Student Handbook

2026-27

SIERRA VERDE

Problem-Solver

Excellence

Act Responsibly

Kind

Vision Statement

Sierra Verde students will think critically, respond digitally, and communicate effectively.

Mission Statement

In partnership with the community, Sierra Verde students will engage as leaders in a rigorous academic program emphasizing science, technology, engineering, art, math, and global responsibility.

SV SIERRA VERDE STEAM ACADEMY

Dear Sierra Verde Families,

Welcome to the 2026-27 school year. At Sierra Verde, we strive to provide a positive, safe, and productive learning environment for all students. To achieve these goals, we need to build collaborative and supportive relationships. This handbook is one of the tools used to help establish a foundation of understanding and cooperation. This handbook is filled with information that will help you understand procedures, policies, processes, and programs that Sierra Verde and the Deer Valley Unified School District have in place to serve our students and our school community. Taking the time to review this information with your child at the beginning of each year will support our continued success. This information will help all members of our school community understand the foundation that guides our school's operations. In addition, copies of the DVUSD policy manual are available in the school office for review. If you have any questions about the items in this handbook, please contact your child's teacher or the school office.

We are proud Vipers who share current events in many ways. All teachers have websites and provide class newsletters. Our school has an official Twitter account @SVViperPride. We have an informative and up-to-date school website, https://sierraverde.dvusd.org/. You can also follow the Sierra Verde STEAM Academy Facebook and Instagram pages.

While all events that take place on our campus are important, it truly is the community, collaborative partnerships, and communication that makes Sierra Verde a thriving learning environment. We encourage all our families to join our PTSO, stay in contact with your homeroom teachers, and find ways to join us this year as we continue to strive to provide #extraordinary STEAM-centered educational opportunities for all of our learners.

Sincerely,

Kim Lanese
Principal

Affirmation for Administration

It is our job to provide all teachers and students with the skills necessary to learn for a lifetime. We model responsibility and productive citizenship for everyone on our campus.

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Sierra Verde STEAM Academy

7241 West Rose Garden Lane, Glendale, Arizona 85308

Mrs. Kim Lanese, Principal
Mrs. Carrie Mabee, Assistant Principal

623-376-4800 (Office) 623-376-4890 (Attendance)

School Colors: ***Purple and Green*** *School Mascot:* ***Viper***

Regular School Hours

8:45 a.m. - 3:30 p.m.

Early Release Friday Schedule

8:45 a.m. – 2:00 p.m.

Revised June, 2026

Arrival/Dismissal

Bicycles/Scooters: Students are permitted to ride bicycles to school. It is suggested that all students who ride bicycles wear a helmet for their protection. Students should lock their bike in one of the two bike rack areas. Bicycles/scooters should be secured to the racks, not the fencing. Those who ride bicycles/scooters will assume all responsibilities and risks involved.

Before/After School: Loitering on school grounds, including the parking lot areas, is not permitted. Students not transported by bus should not arrive before 8:30 a.m. unless they are officially enrolled in a school program or participating in a staff-supervised activity (such as tutoring). A warning bell will sound at 8:40 a.m. and a second final bell will sound at 8:45 a.m. Any student who is not in their classroom when the second bell rings will be considered tardy. The student will report to the office for a late pass. Any student who is on campus before school or remains on the campus after dismissal needs to be under the supervision of a teacher or coach. Students should arrive no earlier than 8:30 a.m. unless they are purchasing breakfast or attending a scheduled activity. Breakfast starts at 8:10 in the multi-purpose room. Students coming to breakfast, please enter through the front office. Staff supervision campus-wide begins at 8:30 a.m.

For security reasons, <u>the only school entrance to be utilized between 8:45 a.m. and 3:30 p.m. will be through the administration office.</u>

Crosswalks: School crosswalks and crossing guards are provided by the Deer Valley Unified School District for your child's protection. Crossing Guards will be stationed at the corners of 71st Avenue and Rose Garden Lane, 74th Avenue and the West bike rack, and 74th Avenue and Rose Garden Lane. Please encourage your child to use these crosswalks and not to cross a school driveway or busy street at any other point. We care about the safety of your children and know you will encourage them to take advantage of the precautions established for their well-being. **<u>Crossing Rose Garden or 74th Ave at any other point is NOT PERMITTED</u>**, please use the front loop to drop off all 1-8th Grade students.

ATTENDANCE AND REGISTRATION

Admission Procedures and Immunization Requirements

Please contact the school registrar to enroll your child in Sierra Verde School. When you register your child, you will need to upload the following, to the registration, since now it is online:

- A birth certificate or a certified copy
- An immunization record
- Proof of residency (utility bill, rent receipt, lease agreement, escrow doc., etc.)
- Legal guardian or custody papers, if applicable
- Official withdrawal form from the previously attended school (1st through 8th grade)

Under state law, schools must have written proof of immunizations before admitting a child to school. Generally, most types of records supplied by the health care provider are acceptable, as are records supplied by a previous school.

Immunizations required are described in the **"Health Center"** section of this handbook. After the immunization record has been reviewed, the school nurse will notify you if your child's immunizations are incomplete. If you receive such a notice, please have the missing vaccination(s) taken care of as soon as possible so your child can continue school without interruption. If your child should not be immunized because of a medical condition, personal belief, or natural immunity (i.e., has already had the vaccine-preventable disease), you must file a Request for Exemption with the school.

Confidentiality of Records and Directory Information Release

All staff members are required to safeguard the privacy of each student. Information dispersal is regulated by FERPA (see DVUSD Student Rights & Responsibilities Handbook).

Child Protection/Custody Information

If a parent has a court decree which establishes that parent as the legal guardian of a student or which establishes certain guidelines for access to a student by a natural parent, the school needs to have a copy of such a document for attachment to the child's permanent record. That document will be utilized as a legal base for working with the custodial parent. Non-custodial and divorced parents have equal rights relating to student

records unless the school has been provided a court order to the contrary. In the absence of such a document, the school has no right to withhold information or refuse access to a student by either parent. For example, we cannot keep either parent from picking up his/her child from school.

In the event that you leave your child in the temporary custody of a relative or friend due to out of town business or vacation, the school needs to have a signed note by the custodial parent. In addition, please be sure the assigned person is also listed as a responsible party on the child's Emergency Medical Referral Card.

Leaving Campus

For their own safety, students may not leave the campus during the school day without permission. If it is necessary for a child to leave the campus, the parent needs to notify the office in writing or in person, and the child will be signed out at the school office by a parent/guardian or an adult designated on the emergency card. Please have picture identification available for the office staff to verify. After 3:15 pm, students will not be able to check out early, they will have to remain in class until dismissal.

