

GILBERT

PUBLIC SCHOOLS

2026/2027 Student Handbook



Inspiring Excellence in Every Learner

Public Notice of Nondiscrimination

Gilbert Public Schools does not discriminate on the basis of race, color, religion, national origin, ethnicity, sexual orientation, sex, age, or disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. The District provides equal access to the Boy Scouts and other designated youth groups pursuant to the Boy Scouts of America Equal Access Act. The lack of English language skills shall not be a barrier to admission or participation in the District's activities and programs. The Gilbert Unified School District also does not discriminate in its hiring or employment practices.

This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990.

Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator(s) at 140 S. Gilbert Road, Gilbert, AZ 85296, or at the phone number or email listed below.

<p>As to issues regarding disability discrimination:</p> <p>Ms. Fran Grossenbacher Compliance Officer Section 504/ADA Coordinator Phone: 480-497-3377 GPS Formal Complaint Form</p>	<p>As to issues regarding Sex Discrimination:</p> <p>Dr. Danielle Fuchs Title IX Coordinator Phone: 480-545-2174 T9reports@gilbertschools.net</p>	<p>As to issues regarding any other type of discrimination:</p> <p>Dr. Jim Lockwood District Hearing & Compliance Officer Phone: 480-497-3421 GPS Formal Complaint Form</p>
---	---	---

Aviso Público de No Discriminación

Las Escuelas Públicas de Gilbert no discrimina por motivos de raza, color, religión, origen nacional, etnicidad, orientación sexual, sexo, edad, o discapacidad en la admisión a sus programas, servicios o actividades, en el acceso a ellos, en el tratamiento de personas o en cualquier aspecto de sus operaciones. El Distrito brinda igualdad de acceso a los Boy Scouts y otros grupos juveniles designados de conformidad con la Ley de acceso equitativo de Boy Scouts of America. La falta de habilidades en el idioma inglés no será una barrera para la admisión o participación en las actividades y programas del distrito. El Distrito Escolar Unificado de Gilbert tampoco discrimina en sus prácticas de contratación o de empleo.

Este aviso se proporciona como lo requiere el Título VI de la Ley de Derechos Civiles de 1964, la Sección 504 de la Ley de Rehabilitación de 1973, el Título IX de las Enmiendas de Educación de 1972, la Ley de Discriminación por Edad de 1975 y la Ley de Estadounidenses con Discapacidades de 1990.

Las preguntas, quejas o peticiones de información adicional con respecto a estas leyes, se pueden enviar al coordinador(es) de cumplimiento designado a 140 S. Gilbert Road, Gilbert, AZ 85296, o al número de teléfono o correo electrónico que se anotan a continuación.

<p>Para asuntos relacionados con la discriminación por discapacidad:</p> <p>Sra. Fran Grossenbacher Oficial de Cumplimiento de la Sección 504 de Educación Especial/Coordinador(a) de ADA Teléfono: 480-497-3377 GPS Formal Complaint Form</p>	<p>Para asuntos relacionados con discriminación sexual:</p> <p>Dra. Danielle Fuchs Coordinadora de Título IX Teléfono: 480-545-2174 T9reports@gilbertschools.net</p>	<p>Para asuntos relacionados a cualquier otro tipo de discriminación:</p> <p>Dr. Jim Lockwood Oficial de Cumplimiento y Audiencia Teléfono: 480-497-3421 GPS Formal Complaint Form</p>
--	--	--



Welcome Letter from the Superintendent of Gilbert Public Schools

Dear Parent/Guardian,

Welcome to Gilbert Public Schools!

On behalf of our entire district, it is my pleasure to welcome you to the 2026–27 school year. We are honored that you have chosen Gilbert Public Schools as your district of choice, and we are committed to providing every student with an exceptional educational experience.

At GPS, we believe strong partnerships between schools and families are essential to student success. Together, we will foster a safe, supportive, and engaging learning environment where every student can grow, achieve, and thrive. Our dedicated staff works each day to inspire curiosity, encourage responsibility, and prepare students for a bright future.

This Student Handbook has been developed to serve as a helpful resource for you and your child throughout the school year. It outlines important information, expectations, and guidelines that support a positive and productive school experience. We ask that you review this handbook together and complete the required Awareness Contract provided by your child's school. Your acknowledgment confirms a shared understanding of expectations and allows our schools to remain focused on what matters most, teaching and learning.

For additional information, please visit our district website at www.gilbertschools.net, where you can access GPS Policies and Administrative Regulations. As part of our ongoing efforts to improve clarity and accessibility, the district has transitioned to the Trust Policy Manual.

The beginning of a new school year brings fresh opportunities, new goals, and continued growth. I am excited to serve as your Superintendent and look forward to working together to make the 2026–27 school year a successful and memorable one for every student.

Thank you for your continued support of Gilbert Public Schools.

Sincerely,

Dr. Jared Ryan
District Superintendent
140 S. Gilbert Rd. Gilbert, AZ 85296
(480) 497-3342

Table of Contents

Public Notice of Nondiscrimination/Aviso Público de No Discriminación	1
Welcome Letter from the Superintendent of Gilbert Public Schools	2
Table of Contents	3
Awareness Contract and Student Conduct Expectations	4
Bell Schedules	5
2026/27 School Calendar	6
Elementary School Information	8
Secondary School Information	10
Getting To and From School	11
Student Registration	13
Attendance	14
Educational Records	16
Student Services and Operations	17
Extra-Curricular Activities	22
Health Information	24
Teaching and Learning	25
Educational Recognition Programs	26
Additional Programs for Students	28
Students with Disabilities	29
Student Code of Conduct	30
Student Discipline Policies	32
Policy © 5-409 Prohibition on Harassment, Intimidation, and Bullying	35
Policy © 5-408 Hazing Prevention	36
Notifications	37

All GPS Policies can be found at www.gilbertschools.net/about/district-policies

A Spanish version of the Student Handbook is available upon request at your school and on the District's website.

Una versión del Manual del Estudiante está disponible en español a petición en su escuela y en la página web del Distrito.

Awareness Contract and Student Conduct Expectations

for the Gilbert Public Schools (GPS) 2026-2027 School Year

This “Awareness Contract” has been created in order to increase the safety and well-being of all students and staff in GPS. It confirms that all students and parents/guardians have received information regarding behavioral expectations (Student Handbook) as well as access to related policies and resources via the GPS Website. [Videos](#) have also been created to assist your understanding of this area.

All Governing Board Policies, Administrative Regulations, and the Student Handbook may be accessed at: www.gilbertschools.net or through individual school main page websites under the heading, *Handbooks*. An *Awareness Video* is also located at each school website which further outlines student behavioral expectations.

The Student Handbook contains required disclosure of information and many website links that highlight important components of being a successful student in our schools. Please pay particular attention to the *Student Code of Conduct* section that outlines behavioral expectations. Additional information on expected behavior can be viewed in the GPS [Policy Manual](#).

By your signatures below (parents will be signing electronically upon enrollment and/or the annual update), you are affirming that:

- You and your student(s) are aware of and will abide by all GPS Policies and Regulations related to appropriate student behavior and expectations.
- You and your student(s) are in receipt of and/or have been notified of electronic access to the [GPS Student Handbook](#). The Handbook can be accessed at www.gilbertschools.net and via each of the school’s websites.
- If the student is found in violation of GPS Policies, he/she may be disciplined, which could include being suspended or expelled from school.
- I am aware that my 7th - 12th grade student will receive an electronic device (Chromebook), and have been notified of electronic access to the [Student Device Handbook](#) and [Device Protection Plan](#) that I will abide by.
- I acknowledge and consent to the GPS granting my child the use of digital tools and systems to facilitate learning. I also authorize the District to share the personal information of my child if it determines as necessary to use software selected by the District for instruction. The District will limit the personal information it discloses to what is necessary to use the selected software.
- If further clarification is needed, I will contact my school principal.

Parents will be signing electronically upon enrollment and/or the annual update.

Student Printed Name _____ I.D. # _____ Grade _____

Students may be asked to acknowledge awareness of rules at their school as well.

BELL SCHEDULES

High Schools Schedule

Monday, Tuesday, Thursday and Friday: 7:30 AM - 2:20 PM
Wednesdays: 7:30 AM - 1:20 PM
Half-Days: 7:30 AM - 11:20 AM
2026/27 Half Days: 8/26/26, 10/2/26, 10/28/26, 12/17/26, 12/18/26, 1/27/27, 3/3/27, 3/12/27, 5/26/27, and 5/27/27.

Elementary Schools Schedule

Monday, Tuesday, Thursday and Friday: 8:10 AM - 2:55 PM
Wednesdays: 8:10 AM - 1:55 PM
Half-Days: 8:10 AM - 11:55 AM
2026/27 Half Days: 8/26/26, 9/17/26, 9/18/26, 10/2/26, 10/28/26, 12/18/26, 1/27/27, 3/3/27, 3/12/27, and 5/27/27.

Performance Academy Schedule

Monday, Tuesday, Wednesday, Thursday and Friday: 7:30 AM - 12:35 PM

Junior High Schools Schedule

Monday, Tuesday, Thursday and Friday: 8:40 AM - 3:30 PM
Wednesdays: 8:40 AM - 2:30 PM
Half-Days: 8:40 AM - 12:30 PM
2026/27 Half Days: Same As High School

Canyon Valley High School Schedule

Monday, Tuesday, Thursday and Friday: 7:30 AM - 3:38 PM
Wednesdays: 7:30 AM - 2:20 PM
Half-Days: 7:30 AM - 2:10 PM
2026/27 Half Days: Same As High School

Canyon Valley Junior High School Schedule

Monday, Tuesday, Thursday and Friday: 8:30 AM - 3:27 PM
Wednesdays: 8:30 AM - 2:20 PM
Half-Days: 8:30 AM - 2:20 PM
2026/27 Half Days: Same As High School

Advantage Preschool Schedule

Monday, Tuesday, Thursday and Friday:
AM session: 8:00 AM -10:30 AM
PM session: 11:15 AM -1:45 PM
Burk Elementary DHH Program- Only PM session: 11:45 AM -2:45 PM

2026/27 School Calendar

[Click for the Gilbert Public Schools 2026-2027 School Calendar](#)

JULY 2026

July 4: Independence Day
July 23: Returning Teachers Start

July 20: New Teachers Start
July 28: First Day of School

AUGUST 2026

August 5: Early Release (1 hour)
August 19: Early Release (1 hour)

August 12: Early Release (1 hour)
August 26: 1/2 day Kindergarten-12th Grade

SEPTEMBER 2026

September 2: Early Release (1 hour)
September 9: Early Release (1 hour)
September 17: Parent Teacher Conferences 1/2 day for Kindergarten-6th Grade
September 18: Parent Teacher Conferences 1/2 day for Kindergarten-6th Grade
September 23: Early Release (1 hour)

September 7: Labor Day (Holiday)
September 16: Early Release (1 hour)
September 30: Early Release (1 hour)

OCTOBER 2026

October 2: Grading Day, 1/2 day Kindergarten-12th Grade
October 5- 16: Fall Break (No School)
October 21: Early Release (1 hour)

October 19: School Resumes
October 28: 1/2 day Kindergarten-12th Grade

NOVEMBER 2026

November 4: Early Release (1 hour)
November 18: Early Release (1 hour)

