SUSD

UNIFORM CODE of CONDUCT

2026-2027

Scottsdale Unified SCHOOL DISTRICT

WELCOME TO SCOTTSDALE UNIFIED SCHOOL DISTRICT

The Scottsdale Unified School District (SUSD) has developed the Uniform Code of Student Conduct to provide students, parents, and staff with a clear outline of students' rights and behavioral expectations. These expectations, along with the District's Vision, Mission, and Goals, will help us continue to provide the highest quality education possible to the children of SUSD.

Equal Educational and Employment Opportunity

It is the policy of the Scottsdale Unified School District to maintain a nondiscriminatory learning environment and to ensure that students are free from discrimination in any District program or activity based on race, color, ethnicity, national origin, gender, religion, disability, or sexual orientation. Please see the Office for Civil Rights website regarding Title IX and Sex Discrimination here: Title IX and Sex Discrimination (**ed.gov**) and Governing Board Policy AC, Nondiscrimination/Equal Opportunity. Policies are located at **www.susd.org**.

1. The District affirms its intent to comply with all federal and state laws relating to the prevention of discrimination.
2. A lack of English skills will not be a barrier to admission and participation in the Career and Technical (vocational) Education programs in the schools.
3. With respect to Title IX issues (gender-based discrimination), Dr. Milissa W. Sackos, Assistant Superintendent of Secondary Education, is the District's Title IX officer. If you have questions that cannot be answered at your school, please contact Dr. Milissa W. Sackos at 8500 E. Jackrabbit Road, Scottsdale, AZ 85250; Phone (480) 484-6239.
4. With respect to Title II issues (race, color, religion, or national origin-based discrimination), Shannon Cronn, Director of Support Services, is the District's current Title II officer. If you have questions that cannot be answered at your school, please contact the Director of Support Services at 8500 E. Jackrabbit Road, Scottsdale, AZ 85250; Phone (480) 484-5094.
5. Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, which provides protections against discrimination, based on a disability. If you have questions which cannot be answered at your school, please contact Shannon Cronn, Director of Support Services, at 8500 E. Jackrabbit Road, Scottsdale, AZ 85250; Phone (480) 484-5094.
6. Any student who knowingly makes false accusations of discrimination may be subject to disciplinary action.

Family Educational Rights and Privacy Act (FERPA)

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

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

Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

Parents or eligible students have the right to request that a school corrects record(s), which they believe to be inaccurate or misleading. If the school decides not to amend the record(s), the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record(s) setting forth his or her view about the contested information.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

- School officials with legitimate educational interest;
- Other schools to which a student is transferring;

- Specified officials for audit or evaluation purposes;
- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for or on behalf of the school; Accrediting organizations;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies; and
- State and local authorities, within a juvenile justice system, pursuant to specific State Law.

Schools may disclose, without consent, "directory" information. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school (see Students' Rights). The District's regulation listing directory information is located as follows: JR-R STUDENT RECORDS. A parent or legal guardian may opt their student out of the potential disclosure of directory information through the Annual Verification process.

Parental Involvement in the School

Parental involvement in the school is an Arizona state law that requires each school district to develop and adopt policies that promote the involvement of parents and guardians of children enrolled in district schools. A.R.S. §15-102.

SUSD's policy can be found at https://policy.azsba.org/asba/browse/scottsdale/scottsdale/KB. It is provided below as required by A.R.S. 15-102(C).

KB Parental Involvement In Education

For the purpose of this policy "parent" means the natural or adoptive parent or legal guardian of a minor child.

The Superintendent, in consultation with parents, teachers, and administrators, shall develop procedures for parental involvement in the school(s). These shall include:

