not feel that they can report the bullying or threat in person, they should write a report explaining the situation and give it to a school administrator.

The student should:

- **Tell what happened** to them and their response to the event.
- **Tell who bullied** them and **who saw** it happen.
- **Tell where the incident happened** and **how** it happened.
- **Write down everything** that happened.
- **Get help from a person in authority** such as a teacher or counselor.
- **See the school nurse** if the bullying or threat is physical in nature.

Students may report an incident of bullying to any adult on the school campus. The person contacted will inform the school administration and an investigation will begin. The definition and consequences for bullying are outlined in greater detail on page 49 of this handbook.

We all play a role in keeping our students safe. It's easy to be distracted during our daily routines, but as we go about our day, we need to keep an eye out for each other. If you see or hear something that you feel harms another student, please say something. Reporting is easy (and anonymous, if you prefer) and can be done here.

Visitors To School

Deer Valley Unified School District (DVUSD) welcomes visitors to all of our campuses. To ensure the safety and security of students and staff, all visitors are required to report directly to the school office upon arrival and prior to entering any other part of the campus.

All visitors must sign in through the District's visitor management system (e.g., Verkada Guest). A valid, current government-issued photo identification, such as a state ID or driver's license, is required to complete the check-in process. Upon approval, visitors will be issued a visitor badge that includes their name, photograph, date, and time of entry. The visitor badge must be worn and visible at all times while on campus. Visitors are also required to sign out through the visitor management system when leaving campus.

Individuals wishing to visit a classroom during the school day must contact both the teacher and the principal in advance to arrange a date and time for the visit to avoid conflicts with the school schedule and disruption to the instructional program. No person may enter or remain on school premises, including for classroom visits or audits, without prior approval by the principal. (Ref. DVUSD Board Policy KI-RA)

Parents requesting an observation of their child's classroom must complete a Permission for Visitation/Observation Form in advance, available from the school's office, and submit it to school administration for approval. If approved, school administration/designee will notify parents of the scheduled observation time and accompany them during the observation.

School administrators are happy to meet with visitors. Because everyone's time is valuable, please contact the school office to schedule a date and time to meet that works for all parties.

Visitors to our campuses are expected to adhere to the same policies and procedures as our students and staff, including dress code. If a visitor causes a disruption or otherwise violates a policy, procedure, or law while on a DVUSD campus, and the campus administrator deems it necessary for the safety and security of students, staff, and other visitors, the visitor may be immediately removed and local law enforcement may be contacted. Visitors may be escorted while on campus.

Parents are welcome on campus to enjoy lunch with their child at the discretion and timing of campus administration. However, parents are not permitted on the playground after lunch.

To maintain a secure and focused learning environment, children who are not currently enrolled students, including siblings, are generally not permitted on campus during school hours. Exceptions may be made for designated school events or activities. In such instances, younger children may attend with their parent or guardian, provided they remain under the direct supervision of the accompanying adult at all times. Exceptions may also be made for after-hours school events held on campus.

Volunteers On Campus

Volunteering is a scheduled, pre-arranged activity. When a volunteer expresses an interest in working at school and wants to assist with the type of jobs for which help is needed, there are District guidelines that must be followed for safety and legal reasons before a volunteer begins to work. For the purposes of these guidelines and procedures, volunteers are defined as those people who donate time in schools or with students on a regular or recurring basis or serve as chaperones. Guest speakers (i.e., veterans honored on Veterans' Day) are not subject to these guidelines.

Volunteers may not bring other children to school while volunteering in a classroom, the office or on a field trip.

According to District Policy, GCL – Professional/Support Staff Schedules and Calendars - family members volunteering in employee work areas must meet the following criteria:

Deer Valley Unified School District (DVUSD) Volunteer Training

- In accordance with the District Volunteer Handbook guidelines
- Over eighteen (18) years of age
- High School graduate
- Principal Approval

All volunteers must:

- Complete Basic Training
- Complete and update Volunteer Registration
- Sign in when on campus and sign out when leaving
- Wear an identification badge provided by the school
- Volunteers with no familial connection to the school must also complete an application and provide references
- Follow all school rules

<u>Fingerprinting</u>

Volunteers must attend training prior to fingerprinting.