November 11: Veterans Day (Holiday)
November 25 - 27: Thanksgiving (Holiday)

DECEMBER 2026

December 2: Early Release (1 hour)
December 16: Early Release (1 hour)
December 18: End of Semester, 1/2 day Kindergarten-12th Grade
December 21 - 31: Winter Break (No School)

December 9: Early Release (1 hour)
December 17: End of Semester, 1/2 day 7th-12th Grade

JANUARY 2027

January 1: Winter Break (No School)
January 6: Early Release (1 hour)
January 18: Martin Luther King Day (Holiday)

January 4: School Resumes
January 13: 1/2 day Kindergarten-12th Grade
January 20: Early Release (1 hour)

FEBRUARY 2027

February 3: Early Release (1 hour)
February 15: Presidents Day (Holiday)
February 24: Early Release (1 hour)

February 10: Early Release (1 hour)
February 17: Early Release (1 hour)

MARCH 2027

March 3: 1/2 day Kindergarten-12th Grade
March 10: Early Release (1 hour)
March 12: Grading Day, 1/2 day Kindergarten-12th Grade
March 15 - 26: Spring Break (No School)
March 29: School Resumes
March 31: Early Release (1 hour)

APRIL 2027

April 7: Early Release (1 hour)
April 14: Early Release (1 hour)
April 21: Early Release (1 hour)
April 26: Spring Holiday (No School)
April 28: Early Release (1 hour)

MAY 2027

May 5: Early Release (1 hour)
May 12: Early Release (1 hour)
May 19: Early Release (1 hour)
May 26: 1/2 day Junior High & High School/Kindergarten-6th Grade Early Release (1 hour)
May 27: Last Day for Students, 1/2 day Kindergarten-12th Grade
May 28: Last Day for Teachers
May 31: Memorial Day (Holiday)

JUNE 7-JULY 2, 2027 - Summer School

DAYS OF SCHOOL

1st Semester - 89 Days
2nd Semester - 91 Days
Total - 180 Days

Elementary School Information

Assistant Superintendent of Elementary Education

Dr. Jason Martin (480) 497-3342
140 S. Gilbert Rd. Gilbert, AZ 85296

[Ashland Ranch Elementary](#)

1945 S. Ashland Ranch Rd. Gilbert, AZ 85295
Ms. Suzanne Castelhana, Principal
Phone: (480) 917-9900

[Augusta Ranch Elementary](#)

9430 E. Neville Ave. Mesa, AZ 85209
Ms. Kristin Fleming, Principal
Phone: (480) 635-2011

[Boulder Creek Elementary](#)

8045 E. Portobello Ave. Mesa, AZ 85212
Mr. Trent Bender, Principal
Phone: (480) 507-1404

[Burk Elementary](#)

545 N. Burk St. Gilbert, AZ 85234
Mrs. Katrina Gruse, Principal
Phone: (480) 926-3816

[Canyon Rim Elementary](#)

3045 S. Canyon Rim, Mesa, AZ 85212
Mr. Joseph Lopat, Principal
Phone: (480) 984-3216

[Carol Rae Ranch Elementary](#)

3777 E. Houston Ave. Gilbert AZ 85234
Mr. Chris Birgen, Principal
Phone: (480) 507-1359

[Finley Farms Elementary](#)

375 S. Columbus Dr. Gilbert, AZ 85296
Ms. Tracy Smith, Principal
Phone: (480) 507-1624

[Greenfield Elementary](#)

2550 E. Elliot Rd. Gilbert, AZ 85234
Mr. Brian Lockwood, Principal
Phone: (480) 892-2801

[Harris Elementary](#)

1820 S. Harris Dr. Mesa, AZ 85204
Ms. Jenn Laserna, Principal
Phone: (480) 545-7060

[Highland Park Elementary](#)

230 N. Cole Dr. Gilbert, AZ 85234
Mr. Jason Failla, Principal
Phone: (480) 832-3034

[Islands Elementary](#)

245 S. McQueen Rd. Gilbert AZ 85233
Mr. Mike Davis, Principal
Phone: (480) 497-0742

[Meridian Elementary](#)

3900 S. Mountain Rd. Mesa, AZ 85212
Mr. Christopher Stroud, Principal
Phone: (480) 497-4032

[Mesquite Elementary](#)

1000 E. Mesquite St. Gilbert, AZ 85296
Mrs. Wendy Norburg, Principal
Phone: (480) 813-1240

[Neely Traditional Academy](#)

500 E. Houston Ave. Gilbert, AZ 85234
Mrs. Jennifer Greene, Principal
Phone: (480) 892-2805

Gilbert Elementary

175 W. Elliot Rd. Gilbert, AZ 85233
Mr. Justin Sremba, Principal
(480) 892-8624

Patterson Elementary

1211 E. Guadalupe Rd. Gilbert AZ 85234
Mr. Chip Pettit, Principal
Phone: (480) 892-2803

Playa Del Rey Elementary

550 N. Horne St. Gilbert, AZ 85233
Mrs. Amber Bickes, Principal
Phone: (480) 892-7810

Quartz Hill Elementary

3680 S. Quartz St. Gilbert, AZ 85297
Dr. Joan Henry, Principal
Phone: (480) 855-5732

Settler's Point Elementary

423 E. Settlers Point Dr. Gilbert, AZ 85296
Mrs. Andrea Emerick, Principal
Phone: (480) 507-1481

Oak Tree Elementary

505 W. Houston Ave. Gilbert, AZ 85233
Mr. Dale Lunt, Principal
Phone: (480) 632-4785

Sonoma Ranch Elementary

601 N. Key Biscayne Dr. Gilbert, AZ 85234
Mr. Colin Kelly, Principal
Phone: (480) 497-9343

Superstition Springs Elementary

7125 E. Monterey Ave. Mesa, AZ 85209
Dr. Tim Moses, Principal
Phone: (480) 641-6413

Towne Meadows Elementary

1101 N. Recker Rd. Gilbert, AZ 85234
Dr. Kshama Rosales, Principal
Phone: (480) 854-1545

Val Vista Lakes Elementary

1030 N. Blue Grotto Dr. Gilbert, AZ 85234
Mr. Patrick Miller, Principal
Phone: (480) 926-6301

Secondary School Information

Assistant Superintendent of Secondary Education

Ms. Marcie Taylor, (480) 497-3306
140 S. Gilbert Rd. Gilbert, AZ 85296

HIGH SCHOOLS:

Campo Verde High

3870 Quartz St. Gilbert, AZ 85297
Ms. Erica Helfrey, Principal (480) 545-3100

Desert Ridge High

10045 E. Madero Ave. Mesa, AZ 85209
Mr. Scott Smith, Principal (480) 984-8947

Gilbert High

1101 E. Elliot Rd. Gilbert, AZ 85234
Mr. Lucas Blackburn, Principal (480) 497-0177

Highland High

4301 E. Guadalupe Rd. Gilbert, AZ 85234
Mr. Brian Yee, Principal (480) 813-0051

Mesquite High

500 S. McQueen Rd. Gilbert, AZ 85233
Ms. Kari Castro, Principal (480) 632-4750

ACADEMIES:

Gilbert Classical Academy (7-12)

1016 N. Burk St. Gilbert, AZ. 85234
Ms. Elyse Torbert, Principal (480) 497-4034

GPS Global Academy (9-12)

55 N. Greenfield Rd. Gilbert, AZ 85234
Ms. Mary Longnion, Principal (480) 507-1476

JUNIOR HIGH SCHOOLS:

Desert Ridge Junior High

10211 E. Madero Ave. Mesa, AZ 85209
Mr. Eric Cruz, Principal (480) 635-2025

Greenfield Junior High

101 S. Greenfield Rd. Gilbert, AZ 85296
Ms. Jodi Smith, Principal (480) 813-1770

Highland Junior High

6915 E. Guadalupe Rd. Mesa, AZ 85212
Dr. Sean Jonaitis, Principal (480) 632-4739

Mesquite Junior High

130 W. Mesquite St. Gilbert, AZ
Mr. Jonathan Stegall, Principal (480) 926-1433

South Valley Junior High

2034 S. Lindsay Rd. Gilbert, AZ 85295
Mr. Jonathan Schley, Principal (480) 855-0015

ALTERNATIVE EDUCATION:

Canyon Valley School (7-12)

7007 E. Guadalupe Rd. Mesa, AZ 85212
Mr. Adam Strock, Principal (480) 507-0519

Getting To and From School

Closed Campus

All GPS schools are closed campuses. Students must remain on campus during the school day, including lunch, unless they are signed out by a parent/guardian in person or have approved release time. Students found to have been off campus during school hours may be subject to a search by school personnel.

Student Arrival and Departure

Students generally may arrive 30 minutes before the start of the school day, unless they are participating in a school sponsored program. **Please contact your school for specific arrival times in this area.** Students are also to return home immediately after the school day unless they are participating in a school sponsored activity. For safety reasons, GPS recommends that your student travel in groups when walking or biking to school for safety purposes ,and to start early enough to ensure on-time arrival.

Walking To and From School

- Students should walk on the sidewalk at all times. If there is no sidewalk, students should safely use walkable areas on the side of the road that faces oncoming traffic.
- Students should always use the designated crosswalks and be mindful of nearby traffic.
- Elementary parents should inform the office/teacher as soon as possible if the student will be changing his/her regular means of coming to or from school.

Bicycles/Scooters/Rollerblades/Other To and From School

With parental permission, students may use the above-listed modes of transportation to ride to and from school. Parents who want their students to ride a bicycle or e-bike should ensure that the student is aware of and responsible for following the rules and associated laws.

- E-bikes are divided into 3 classes. Only Class 1 & 2 e-bikes are allowed on school grounds if not restricted by laws within the Town/City.
 - Class 1 - Motor only assists while pedaling and cuts off at 20 mph
 - Class 2 - Motor may power without pedaling and cuts off at 20 mph
 - Class 3 - Not allowed on school grounds. Motor only assists while pedaling and cuts off at 28 MPH
- Helmets are required, especially with e-bikes, due to their faster speed capabilities.
- E-bike Town/City age requirements.
 - Mesa- rider must be at least 16 year old
 - Gilbert- rider must be at least 12 years old
- Use only designated crosswalks to cross the street and walk the bike, e-bike, or scooter across the street.
- Upon reaching the school grounds, walk the bike, e-bike, or scooter to the designated storage area.
- Lock the bike, e-bike or scooter. The school is not responsible for damage or loss.
- Skateboards and shoes with wheels (Heelys) are not allowed.
- Rollerblades, etc. must be stored in the student's backpack upon arrival to school.
- Other forms of transportation need to have prior school administrator approval.
- For more information on bike safety, possible restrictions, or updated regulations, go to the Town of Gilbert or City of Mesa websites: <https://www.gilbertaz.gov/> or <https://www.mesaaz.gov/>

Student Drop Off and Pick Up

- Parents should drop off and pick up their children in the designated area on the campus.
- Vehicles must not block driveways, student crosswalks, or parking places.
- No parent vehicles in the bus lanes during pick up and drop off times.
- Parents should be orderly and mannerly when dropping off and picking up their children and abide by the specific procedures that their school provides.