- A plan for parent participation in the school is designed to improve parent and teacher cooperation in such areas as homework, attendance, and discipline.
- A method by which parents may learn about the course of study for their children and review learning materials, including the source of any supplemental educational materials.
- Procedures by which parents have access to the school's library collection of available books and materials.
- Procedures by which parents may receive a list of books and materials borrowed from the library by their student.
- A procedure by which parents who object to any learning material or activity on the basis that it is harmful may withdraw their children from the activity or from the class or program in which the material is used and request an alternative assignment. Objection to a learning material or activity on the basis that it is harmful includes objection to a material or activity because it questions beliefs or practices in sex, morality, or religion or, because of sexual content, violent content, or profane or vulgar language. This section does not permit parents to object to a mandatory statewide assessment of achievement. Such assessments are not considered a "learning activity or material" within the meaning of A.R.S. **15-102**.
- A procedure by which parents or guardians of students enrolled in the District shall have access in advance to the instructional materials, learning materials and activities currently used by, or considered for use by, the District.
- A procedure by which the District shall obtain signed written consent from a student's parent or guardian before using video, audio or electronic materials that may be inappropriate for the age of the student.
- Procedures to prohibit the District from providing sex education instruction to a student unless the student's parent provides written permission to participate in the sexual education curricula if the District offers any sex education curricula pursuant to A.R.S. **15-711** on the requirement to include instruction to students in grades seven (7) through twelve (12) on laws relating to sexual conduct with a minor or A.R.S. **15-716** concerning instruction on

immune deficiency syndrome, or pursuant to any rules adopted by the State Board of Education.

- Procedures by which parents will be notified in advance of and given the opportunity to withdraw their children from any instruction or presentations regarding sexuality in courses other than formal sex education curricula.
- Procedures by which parents may learn about the nature and purpose of clubs and activities that are part of the school curriculum, extracurricular clubs, and activities that have been approved by the school.
- Procedures by which parents may learn about parental rights and responsibilities under the laws of this state, including the following:
    - The right to opt in to a sex education curriculum if one is provided by the District.
    - Open enrollment rights pursuant to A.R.S. **15-816.01**, relating to the District policies on open enrollment.
    - The right to opt out of assignments pursuant to A.R.S. **1-601**, Parents Bill of Rights.
    - The right to opt a child out of immunizations as authorized by A.R.S. **15-873**, relating to an outbreak of a communicable disease.
    - The promotion requirements prescribed in A.R.S. **15-701** for students in grades one (1) through eight (8).
    - The minimum course of study and competency requirements for graduation from high school prescribed in A.R.S. **15-701.01**.
    - The right to opt out of instruction on the Acquired Immune Deficiency Syndrome as provided by A.R.S. **15-716**.
    - The right to review their child's standardized norm-referenced test results pursuant to A.R.S. **15-743**.
    - The right to participate in gifted programs as prescribed by A.R.S. **15-779.01**.
    - The right to access instructional materials as directed by A.R.S. **15-730**.
    - The right to receive the school's annual report card pursuant to A.R.S. **15-746**.
    - The school attendance and age requirements for children prescribed in A.R.S. **15-802**, **15-803** and **15-82115-821**.
    - The right to public review of courses of study, textbooks, library books and materials in the common schools (preschool programs through grade eight [8]), as prescribed in A.R.S. **15-721**, and in high schools, prescribed in A.R.S. **15-806**.
    - The right to be excused from school attendance for religious purposes as described by A.R.S. **15-806**.
    - Policies related to parental involvement pursuant to A.R.S. **15-102** and set out herein.
    - The right to seek membership on school councils pursuant to A.R.S. **15-351**, describing the purpose, duties, and membership of a school council.
    - The right to participate in a parental satisfaction survey to be distributed to the parent of every child enrolled at the school, pursuant to A.R.S. **15-353**.
    - Information about the student accountability information system (SAIS) as prescribed in A.R.S. **15-1042**.
    - The right to access the failing schools' tutoring fund pursuant to A.R.S. **15-241**.
    - The right to access all written and electronic records maintained by the District or a District employee concerning the parent's student pursuant to A.R.S. **15-143**.

The District plan under this policy may include:

- Making parents aware of this District parental involvement policy, including:
- Rights under the Family Educational Rights and Privacy Act (FERPA) of 1974, as revised (20 U.S.C. 1232g) relating to access to children's official records.
- The parent's right to inspect the District policies and curriculum.
- Efforts to encourage the development of parenting skills.