Fingerprinting will be required for all persons (parent, guardian, non-parent) who supervise and/or assist students under the following conditions:

- Overnight field trip chaperones (must be 21 years or older)
- Volunteer coaches
- Persons assisting in areas where students may be vulnerable, such as in close proximity to dressing rooms, backstage areas, etc.

For example, someone helping with the annual barbeque would not need to be fingerprinted, but someone going on the Catalina Island overnight field trip would need to be fingerprinted. Fingerprinting will also be completed for all volunteers with no familial connection to the school, even though they work under the direct supervision of certified staff. Fingerprint results may impact a person's ability to serve as a volunteer.

Please visit dvusd.org//volunteering for more information on volunteering on campus.

Discipline Guidelines: Grades PreK-12

The following pages outline DVUSD discipline infractions and the consequences that may be given to a student when a policy is violated.

Please keep in mind:

Administration will exercise discretion when determining infraction(s) and consequence(s) and may assign a more or less severe consequence than outlined in the guidelines below, including Alternative Discipline & Community Service.

- Administration will exercise discretion when determining infraction(s) and consequence(s) and may assign a more or less severe consequence than outlined in the guidelines below, including Alternative Discipline & Community Service.
- An asterisk (*) indicates that the violation must be reported to law enforcement.
- Administration may, after considering the circumstances, report any violation to law enforcement.
- Administration may determine that a violation warrants completion of the Threat Management Process.
- Any infraction directed at a staff member may warrant a more severe consequence.
- If the infraction occurs on the bus, a suspension or termination of bus-riding privileges may be assigned in lieu of or in addition to the consequences outlined in the matrix for that infraction. The DVUSD Transportation Department handles all bus discipline.
- For information on the discipline process, please see page 14. Per Policy JKD, there is no appeal process for suspensions of ten or less days.
- Federal privacy laws prohibit the District from naming students involved in disciplinary actions and from revealing the consequences of those actions to the parents of other students.
- Due process and parental notification are expected for all discipline referrals.
- Students in violation of alcohol and drug (including marijuana) policies may be referred to a drug diversion program. Drug diversion program information is available through your child's school.
- A student attending on an open enrollment variance may lose the privilege if the student fails to follow school rules.

Discipline Guidelines: Grades PreK-12

		Recommended Consequence	
Infraction	**Definition**	**Minimum**	**Maximum**
*Aggravated Assault	An assault accompanied by circumstances that make the situation severe, such as the use of a deadly weapon or dangerous instrument; causing serious physical injury to another; committing the assault knowing, or having reason to know, the victim is a peace officer or a school employee engaging in a school-related activity. (A.R.S. 13-1204)	Long term suspension	Expulsion
Aggression, Other	Any aggressive act that cannot be coded in one of the other categories but demonstrates aggression towards others.	Conference	Long term suspension
Alcohol Violation (sale or distribution, use of alcohol)	The sale or distribution of alcohol as defined below.	5 day suspension	Expulsion
Alcohol Violation (possession)	The possession or use of intoxicating alcoholic beverages or substances represented as alcohol. This includes being intoxicated at school, school-sponsored events and on school-sponsored transportation.	5 day on campus reassignment	10 day suspension
*Armed Robbery	A person commits armed robbery if, in the course of committing robbery as defined above, is armed with a deadly weapon or a simulated deadly weapon or uses or threatens to use a deadly weapon or dangerous instrument or a simulated deadly weapon. (A.R.S. 13-1904)	Expulsion	
*Arson of an Occupied Structure	Damaging an occupied structure or property by knowingly causing a fire or explosion. (A.R.S. 13-1704) An occupied structure means any structure 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. (A.R.S. 13-1701)	Long term suspension/ Restitution	Expulsion/ Restitution
*Arson of a Structure or Property	Damaging a structure or property by knowingly causing a fire or explosion. (A.R.S. 13-1703)	Long term suspension/ Restitution	Expulsion/ Restitution
Assault	A person commits assault by: (1) intentionally, knowingly or recklessly causing any physical injury to another person; or (2) intentionally placing another person at risk of imminent physical injury; or (3) knowingly touching another person with the intent to injure. (A.R.S. 13-1203)	3 day on campus reassignment	Long term suspension