Bus Transportation (Policy 3-302)

- Transportation provided by the District is a privilege. **Inappropriate conduct traveling to and from a bus stop, at bus stops, on district vehicles, or in the process of boarding or exiting from a vehicle may result in student disciplinary action** including, but not limited to denial of transportation privileges.
- GPS provides bus transportation for elementary and junior high students who live one mile or more from school. Bus transportation is provided for students in grades 9-12 who live 1.5 miles or more from school. Students with disabilities, if transportation is indicated in their respective Individual Education Program (IEP), will be offered transportation.
- All students must have a school issued I.D. to ride the bus.
- Drivers are not permitted to drop students at any stop other than the regularly assigned stop without a written request from a parent and approval from the principal or principal designee approval to ride a bus other than their assigned bus.
- It is expected that students attend field trips and athletic events with their team/group using transportation provided by GPS. Exceptions to this rule must receive prior approval from school administration. Parents must also sign their student out at the event, if they are taking them home rather than riding the bus.
- **For further information, please check out the [Transportation](#) section of our website for information on the [HERE COMES THE BUS](#) app.**

Release Time (Policy 5-103)

For specific reasons, students may be granted release time by the school administration. Typically, release time is granted only to upperclassmen for attendance at college, work, or other indicated needs and those students who are enrolled in a Gilbert Global Academy online course. Any student may be granted release time for off-campus religious instruction. All release time requests require the completion of a **Consent of Release Time** including a parent's signature (please ask at the school for more information). During release time, students are subject to discipline under the scope of the school's authority. *Students MAY NOT loiter on campus and are to leave immediately following their final class of the day. Student abuse of this benefit will result in loss of release time privileges.*

High School Parking

Parking is a privilege, not a right. Students who drive vehicles to school, park in designated areas at their own risk and must understand that neither the school nor the District can be held responsible for the vehicle or its contents. Vehicles may be searched if reasonable suspicion of a violation of school policy or law exists. In order to park on campus, a student must purchase a parking permit in the bookstore. Parking privileges may be revoked for violations of the parking guidelines. **For specific rules and fees, contact your school for more information.**

Student Registration

Enrollment in School (Policy 5-102)

New students must provide proper documentation when enrolling. The following documents shall be presented by the student and parent to the school's registrar.

- birth certificate (or other reliable proof of the student's identity and age, including the student's baptismal certificate, an application for a Social Security number, or original school registration records, *and* an affidavit explaining the inability to provide a copy of the birth certificate or a letter from the authorized representative of an agency having custody of the student [pursuant to statute] certifying that the student has been placed in the custody of the agency as prescribed by law)
- complete immunization record per A.R.S.15-872 in order to begin school.
- verification of domicile with a completed Arizona Residency Documentation Form or an Affidavit of Shared Residence

Any change of a student's address or telephone number requires that the school office be notified by completing an annual update accessible from the parent portal. Parents should provide updated work numbers and emergency telephone numbers whenever a change occurs. **If the new address changes are outside the school boundaries the changes must be completed and submitted online as an [Open Enrollment](#) as part of the online registration process and must be completed within ten school days of the move.**

Identification/Activity Card

All students are required to have a photo ID card issued by the school, which helps to promote safety. Junior high and high school students must wear their student identification card at all times during the school day. If the student fails to present their ID, he/she could be subject to disciplinary action. **Students are required to have their ID card in their possession at all activities, athletic events, and student dances.** If a student's ID card is lost or stolen, a replacement ID will be issued at a cost. Special ID rules may exist for elementary students. Check with your individual school for specifics in this area.

High school students are encouraged to voluntarily purchase an activity pass. This pass will entitle the student to free admission to all school home athletic competitions (excluding tournaments and AIA play-offs). In addition, some designated Student Council events may be free or discounted. No discount will be offered at the door. Junior high school students will receive free admission to the school dances.

Schedule Change Procedure for Junior High and High School

Schedule changes may be requested through the school's Counseling Office. Schedule changes may only be requested for level changes or incorrect placements. Please contact your school's Counseling Department regarding schedule change protocols and timelines. Students who withdraw from a course after the 9-week period, will receive a "Withdraw/Fail" (WF) for that course.

Open Enrollment (Policy 5-105, 5-105.A, and 5-105.B)

- Students living outside of their school boundaries must fill out an [Open Enrollment Application](#) as part of the online registration process.
- The school can reject applications of returning open enrolled students if they fail to honor all school rules and regulations. These rules and regulations include standards for academic effort, conduct, and attendance.
- Failure to disclose certain disciplinary information on the District's Open Enrollment Application may result in revocation of the student's acceptance for open enrollment.

Attendance

Regular attendance and punctual arrival at school are two habits that dramatically improve student achievement.

Absences ([Policy 5-103](#))

Students who are not in attendance for 90% of school days may face retention, loss of course credit, and/or be reported to Maricopa County as truant. Prearranged school-related activities shall not be counted against the student's attendance record. Cases involving extenuating circumstances may be appealed to school administration .

There are two types of absences: **excused and unexcused**. Excused and unexcused absences will carry the same weight in implementing the attendance policy. An **excused absence** only means that a student has the right to receive credit for make-up work.

Excused Absences (may be one of the following)

- **School related:** If a student misses a class for a school activity (i.e. field trip, counselor, etc.) he/she is not reported absent to the office, but is responsible for making up all missed work.
- **Other excused absences:** An excused absence is one in which the parent has notified the school within 24 hours of the student's absence and the school administrator has approved the absence. When a parent knows that the student will be absent for more than one day, one phone call to the school or an absence request through the Infinite Campus Parent portal will be sufficient.

All students should be in class every school day unless they are ill or have an excused absence. Parents are encouraged to schedule medical or other appointments for students outside the school day to avoid missing instruction, which could cause students to fall behind in class.

Homework/Make-Up Work:

The purpose of homework is to provide additional practice on previously introduced skills or to enrich classroom experiences. When an absence is excused, students are allowed to make-up work or obtain homework. *Contact your school for specific procedures.*

Unexcused Absences:

An absence is considered unexcused if the school has not been notified within 24 hours of the student's absence. ***Any student who has 10 consecutive unexcused absences from school will be withdrawn.*** The parent will be informed, in writing, when this happens. It is required that the parent accompany the student for re-admittance and submit an Online Registration ([OLR](#)) accessible from the parent portal.

Tardiness:

Any student entering the classroom after the bell has rung, but within the first 10 minutes of the class period without a pass from the office. If a student arrives after 10 minutes, it will be recorded as an absence. A tardy may result in 9th hour (junior high only), parent conference, or any other consequence deemed necessary by the school.

Check-In/Check-Out Procedures:

Students arriving late to school, returning to campus, or leaving campus before the end of the day must check in and out through the office. Students who do not comply with this procedure will result in the absence being unexcused.

All GPS schools are closed campuses, meaning that students may not leave campus and return during the school day without being signed in/out by a parent or legal guardian. To sign a student out, a **parent/legal guardian or other authorized adult must sign the student in and out, in person.**

- For the safety and protection of the child, a student will only be released from the classroom before the regular dismissal time when the parent/guardian comes to the office and signs the child out. Students will only be released to persons

authorized by the parent/guardian and those individuals specifically listed on the online enrollment form as an emergency contact.

- For a student to be released to an adult other than those listed upon enrollment, the school will require specific written authorization from the parent/guardian.
- **Students will not be released early on the basis of a telephone call.**
- Self-excusers (18 year old students with parental permission) are not allowed to sign themselves off campus during lunch without parental permission. Self-excusing is a privilege, not a right, therefore this privilege may be revoked at any time.

Hall Passes:

Students are to remain in the classrooms for the entire class period. Student business is not to be conducted during class time. Teachers should issue hall passes when a student needs to leave the room. Any student who loiters will be escorted to the appropriate class. A student sent from class for unsatisfactory conduct must report to the office. Failure to do so could result in further disciplinary action.

Attendance in Online Classes (high school only) (Policy 5-219)

Students who enroll in online classes through GPS Global Academy, whether during the school day or an extra course, are required to demonstrate active and ongoing participation. Attendance is taken online daily, following the process below:

- While students are able to manage their own work schedule, they must:
 - Log into Buzz on each day of the regular school year in order to record attendance
 - Work a minimum of 5 hours per week per class.
 - Earn 5% progress per week in course activities in order to demonstrate adequate progress.

Students who do not meet these attendance requirements for online classes may be withdrawn from their online course and return to an in-person class.

Withdrawal and Transfer from your School

To withdraw a student, a parent must report to the Attendance Office for instructions and procedures to be followed. Upon withdrawal, the student shall check in all books and other District property through the office of the school that was attended. Please give the school at least three days of advanced notice, whenever possible so proper documentation can be provided to assist in a smooth transition to the student's new school.

Educational Records

Student Records (Policy 5-303)

Parents/guardians have access to their children's school records. School employees observe confidentiality of student records and recognize that only important, factual information should be in permanent records. The [Family Educational Rights and Privacy Act \(FERPA\)](#) regulations broadly define a *record* as "information recorded in any way, including but not limited to, handwriting, print, computer, media, video or audio tape, film, microfilm and microfiche." The term *educational record* is defined as "those records, files, documents, and other materials which...contain information directly related to a student... and are maintained by an educational agency or institution or by a person acting for such agency or institution."

Custody Orders and Parenting Plans

Unless otherwise provided by a court order of law, on reasonable request, both parents are entitled to equal access to information concerning the child's education including school records provided directly by the custodian of the records or from the other parent. **It shall be the responsibility of the parents to provide school officials with a current copy of any custody orders and/or parenting plans. The school will follow the most current valid documents on file (A.R.S. 25-403.06(A)).**

In cases in which a person other than the parent has been granted guardianship, the legal guardian shall be responsible for notifying school officials of the conditions of the guardianship and for providing school officials with all pertinent written documentation.

Student Services and Operations

Parents may access additional information regarding the District or the school their student attends by visiting the District website: www.gilbertschools.net, or the website of their specific school.

Instructional Time

- Each grade level has designated uninterrupted instructional time during which time, classes are not interrupted with announcements or messages from home.
- When you have messages, materials, lunch money, etc., please bring them to the school office, and the school will relay these to the classroom.
- Please try to schedule student appointments outside of the school day.

School Visits and Volunteers (Policy 3-203)

- **Parents who wish to schedule classroom observations should make an appointment through the principal at least one school day in advance. All non-parent or non-guardian classroom observations must be approved through the District office.** The principal or designated staff member may accompany the classroom observer.
- All visitors to the school campus are required to sign in through the visitor management system in the front office by presenting proof of identity with a valid state identification and receiving a guest badge.
- In order to preserve the educational process, visitations will be limited as determined by the principal.
- Volunteers in the classroom or in the school are not allowed to have children accompany them. This policy ensures safety, minimizes classroom interruptions, and promotes full concentration of both students and volunteers/visitors on learning activities.
- Student guests are not allowed to visit or attend school with GPS students during school day.

Behavioral Counseling

Social workers (Elementary and Junior High), Mental Health Counselors (High School), Junior High and High School Counselors, and School Psychologists provide comprehensive mental health support to all students. They provide specialized services to students and their families, and are an integral part of the student services support teams. For more information visit the GPS website under “[Support and Prevention Services](#)” and “[Wellness Services](#)”.

Guidance Counseling (Junior High and High School)

Services are available to assist the students in course selection, schedule adjustments, vocational and career planning, scholarship applications.

Career Centers are at each high school to assist students in post-secondary training and career planning.