Reporting Absences

If your child is going to be absent, use the **attendance number (623-376-4890)** to notify the school. Please do so in advance or by 8:45 a.m. on the day of the absence. If that is not possible, you need to send a note with your child when he/she returns to class, which states the dates and reasons for the absence. Arizona law requires us to verify all absences in this way.

An absence may be excused if you have notified the school and if the absence is for illness, death in the family, religious observance, or other unusual circumstances. Absences for reasons such as trips, family vacations, and medical appointments are discouraged, and depending upon the frequency and effect on the child's performance, may be considered unexcused even with prior notification. For your child's benefit, please try to schedule trips and appointments during non-school hours whenever possible.

Students are required to make up any work missed as a result of absences. Absent students should refer to Canvas to find absent/missing work whenever health permits in an effort to keep up with daily learning. It is the child's responsibility to contact the teacher when he/she returns to obtain missing work or clarify what work they missed while out. Students will be given a reasonable amount of time to complete the make-up work and/or to complete missed assessments. In most cases, students absent for a few days or less are given 1-2 days per day absent to complete the work. For absences longer than 3 days, parents should contact the teacher by phone or email to arrange to pick up work and/or drop off completed work/projects. Please check with your child's teacher for more specific information regarding the make-up work policy at that grade level. **Please do not request for homework in the attendance line.**

Student Attendance

Attendance is very important to a student's academic success. Even the most capable student cannot learn if he/she does not attend school. For this reason, attendance is part of the district's promotional requirements. In grades K-8 the recommended attendance standard for promotion is 90%. The school will alert parents of impending problems in this area via telephone, email, or mail.

Attendance is the responsibility of both parents and students. If your child is going to be absent from school, be sure to call the attendance line. *A **call needs to be made within 48 hours**. If not called within a timely manner, the absence will remain unexcused, unless the parent provides a doctor's note.* If a child is absent

without the knowledge and permission of his/her parents, or if the absence violates state law and district procedure, it will be considered truancy (see: CUTS in DVUSD Student Rights & Responsibilities handbook).

Tardiness

If a student is going to be tardy, please call or send a note. When students arrive after 8:45 a.m. They need to report to the school office for a pass before going into the classroom. It is considered an excused tardy, if a student comes in with a doctor's note or a parent enters the office with the student. **Parent calling ahead of time does not count as an excuse, unless the above mentioned occur.**

Physical Education Excuses

A written parental excuse is required if your child cannot participate in P.E. class for one week or less. A written doctor's excuse is required if your child cannot participate in P.E. class for over one week. Students must wear appropriate shoes to participate in P.E. class. Students are not permitted to excuse themselves from PE activities/requirements.

HEALTH CENTER

A Message from the Nurse

Our goal is for students to remain in the Health Center for a minimal length of time. The average healthy student may need to visit the Health Center only for routine annual screenings (vision, hearing, scoliosis, etc.). Please be assured that any acute illness or injury is addressed immediately. By law, the nurse is not allowed to make a medical diagnosis, prescribe treatment, or administer medications without a written doctor's order. First-aid and medical care provided by the school nurse are primarily for illnesses or injuries that occur during the school day or treatments as directed by your family physician that can be administered in the school setting.

Illness/When to Stay Home

School is a HEALTHY environment. The nurse's major responsibility is to maintain that environment and give each child the best possible opportunity to learn and reach his/her potential by addressing health problems followed by appropriate referrals and follow-up care. The Health Center is NOT a primary care facility like a doctor's office. If your child is ill, please keep him/her home. Please keep your child at home if he/she shows any signs of illness (i.e. diarrhea, vomiting, a fever, rash or a communicable disease). **If your child has a fever of 100.1F (37.83C) or over, he/she needs to stay home twenty-four (24) hours after the temperature has returned to normal (without the aid of medication), the same rule applies for vomiting.** Please do not medicate your child for a fever and then send them to school. They are still contagious, and they may spread their illness to the other students and staff. Please visit the DVUSD Safe & Healthy Schools website for the most up-to-date policy including and changes that may go into effect after publication of this handbook.

Immunizations

The State of Arizona has in place immunization requirements for students entering school. In addition to Diphtheria, Pertussis, Tetanus (DPT) and Polio (OPV) immunizations, youngsters need to complete a second dose of the Measles, Mumps, Rubella (MMR) vaccine and receive at least the first dose in a series of three for Hepatitis B prior to starting school. Children entering Preschool will need Hepatitis A immunizations (there are two needed). Children entering Childcare, Preschool, Kindergarten, 1st and 7th grade will need to have had Varicella disease (Chicken Pox) or an immunization. The Arizona Department of Health Services has recently made changes to rules requiring two more immunizations for students 11 years of age: Tdap (Tetanus,

Diphtheria, attenuated Pertussis) and MV (Meningococcal Vaccine). Students entering 6th grade next year must have documentation of these immunizations prior to beginning the school year.

Parents and guardians should contact their physician, the Arizona Immunization Program Office (602-230-5852), or their school nurse if they have questions or would like clarification. Copies of the immunization form are available at all district schools. The form includes a place for certification of religious, medical, or personal exemptions, if appropriate.

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

Emergencies & Emergency Documentation

It is essential that the school have the most current emergency information on file for each student. The information on the emergency referral document needs to be completed by the parent/guardian in July. One of the parent emails will receive a PowerSchool parent account, where this information will be gathered, there is a computer available in the front office, if needed. It is the responsibility of the parent/guardian to update this information as needed. Current phone numbers are critical in case of an emergency. Students will be released early, due to illness or other personal reasons, only to those persons indicated as responsible parties on the student emergency document. It is very important to keep your child's emergency document up to date so we can reach you if there is a problem. If a child is involved in an emergency situation, every effort will be made to contact the parent/guardian immediately. If the parent cannot be reached, the alternate person listed on the student's emergency document will be notified. If emergency medical care is needed, the student will be taken to the nearest hospital. When children hurt themselves at school, parents are responsible for any related medical bills.

Medications at School

State laws and school district policy strictly regulate how any medications are given at school. When it is necessary for a student to take medication during school hours, the following requirements MUST be met:

Original Container/Over the Counter Medications

All medications MUST be brought to the nurse in the original container and MUST be transported to and from the Health Center by the parent or an adult designated by the parent. Children are not allowed to carry medications to school. Medication policies also include any "over the counter" medications, such as Tylenol, cough syrups, cough drops, Calamine lotion, Bacitracin ointment, etc.

Prescriptions & Physician's Orders

A physician MUST prescribe medication and a written physician's order MUST accompany the medication. It needs to include the name of the medication, dosage, time to be given, and how long to be given. It needs to include the child's name and a current date. When obtaining a new prescription, many pharmacies will issue a second labeled container for school use if you request it.