- The communication to parents of techniques designed to assist the student's learning experience in the home.
- Efforts to encourage access to community and support services for children and families.
- The promotion of communication between the school and parents concerning school programs and the academic progress of the parents' children.
- Identifying opportunities for parents to participate in and support classroom instruction at the school.
- Efforts to support, with appropriate training, parents as shared decision makers and to encourage membership on school councils.
- The recognition of the diversity of parents and the development of guidelines that promote widespread parental participation and involvement in the school at various levels.
- Site based shared decision-making process (including "site councils").
- Parent participation in various school, District, and Board committees that are continuing and/or established from time to time to deal with specific issues (i.e., curriculum committees, textbook adoption committees, boundary committees, etc.).
- The development of preparation programs and specialized courses for certificated employees and administrators that promote parental involvement.
- The development of strategies and programmatic structures at schools to encourage and enable parents to participate actively in their children's education.

The District shall provide parents the information in this policy annually, it shall be provided in an electronic or printed form.

These procedures shall include a public solicitation process designed to ensure the widest possible participation of interested parents.

Resumés of all current and former instructional personnel shall be maintained and available for inspection by parents and guardians of enrolled pupils. The resumé shall include individual educational and teaching background and experience in a particular academic content subject area.

When a parent submits a written request for the information required to be provided pursuant to this policy and A.R.S. **15-102** to the Superintendent or a school principal during regular business hours.

The Superintendent or principal shall:

- Deliver the requested information to the parent within ten (10) calendar days, or
- Provide the parent a written explanation for denial of the requested information.
- If the requested information is denied or is not received by the parent within fifteen (15) calendar days:
    - The parent may submit in writing to the Governing Board a request for the requested information, and
    - The Governing Board shall consider the request at the next scheduled meeting of the Board on which the request can be properly noticed. If the request cannot be properly noticed on the next scheduled meeting agenda, the Governing Board shall formally consider the request at the next subsequent public meeting of the Governing Board.

The District shall post a link to the Arizona Department of Education Parental Rights Handbook on the District’s website.

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The purpose of the Uniform Code of Conduct is to teach students to become productive members of society.

The Code establishes a standard of conduct for the Scottsdale Unified School District which will:

- Provide a supportive educational climate for all students, faculty, staff, and general
- Assure the safety of the students and staff
- Protect school district property
- Honor and protect the rights of all individuals within the school community

The word “discipline” is from the Latin word discipline, meaning “instruction and training”. The intention of the code is to first use discipline issues as teachable moments to deliver skills that are required in academia and society. Second, issues are worked through to repair and restore relationships, identify opportunities to take responsibility, and reintegrate students through restorative practices.

STANDARD OF CONDUCT

All persons upon the property of the Scottsdale Unified School District are expected to conduct themselves in a manner that is consistent with the vision, goals, and beliefs of the District.

Students are required by state law to comply with the regulations, pursue the required course of study, and submit to the authority of the teachers, the administrators, and the Governing Board (A.R.S. §15-841(A)).

This requirement includes (1) complying with all duly adopted Governing Board policies and administrative regulations, and (2) complying with the lawful directions of District officials and/or identifying oneself to such officials when lawfully requested to do so. In addition, students are required to obey all federal, state, and city laws, and must comply with the lawful directions of any law enforcement officer acting in performance of his or her duties. Students and parents are advised that there are certain instances in which Arizona law requires that school personnel contact law enforcement authorities.

Student rights and behavioral expectations apply whenever a student is on school property, including school buses, in the vicinity of the school, at school activities, at school-sponsored activities, and on the way to and from school.

The Uniform Code of Conduct is complete in its entirety and applies for the full year, inclusive of summer activities sponsored by the District.

1. RIGHT OF ACCESS TO RECORDS

A. The District's complete Student Records Policy (Board Policy JR and Regulation JR-R) is available, upon request, for review in the office of each school and in the Superintendent's office.

B. The Family Educational Rights and Privacy Act (FERPA) affords parents, guardians and students 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

   a. The right to inspect and review the student's education records within 45 days to the day the school receives a written request for access. Parent, guardian or the eligible student should submit to the school principal and/or records custodian a written request identifying the records requested for inspection. The principal or designee will arrange for the inspection. Each parent has equal rights to inspect and to review a student's records unless the school has been provided with a valid court order to the contrary. Where compliance with the request includes copying records, the District may charge a fee for such copies in accordance with Regulation JR-R.

   b. The right to request the amendment of the student's education records that the parent, guardian or eligible student believes are inaccurate or misleading. Obvious errors in records may be amended through oral request to the records custodian. Procedures for requesting more substantive amendments to education records are set forth in the Governing Board Policy Regulation JR-R, and may include, when necessary, a hearing before a designated hearing officer.

   c. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. For purposes of this exception, the criteria for determining whether a person is a "school official" with a "legitimate educational interest" are set forth in the Governing Board Regulation JR-R. Upon request, the District may disclose education records without consent to officials of another school district in which a student seeks or intends to enroll.

   d. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.