Scholarship information regarding local, state, and national scholarships are available in the high school counseling office. Financial assistance for post-secondary education include: academic achievement; need-based grants; performance or talent awards; work study programs and loans. Students and parents are advised to begin their plans early for financing college.

Library/Media Services

The Media Center offers many resources to students including books, periodicals, reference works, and access to online sources. Access to the media center includes opportunities before, during, and after school for appropriate use. Access may be limited during certain times and students assigned to a class must have a pass from the teacher to be admitted. Some materials may be checked out by students or copied (fees apply), and fines and possible school restrictions may occur for non-returned items or unpaid fees. Contact your school for specifics in this area.

Field Trips (Policy 5-213.E)

- Educational field trips are designed to enhance classroom instruction.
- All field trips meet specified educational objectives.
- Prior to each trip, the teacher will provide parents with information including the purpose, destination, date, departure time, and estimated return time of the field trip.
- Signed parent permission slips must be returned to the classroom teacher prior to departure for the trip.

School Lunch (Policy 3-301)

Breakfast and lunches are available for purchase for all students. Students who choose to purchase meals and/or ala carte items may set up an account and pay online at gilbertschools.net/meals or pay cash on a daily basis. Online deposits to a student's cafeteria account may take 24 hours to be recorded. The student's ID card serves as the cafeteria meal card. Students cannot use another student's account to buy meals or a la carte items. If this occurs the students may face disciplinary action. Cash and personal checks are accepted by the cafeteria staff at the register. Returned checks will be posted as a fine to a student account. Debit and credit card transactions can only be accepted online at gilbertschools.net/meals. For current breakfast and lunch prices and school menus, please visit the [Nutrition Services](#) page on the GPS website.

Students may choose to bring their lunch from home. Students do not have access to a microwave or refrigerators. For elementary-aged students, please use student-friendly containers to reduce the need for staff assistance.

Families are encouraged to apply for free and reduced meals as this will also qualify them for many other programs. All students who qualify for reduced price meals will receive one FREE breakfast meal and one FREE lunch meal each school day for the school year. The state of Arizona has budgeted at this time to pay the reduced price co-pay. If the state of Arizona discontinues covering the reduced meals copay, the cost per meal will be \$0.30 at breakfast and \$0.40 for lunch. A new meal application must be submitted each school year. To apply online, please visit gilbertschools.net/meals. Paper applications are also available from the cafeteria manager, the school's front office, or the district nutrition services office. Applying and qualifying for free or reduced priced meals is a great benefit to families and helps schools get funding for additional programs.

If your student requires special diet accommodations due to food allergies, please fill out the [special dietary needs form](#) on our website or request a form from the cafeteria manager or school nutrition services office. The form is required for any menu substitutions or accommodations due to special dietary needs and must be signed by a recognized medical authority (physician, physician assistant, registered dietitian nutritionist, or nurse practitioner). Alternate meals will be charged the normal rate unless your student qualifies for free and reduced meal benefits.

Students are asked to cooperate with the cafeteria staff by displaying good manners and keeping the dining area clean. No lunches may be consumed outside the designated area. No food or drink will be allowed within the halls and classrooms, unless prior arrangements have been made with administration. At the discretion of administration, backpacks are to be left in designated areas before buying food.

There are vending machines located on the Junior High and High School campuses. Please note that the vending machines are used at one's own risk. Money will not be refunded.

For additional information regarding the Gilbert Public Schools Nutrition Program, please visit www.gilbertschools.net under Nutritional Services or contact us at 480-497-3482.

Food Brought into School

All food brought into the school to be shared with other students needs to be purchased including treats for birthdays or other celebrations. Purchased items have been prepared in a kitchen licensed by the Maricopa County Department of Health and contains a label listing all of the ingredients found in the food item. This is important as many students have food allergies. Healthy items are encouraged.

Check with your child's school regarding procedures for food delivery services such as Uber Eats, DoorDash, etc. If a school allows this type of service, the food must be clearly labeled with the student's name and the food must be ready for the student to eat without additional support from the staff. Check with your child's school and/or teacher to see if there are additional guidelines around food, snacks, etc.

Safety & Security Emergency Response (Policy 3-401)

The District has extensive procedures in place to handle emergency and crisis situations, which are frequently reviewed and updated, as needed. All schools conduct regular drills to practice lockdown and evacuation procedures. The District works closely with the Town of Gilbert and the City of Mesa police and fire departments and emergency managers to assist staff, students, and parents in preparing for, responding to, or recovering from a crisis. During a safety and security situation, the District will provide the most up-to-date information in the form of Alerts on the district and school website. To familiarize yourself with important information and resources, please visit our Safety & Security Hub at www.gilbertschools.net/safety.

GPS Tipline

GPS Tip Line is designed to promote school safety and student well-being by providing students and parents with a safe and confidential way to report a threat or other concern that may affect students and/or staff to school or district administration. The Tip Line can be accessed at www.gilbertschools.net/tip.

GPS Camera System

Security cameras are installed on campuses to promote safety and are used to deter criminal activity, discourage negative behavior in the school, provide live coverage of who is on the campus, review archived footage, and give parents and students peace of mind.

Weapons Detectors

High school students are required to pass through weapons detectors when arriving at school daily. Students must wear their student ID, remove their chromebook, and comply with the procedures outlined by the school for passing through the detectors. Guests arriving on campus for events will also be required to pass through the weapons detectors.

Student Injuries

Even with the greatest precautions and the closest supervision, accidents can and do happen. Parents should be aware of this and be prepared for possible medical expenses that may arise should their child be injured at school. GPS does not provide medical insurance to automatically pay for medical expenses when students are injured at school. This is the responsibility of the parents or legal guardians. GPS does make student medical insurance available to families for individual purchase. Upon request and brochures outlining the coverage and premiums are available at the beginning of the school year in the school office. Additional information can be found at www.studentinsurance-kk.com.

Messages

Office personnel will not disrupt class to deliver messages to students except in cases of EXTREME EMERGENCY.

Technology

- The use of cell phones or other electronic cellular devices (i.e. watches) during instructional time is prohibited without specific permission given by a staff member. Students are to keep their electronic devices in backpacks, purses, pockets, or designated areas during the school day. Electronic devices will be confiscated from any student found to be out of compliance with this policy, and returned at school's discretion. K-8 schools will follow "Away for the Day" procedures and High Schools will follow "No Cell Bell to Bell" procedures. Please refer to the District [Cell Phone Policy](#) for more details.

Refer to **Inappropriate Use of Technology in Student Code of Conduct**, for further details: [Policy 5-305](#)

Digital Learning Program (Junior High and High School only)

Please refer to the [Student Device Handbook](#) for specific policies regarding Chromebook use and care.

Chromebooks

- Students in grades 7-12 will be issued one Chromebook and one power cord (Chromebooks are not issued at Canyon Valley School..
- If the device and/or power cord is lost or damaged, the student will be required to create a Chromebook Service request form. Parents can purchase [Device Protection Plan](#) for the year to minimize the potential repair and/or replacement costs associated with the device.
- Parents and students who choose NOT to purchase the Device Protection Plan are responsible for 100% of all repair and replacement costs for the device. Repair prices are estimates, as exact cost for each repair will be made upon further inspection of the damaged device. Damage levels and costs can be found in the [Student Device Handbook](#).
- If the Chromebook has been stolen, a police report must be filed by the parent/guardian within 24 hours upon discovery of the theft. A copy of the police report needs to be turned in to the school. The student will not be issued another Chromebook until the issue has been resolved.

It is possible that students may find material on the internet that parents consider objectionable. Although students may be supervised when they use the internet, this does not guarantee that students will not access inappropriate materials. GPS guidelines for accessing the internet prohibit access to material that is inappropriate in the school environment. Students should report inappropriate access to material to a teacher, other staff persons, or their parents. Parents are encouraged to discuss responsible use of the internet with their children and how this responsibility includes using the Internet at school, as well as from home.

Digital Citizenship Curriculum

GPS has adopted the [Common Sense Education's K-12 Digital Citizenship Curriculum](#), which is taught at all campuses in order to build a positive school culture that supports the safe and responsible use of technology.

State of Arizona Tax Credit for Public Schools

Taxpayers filing an Arizona Tax Return, have a unique opportunity to redirect a portion of state tax dollars they already pay to public education. The credit allows Arizona taxpayers to contribute up to \$200 per individual or \$400 per joint tax return to a public school. This is an excellent way to support your local school with dollars you would have paid in income taxes anyway.

If you are interested, please contact your school for additional information or visit the GPS website at www.gilbertschools.net. Credit card payments are accepted. Tax Credit Donations are non-refundable.

For the State of Arizona School Tax Credit to be applied to an extracurricular activity, per Arizona Revised Statute 43-1089.01, students are charged the rate determined by the Governing Board.

AngelSense and Similar Devices

The District is committed to working with parents who have purchased the AngelSense or other personal GPS device for their child to wear while on school property or during school hours. Parents take full responsibility for equipping their child with the device and it is their responsibility to inform the school if their child is wearing the device to school.

Since the AngelSense device, and other similar devices, has a "Listen-In" feature which allows parents to listen in, in real time, to their child and their child's surroundings, the parent must agree to deactivate this feature by signing a "Listen-In Feature Deactivation Agreement" as provided by AngelSense, or similar document provided by any other company offering a similar device. The parent, school administrator, and the teacher must work collaboratively to set the appropriate schedule for the deactivation of the "Listen-In" feature. The District and school calendars shall be used to establish the deactivation schedule. It should also be noted that the device does not record. The "Listen-In" feature will be completely deactivated during the time the student is in transit (if using school transportation), attending school during regular and after school hours, and during transport home (if using school transportation). The device will also be deactivated during any school related field trips or extracurricular activities sponsored by the District or taking place on District property. The deactivation agreements must be signed by both the parent and the school administrator and receipt acknowledged by AngelSense or other company before the student is allowed to use the AngelSense or other similar device at school.

If a device is found to have its "Listen-In" feature activated during any time defined above, the device shall be turned off and/or

confiscated by District staff until such time as the child's parent is able to pick up the device from campus. If a device is found to be in violation of this policy on more than one occasion, the child will no longer be permitted to bring the device to school.

Lost and Found

GPS and its employees are not responsible for lost, damaged, stolen, or unclaimed property. It is recommended that all books and valuable items, such as calculators, purses, wallets, instruments, electronic devices, yearbooks, etc., be carried in a backpack and remain in student's possession at all times. Lost and found items are kept in a designated area on campus. At the Junior High and High Schools, lockers are available in Physical Education, Fine Arts, and other areas. When lockers are utilized, they should be locked at all times and not shared with other students. Locks, if used, are to be provided by the student. It is the responsibility of the student or parent to claim all personal items within 15 days.

Photographs and Videotaping Students

On occasion throughout the school year, photographs and/or videotapes may be made of your student for use in District publications, including the District website, and/or an outside media service. In addition, creative and authored works of your student may be displayed or shared with the public. **If you do not wish your student to be photographed and/or videotaped or have student works displayed please make sure you check that off when you receive the annual update. After the school year starts, contact the principal for an *Out of Photograph/Videotape Student and Use of Student Works* form.**

Service Animals/Animals in Schools ([Policy 3-202.B](#))

- The District complies with all state and federal laws and regulations regarding the use of service animals by individuals with disabilities.
- Animals that are not service animals may only be brought to school and the classroom for educational purposes if students have permission from a school administrator.
- Animals brought to school for educational purposes that are not service animals will not be transported in school buses.