Signed Parent Consent

There needs to be written permission from the parent to administer ANY medication to the child at school. Consent forms are available in the Health Center.

Medications on Field Trips

Parents need to provide the medication to the teacher/trip leader and make arrangements for the medication to be given on field trips. Consent forms are included on trip permission slips and will need to be filled out, signed by the parent, and returned to the teacher. Teachers or trip leaders need to be provided the dosage of the medication needed for the trip in properly labeled original containers (same as for school).

PROMOTION, RETENTION, ACCELLERATION & GRADING HANDBOOKS

Kindergarten-6th Grade

At Deer Valley Unified School District (DVUSD), we are dedicated to the continuous academic and personal growth of every student. The Promotion, Retention, Acceleration, and Grading Handbook for Grades K–6 is designed to serve as a comprehensive guide for elementary-level educators, administrators, and families. It outlines essential policies and practices related to student promotion, retention, and acceleration, and provides clear grading and reporting guidelines aligned with district expectations. The content of this handbook reflects the requirements of the Arizona Revised Statutes as well as DVUSD policies and regulations. Grading is the process through which educators assess student learning and monitor progress toward mastery of the Arizona College and Career Ready Standards and the Arizona K–12 State Standards. Reporting plays a vital role in communicating students' academic achievement and skill development to parents and guardians. To maintain relevance and accuracy, this handbook is reviewed annually by the DVUSD Handbook Review Work Team. Should changes occur during the legislative session, timely updates will be made and published in the electronic version, available on our district website: www.dvusd.org/handbooks. We trust that this handbook will be a valuable and reliable resource for educators, families, and stakeholders as we work together to ensure student success and uphold excellence in education across grades K–6.

7th & 8th Grade

At Deer Valley Unified School District (DVUSD), we are committed to supporting the continuous academic and personal development of every student. This Promotion, Retention, Acceleration, and Grading Handbook for Grades 7–8 is intended to serve as a comprehensive guide for middle school educators, administrators, and families. It outlines key policies and procedures related to student promotion, retention, and acceleration, and provides consistent grading and reporting guidelines that reflect district expectations for our middle school learners. The practices described within this handbook align with the Arizona Revised Statutes, as well as DVUSD's governing policies and regulations. Grading is the method by which teachers assess student progress and achievement toward mastery of the Arizona College and Career Ready Standards and the Arizona K–12 State Standards. Reporting serves as a critical tool for informing parents and guardians of students' proficiency and academic growth across subject areas. To ensure accuracy and continued relevance, this handbook is reviewed annually by the DVUSD Handbook Review Work Team. Any updates resulting from legislative changes or policy revisions will be made promptly and reflected in the electronic version, accessible at www.dvusd.org/handbooks. We hope this handbook serves as a helpful and dependable resource for educators, families, and all stakeholders as we work together to promote student success and academic excellence in grades 7–8.

Daily Assignments & School Devices

Agendas/Planners

Some grade levels choose to use agendas/planners. When used, they will be given to students at no cost. Parents will be expected to review them to ensure that they are keeping up with the daily assignments.

1:1 Devices

DVUSD schools operate in a Tech Rich environment with all K-12 students receiving a device to be used during the school year. The availability of one-to-one student devices allows teachers to design learning experiences using e-textbooks with embedded links, video, 3D graphics, simulations, collaborative publishing, and instant access to reference information.

During on-campus learning students in grades K-3 use their assigned student device at school, and devices are stored in the classroom overnight. Students in grades 4-12 bring their assigned student device to and from school daily to provide access to digital resources beyond the school day.

All students and families are responsible for their chromebooks per the DVUSD Device User Agreement.

Optional Device Protection Plan

The Deer Valley Unified School District is providing a device protection plan for students and parents utilizing take-home devices. *Enrollment in the plan is optional* with the understanding that if students/parents do not enroll in the protection plan they may carry full liability for the student device (iPad or Chromebook) in the same way they do for other damaged or lost school property, such as textbooks. Purchase the protection plan online: https://url.dvusd.org/PaymentPortal

SPECIAL PROGRAMS

Athletic Programs

Competitive girls' and boys' programs for 7th and 8th grade students will be available in the following sports:

- Volleyball
- Spirit Line
- Basketball
- Softball
- Cross Country
- Baseball

Athletic Vision: Deer Valley Unified School District athletic community will strive to continually improve school culture focusing on character, personnel, facilities and climate.

Introduction: Interscholastic competition in Deer Valley Unified School District exists for many reasons. Athletics and academics complement opportunities to enhance the total educational experience of the student. They assist the student in developing skills and leadership while promoting social interactions in a safe and positive environment. An effective athletic program enhances the culture of the school and is a source of community pride. The Arizona Interscholastic Association (AIA) and Deer Valley Unified School District (DVUSD)

are supporting a philosophy of “Pursuing Victory with Honor.” Good sportsmanship is viewed as a commitment to fair play, ethical behavior and integrity.

All stakeholders will demonstrate the following virtues:

- Trustworthiness
- Respect
- Responsibility
- Fairness
- Caring
- Citizenship

More information and details can be found in the DVUSD Athletic Handbook at https://www.dvusd.org/a-z-guide/handbooks-and-forms.

Extra-Curricular Eligibility

A student shall be eligible for participation in extracurricular activities only when all mandated paperwork and requirements are met, such as parental consent forms, insurance requirements, and/or physical examination.

Academic Eligibility - In order to maintain academic eligibility, a student must maintain all passing grades. Organizations such as the National Junior Honor Society have higher standards for eligibility.

Behavioral Eligibility - If an on campus reassignment, or off campus suspension has occurred, the student may not participate in extracurricular activities scheduled on the day(s) the discipline activity was served by the student. Students who are participating in extracurricular activities on or off campus fall under guidelines for behavior and conduct and are subject to disciplinary action.

Attendance Eligibility - Students need to be in attendance at least one-half of the school day to be eligible to participate in extracurricular activities (clubs/athletics/dances/etc…).

Student Council

Student Council is an important aspect of our school. The purpose of this organization is to support district and school policies, promote good citizenship, develop leadership, improve scholarship, propose and institute student activities, maintain proper records, regulate requests and dispersal of student activity funds, and promote the general welfare of the school. The Student Council has the unique opportunity and responsibility to sponsor activities that encourage school spirit and build a school community that reflect positive character attributes. Student Council may host events such as food drives, spirit week, and fundraisers for charity, to name a few.