Discipline Guidelines: Grades PreK-12

		Recommended Consequence	
Infraction	**Definition**	**Minimum**	**Maximum**
Attendance Violation, Other	Being absent from class or school ten percent of the school year, or having five unexcused absences.	Parent/student/ administrative conference	Loss of credit/CUTS
*Bomb Threat	Threatening to cause harm using a bomb, dynamite, explosive, or arson-causing device.	10 day suspension	Expulsion
*Bullying	Repeated acts over time that involve a real or perceived imbalance of power with the more powerful child or group attacking those who are less powerful. Bullying can be physical in form, verbal, or psychological. Cyber-bullying includes bullying through the misuse of technology. (A.R.S. 13-2921)	Conference	Long term suspension
*Burglary (First Degree)	A person commits burglary in the first degree if such person knowingly possesses explosives, a deadly weapon or a dangerous instrument in the course of committing any theft or any felony. (A.R.S. 13-1508)	10 day suspension/ Restitution	Expulsion/ Restitution
*Burglary or Breaking and Entering (Second or Third Degree)	Entering or remaining unlawfully in or on school property with the intent to commit any theft or any felony therein. (A.R.S. 13-1506 and A.R.S. 13-1507)	Restitution	Expulsion/ Restitution
Bus-Wrong Bus/Stop	Riding undesignated bus or exiting at an undesignated bus stop.	Warning	Long term suspension from bus
Bus-Gum/Eating/Drinking	Chewing gum, eating and drinking anything other than water on bus.	Warning	Long term suspension from bus
Bus-Seat/Movement	Moving seats, sitting in unassigned seat, sitting improperly (i.e., backwards, sideways, in aisles, on floor, etc.).	Warning	Long term suspension from bus
Bus-Throwing Objects	Throwing/tossing any object, including paper, either on the bus or out of the bus window.	3 day suspension from bus	Long term suspension from bus
Cheating/Plagiarism/ Academic Dishonesty	Knowingly using information or property of another, or knowingly sharing academic information to gain an unfair advantage. This includes unauthorized use of generative artificial intelligence.	Conference/loss of credit (student will be given another opportunity to show mastery of learning.)	5 day suspension/ Loss of credit
*Chemical or Biological Threat	Threatening to cause harm using dangerous chemicals or biological agents.	10 day suspension	Expulsion
Combustible	Student is in possession of a substance or object that is readily capable of causing bodily harm or property damage, i.e., matches, lighters, firecrackers, gasoline, and lighter fluids.	Conference	Long term suspension

Discipline Guidelines: Grades PreK-12

		Recommended Consequence	
Infraction	**Definition**	**Minimum**	**Maximum**
Computer/ Network Infraction/ Telecommunication Device	Failure to use hardware, software, electronic devices, web pages and networks for the intended educational use or in a manner that causes disruption at a campus or any District facility. This includes tampering or unauthorized access of any computer, computer system, or network.	Conference/ Restitution	10 day suspension/ Restitution
Contraband	Any item whose use, possession, sale or distribution is prohibited because it may disrupt the learning environment.	Conference	Long term suspension
Dangerous Items	Any device that under the circumstances in which it is used, attempted to be used, or threatened to be used is readily capable of causing death or serious physical injury. These may include but are not limited to air soft guns, bb guns, knife with a blade length less than 2.5 inches, laser pointer, letter opener, mace, pepper spray, paintball gun, pellet gun, razor blade or box cutter, simulated knife, Taser or stun gun, tear gas, and other dangerous items. NOTE: A dangerous item used to cause bodily injury or to threaten or intimidate another person may be classified as a dangerous instrument and must be reported to law enforcement.	3 day on campus reassignment	Long term suspension
Defiance or Disrespect Towards Authority	Failure to comply with or intentionally resisting or disregarding the authority of District personnel. Treating District personnel or any others with contempt or rudeness.	Conference	Long term suspension
Disorderly Conduct	Any act which substantially disrupts the orderly conduct of a school function; behavior which substantially disrupts the orderly learning environment; or poses a threat to the health, safety, and/or welfare of students, staff, or others. (A.R.S. 13-2904)	3 day on campus reassignment	10 day suspension
Disruption	Creating disturbances in class, on campus, or at school-sponsored events. Continual or repeated disruptions may warrant more severe consequences. (A.R.S. 13-2911)	Conference	Long term suspension
Dress Code Violation	Clothing that does not fit within the dress code guidelines stated in school or District policy.	Change of clothes	3 day suspension