Spirit Store Items

On some campuses, school items with the school logo can be purchased at any time throughout the school year. T-shirts, notebooks, pencils, etc., are available for students to purchase.

Extra-Curricular Activities

Students participating in extracurricular activities (clubs, dances, assemblies, and athletics) represent GPS, and are expected to conduct themselves in a manner that will reflect the highest credit to themselves and the District. Students participating in or attending athletic events or school activities are expected to follow school district discipline guidelines at all times.

School sponsored student activities/dances are provided for responsible students who display positive and appropriate behavior. **Activities are viewed as a school privilege and participation may be revoked.** To participate in extracurricular activities (practice, rehearsal, performance, competition), the student is required to attend his/her classes. Exceptions will have prior approval by the administration. **Any student who has received an out-of school suspension is ineligible to practice/participate/compete for the duration of the suspension.**

Clubs (Policy 5-212)

Clubs are sponsored by GPS and each individual school campus. Their purpose is to enrich the student's educational experiences and to support the educational goals of the district. Each school is home to many clubs and student organizations. A detailed list of clubs and the process for chartering a club is available at each school campus, as well as on the school's website. These are listed under "Clubs and Activities" at elementary schools, "Clubs" in junior high, and "Activities" at high school. All students are encouraged to become involved, and make a positive contribution to their home campus and the District.

No one, including teachers and students, is allowed to sell any items at school that are not school sponsored, that are not approved by the student council, and/or approved by the administration. Only authorized and chartered clubs have the authority to sell items on campus.

Junior High and High School Dances

School dances are periodically offered at schools for a number of occasions. Students who attend, need to be compliant with the GPS [dress code](#), [behavioral expectations](#), and criteria to attend a dance. GPS Student I.D's will be required and students who leave a dance will not be readmitted. Since dances may vary, it is important to contact the appropriate school for further information and possible costs associated with the event.

Student Government/Council

The school provides an opportunity for students to participate in the decision making process through student government. Students are encouraged to participate in the student government organization and to make recommendations for the improvement of the school through their student body officers. The constitution and code of ethics will be used for all procedures involving our student government.

Junior High and High School Athletics (Policies [5-213](#), [5-213.A](#), [5-410](#), [5-410.A](#), and [5-410.B](#))

Students are encouraged to participate in athletic programs as they are an important component of their education. To this end, junior high and high schools in the District shall offer a range of options in which students can participate. Eligibility of participation shall be governed by Policy Some of guidelines are listed below:

1. Students must meet the state requirements of passing all classes. An "F" grade, an "I", or a "U" grade will constitute a failure to pass a course.
2. Students must meet the District requirement of a 2.0 G.P.A. carry over from the previous grading period.
3. Students must have a physical examination completed per the Gilbert Public Schools Athletic Clearance Packet.
4. For information regarding NCAA Clearing House Eligibility refer to the [GPS High School Course Description Book](#).
5. NATIONAL COLLEGIATE ATHLETIC ASSOCIATION – NCAA Please check with the NCAA campus advisor for information regarding NCAA academic requirements or visit www.eligibilitycenter.org.

Rules of Eligibility for Junior High and High School Athletic Participation can be found under the Programs, then Athletics link at www.gilbertschools.net.

All high schools in the District shall be members of the Arizona Interscholastic Association and will comply with the Association bylaws. All junior high schools in the District shall comply with the Superstition Conference constitution. Teams representing GPS shall adhere to the principles of the Pursuing Victory With Honor program. This philosophy promotes the development of good character embodied in good sportsmanship and the Six Pillars of Character: Trustworthiness, Respect, Responsibility, Fairness, Caring, and Citizenship.

Athletic participation is much more than mere competition between two schools. There are valuable, rich experiences to be gained from team play and good competition. Togetherness, unity, fair play and the strong desire to win for our school, team and self are some of the rewards student athletes reap. More importantly, **student athletes will gain a sincere understanding of personal sacrifice, commitment, and dedication to goals and ideals that will be a part of them throughout their lifetime.**

Athletic Fees

All student athletes, who are on a team roster, will pay a fee. Tax credit donations may be used to pay student athletic fees.

Additional information on GPS athletics and associated fees can be found under Programs, then the Athletics link at www.gilbertschools.net.

Health Information

Gilbert Public Schools has nurse coverage and health assistants in all of our schools available to assist students with illness and injury-related problems. Trained personnel may also administer over the counter and prescription medication in accordance with GPS Policy. In addition, we also conduct health screenings, assist students and families with referrals for health-related service, follow-up, and act as a health education resource for students, their families, and our staff. Parents are requested to notify the health office if a student has a health condition that will interfere with the students participation in everyday school activities. **For more information on the following, please visit the [Health Office section of the Gilbert Public Schools website](#).**

- When Your Child Should Stay Home
- Immunization Information
- Emergency Medical Information
- Health Services Medication Guidelines (per [Policy 5-404](#) and [Policy 5-404.A](#))
- Communicable Disease on Campus
- Students with Physical Limitations
- Head Lice Information
- Annual Screening Information

Emergency Contact Information

Parents must make arrangements for an adult to pick up a child who is ill. For your child's protection, please update your child's emergency contacts as soon as changes occur. This can be done online through the Parent Portal. In this way, we are assured that your child is safely released to the person(s) you designate.

Student Support and Prevention Programs

Gilbert Public Schools believes that positive school environments encourage social and emotional learning significantly which impacts the academic achievement and success of our students.

For more information please visit the GPS website under Families & Students > [Support & Prevention](#).

The following link provides further information regarding the District's student support services and prevention program resources: [Wellness Resources](#)

Teaching and Learning

Curriculum (Policy 5-207)

Our mission is to inspire excellence in every learner. GPS has designed a curriculum based upon the Arizona Academic Standards, which identify specific objectives in the following subject areas: English language arts, history and social sciences, mathematics, science, health, music, physical education, and art. In grades K-6, GPS offers both “[Traditional](#)” and “[Accelerated](#)” (taught one grade level above the grade) and Gifted instruction opportunities typically begin in 4th grade running through 12th grade. [Special Educational](#) offerings are available at all grade levels. Textbooks and/or Chromebooks are typically issued to students in grades 7-12. Homework may be assigned to reinforce learning opportunities if the teacher deems it appropriate.

Additional information on the curriculum focus for each grade is available at www.gilbertschools.net under Teaching & Learning. Topics include but are not limited to: Curriculum, Elementary Academics, 7-12 Academic Planning Guide, Academic Programs, Assessment of Learning, and Grading Practices.

Grading Practices, Report Cards and Promotion/Retention (Policy 5-216 and 5-216.A)

- Families have access to their child’s grades via an online grade reporting system, Infinite Campus. Teachers update grades on a weekly basis by subject-area. Families are encouraged to check their child’s progress regularly, through the parent portal or through an application for smartphones.
- A report card’s primary function is to communicate information to families about their child’s quarterly level of proficiency in regard to learning objectives and standards in each curriculum area. Performance levels or grades represent the degree of progress toward mastery of learning objectives rather than a comparison of achievement to other students.
- **Grades and report card information can be found through the District website, [Infinite Campus Parent Portal website link](#).** Standards-based Grading and Reporting are utilized for students in grades kindergarten through sixth.
- The Standards-Based Mindset ensures that grading practices will be supportive of student learning, and that grades will be based on a body of evidence aligned to academic standards. It also ensures that students have multiple opportunities to demonstrate proficiency and receive scaffolding and support as appropriate.
- Traditional classrooms will utilize Achievement Letter Grades (A-F). Traditional programs exist at Neely Traditional Academy and designated Traditional classrooms at Canyon Rim and Spectrum Elementary Schools. Elementary promotion occurs if the student successfully completes the prescribed curriculum and adheres to 90% of the District’s attendance policy.

Parent Conferences

- Parent/teacher conferences are a time to talk about areas that are strengths for the student as well as the areas in which improvement is needed. The conference time allows parents and educators an opportunity to plan and work together so that the child can benefit the most from his or her educational experience. It will help the teacher if parents come to the conference prepared with a list of questions/comments/concerns regarding their child’s progress. By doing this, the teacher can specially address areas of concern.
- Parents who would like to talk with their child’s teacher during non-scheduled conference times should call to schedule a conference.
- Conference dates can be found on the District calendar.
- Concerns are best addressed at school with the teacher and principal.

Classroom Teacher Assignment

GPS wants to provide the optimum learning environment for your child. Classroom teacher assignments are the responsibility of the principal.

Additional Educational Support Programs

Dual Language Program - [Elementary Academics](#)

English Language Learner Program (ELL) - [English Language Learners](#)

Additional Junior High School Programs

Gilbert Accelerated Middle School (GAMS) at Gilbert High School

Information can be found on the Gilbert High School website under Academics > [Gilbert Accelerated Middle School](#).

Gifted Academy at Highland Junior High School

Information can be found on the Highland Junior High School website under Academics > [Gifted Academy](#).

Sports Performance Academy at South Valley Junior High

Information can be found on the South Valley Junior High School website under Academics > [Sports Performance Academy](#).

Educational Recognition Programs

Junior High Renaissance Program (Campus Discretion)

Renaissance is a recognition and incentive program with three major goals:

- To focus on academic excellence
- To recognize and stimulate student achievement
- To encourage superior education practices

The Junior High School P.R.I.D.E. Program

Information can be found on the GPS Teaching and Learning website under 7-12 Academic Planning Guide > [Junior High Course Catalog](#).

Gilbert Golden Scholars Recognition Program

Information can be found on the GPS Teaching and Learning website under [Grading Practices](#).

National Honor Society (NHS)

The National Honor Society (NHS) is **the nation's premier organization established to recognize outstanding high school students**. More than just an honor roll, NHS serves to recognize those students who have demonstrated excellence in the areas of scholarship, service, leadership, and character. Students in grades 10–12 who meet the requirements for membership outlined by their school's chapter are eligible to be invited for membership.

National Junior Honor Society (NJHS)

Membership in the National Junior Honor Society (NJHS) is one of the highest honors that can be awarded to full-time junior high school students. An overall grade point average of 3.80 for the first three grading periods (1st nine weeks, semester, 3rd nine weeks) will be considered for NJHS membership. Leadership, service, character, citizenship and discipline issues will be evaluated. Membership requirements are the same for all candidates in each grade level.

Academic Intervention and Enrichment Programs

Intersession (Junior High and High School only)

Intersession (Junior High and High School only) is held during the second weeks of Fall and Spring Break, 7th through 12th grade students who end the previous quarter with a failing grade will be invited to attend Intersession for up to two core classes. Upon successfully completing the requirements of Intersession, students will return from break with a grade enhancement of a D. Qualifying students and their parents will receive an invitation from their home school via email about one month prior to the end of the quarter.

GPS Elementary Summer School

GPS Elementary Summer School is held from June 7 through July 1 and offers Pre-K through 6th grade students with a variety of course offerings designed to provide students with learning opportunities through an engaging, hands-on curriculum. Program information, course offerings, and more are published in the course catalog during 4th quarter.