National Junior Honor Society

The National Junior Honor Society Chapter at Sierra Verde School was established to recognize outstanding middle school students. More than just an honor roll, NJHS serves to honor those students who have demonstrated excellence in the areas of Scholarship, Leadership, Service, Character, and Citizenship. Chapter membership not only recognizes student’s academic accomplishments, but also challenges them to cultivate active involvement in school activities and community service. The Sierra Verde School Chapter of the NJHS

conducts the selection process and inductions for students entering 7th and 8th grade each spring. Membership is limited to 7th and 8th grade students maintaining a 3.5 GPA or higher and who also meet other criteria determined by the school's Faculty Council.

Before & After School Care

Sierra Verde School offers a variety of extracurricular programs over the course of the school year. We are dedicated to providing as many different before or after school opportunities as possible. We offer a before and after school day care program (Viper Den) that has been developed to serve our students who need adult supervision from 7:00 a.m. to 6:00 p.m.

Field Trips

As a part of their learning experience, students are provided the opportunity to visit places of interest in the community. Field trips are relevant to curriculum content being studied in the classroom. They are especially worthwhile endeavors for students and your support is essential. When your child's class is planning a field trip, a permission slip form will be sent home, giving full details as to the place(s) the class will be visiting, the cost (if any), the times of departure and return, and the method of transportation. **The permission slip form must be returned with a parent/guardian signature by the deadline in order for your child to participate. After the deadline has passed it is not possible to turn in late permission slips, the child will remain on campus in another classroom.**

All field trips must be approved by the administrator before any further actions have been taken.

Dances

Students must agree to follow all dance procedures and rules if participating. A permission slip, which includes the dance rules, needs to be reviewed and signed by the student and a parent/guardian. That signed form is required to obtain a ticket. The dances, which are chaperoned by teachers, are fun social activities for the students. Procedures/rules include:

1. Dances are for Sierra Verde students only. **Absolutely no visitors are allowed**.
2. Dances are considered special affairs, and the dress code is enforced.
3. Once students arrive at the dance, they may not leave the multipurpose room until the dance is over unless the parent arrives at the door to release the student early. Students are not allowed to carry their phone inside the dance and it will be collected at the door and returned to them at the end of the dance.
4. Students who are truant, or who have served an administrative assigned behavior consequence (such as on campus reassignment, or off campus suspension) on the day of the dance may not attend the dance.
5. Students must be present at least half the day to be eligible to attend a dance.
6. Students will be dismissed to the parent or adult indicated on their permission slip. Students need to be picked up as soon as the dance is over.

Positive Behavior Interventions & Supports (PBIS)

Sierra Verde, along with all DVUSD schools, will continue to implement a Positive Behavior Interventions and Supports (PBIS) school safety system to support student behavior and classroom management. Our students and staff follow the following behavior expectations: Be Safe, Be Respectful, Be Responsible, and Be Kind.

- Sierra Verde will implement PBIS Rewards for the 2026-2027 school year. PBIS is an evidence-based framework used by schools to improve school culture and student behavior, promoting a safe environment

for learning. A key aspect of PBIS is focusing on more positive behaviors and less on negative behaviors. PBIS Rewards is a Software-as-a-Service solution that provides an automated schoolwide PBIS management system. PBIS Rewards simplifies the tracking of the PBIS framework within Sierra Verde. Our staff and administration can clearly see how teachers are utilizing PBIS and how PBIS is improving the culture daily. Our PBIS Rewards store incentives students to earn points and spend them on prizes. The 2026-27 will be our sixth school year utilizing PBIS Rewards.

Daily Academic & Leadership Skills

Sierra Verde uses a research based program called *All Things EQ* in grades K-8 to build students character and work on developing crucial life skills. All students review the "Weekly Motto" each day and engage in activities that emphasize that motto throughout the week. Through All Things EQ and the weekly motto, students work to gain confidence, set goals, make better decisions, collaborate with others in work and play, and how to navigate their world more effectively.

Site Intervention Team (SIT)

When students are experiencing difficulties academically and/or socially in the classroom that are not addressed through strategies the teacher and parent have utilized, a SIT meeting may be called. This team will be composed of a team of teachers who will use their expertise and experience to brainstorm strategies that will support student success in the classroom.

Special Education

If you suspect your child has a physical, mental, or emotional disability, please confer with your child's teacher to discuss your concerns. Sierra Verde has a special services team to address student needs, develop interventions, and engage in pre-referral, evaluation, and case management procedures.

Cafeteria/Food Program

The DVUSD Food & Nutrition Department strives to provide a balanced nutritional program for all students, meet USDA requirements, and provide support and options for the parents. Breakfast and lunch programs are available at Sierra Verde. A monthly menu is available online. A meal account can be activated once funds are available in the account. Parents simply send a check or cash in an envelope marked with the student's name to be delivered to the cafeteria for deposit into the account to be used for breakfast, lunch or snacks. We also offer an online account service that allows parents to add payments directly to the student's school meal account using Visa or MasterCard for a nominal fee. This service also allows you to check your child(ren)'s balance, account activities and you are notified if your account is running low. For further information go to http://www.EZschoolPay.com.

Applications for free or reduced meals are available from the cafeteria.

Cafeteria Information

All students are required to report to the cafeteria during their assigned lunch period and will use the playground for recess before or after their lunch period.. Students are expected to maintain appropriate behavior as outlined in the DVUSD Student Rights & Responsibilities Handbook (see below).

Cafeteria P.E.A.K. Expectations

P is for **Problem-Solver**	**E** is for **Excellence**	**A** is for **Act Responsibly**	**K** is for **Kind**
• Raise your hand for help • Use polite table manners • Throw trash away	• Use respectful manners • Clean up your space completely • Follow procedures • Be a positive role model	• Follow lunch expectations and routines • Use appropriate voice levels • Clean your area and dispose of trash properly	• Choose to sit with new friends • Choose to say thank you to the cafeteria staff • Choose to wait in line patiently

Safe and Healthy Eating

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

GENERAL SCHOOL RULES & GUIDANCE

Animals

In order to protect the health and safety of all students, we ask that animals not be brought onto campus property. The exception will be if arrangements have been made through both the classroom teacher and the principal when an animal is part of a special presentation or project. Written permission needs to be obtained before the animal is brought to school. Animals are to be properly restrained preferably in a proper container or secure cage. Parents assume all liabilities for injuries or damage if an animal is brought to school.

Balloons

Sierra Verde is a balloon-free zone. Please refrain from bringing balloons on campus for any event as they will be removed. Additionally, balloons will not be delivered to classrooms for special occasions.