Discipline Guidelines: Grades PreK-12

		Recommended Consequence	
Infraction	**Definition**	**Minimum**	**Maximum**
Drug Paraphernalia	Any equipment, products or materials of any kind which are used, intended for use or designed for use in growing, processing, packaging, concealing, containing or ingesting a drug as defined below. (A.R.S. 13-3415)	3 day on campus reassignment	Long term suspension
Drug Violation (over the counter)	Over the counter non-prescription pharmaceuticals fall into this definition, unless the student has complied with the District's policy for such medication. Medication for cessation of smoking must be checked through the health center; otherwise, it will be considered a drug. Supplements and/or nutritional supplements shall be considered a look-alike drug. The term "drugs" includes anything that looks like drugs.	3 day on campus reassignment	Long term suspension
*Drug Violation (use, possession, under the influence)	Chemical substances, narcotics, prescription medications, inhalants, controlled substances, synthetic substances, or substances that students represent to be chemical substances, narcotics, or controlled substances. (A.R.S. 13-3451)	3 day suspension	Long term suspension
*Drug Violation (sale or distribution)	Sale, distribution, or intent to sell drugs and/or possession of a quantity that could be considered more than for personal use, including over the counter drugs as defined above.	5 day suspension	Expulsion
Electronic Smoking Device (Vaping)	Possession or use of any electronic device, the use of which may resemble smoking, which can be used to deliver an inhaled dose of nicotine or other substances to the user. Electronic smoking device includes any such device, whether manufactured, distributed, marketed, or sold as an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, electronic hookah, vape pen or any other product name or descriptor. This category includes possession of any component, part, or accessory of an electronic smoking device. NOTE: Possession of tobacco products on K-12 public, charter, or private school grounds, buildings, parking lots, playing fields and vehicles, and at off-campus school-sponsored events, is a petty criminal offense. "Petty" offense is punishable by a fine of up to $300. (A.R.S. 36-798)	3 day on campus reassignment	10 day suspension

Discipline Guidelines: Grades PreK-12

		Recommended Consequence	
Infraction	**Definition**	**Minimum**	**Maximum**
Elopement	Leaving an assigned area without permission from or knowledge of staff.	Parent/student/ administrative conference	3 day suspension
Endangerment	Recklessly or intentionally creating a risk of injury or imminent injury to another. Consequence depends on the potential severity of harm.	1 day on campus reassignment	10 day suspension
*Extortion	The act of knowingly obtaining or seeking to obtain property or services, or causing or seeking to cause another to act in a manner by means of a threat to do any of the following: (1) cause physical injury; (2) cause damage to property; (3) engage in illegal conduct; or (4) make false accusations. (A.R.S. 13-1804)	3 day suspension	Long term suspension
Fighting	When two or more persons engage in any type of violence toward each other in an angry or quarrelsome manner.	1 day on campus reassignment	Long term suspension
*Fire Alarm or Fire Equipment Misuse	Intentionally ringing a fire alarm when there is no fire or misuse of fire equipment such as fire extinguishers.	3 day on campus reassignment	3 day suspension
*Firearms	Any loaded or unloaded handgun, pistol, shotgun, rifle, starter gun, or destructive device (including bombs and grenades) or other firearm or destructive device that will expel, is designed to expel or may readily be converted to expel a projectile by the action of an explosive. Firearm does not include a firearm in permanently inoperable condition. This includes explosive, combustible or poisonous gas. (A.R.S. 13-3101 and A.R.S. 13-3111)	Expulsion	
Forgery	The act of falsely or fraudulently marking or altering a document or a verbal, written, or electronic communication, or any verbal or written communication that is knowingly false or fraudulent. This includes identity theft.	Conference	10 day suspension
Gambling	Playing games of chance for money or to bet a sum of money.	Conference	5 day suspension
Graffiti or Tagging	Writing on walls, drawings or words that are scratched, painted or sprayed on walls or other surfaces in public places.	1 day on campus reassignment / Restitution	10 day suspension/ Restitution