C. The District may disclose the information unless the parent, guardian or eligible student opts out. Notwithstanding the above rights, the District may disclose appropriately designated "directory information" without written consent, unless the parent or eligible student has advised the District that any or all of the information designated as directory information should not be released without the parent's prior consent (see below). The primary purpose of directory information is to allow the District to include this type of information from education records in certain school publications (e.g., yearbook, honor roll, playbill, athletic programs, etc.).

   The District will not disclose directory information, except as required by law, to any organization other than school-related organizations. "School-related organization" means (i) an organization whose activities support and promote the educational mission of the District, as determined by the Governing Board, or (ii) a government agency. School related organizations may include parent organizations, booster clubs, school employee organizations, Community Education Programs, the Arizona Interscholastic Association, and other organizations and clubs affiliated with the District and its schools. Government agencies may include any local, state or federal government agency.

   In addition, federal laws require the District to provide military recruiters, upon request, with three directory information categories - names, addresses and telephone listings - unless parents have advised the District that they do not want their student's information disclosed without their prior written consent.

   A parent, guardian or eligible student who does not want the District to disclose directory information from education records without prior written consent must notify the District in writing within two weeks after enrolling in the Scottsdale Unified School District. The District has designated the following information as directory information:

   - Student's name and names of student's parents
   - Student's participation in officially recognized activities and sports

- Parent's address
- Parent's telephone listing
- Parent e-mail
- Weight and height of members of athletic teams
- Student's achievements, honors and awards received
- Student's grade level

2. RIGHT TO ASSEMBLE

School-sponsored activities and meetings (student government, pep rallies, etc.) are scheduled to take place during the school day. In addition, students shall be given the opportunity to organize and hold student meetings at reasonable times, other than during those hours when classes are being held. Student meetings or gatherings in school buildings or on school grounds may function only as authorized by the school administration. Site administrators must be informed in advance and may impose reasonable restrictions on the time and place of student gatherings or assemblies.

If the site administrator denies permission for a student gathering or assembly, the site administrator shall provide a written explanation upon request. Attendance at meetings and assemblies is limited to students regularly enrolled in that building unless the school administrator has given prior approval.

3. RIGHT TO DUE PROCESS

All students have the right to due process in matters of student discipline. The extent of the due process provided depends on the nature of the violation and the proposed disciplinary action to be taken. Due process procedures for suspensions and expulsions are set forth in Article D of the Uniform Code of Conduct.

4. RIGHT TO BE EDUCATED

If your family lives in any of the following situations:

- In a shelter, motel, vehicle, or campground or on the street
- In an abandoned building, trailer, or other inadequate accommodations, or
- Doubled up with friends or relatives because you cannot afford housing

You have certain rights and protections under the McKinney-Vento Homeless Education Assistance Act. You have the right to:

- Go to school, no matter where you live or how long you have lived there. You must be given access to the same public education provided to other students.
- Continue in the school you attended before you became homeless or the school you last attended if that is your choice and is feasible. The school district's local liaison for homeless education must assist you, if needed, and offer you the right to appeal a decision regarding your choice of school if it goes against your wishes.
- Receive transportation to the school you attended before you became homeless or the school you last attended if you request such transportation.
- Attend a school and participate in school programs with students who are not homeless. Students cannot be separated from the regular school program because they are homeless.
- Enroll in school without giving a permanent address. Schools cannot require proof of residency that might prevent or delay school enrollment.

- Enroll and attend classes while the school arranges for the transfer of school and immunization records or any other documents required for enrollment.
- Enroll and attend classes in the school of your choice even while the school and you seek to resolve a dispute over enrollment.
- Receive the same special programs and services, if needed, as provided to all other students served in these programs.
- Receive transportation to school and to school programs.

When you move, you should do the following:

- Contact the school district's McKinney Vento Liaison for help in enrolling in a new school or arranging to continue in your former school (or someone at a shelter, social services office, or the school can direct you to the person you need to contact).
- Tell your teachers anything that you think they need to know to help you in school.
- Ask the McKinney Vento Liaison, shelter provider, district social worker, or site community specialist for assistance with clothing.