GPS Junior High and High School Summer School

GPS Junior High and High School Summer School courses are offered to 6th through 12th grade students from June 7 through July 2 in all academic areas and provide opportunity for students to receive academic remediation, recover credits, and proactively earn first-time credit through a rigorous and condensed course. Program information, in-person and online course offerings, registration information, and more are published during 3rd quarter and recommended in partnership with junior high and high school counselors.

Additional Programs for Students

Gilbert Public Schools Community Education

Community Education offers programs and classes for all children preschool through high school, including programs for before and after school and summer camps. For tuition, information and registration for ALL programs go to www.gilbertschools.net and choose Programs and then choose the program you are interested in. We are proud to offer enrichment opportunities that accomplish two major goals: reinforcing the excellent educational programming at Gilbert Public Schools and encouraging personal growth by cultivating life skills, strong relationships and a sense of self worth.

During the school year programs: VIK, GPS EDGE Enrichment, Kindergarten Prep, T.O.Y.B.O.X., and Building Blocks.

Summer programs: GPS EDGE Enrichment, VIK Club Summer Camp Prek-6th and the Zone Summer Camps 7-8th grades.

VIK Club (Very Important Kids)

VIK Club provides Licensed before and afterschool childcare for GPS enrolled students. We also provide care for students PreK-6th grade during school intermissions. During the summer we provide supervised activities and field trips for Jr High students at the Zone.

Information on these programs can be found on the GPS website under Families & Students > [Before and After School Programs](#).

GPS Preschools

Information on the following preschool programs can be found on the GPS website under Schools > [Preschools](#)

- Advantage Preschool
- Kindergarten Prep Preschool
- Building Blocks Preschool
- T.O.Y.B.O.X. Preschool

Gilbert Youth Athletics (GYA)

Provides recreational and developmental sports programs for students in grades 1 through 8. While competition is a component of our leagues, our broader mission extends beyond game results. Through a variety of camps, clinics, and leagues, we emphasize comprehensive athlete development by blending skill progression with character building.

Our programs are intentionally designed to be age appropriate and developmentally aligned, giving participants the opportunity to build fundamentals, grow their understanding of the game, and progress at a pace that matches their physical and cognitive development. GYA is committed to creating a positive, structured environment where young athletes can learn, improve, and develop a lifelong connection to sports.

Students with Disabilities

Special Education is available to students who are identified with a disability as indicated under the Individuals with Disabilities Education Act (IDEA) and require specially designed instruction. The Individualized Education Program (IEP) is a written program that outlines the special education services the student will receive. A continuum of services is available based on the needs of the student.

CHILD FIND

Child Find is a component of the IDEA. Child Find is the district's ongoing obligation to locate, identify, and evaluate all children with disabilities, aged birth through twenty-one (21), who are located within the district's geographical boundaries who are in need of early intervention or special education services.

For more information about Child Find and Special Education, please go to the GPS website under Teaching and Learning > [Special Education](#).

STUDENTS WITH DISABILITIES COVERED BY SECTION 504

- Section 504 of the Rehabilitation Act is a civil rights statute that prohibits discrimination against students with disabilities in any of the District's programs or activities.
- A student is protected by Section 504 if he/she has or has had a physical or mental impairment that substantially limits a major life activity, has a record of such impairment or is regarded as disabled by others.
- The District will identify, evaluate, and provide a free appropriate public education to all qualifying students with disabilities under Section 504. The District will also ensure that no otherwise qualified individual with disabilities, shall solely by reason of his or her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any District program or activity.
- If you believe that your child has a disability that would qualify him or her for Section 504 protections, contact the Section 504 coordinator on your child's campus.
- More information about Section 504 can be found in Policy [5-202](#) and Procedure [5-202.A](#)
- You can reach the Section 504/ADA Coordinator Compliance Officer, Ms. Fran Grossenbacher at 480-497-3377 or by filling out the [GPS Formal Complaint Form](#).

NON-DISCRIMINATION AND NON-RETALIATION

The District prohibits unlawful discrimination and harassment. The District will promptly investigate allegations of discrimination and discipline individuals involved in incidents of harassing or discriminatory conduct as violations of its Harassment and Equal Opportunities Policies.

The District prohibits unlawful retaliation against any individual on the basis that the individual opposed any act or practice that is unlawful under non-discrimination laws or because that individual made a charge, testified, assisted or participated in any manner in an investigation, proceeding or hearing relating to non-discrimination laws.

More information can be found in GPS Board Policy [5-409](#). If you believe your child has been discriminated against or harassed, please contact the designated administrator at your child's school or the District's.

For issues regarding Sex Discrimination, you can reach the Title IX Coordinator, Dr. Danielle Fuchs, at 480-545-2174 or by email at T9reports@gilbertschools.net

For issues regarding any other type of discrimination, you can reach out to the District Hearing & Compliance Officer, Dr. Jim Lockwood at 480-497-3421 or by filling out the [GPS Formal Complaint Form](#).

Student Code of Conduct

Behavior Philosophy

- Appropriate conduct in the school is of extreme importance to students, school staff members, and parents. The maintenance of orderly conduct of students is necessary in every school situation to ensure health and safety of all and to maximize learning.
- The District’s fundamental philosophical basis of appropriate conduct is that students are responsible for their own actions and are expected to show respect and consideration for the rights of others. These expectations are the basis upon which our conduct codes are formulated.
- Arizona law authorizes school employees to act “in loco parentis” (in place of parents). Therefore, all students are subject to the authority of all faculty and staff members during the regular school day and while attending any school function. The regular school day includes the time of travel to and from the student’s residence. Any student who is insubordinate or disrespectful to any faculty or staff member or who violates generally accepted rules of good citizenship and behavior will likely be referred to the office. **Students must comply with reasonable requests made by faculty, staff and administration.**
- Students who do not adhere to appropriate behavior are subject to District discipline policies.

Scope of the District’s Authority (Policies [5-305](#), [5-306](#))

Policies and regulations pertaining to student code of conduct are extended to include, but not limited to:

- District property
- School campuses
- Going to and from school
- At or near school bus stops and in District vehicles
- Off campus during the normal school day, including release periods
- At school events, whether held on or off campus
- Any other circumstances where the District may lawfully exercise jurisdiction over student conduct.

Discipline Procedures (Policy [5-306.A](#))

The Governing Board is authorized to discipline students, and impose consequences which could include suspensions or expulsions upon students who engage in conduct that interferes with the District's responsibility to educate students. .

To ensure fairness, a student whose conduct may warrant suspension or expulsion shall be provided with appropriate due process. Appropriate due process shall include notice and an opportunity to be heard. The particular form of due process required shall depend upon the gravity of the situation and the type of discipline invoked. Unless an emergency situation exists, due process shall be provided prior to the imposition of a suspension or expulsion.

School Officials are not required to initiate or complete due process procedures prior to notifying law enforcement officers. If law enforcement officers are notified, parents will be contacted by administration, unless the police direct otherwise. **Any action taken by law enforcement officers will be separate from disciplinary action taken by the District.**

It is the responsibility of the school administration to make an effort to act on behalf of parents in their absence with respect to interrogations by law enforcement officials, except in cases of suspected child abuse/neglect or as otherwise limited by order of law enforcement officials.

If a law enforcement officer requests to interview a student, the school administrator shall be notified and an attempt will be made to contact the student's parent(s). If the interview is held at the school, a school administrator will be present unless the law enforcement officer does not want the school administrator to be present. The personnel of the District shall cooperate fully with the police. For more information please refer to GPS Policy [5-401](#) and Procedure [5-401.A](#).

There may be times when a law enforcement officer or a Department of Child Safety (DCS) caseworker does not want the school

administrator to contact the parent. In these cases, the law enforcement officer or DCS caseworker should complete the “Form for Signature of Interviewing Authority” (5-402.A). In all other cases, a parent, with the law enforcement officer's permission, may be present during the interview except when interviews are conducted by a Dept of Child Safety worker pursuant to ARS 8-224 and 8-546.01. See Policy [5-402](#).

Short-Term Suspension

Short-term suspension means the temporary withdrawal of the privilege of attending school and school-related events in the District for a period of ten consecutive school days or less. There is no right to appeal a short-term suspension. A school administrator has the authority to suspend a student for ten school days or less.

District Hearing Office

For more serious behavior events, students will receive a 10-day suspension with a referral to the Hearing Officer. A parent or guardian will need to call to schedule an informal meeting with the District Hearing Officer. This meeting needs to take place during the 10-day suspension period. Students are not allowed on any GPS property until this meeting is held. For more information about the District Hearing Office, please check the [Hearing and Compliance Parent Website](#).

Long-Term Suspension

Long-term suspension means the temporary withdrawal of the privilege of attending school and school-related functions in the District for a period of 11 consecutive school days or more. The Superintendent or District Hearing Officer has the authority to impose a long-term suspension following appropriate due process.

Expulsion

Expulsion means the permanent withdrawal of the privilege of attending a school or any function in the District unless the Governing Board reinstates the privilege. Only the Governing Board can expel a student.

Search and Seizure of Student Property

School personnel may lawfully conduct searches and seize related property when they have reasonable grounds to believe that the search will reveal a violation of school rules or produce evidence of unlawful activity. Items provided by the District for storage (e.g., lockers, desks) of personal items are provided as a courtesy to the student, but remain the property of the school and are subject to its control and supervision. Therefore, students have no reasonable expectation of privacy in relation to those items. Searches conducted by school personnel shall be reasonable in scope and related to the objective of the search. If a search is conducted, it shall be confined to outer clothing and could include, but not be limited to personal items such as purses, book bags, electronic devices, including cell phones, and the information contained therein, etc. See Policy [5-304](#) for more information.

Student Discipline Policies

GPS Students are responsible for following *all policies and regulations* related to proper behavior.

A complete listing of categories and potential consequences can be found on the District Hearing & Compliance website under [GPS Consequence Chart](#).

The following policies and regulations are of particular importance and are outlined below. For more specifics and complete details associated with all policies and regulations, please visit: [Trust Policies](#), especially those listed in Chapter 5.

Information on specific policies and regulations:

Equal Educational Opportunity (Policy [1-201](#))

The District recognizes its responsibility and is committed to maintaining an educational environment for its students that is free from unlawful discrimination and harassment. Students are entitled to participate fully in the educational opportunities offered by the District and shall not be excluded from such participation, denied the benefits of, or otherwise be subjected to discrimination or harassment in any District program or activity on the basis of race, color, ethnicity, national origin, sex, disability or religion. The District's prohibition of discrimination and harassment encompasses all discriminatory and harassing conduct, regardless of the severity of pervasiveness. The District will discipline individuals involved in incidents of harassing or discriminatory conduct as violations of its Equal Educational Opportunities policies.

Any person who believes he/she has been the subject of or is a witness to discrimination or harassment shall immediately notify any teacher, counselor, school nurse, school administrator or any other District employee (e.g., bus driver, security officers, food service employees) of the belief. Complaints that cannot be reported immediately should be reported within 30 calendar days of the incident.

Student Attendance (Policy [5-103](#))

Since consistent attendance is essential to academic success, students must attend school regularly, arrive on time, and not leave during the school day for unnecessary business. State law charges the parent with the responsibility for the student's consistent school attendance. A student must be in attendance a minimum of 90 percent of each semester. Excessive absences may result in the withholding of credit for grades seven through twelve, and withholding of promotion for grades one through six. An absence is defined as all or part of a school day, excused or unexcused. An excused absence is one in which the parent has notified the school within 24 hours of the student's absence and the school administrator has approved the absence. When a parent knows that the student will be absent for more than one day, one phone call to the school will be sufficient. School administrators may require verification of an absence due to illness or injuries.