Discipline Guidelines: Grades PreK-12

		Recommended Consequence	
Infraction	**Definition**	**Minimum**	**Maximum**
Harassment, Nonsexual	The persistent or repeated annoying or tormenting of another person. To frighten, compel, or deter by actual or implied threats. (A.R.S. 13-2921)	Mediation	Long term suspension
Harassment, Sexual	The unwelcome conduct of a sexual nature that denies or limits a student's ability to participate in or to receive benefits, services, or opportunities in the school's programs. It can include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature.	3 day suspension	Long term suspension
*Harassment, Sexual with Contact	Sexual harassment that includes unwanted physical contact.	5 day suspension	Expulsion
Hate Speech	Offensive language, whether written or verbal, that targets a group or an individual based on inherent characteristics (i.e., race, color, national origin, religion, gender, disability, or sexual orientation).	Conference	Long term suspension
Hazing	Any intentional, knowing or reckless act committed by a student, whether individually or in concert with other persons, against another student, and in which both of the following apply: (a) The act was committed in connection with an initiation into, an affiliation with, or the maintenance of membership in any organization that is affiliated with an education institution, and (b) The act contributes to a substantial risk of potential physical injury, mental harm or degradation or causes physical injury, mental harm or personal degradation. (A.R.S. 13-2301)	Mediation	Long term suspension
*Homicide	Intentionally or recklessly causing the death of another person. (A.R.S. 13-1101)	Expulsion	
Humiliating or Degrading Conduct Toward Another Student	Engaging in behavior intended to embarrass or humiliate another student, including pulling down or attempting to pull down the student's clothing (ie. pantsing).	Conference	10 day suspension
*Indecent Exposure or Public Sexual Indecency	For definition of Indecent Exposure, refer to A.R.S. 13-1402. For definition of Public Sexual Indecency, refer to A.R.S. 13-1403.	3 day suspension	Long term suspension
Language, Inappropriate	The use of profanity or any derogatory language stated, in writing, verbally, or by gestures.	Conference	10 day suspension

Discipline Guidelines: Grades PreK-12

		Recommended Consequence	
Infraction	**Definition**	**Minimum**	**Maximum**
*Kidnapping	Knowingly restraining another person with the intent to (1) hold the victim for ransom, as a shield or hostage, or (2) hold the victim for involuntary servitude; or (3) inflict death, physical injury or a sexual offense on the victim or to otherwise aid in the commission of a felony; or (4) place the victim or a third person in reasonable apprehension of imminent physical injury to the victim or such third person; or (5) interfere with the performance of a governmental or political function; or (6) seize or exercise control over an airplane, train, bus, ship or other vehicle. (A.R.S. 13-1403)	Expulsion	
Leaving School Grounds without Permission	Leaving school grounds during regular school hours without permission.	Parent/student/ administrative conference	3 day suspension
Lying	To make an untrue statement with intent to deceive.	Conference	5 day suspension
Marijuana Violation (sale or distribution)	The sale or distribution of marijuana as defined below.	5 day suspension	Long term suspension
Marijuana Violation (use, possession, under the influence)	The possession or use of marijuana or substances represented as marijuana. This includes being under the influence at school, school-sponsored events and on school-sponsored transportation. The term marijuana includes marijuana in any form, such as plant, edible, oil, or wax.	3 day on campus reassignment	Long term suspension
Minor Aggressive Act	The behavior of rough boisterous play or tussles, minor confrontations, pushing and/or shoving.	Conference	10 day suspension
Negative Group Affiliation	Specific attitudes and actions of a student affiliated with a negative group which manifests malice towards others. This includes gang activity.	Conference	Long term suspension
Parking Lot Violation	Improper driving or parking of a vehicle on District property without permission and/or parking in prohibited areas.	Conference	Loss of parking privileges
Personal Electronic Device	Use, possession, or operation of a personal electronic device in violation of school rules. Personal electronic devices include, but are not limited to, cell phones, smartphones, tablets, smartwatches, earbuds/headphones, smart glasses, wearable technology, and similar devices capable of communication, recording, internet access, or media playback. (HB 2484)	Conference	5 day suspension