Bicycles, Skates, Skateboards, and Scooters

The safety of students and pedestrians is extremely important to the Sierra Verde School community. Deer Valley Unified School District does not allow students to bring Heelys with wheels inserted, skates, skateboards, or other motorized devices on school grounds. If a student rides his/her bike or scooter to school, the bike or scooter must be locked in the bike rack area. The school assumes NO responsibilities for stolen or damaged bicycles or other riding devices. **We recommend students wear helmets when riding to and from school. Bikes, Heelys (with wheels inserted), skates, skateboards, and other transportation devices are NEVER allowed inside the campus courtyard, building, or playground areas.**

Backpacks and Book Bags

Students shall be allowed to carry a sensibly-sized and appropriate bag for purposes of bringing books and instructional supplies to and from school. Prohibited or unauthorized items may not be brought to school in backpacks or book bags. (Backpacks are not permitted on the last day of school.)

Classroom Interruptions

Protecting instructional time and minimizing classroom disruptions are of paramount importance to our staff and students. In an effort to protect teachers from office disruptions and allow them to focus on instruction and student learning, we are implementing the following policies.

Our Forgotten Items Policy is to help avoid classroom disruption. During the school day, we will only call the classroom for eyeglasses or medically required items (through the health office)
(Students with large instruments or school sports equipment can be dropped off and will be held in the office. Parents can help students deliver *large* projects between 8:30 AM and 8:45 AM)

The following items will not be accepted or held for students: snacks, water bottles, homework, books, clothing, shoes, phones/tablets/technology, or permission slips.

Late Lunches:

Late Lunches will be placed in the front office and brought to the late lunch table at 10:45 a.m.. Students can check the table for their late lunch. If a student does not have lunch at that time, the cafeteria will provide lunch, and the student's lunch account will be charged accordingly. Parents/Guardians are welcome to bring lunch to students during his/her assigned lunch time and/or stay to have lunch with them whether you are bringing lunch or they are purchasing from the cafeteria. Parents/guardians are not permitted to go to the playground.

Change in Dismissal Messages:

If students' dismissal status or instructions change during the day, please notify the front office and not the teacher. *Teaching staff will not be responsible to convey any changes in dismissal to students.* Office Staff will take the message, and it will be delivered to your child after 2:30 PM. All notifications must be received in the office by 2:30 PM; otherwise, we cannot guarantee the delivery of the message. All students not picked up by 3:45 will be brought to the office. If you are running late, please park in a parking space and come into the office to pick up your student.
When signing students out for a partial or full day, please be sure to have your photo ID ready to present to office staff. If you are requesting that a family member or friend sign out your child, please verify ahead of time that the individual is listed on your child's emergency contact list. Emergency contacts can be added or removed by parents coming into the front office to make a change, proper photo ID will also be required to do so. **Students may not be signed out after 3:15 PM.**

We appreciate your support in streamlining our procedures. Thank you for helping us protect instructional time and assisting in promoting organizational responsibility for all students.

Communication

Parents and guardians can communicate with teachers using e-mail, the telephone, or written correspondence. Meetings can be scheduled by contacting the teacher or staff member and arranging a date and time. Teachers and/or staff will respond to a parent's request to be contacted within 48 hours (excluding weekends & school holidays.)

Peanut and Tree Nut Allergy Awareness and Management Practices

The school is committed to creating a safe and inclusive environment for all students, including those with peanut and tree nut allergies. The following practices are implemented as part of this commitment:

- **School meals:** DVUSD K-8 Campus cafeterias do not serve any peanut or tree nut products. Ingredients are carefully selected and food preparation processes are managed to minimize the risk of cross-contamination.
- **Outside food:** Families are strongly encouraged to avoid sending peanut or tree nut products with their children in lunches and snacks consumed on campus. Food from home is not allowed at designated nut-free tables, except those brought by students with nut allergies.
- **Handwashing:** Students and staff are encouraged to wash their hands thoroughly before and after eating, particularly if they have consumed peanuts or tree nuts prior to coming to school or during breaks.
- **No food sharing:** Food sharing is strictly prohibited to prevent accidental ingestion of allergens.
- **Designated areas:** Specific areas, such as a peanut/nut-free table in the lunchroom, is designated to provide a further measure of safety for students with allergies.
- **Birthday Buckets:** To prevent exposure in classrooms, birthday celebrations are limited to treats purchased from our cafeteria through the "Birthday Bucket". These are available on our school website and in the front office. They must be ordered two weeks in advance. (Available to K-5 only.)
- **Class Parties:** Food donations for class parties and celebrations are limited to those approved by the "Smart Snacks" requirements. A list can be found in the Cafeteria section on our school website.

Important Notice: While efforts are made to maintain a peanut and tree nut-aware environment and implement precautions to reduce the risk of exposure, a completely allergen-free campus cannot be guaranteed.

- Peanut and tree nut products may be brought onto school grounds by students, staff, or visitors, potentially without the school's knowledge.
- Cross-contamination in various areas of the school, beyond the cafeteria, remains a possibility, as highlighted by studies indicating that a significant portion of food allergy reactions occur in classrooms.
- Manufacturers of commercial food products may change their formulations at any time without notice, making it difficult to guarantee that processed items remain free of allergens.

Sierra Verde Email Curfew

Protecting instructional time and minimizing classroom disruptions are of paramount importance to our staff and students. At Sierra Verde we set demanding expectations for staff and students. Part of this expectation is that our teachers will be focused on classroom instruction, lesson planning, and collaborating with other members of staff to ensure we are continually delivering extraordinary educational experiences to all students.