Student Conduct (Policy [5-305](#))

Students in school buildings, on school grounds, using District property for any purpose, or attending a District-sanctioned event shall not engage in improper behavior including, but not limited to, the following:

- Any conduct intended to obstruct, disrupt or interfere with the educational process.
- Physical/verbal abuse or threat of harm to any person.
- Damage to property.
- Unauthorized entry or use of District facilities.
- Unlawful use, possession, distribution or sale of tobacco, alcohol or drugs, or other illegal contraband.
- Conduct or speech that violates commonly accepted standards of the District and that, under the circumstances, has no redeeming social value; e.g., public display of affection, profanity or vulgarity.
- Defiance of authority involving failure to comply with the directions from District employees or law enforcement officers acting in performance of their duties.
- Defiance of authority involving failure to identify themselves to officials or law enforcement officers when requested to do so.

- Carrying or possessing a weapon or dangerous instrument.

The District reserves the right to take disciplinary measures including, but not limited to, reprimand, detention, suspension or expulsion against students who violate student conduct as defined by Policy [5-305](#), [5-306](#) and Procedure [5-306.A](#) for further information. Presented below are some behavioral expectation categories.

Dress Code (Policy [5-302](#))

School administrators will make the final decision regarding the appropriateness of any student's appearance in compliance with GPS Policy. To create the safest possible environment for students and to guarantee that the students' focus is to receive a quality education, GPS finds it necessary to outline expectations regarding student dress code. Questions regarding clothing/appearance issues should be directed to the school administrator.

Cell Phone Restrictions (Policy [5-305.A](#))

Away for the Day (K-8th Grade)

Once the first bell rings and the school day begins. Cell phones and smart watches must be turned off or set to silent and stored out of sight (for example, in a backpack) during the whole school day, unless instructed otherwise by a staff member. Cell phones can only be used during class when permitted by a teacher or staff member for educational purposes.

No Cell Bell to Bell (9th-12th Grade)

Students can use their cell phones in designated areas such as the cafeteria and common areas, before school and during lunch break. During passing periods, students can use their cell phones to quickly check messages between classes. During instructional time/class time, cell phones must be turned off or set to silent and stored out of sight (for example, in a backpack), unless instructed otherwise by a staff member. Cell phones can only be used during class when permitted by a teacher or staff member for educational purposes. Students may not access social media networks during class except as expressly permitted by a teacher or staff member for educational purposes only.

Conduct on District Vehicles (Policy [3-302](#))

Students who ride the bus are subject to policies and regulations designed to provide safe transportation. Any behavior that distracts the driver is considered a serious hazard to the safe operation of the bus and jeopardizes the safety of all passengers, the driver and others. Riding the bus is a privilege, not a right, and the consequences of misconduct could result in the student being denied transportation. Suspension of bus privileges does not negate state mandated attendance requirements.

Tobacco Use By Students (Policy [5-305](#))

Students are prohibited from possessing, using, distributing or selling tobacco, tobacco substitutes, electronic cigarettes, or other chemical inhalation devices or vapor products in any form while on school premises or at any school-sponsored function.

Drug and Alcohol Use By Students (Policy [5-305](#))

The nonmedical use, possession, sale, or distribution of drugs, being under the influence of drugs or possession of drug paraphernalia is prohibited. Nonmedical is defined as "a purpose other than the prevention, treatment, or cure of a diagnosed medical condition" consistent with accepted practices of the medical profession.

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

- Controlled substances prohibited by law
- Alcoholic beverages
- Substance used to alter a psychological or physiological state
- Prescription or over-the-counter medication, except those for which permission to use in school has been granted pursuant to GPS Policy, *Medicines/Administering Medicines to Students*
- Hallucinogenic substances
- Inhalants

Weapons in School (Policy [5-305](#))

Students are prohibited from carrying, possessing, using or threatening to use a weapon, simulated weapon, or dangerous device on school premises. High school students will be required to pass through weapons detectors when arriving on campus. Students must comply with the communicated procedures related to weapons detectors.

Title IX- Sex Discrimination (Policy [1-203](#) and Procedure [1-203.A](#))

Title IX of the Federal Education Amendments Act obligates any recipient of Federal financial assistance to provide an educational environment free from discrimination on the basis of sex. Title IX Sexual Harassment is conduct on the basis of sex that is one or more of the following:

- quid pro quo harassment (e.g., the provision of an aid, benefit, or service of the school on an individual's participation in unwelcome sexual conduct)
- Unwelcome conduct that a reasonable person would find to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school's education program or activity;
- Specific offenses (e.g., sexual assault, dating violence, domestic violence, stalking)

Negative School Group/Gang Activity (Policy [5-305](#))

Student groups that initiate, advocate, or promote activities that threaten the safety or well-being of persons or property in the school community, or that disrupt the school environment, are harmful to the educational process. The use of hand signals, graffiti, clothing or any representation that indicates or implies membership or affiliation with a group presents a clear and present danger to the educational process. This affiliation is contrary to the school environment and educational objectives and creates an atmosphere where unlawful acts or violations of school policies may occur.

Hazing (Policy [5-408](#))

"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.

Student Violence/ Harassment/ Intimidation/ Bullying (Policy [5-409](#))

Bullying is the repeated act of intentionally inflicting physical harm and/or psychological distress on others (to include, but not limited to, fear, anxiety, psychological and emotional harm). Intimidation is intentional behavior which causes fear of injury or harm.

Gilbert Public Schools is committed to providing all students with a safe school environment where everyone is treated with respect. Students have a right to be free from any form of bullying and intimidation (including cyber bullying). A student who believes he/she has been the subject of, or is a witness to, bullying or intimidation should immediately notify any district employee. Questions about support services related to alleged victims may be obtained by contacting your school.

Use of Confinement and Restraint

While the Governing Board is required by statute to notify parents that confinement may be used for disciplinary purposes, the Gilbert Public Schools Governing Board does not currently authorize the use of confinement for disciplinary purposes.

The District has adopted policies which include procedures for the reasonable use of physical force by appropriately trained certificated or support staff personnel for certain non-disciplinary purposes such as self-defense, defense of others, defense of property, and when a student poses a danger to themselves in compliance with A.R.S. § 15-843(B)(9) and GPS Policy [5-406](#).

Policy © 5-409 Prohibition on Harassment, Intimidation, and Bullying

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

Harassment means any unwelcome conduct by one student toward another student on the basis of race, color, national origin, religion, sex (including sexual orientation and gender identity), or disability and that is sufficiently severe, pervasive, and objectively offensive so as to effectively deny a person equal access to the District's education program or activity.

Intimidation means any behavior by one student toward another student intended to induce fear of physical or emotional harm.

Bullying means any aggressive behavior by one student toward another student that involves an observed or perceived power imbalance and is repeated multiple times. Bullying may inflict physical, psychological, social, or educational harm or distress on a targeted student. It is not bullying when:

- Students of similar age, strength, and size quarrel or fight with each other.
- A student provokes another into a verbal or physical confrontation.
- A student acts aggressively toward another student in the absence of an imbalance of power.

At the beginning of each school year, school officials are to provide all students with a written copy of the rights, protections, and support services available to victims of harassment, intimidation, or bullying. This written copy will be the posting in schools regarding this topic. The posting is provided in the GPS Student Handbook

All schools shall make a written form available for the reporting of incidents of harassment, intimidation, or bullying. This written form will be available in the GPS Student Handbooks. Students and parents/legal guardians may make a confidential report to the appropriate school official. District employees are to report suspected incidents of harassment, intimidation, or bullying to the appropriate school official in writing. District employees who fail to do so are subject to disciplinary action, including suspension without pay and termination of employment.

All reported incidents of harassment, intimidation, or bullying are to be documented and the documentation maintained for at least six years. The documentation shall not be used to impose disciplinary action unless an appropriate school official determines that the alleged harassment, intimidation, or bullying occurred. The documentation shall be maintained confidential to the extent possible, and if provided to persons other than school officials or law enforcement, all individually identifiable information shall be redacted. If an incident of harassment, intimidation, or bullying is reported, school officials will provide an alleged victim with a written copy of the rights, protections, and support services available.

An appropriate school official shall investigate reported and suspected incidents of harassment, intimidation, or bullying and shall notify the alleged victim and alleged victim's parents/guardians of the investigation and its outcome.

Students who have admitted to or been found to have engaged in harassment, intimidation, or bullying are subject to disciplinary action, including suspension and expulsion. Any student determined to have submitted a false report of harassment, intimidation, or bullying is also subject to disciplinary action, including suspension and expulsion.

Any student physically harmed as the result of harassment, intimidation, or bullying may be referred for emergency medical services, if appropriate. Violations of this Policy shall be reported to the appropriate law enforcement agency whenever a crime is reasonably suspected to have occurred.

Adopted: July 1, 2024

Legal Authority:

A.R.S. § 15-341

© 2024 The Arizona School Risk Retention Trust

Questions about support services related to alleged victims may be obtained by contacting your school.

For more information or to submit a [GPS Formal Complaint Form](#), please visit the GPS website and click on [Non-Discrimination Policies](#).

Policy © 5-408 Hazing Prevention

Hazing is prohibited. Solicitation to engage in hazing is prohibited. Aiding and abetting another person who is engaged in hazing is prohibited.

A person commits hazing by intentionally, knowingly, or recklessly, for the purpose of pre-initiation activities, pledging, initiating, holding office, admitting, or affiliating a student into or with an organization or for the purpose of continuing, reinstating, or enhancing a student's membership or status in an organization, causing, coercing, or forcing a student to engage in or endure any of the following:

1. sexual humiliation or brutality, including forced nudity or an act of sexual penetration, or both;
2. conduct or conditions, including physical or psychological tactics, that are reasonably calculated to cause severe mental distress to the student, including activities that are reasonably calculated to cause the student to harm themselves or others;
3. the consumption of any food, nonalcoholic liquid, alcoholic liquid, drug, or other substance that poses a substantial risk of death, physical injury, or emotional harm;
4. an act of restraint or confinement in a small space or significant sleep deprivation;
5. conduct or conditions that violate a federal or state criminal law and that pose a substantial risk of death or physical injury; or
6. physical brutality or any other conduct or conditions that pose a substantial risk of death or physical injury, including whipping, beating, paddling, branding, electric shocking, placing harmful substances on the body, excessive exercise or calisthenics, or unhealthy exposure to the elements.

Arizona law specifically prohibits the following:

- a. with the intent to promote or aid the commission of hazing, agreeing with one or more persons that at least one of them or another person will engage in hazing and one of the parties commits an overt act in furtherance of hazing;
- b. intentionally or knowingly engaging in conduct that would constitute hazing if the attendant circumstances were as the person believes them to be;
- c. intentionally or knowingly doing anything that, under the circumstances as the person believes them to be, is any step in a course of conduct planned to culminate in committing hazing; and
- d. intentionally or knowingly engaging in conduct that is intended to aid another to commit hazing, although the hazing is not committed or attempted by the other person.