Discipline Guidelines: Grades PreK-12

		Recommended Consequence	
Infraction	**Definition**	**Minimum**	**Maximum**
Pornography (use, possession)	The use or possession of pictures, videos, devices, or electronic images that offends or disturbs the educational environment.	Conference	10 day suspension
Pornography (distribution)	The distribution of pictures, videos, devices, or electronic images that offends or disturbs the educational environment.	3 day suspension	Long term suspension
Public Display of Affection	Kissing, hugging, fondling or touching in public.	Warning	3 day suspension
Recklessness	Unintentional, careless behavior that may pose a safety or health risk for others or may be deemed inappropriate.	Conference	Long term suspension
*Robbery	Taking, or attempting to take, any property of another from his person or immediate presence and against his will. Such person threatens or uses force against any person with intent either to coerce surrender of property, or to prevent resistance to such person taking or retaining property. (A.R.S. 13-1902)	5 day suspension/ Restitution	Expulsion/ Restitution
School Policy, Other Violation of	An incident that cannot be coded in one of the other categories but did involve a school, school-sponsored event or school-sponsored transportation.	Conference	Long term suspension
School Threat, Other	An incident that cannot be coded in one of the other categories but did involve a school threat. This includes death threats.	Mediation	Expulsion
*Sexual Abuse or Sexual Conduct with a Minor or Child Molestation	For definition of Sexual Abuse, refer to A.R.S. 13-1404. For definition of Sexual Conduct with a Minor, refer to A.R.S. 13-1405. For definition of Child Molestation, refer to A.R.S. 13-1410.	5 day suspension	Expulsion
*Sexual Assault (Rape)	For definition, refer to A.R.S. 13-1406.	Expulsion	
Simulated Firearm	Any simulated firearm made of plastic, wood, metal or any other material which is a replica, facsimile, or toy version of a firearm or any object such as a stick or finger concealed under clothing and is being portrayed as a firearm.	Conference	10 day suspension
Tardy	Failure to be at a designated location at a specified time.	Parent/student/ administrative conference	CUTS
Technology, Other	The misuse of District provided electronic devices and or student District accounts. This includes accessing inappropriate websites while at school or while using District provided devices.	Conference	5 day suspension

Discipline Guidelines: Grades PreK-12

		Recommended Consequence	
Infraction	**Definition**	**Minimum**	**Maximum**
Theft	Taking property that belongs to another without personal confrontation, threat, violence, or bodily harm. Theft does not include confiscation by school authorities of property not permitted at the school. NOTE: In the event of theft or damage, personal items brought to school, such as musical instruments, radios, electronics, etc., are not covered by District insurance. (A.R.S. 13-1802)	On campus reassignment / Restitution	10 day suspension/ Restitution
Threat or Intimidation	When a person indicates by word or conduct the intent to cause physical injury or serious damage to a person or their property. (A.R.S. 13-1202)	Mediation	Long term suspension
Tobacco Violation	Possession of tobacco products on K-12 public, charter, or private school grounds, buildings, parking lots, playing fields and vehicles, and at off-campus school-sponsored events, is a petty criminal offense. "Petty" offense is punishable by a fine of up to $300. (A.R.S. 36-798)	On campus reassignment	10 day suspension
Truancy	An unexcused absence of at least one class period during the day. This includes ditching. NOTE: This definition pertains to students ages 6 to 16. (A.R.S. 15-803)	Parent/student/ administrative conference	Loss of credit/CUTS
Trespassing	To enter or remain on a public school campus or school board facility without authorization or invitation and with no lawful purpose for entry. This includes students serving a 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. (A.R.S. 13-1503)	On campus reassignment	10 day suspension
Unexcused Absence	An unexcused absence of at least one class period during the day. NOTE: This definition pertains to students over the age of 16.	Parent/student/ administrative conference	Loss of credit/CUTS
Vandalism of Personal Property	Willful destruction or defacement of personal property.	On campus reassignment / Restitution	Long term suspension/ Restitution
Vandalism of School Property	Willful destruction or defacement of school property.	On campus reassignment / Restitution	Long term suspension/ Restitution