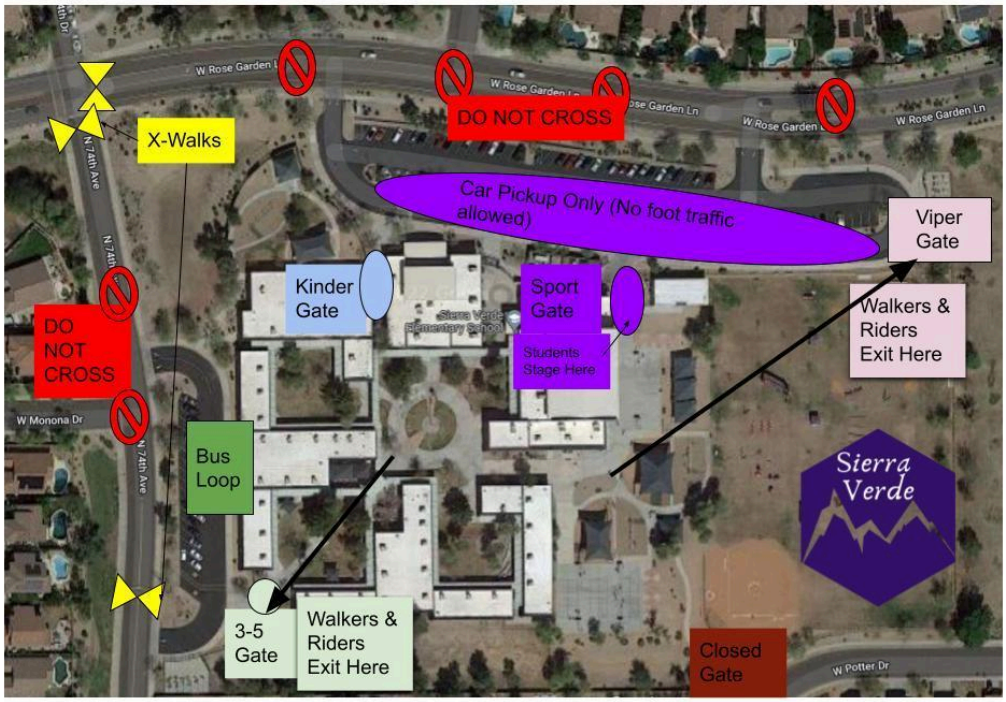
Sierra Verde has implemented email office hours and a curfew to ensure our staff maintains a healthy work life balance and are fresh coming into work each day. SV staff will check emails Monday - Friday from 7:00 am to 8:30 am and 3:30 - 5:00 pm and may on their prep periods. This curfew is applied to encourage a better work-life balance and to ensure that student contact time is maximized during school hours.
Staff will not respond to email on weekends and evenings. The weekend curfew is in effect between 5.00 pm Friday and 7:00 am Monday. SV staff will respond to emails within 48 hours (excluding weekends & holidays).

Dismissal Procedures

Our dismissal procedures are structured to ensure a well-supervised and organized dismissal for all students. We will need your cooperation to make this work! Students who walk or ride their bike will be dismissed through one of the four designated gates.

Parents are asked not to block the driveway in front of the school or *park* in the fire lanes. Dismissal time for 1-8 students is 3:30 p.m. Following the drop off and dismissal plan will help maintain a safe environment in the parking lot for our students and families as well as expediting the process. **We ask that everyone dropping off or picking up in the front loop move as far down the line as possible. Please do not park and leave your vehicle unattended in the front loop.** This creates a safety hazard for those crossing the loop to the parking lot as well as for other cars trying to exit. It is imperative that an area remains for emergency vehicles to have access to our school.

For Kindergarten and 1st grade students, if a parent has any change in how a child is to be dismissed (i.e., walking instead of being picked up by a parent or being picked up instead of riding a bus), please provide that information by calling our office directly by 2:00 pm.



Sierra Verde Dismissal Map (Updated 22-23)

STUDENT DROP OFF INSTRUCTIONS

Kindergarten: Teachers meet students at the kindergarten playground gate and escort them to classrooms each day.

Grades 1-4: Report to the classroom from 8:30-8:40

Grades 5-8: Students gather and wait in the POD area

IMPORTANT NOTE: Since supervision is only provided from 8:30-8:45 a.m., parents may not send children to school or drop children off earlier.

Fundraising

There will be no fundraising programs unless authorized by the administrator.

Media Center

The Media Center provides books, reference materials, and computers for student use and operates according to district policy on an open, flexible schedule. Students may obtain a pass from their teacher and take advantage of the library anytime during the school day. All books may be checked out for up to two weeks. Students and parents are financially responsible for any books that are checked out in the student's name. If a student has an overdue book at any time, their privileges to check out books will be suspended until the book(s) are returned in good condition or payment is received for damaged or lost books. Replacement book(s) are not accepted. At the end of the year, if a student still has a book(s) on their library account, the students' report card/promotion certificate may be held until the account is cleared.

Personal Property (including electronics and athletic equipment)

Personal Property - Students are not permitted to use personal items such as cell phones, smart watches, tablets, baseballs, basketballs, bats, footballs, video games, roller blades, skateboards, etc., at school, unless the teacher permits an exemption. We also discourage students from bringing large amounts of money to school. Sierra Verde School does not assume responsibility for the loss or damage to personal property brought to school.

Electronic Devices

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

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

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

Permissible Use Scenarios

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

Prohibited Use

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

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

Recording in the classroom or anywhere on campus without prior administrative permission may be a violation of FERPA. Please see Bus Discipline Procedures located in the Student Rights & Responsibilities Handbook regarding personal electronic devices on the bus. **https://www.dvusd.org/a-z-guide/handbooks-and-forms**

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

All District-issued devices are intended for educational purposes only. These devices are subject to search by District staff and inappropriate use and/or access may result in a loss of the privilege of using the device as well as discipline. Parents/guardians may be held liable for the repair or replacement costs of any school

equipment or property that a student uses at home or at school and is, willfully or through negligence, damaged or lost.

Physical Education Dress

The dress guidelines for students participating in physical education are set for your child's safety. Students should wear:

1. Appropriate footwear (athletic shoes).
2. No platform sneakers, boots of any kind, sandals, or open-toed shoes. Students may bring an extra pair of tennis shoes to use on PE days.
3. Appropriate clothing including shorts or pants as the weather dictates. If dresses are worn, it is suggested that shorts be worn underneath.
4. Jeans that are too baggy or too tight, restricting movement, are not permitted.

Student Telephone Use

Teachers and staff members reserve the right to screen student requests to use the telephone. Students are to use the phones in the classrooms. Students can go to the office and use their telephone for emergencies only or the telephone provided in the office or nurse office. Students using their cell phones without permission will have them confiscated and sent to the office. On the 1st and 2nd offense they can pick them up after school, any subsequent offense will require a parent/guardian to pick them up in our office after school.

Textbooks and Instructional Materials

All textbooks and instructional materials assigned to students remain the property of the school district. If a student requires a second copy of a textbook or workbook for any reason (loss, damage, etc.), the parent/guardian is required to pay for the replacement. All materials need to be returned at the end of each school year. The cost of damaged or lost materials is the responsibility of the student and his/her parent/guardian. Payment arrangements should be made through the school office.

Tobacco-Free Policy

For the protection of public health, and to set a good example for children, the use of tobacco on school grounds and other district property is prohibited. Parents and other visitors must refrain from smoking, using e-cigarettes, and chewing tobacco while on school property or at school-sponsored events such as field trips. The law prohibits the use or possession of tobacco products on school grounds.
Note: Possession of tobacco products on K-12 public, charter, or private school grounds, buildings, parking lots, playing fields and vehicles, and at off-campus school-sponsored events, is a petty criminal offense. "Petty" offense is punishable by a fine of up to $300. (A.R.S. 36-798)

Electronic Smoking Devices (Vaping)

Possession or use of any electronic device, the use of which may resemble smoking, which can be used to deliver an inhaled dose of nicotine or other substances to the user. Electronic Smoking Device includes any such electronic smoking device, whether manufactured, distributed, marketed, or sold as an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, electronic hookah, vape pen or any other product name or descriptor. This category includes possession of any component, part, or accessory of an electronic smoking device. NOTE: Possession of tobacco products on K-12 public, charter, or private school grounds, buildings, parking lots, playing fields and vehicles, and at off-campus school-sponsored events, is a petty criminal offense. "Petty" offense is punishable by a fine of up to $300. (A.R.S. 36-798). Minimum student consequence is a 3 day on campus reassignment.