This Policy shall not be construed to apply to customary athletic events, contests, or competitions that are sponsored by the school or to any activity or conduct that furthers the goals of a legitimate educational curriculum, legitimate extracurricular program, or legitimate military training program.

Victim consent to or acquiescence in hazing is not a defense to a violation of this Policy.

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

Complaints of hazing and violations of this Policy shall be reported to the principal or assistant principal of the school that sponsors the organization or where any student allegedly involved is enrolled. The principal, assistant principal, or designee shall promptly investigate all complaints of hazing and violations of this Policy. Violations of this Policy shall be reported to the appropriate law enforcement agency whenever a crime is reasonably suspected to have occurred.

Students who violate this Policy are subject to disciplinary action, including suspension and expulsion. Any teacher or staff member who knowingly allows, authorizes, or condones a violation of this Policy is subject to disciplinary action, including suspension without pay and termination of employment. Any organization that knowingly allows, authorizes, or condones a violation of this Policy may have its permission to conduct operations at the school suspended or revoked. All persons and organizations alleged to have violated this Policy are entitled to appropriate due process, including the right to appeal the discipline or sanction to the next administrative level.

This Policy shall be posted in each school building and printed in every student handbook for distribution to parents/legal guardians and students.

Adopted: April 29, 2025

Legal Authority:

[A.R.S. § 13-1215](#)

[A.R.S. § 13-1216](#)

[A.R.S. § 15-2301](#)

© 2024 The Arizona School Risk Retention Trust

Notifications

McKinney-Vento Homeless Assistance Act

Every homeless student shall have access to the same educational opportunities as students who are not homeless. The Superintendent has designated a liaison for homeless students to carry out duties per the McKinney-Vento Homeless Assistance Act. A student identified as homeless has the following rights: immediate enrollment, school selection, the opportunity to remain enrolled in their school of origin, participation in programs for which they are eligible, transportation assistance and dispute resolution.

For homeless status qualification or more information, refer to: www.azed.gov/homeless/ GPS Board Policy [5-102.A](#) and its Regulation and Exhibits, or contact the GPS Homeless Education Liaison, at (480) 545-2193 or your school Mental Health Counselor, School Social Worker or the Administrative Services Department.

Prohibited Discrimination and Harassment and Non-retaliation

The District recognizes its responsibility and is committed to maintaining an educational environment for its students that is free from unlawful discrimination and harassment. Students are entitled to participate fully in the educational opportunities offered by the District and shall not be excluded from such participation, denied the benefits of, or otherwise be subjected to discrimination or harassment in any District program or activity on the basis of race, color, ethnicity, national origin, sex, gender, sexual orientation, disability or religion. More information can be found in GPS Board Policy [1-201](#) and Procedure [1-201.A](#), as well as Policies [1-203](#) and Procedure [1-203.A](#) for Title IX.

If you believe your child has been subjected to unlawful discrimination or harassment please contact the designated administrator at your child's school or the District's Compliance Officer at 480-497-3421.

Reports of Bullying

Pursuant to Governing Board Policy [5-409](#), the District does not tolerate bullying, harassment, or intimidation in any form. The District shall investigate each complaint of bullying, harassment, and intimidation and will take appropriate, timely, and responsive action.

Any student who feels he or she has been the victim of or suspects that another student has been the victim of bullying, harassment, or intimidation should file a complaint with the principal or the principal's designee or other school employee. The student's report may be provided verbally or in writing. A student's verbal report will be documented in writing by the employee receiving the report.

Child Abuse Reporting

GPS personnel must comply with Arizona's mandatory child abuse reports statute, A.R.S § 13-3620, by reporting suspected child abuse and/or neglect to the Department of Child Safety (DCS) or law enforcement authorities in accordance with Policy 4-204 and Procedure 4-204.A. A.R.S. § 13-3620 states, "Any person who reasonably believes that a minor is or 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 or that is not explained by the available medical history as being accidental in nature or who reasonably believes there has been a denial or deprivation of necessary medical treatment or surgical care or nourishment with the intent to cause or allow the death of an infant who is protected under section 36-2281 shall immediately report or cause reports to be made of this information to a peace officer or to the department of child safety, except if the report concerns a person who does not have care, custody or control of the minor, the report shall be made to a peace officer only." Reporting to a school resource officer is not sufficient to meet this requirement.

Asbestos Hazard Emergency Response Act

The District has developed an Asbestos Management Plan in accordance with regulations established in the Asbestos Hazard Emergency Response Act (AHERA). A copy of this plan, which is located in the main office of each site, gives information regarding inspections and any response actions taken or planned regarding asbestos in the schools. All plans are to remain in the designated locations but are available for public review. Any individual and/or organization requiring further information about the Asbestos Management Plan should contact the District's Operations Department at 480-373-0464.

Annual Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents of elementary and secondary students certain rights regarding the conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include, but are not limited to, the right to:

Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED) –

1. Political affiliations or beliefs of the student or student's parent;

2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or student's parent; or
8. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of –

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information collected from students for marketing or to sell or otherwise distribute the information to others. (This does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions.)

Inspect, upon request and before administration or use –

1. Protected information surveys of students and surveys created by a third party;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

In accordance with Policy 1-401, the District has developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The District will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. The District will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation in the specific activity or survey. The District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and will be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this direct notification requirement:

- Collection, disclosure, or use of personal information collected from students for marketing, sales, or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents or eligible students who believe their rights have been violated may file a complaint with:
 Family Policy Compliance Office
 U.S. Department of Education
 400 Maryland Avenue, SW
 Washington, D.C. 20202

Annual Notification Of A.R.S. § 15-117- Surveys; Parental Permission and Informed Consent

At the beginning of every school year, the District will comply with all statutes pertaining to surveys including the requirement that the District shall obtain written informed consent from the parent of a student or a student who is at least eighteen years of age, before administering any survey that is retained by the District or the Department of Education for longer than one (1) year and that solicits personal information about the student regarding any of the following which are listed in A.R.S. § 15-117.

1. Critical appraisals of another person with whom a pupil has a close relationship.
2. Gun or ammunition ownership.
3. Illegal, antisocial or self-incriminating behavior.
4. Income or other financial information.
5. Legally recognized privileged or analogous relationships, such as relationships with a lawyer, physician or member of the clergy.
6. Medical history or medical information.
7. Mental health history or mental health information.
8. Political affiliations, opinions or beliefs.
9. Pupil biometric information.
10. The quality of home interpersonal relationships.

11. Religious practices, affiliations or beliefs.
12. Self-sufficiency as it pertains to emergency, disaster and essential services interruption planning.
13. Sexual behavior or attitudes.
14. Voting history.

A parent of a student or a student who is eighteen years of age, may at any time revoke consent for the student to participate in any survey. A teacher or other school employee may not administer a survey pursuant A.R.S. § 15-117 (A) without written authorization from the District.

Annual Notification of Rights under FERPA for Elementary and Secondary Schools

The District shall maintain confidentiality as required by the Family Educational Rights and Privacy Act (FERPA). FERPA affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records.

These rights are:

1. The right to inspect and review the student's education records within a reasonable time and no more than 45 days after the day the District receives a request for access.

Parents or eligible students who wish to inspect their child's or their education records should submit to the school principal a written request that identifies the records they wish to inspect. The school official will arrange for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the District to amend their child's or their education record should write the school principal, clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing. After the hearing, if the District still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

3. The right to provide written consent before the District discloses personally identifiable information (PII) from 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. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest must be set forth in the school's or school district's annual notification for FERPA rights. A school official typically includes a person employed by the school or school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school discloses education records without parent or student consent to officials of another school or school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the Gilbert Public Schools to comply with the requirements of FERPA. 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

See the list below of the disclosures that elementary and secondary schools may make without consent.

- FERPA permits the disclosure of PII from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, § 99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student.
- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have

legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in § 99.31(a)(1)(i)(B)(I) - (a)(1)(i)(B)(3) are met. (§ 99.31(a)(1))

- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of § 99.34. (§ 99.31(a)(2))
- To authorize representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the State educational agency (SEA) in the parent or eligible student's State. Disclosures under this provision may be made, subject to the requirements of § 99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf, if applicable requirements are met. (§§ 99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary for such purposes as to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31(a)(4))
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to § 99.38. (§ 99.31(a)(5))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction, if applicable requirements are met. (§ 99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§ 99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§ 99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena if applicable requirements are met. (§ 99.31(a)(9)) The parent or eligible student must be notified of judicial order or subpoena in advance of compliance except when a parent is a party to a court proceeding involving child abuse and neglect or dependency matters, and the order is issued in the context of that proceeding. (20 U.S.C. § 1232g (b)(2)(B)).
- To appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§ 99.31(a)(10))
- Information the school has designated as "directory information" if applicable requirements under § 99.37 are met. (§ 99.31(a)(11)). In accordance with A.R.S. § 15-142, a school may only disclose directory information if they first notify the parent or eligible student of the types of information designated as directory information, the right to refuse such designation, and the period of time the parent or eligible student has to notify the school in writing that they do not want information designated as directory information.
- To an agency caseworker or other representative of a State or local child welfare agency or tribal organization who is authorized to access a student's case plan when such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student in foster care placement. (20 U.S.C. § 1232g(b)(1)(L))
- To the Secretary of Agriculture or authorized representatives of the Food and Nutrition Service for purposes of conducting program monitoring, evaluations, and performance measurements of programs authorized under the Richard B. Russell National School Lunch Act or the Child Nutrition Act of 1966, under certain conditions. (20 U.S.C. § 1232g(b)(1)(K))
- More information can be found in GPS Board Policy 5-303, Student Records.

Annual Notice for Directory Information-Family Educational Rights and Privacy Act (FERPA)

FERPA, requires that the District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information (PII) from your child's education records. However, the District may disclose appropriately designated "directory information" without written consent, unless you have advised the District Gilbert Public Schools to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the District to include information from your child's education records in certain school publications. Examples include, but are not limited to the following:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture

class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965, as amended (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student’s information disclosed without their prior written consent. These laws are Section 9528 of the ESEA (20 U.S.C. § 7908) and 10 U.S.C. § 503(c).

The District has designated the following information as directory information:

- The student's name.
- The student’s address.
- The student’s telephone listing
- The student’s date and place of birth.
- The student's electronic mail address.
- The student's photograph
- The student’s grade level.
- The student’s major field of study.
- 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.

If you do not want the District to disclose directory information from your child’s education records without your prior written consent, you must notify the District in writing. GPS Board Policy [5-303.B](#) provides the required form to refuse consent to release any or all of your student’s directory information within the first three weeks of the school year (or within the first three weeks of enrollment for students that enroll after the first three weeks of the school year)

Parental Access to Student Records

In accordance with A.R.S. § 15-102 and Board Policy 5-303, parents have access to all written and electronic records of the District or a District’s employee concerning that parent’s child and to all electronic accounts of the parent’s child, including all of the following:

1. Attendance records.
2. Test scores of school-administered tests and statewide assessments.
3. Grades.
4. Extracurricular activities or club participation.
5. Disciplinary records.
6. Counseling records.
7. Psychological records.
8. Applications for admission.
9. Health and immunization information, including any medical records that are maintained by a health clinic or medical facility operated or controlled by the school district or charter school or that are located on school district or charter school property.
10. Teacher and counselor evaluations.
11. Reports of behavioral patterns.
12. Email accounts.
13. Online or virtual accounts or data.