Discipline Guidelines: Grades PreK-12

		Recommended Consequence	
Infraction	**Definition**	**Minimum**	**Maximum**
Verbal or Written Provocation	Use of language, gestures, or any other communication that may incite another person or other people to fight.	Conference	Long term suspension
Weapons (no threat)	May include but are not limited to the possession of billy clubs, brass knuckles, knife with a blade length more than 2.5 inches, nunchakus, and other prohibited items as listed in A.R.S. 13-3101.	10 day suspension	Expulsion
*Weapons (w/Threat)	May include but are not limited to billy clubs, brass knuckles, knife with a blade length more than 2.5 inches, nunchakus, and other prohibited items as listed in A.R.S. 13-3101 accompanied by a verbal or physical threat of violence against a person or damage to District property.	Long term suspension	Expulsion

Glossary of Consequences

Because some consequences apply to certain problems and not to others, it is not possible to list disciplinary options in a strict order of progression from less to more serious. Nevertheless, the District's approach to student discipline is progressive in nature, and this glossary is generally organized to present consequences of misconduct in order of increasing severity.

Conference
A teacher, administrator, or other staff member will talk with the student about expected behavior and the consequences of misconduct.

Parent Involvement
A teacher or administrator will discuss student behavior with parent/guardian, seeking cooperation in creating a positive behavioral change.

Loss of Privileges
Any privilege that is abused may be revoked, pending behavior change or fulfillment of reasonable requirements. Privileges may be restored to students partially or fully and may depend upon development of a behavioral contract. Loss of privileges may include the student's right to be enrolled in a class, or participation in extracurricular activity.

Detention/Campus community service
Detention is mandatory time spent in an assigned location. Campus community service is the performance of supervised work for the school. Detention or campus community service may be assigned before school, during the lunch period or after school. Parent/guardian will be notified prior to assignment of either school detention or campus community service.

Behavioral Contract

A teacher or administrator may outline in writing the terms upon which certain student privileges will be granted or continued and specific consequences if terms are broken. Signatures of both student and school official are required. In some stances, parent or guardian will also be expected to sign, indicating agreement to terms of the contract.

On Campus Suspension (Short Term)

With notification to the student and parent/guardian, a school administrator may remove a student from all classes for a period of one to ten days. During this time, the student's assignments will be provided. The student's access to school services, facilities and personnel will be limited to the on-campus suspension area. The student is not permitted to participate in or attend any school sponsored events during the period of suspension.

Off Campus Suspension (Short Term)

With notification to the student and parent/guardian, a school administrator may remove a student from all classes for a period of one to ten days. During this time, the student's assignments will be provided. The student is not permitted to participate in or attend any school sponsored events during the period of suspension.

Long Term Suspension Hearing

A long term suspension is a withdrawal of the privilege to attend school that exceeds ten school days in duration and extends for a specified period of time.

Off Campus Suspension (Long Term)

Acting upon the recommendation of the administration, a hearing officer may deny all school privileges to a student for a period of eleven days or more.

Expulsion

Acting upon the recommendation of a hearing officer, the Governing Board may permanently deny all school privileges to a student.

Manifestation Determination

Before the 11th day of suspension is imposed, the IEP Team, including the parents and the Director of Student Support Services or designee, must meet to review the relationship between the child's disability and the behavior subject to the disciplinary action to determine whether or not the behavior in question was a manifestation of the student's disability.

Restitution

When personal or school property has been damaged, stolen, lost, or destroyed, the student may be held responsible for replacing or paying the cost of the item. Restitution may be required in addition to other behavioral consequences.

Revocation of Open Enrollment

A student who is on an open enrollment variance may lose that privilege if the student demonstrates poor attendance or fails to follow school rules.