STUDENT BEHAVIOR AND DISCIPLINE
STUDENT RIGHTS & RESPONSIBILITIES

DVUSD Discipline Procedures

The DVUSD Student Rights & Responsibilities handbook is available online at https://www.dvusd.org/a-z-guide/handbooks-and-forms. In addition, there are copies available for review in the school office.

Sierra Verde Conduct Expectations

At all times, students are expected and encouraged to display respect and courtesy towards all members of the school community and visitors to the campus. Students have the responsibility to practice good citizenship by demonstrating through their actions an understanding of the characteristics of a responsible and respectful member of the school community. This includes following all district and school rules and regulations. The school's discipline policy is at all times intended to cultivate a positive atmosphere in which quality education and productive learning can take place. Good behavior makes school a pleasant place for everyone and a place where learning can take place. Whether in class, on the playground, or in the cafeteria, students are expected to:

1. Complete school work on time and to the best of their ability.
2. Attend class regularly, be on time, and follow school and classroom rules.
3. Conduct themselves in a reasonable and cooperative manner and obey reasonable requests from all school staff.
4. Follow District Dress Code Expectations
5. Help maintain a clean, safe, and productive environment. Students will refrain from chewing gum, littering, and bringing unnecessary and/or unauthorized items of any type to school.
6. Avoid inappropriate physical contact, language, and dangerous behavior. This includes (but is not limited to) running, pushing, play fighting, and rock throwing.
7. Be courteous and respectful to others. Students are expected to maintain a learning environment free from harassment or any other form of verbal or physical threats or intimidation (including other people's personal space).

Any behavior that endangers the health or safety of others is prohibited. A Positive, Behavior, Interventions, and Supports (PBIS) Framework will be utilized to encourage and support student understanding of responsible behavior, good choices, and the identification of characteristics that support positive behaviors. Students are expected to distinguish between good choices and poor choices and reflect and accept the consequences of their actions. At Sierra Verde our PBIS Tier 1 Framework is PEAK- defined as Problem Solver, Excellence, Act Responsibly, & Kind, our common phrase of encouragement of positive behavior choices is "Reach for the PEAK".

Bullying/Harassment/Intimidation/Violence:

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

beliefs. The District shall identify and implement age-appropriate programs designed to instill in students the values of positive interpersonal relationships, mutual respect, and appropriate conflict resolution.

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

More information can be found in the Student Rights and Responsibilities Handbook online https://www.dvusd.org/a-z-guide/handbooks-and-forms

Playground/Outdoor Pod Expectations

1. Remain in a supervised area.
2. Engage in appropriate games and activities, always following playground/recess rules.
3. Return equipment to appropriate locations.
4. Comply with signals to line up or go inside.
5. Respond politely to directions of campus staff members.
6. Refrain from throwing sand, wood chips, rocks, or other potentially-harmful items.
7. Tackling, pushing, play fighting, name-calling, threatening, or other harmful activities are not allowed.
8. Share equipment, and wait your turn.
9. If equipment needs to be repaired or goes over the fence, let the staff member on duty know immediately.
10. If someone is hurt, let the staff member on duty know immediately.

Assembly Expectations

1. Walk to the assembly and be seated promptly.
2. Become quiet when someone approaches the microphone.
3. Be courteous to all speakers and performers.
4. Participate in an appropriate manner, depending on the activity at the time.
5. Leave the assembly only when dismissed.

Dress and Appearance Expectations

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

During the school day:

- Clothing must fully cover the entire buttocks and may not be see-through. Regardless of garment type, shirts and tops must not expose bare midriffs, bare shoulders, or bra straps, nor be strapless, deeply or narrowly cut in the front, back, or under the arms. Muscle shirts and strapless tops are not permitted.
- Shoes must be worn at all times. Closed shoes are to be worn for any type of physical activity, such as physical education, cheer practice, weight lifting, etc. (shoes must have soles)
- Jewelry shall not be worn if it presents a safety hazard.

- Headwear may be worn on campus, but should be removed in the building or classroom if asked by a staff member. Students will not be asked to remove headwear that is worn for cultural and/or religious reasons.
- Sunglasses are not to be worn indoors. (without authorization from administration or the nurse)
- Obscene language or symbols, or symbols of drugs, sex, alcohol, or weapons on clothing are expressly prohibited. Clothing, accessories and/or jewelry may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected classification.
- Students may wear clothing, accessories and jewelry that display religious messages or religious symbols in the same manner and to the same extent that other types of clothing, accessories and jewelry that display messages or symbols are permitted.
- Tattoos displaying defamatory writing, obscene language or symbols, or symbols of drugs, sex, alcohol, or weapons must be covered.
- Students may not wear clothing, accessories and/or jewelry that is worn with the intent to convey affiliation with a criminal street gang as defined in A.R.S. 13-105.
- Exceptions for special activities or health considerations may be preapproved by the administrator.

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

Bus Conduct

Riding the bus is considered a privilege for all Deer Valley Unified School students. Bus rules are printed in the Student Rights and Responsibilities Handbook. At dismissal, students are required to wait in line until the bus driver grants permission to board the bus. The driver is responsible for the orderly conduct and safety of all passengers being transported. (ADOT R17-9-104). See Bus Discipline Procedures section of the Student Rights and Responsibilities Handbook. **https://www.dvusd.org/a-z-guide/handbooks-and-forms**

Transportation is not a legal requirement except for transportation of special needs students who have an IEP requiring transportation. The School Board requires students to conduct themselves in a manner consistent with established standards for respectful and safe behavior on the bus, prior to boarding, and leaving the bus. Bus behavior standards are outlined in the Students' Rights and Responsibilities handbook. Bus violations may result in a bus suspension or school suspension. Students who lose their bus privileges are still required by law to attend school.

Discipline Guidelines Grades Pre K-12

The Student Rights & Responsibility Handbook (https://www.dvusd.org/a-z-guide/handbooks-and-forms) outlines DVUSD discipline infractions and the consequences that may be given to a student when a policy is violated. Please keep in mind: Administration will exercise discretion when determining infraction(s) and consequence(s) and may assign a more or less severe consequence than outlined in the guidelines listed in the handbook, including Alternative Discipline & Community Service.

Our district prioritizes positive learning environments and uses alternative discipline to achieve that. Instead of just punishment, we may assign meaningful activities that teach and reflect on behavior. These focus on repairing relationships and learning from mistakes through dialogue and involvement. This could include discussions with those affected, community service like helping the school or volunteering, all chosen by the administrator to fit the situation. Administration will exercise discretion when determining infraction(s) and

consequence(s) and may assign a more or less severe consequence than outlined in the guidelines below, including campus community service.

MISCELLANEOUS INFORMATION

Child Abuse/Reporting of Child Abuse

According to state law, child abuse is not something school employees can ignore. Non-accidental injury, sexual molestation, abuse and neglect must be reported to AZ Department of Child Services (DCS) and the police department. School staff are mandated reporters of allegations or suspected abuse. People who are required to report suspected abuse are protected by state legislation from any civil or criminal liability. The district's reporting procedures, developed by teachers and school officials, and endorsed by the Arizona Department of Education, involve a team. If you or someone else you know needs help, or if you need to report a child abuse problem that you are aware of, call DCS at 1-888-767-2445.

Safety Drills

Sierra Verde has established fire and safety drill evacuation procedures to prepare our students and staff in the event of an emergency. The fire and safety drill procedures follow guidelines set by both the fire department and the school district. Fire and safety drills are practiced regularly during the school year. These drills include monthly fire drills and quarterly lockdown/lockout drills. It is important to practice these emergency procedures so that if an emergency were to occur, our students and staff would know how to proceed to safety in a safe and orderly manner.

Technology Protocol

All students have the opportunity to use the school's technology resources for their education. These resources will broaden their horizons, provide diverse opportunities, and prepare them for the world of today. They will be able to access the Internet with school resources which has great promise for sharing ideas and knowledge. However, it also has the potential for misuse. Deer Valley Unified School District does filter the Internet in an effort to block material that is not appropriate for students. Acceptable Use Procedures (AUP) have been put into place to outline some of these cautions, provide direction for the use of the resources, and allow for affirmation of student commitment to comply. Violations of the AUP may result in a loss of access as well as other disciplinary action per the Deer Valley Unified School District Students Rights and Responsibilities Handbook or Board Policy.

1. Students agree to act responsibly and with good behavior on any computer, tablet, electronic device, or communications system using DVUSD network or wireless network services. The user agrees to follow all school and district rules for behavior and communications. Access is a privilege, not a right.
2. The primary purpose of the DVUSD network (including but not limited to the Internet, printers, laptops, etc.) is to allow users to conduct school business. Use of District printers will be limited to school-related activities. Do not waste school resources by printing excessively.
3. Students agree not to tamper with or attempt to illegally access or "hack" any Sierra Verde or district computer resource. Intentional damage or misuse of computers or computer networks will not be tolerated. Intentional creation or spreading of a computer virus will not be tolerated.

4. Students must be responsible in protecting one's own privacy; keep passwords to yourself. Sharing a password, or logging in for someone else, is strictly forbidden. If you know of a security problem with your account or someone else's, inform a teacher or administration immediately.
5. Students agree to abide by the generally accepted rules of "netiquette" and conduct themselves in a responsible, ethical, and polite manner while using any DVUSD technology resource. Suggested netiquette guidelines are available on the district web site.

Internet & E-Mail User Agreement

The Network is provided for students/users to conduct research and communication for academic purposes only as determined by the District curricula. Independent access to network services is provided to students/users who agree to act in a considerate and responsible manner. Access is a privilege, not a right, and entails responsibility. Students are responsible for appropriate behavior/communication on school computer networks, just as they are in classrooms or school buildings. Network storage areas may be treated like school lockers. All network administrators/teachers may review files and communications to maintain system integrity and ensure responsible use of the Internet by requesting a search history of websites visited to ensure that such use meets the District intent as a tool for academic purposes. Files stored on District servers are not private. Communications are public and often uncensored and students may come in contact with materials that are controversial or inaccurate from all around the world. The District has no control over the nature or content of information from other computer systems and disclaims any responsibility to exercise such control. The District is also not responsible for the accuracy or appropriateness of information retrieved, or for lost, damaged or unavailable information. Outside of school, families must bear the responsibility for such guidance as they also must do with information sources such as television, telephone, movies, radio and other potentially offensive media. Parents may revoke their students' Internet/E-Mail privileges at any time by notifying the school in writing.

The following are not permitted:

1. Send, access, download or display offensive messages or pictures
2. Use obscene language
3. Harass, insult, or attack others
4. Damage computers, systems, or networks
5. Violate copyright laws and regulations
6. Use passwords of others
7. Share passwords with others
8. Trespass in others' folders, work, or files
9. Employ the network for commercial purposes
10. Provide personal information (i.e., names, addresses, phone numbers, etc.)
11. Tamper as defined in A.R.S. 13-2316 and the DVUSD Student Rights and Responsibilities handbook
12. Students may not install, copy, or download games, music, movies, and any unauthorized software or violate any copyright laws.

Sanctions:

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

By not signing the Internet and E-Mail User Agreement, you must be aware your child may:

1. Observe other students using the Internet
2. Witness classroom teachers using the Internet as an instructional tool
3. Witness other campus staff using the Internet for instructional purposes

Video Taping and Photographing of Students

During the course of the school year, your children may be involved in school activities that are captured on video or photographed. If you do not want your children to be photographed, a written notification needs to be sent to the school. Complete information on this is sent home in your child's first day packet

Visitors/Volunteers

We welcome the partnership between parents and community members to nurture the growth of our students. Visitors and volunteers are required to show ID, sign-in and get a visitor's badge at the office before entering campus. Please be sure to return the badge and sign out in the office on the way out. If you are interested in spending some time in a classroom, be sure to contact the teacher to make arrangements. To maintain the integrity of instruction for all students, we ask that visitors and volunteers do not attempt to conference with the teachers during instructional periods. We also ask that all visitors and volunteers keep their cell phones on vibrate when ***visiting classrooms***. Students should not be interrupted as they work in the classroom. Parents are welcome to join their children for lunch **however parents are not allowed to accompany students to the playground**. Students from other schools are not permitted to visit campus during school hours because of liability and supervision considerations.

All volunteers must go through training, fill out an application, and provide health/emergency information before they are allowed to work on campus. Volunteers must not bring their other children to campus when working as a volunteer (Governing Board Policy GCL). Fingerprinting is required for chaperones for overnight trips, volunteer coaches, and those assisting in areas where students might be more vulnerable (locker rooms, dressing rooms, etc.).