5. RIGHT TO FORM AND EXPRESS IDEAS

Every student has the right to form, hold and express his or her own ideas and beliefs. The encouragement of this right requires that each student be permitted to disclose or express an idea in the proper educational setting without penalty or embarrassment. The administration and faculty of each school have the obligation to maintain an environment conducive to the free exchange of ideas, while at the same time maintaining a safe, orderly school environment conducive to learning. Thus, student ideas and speech need to be consistent with socially appropriate behavior.

6. RIGHT TO BE FREE FROM BULLYING, INTIMIDATION, HAZING OR HARASSMENT

Students may expect the opportunity to learn in an atmosphere free from bullying, intimidation, hazing, or harassment. As set forth and defined in Article B, and Appendix B and C, students are prohibited from harassing, intimidating, hazing and bullying or cyber-bullying other students on school grounds, school property, school buses, at school bus stops and at school-sponsored events and activities.

Reporting Bullying, Harassment, Hazing or Intimidation

Any student who believes that he/she is, or has been subjected to bullying, intimidation, hazing or harassment by any other student, visitor, or school staff is urged to contact the Principal or designee at his or her school. There may be times, however, when a person feels uncomfortable reporting such conduct to the Principal or designee. In such cases, the person should report the conduct to a teacher or counselor. Similarly, any person who becomes aware of any bullying, intimidation, hazing or harassment should report it to the Principal or designee. Employees may initially give verbal notice to principal or designee but shall submit a written report to the principal or designee within one (1) school day of the verbal reports. School officials shall, to the extent possible, keep confidential all reports of bullying, intimidation, hazing or harassment.

Parents and guardians are also encouraged to report suspected incidents of bullying, intimidation, hazing or harassment to school officials. Such reports should be submitted in writing to the school Principal or designee. A verbal report will be documented in writing by the employee receiving the report.

Investigation of Complaints

The Principal or designee will promptly review and conduct a fair and impartial investigation on a case-by-case basis, as soon as feasible but no later than two (2) days, for every report of misconduct prohibited by this section. All such investigations will be conducted in a manner designed to protect, to the extent permitted by law, the privacy of all parties concerned.

As set forth above, any student determined, after investigation, to have violated this policy will be subject to disciplinary action as set forth in Article B. Such discipline may include expulsion. In addition to discipline by the District, individuals who engage in acts of bullying, intimidation, hazing or harassment may also be subject to civil and criminal penalties.

If the Principal or designee who conducted the investigation determines that the claim of bullying, harassment, hazing or intimidation cannot be substantiated, all documents relating to the complaint will be maintained in the school administrative office.

Retaliation

The District is committed to ensuring that all its students have the opportunity to learn in an environment free from bullying, harassment, hazing and intimidation. Accordingly, the District will not tolerate retaliation by any student, employee, or other individual against any student who has made a complaint, assisted, or participated in any manner, in an investigation, proceeding, or hearing conducted in response to an internal or external investigation of bullying, harassment, hazing or intimidation. Retaliation is a serious violation of this policy and should be reported immediately to the Principal or designee.

Consequences of submitting false reports of incidents of bullying, harassment, hazing or intimidation:

The District also prohibits intentionally submitting false reports of incidents of bullying, harassment, hazing or intimidation. If the Principal or designee determines that a student has intentionally submitted a false complaint, the student will be subject to discipline, up to and including expulsion. No student will be subject to discipline that makes a complaint under this section in good faith.

7. RIGHT TO A PROFESSIONAL STAFF AND FACILITIES

Each student has the right of access to a professional staff and the facilities necessary for an instructional and co-curricular program whose benefits will be available to those who actively participate.

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

By accepting the right to participate in school programs on or off school property, the student shall accept the responsibility to conduct him or herself according to the rules, regulations, and provisions of these programs.

8. RIGHT TO PUBLISH

Students are entitled to express, in writing, their personal opinions and to circulate petitions. The manner of distribution of such material shall be such as not to interfere with or disrupt the educational process and shall be subject to the following provisions.

Circulation of petitions may take place during lunch and prior to and/or after school in areas designated by the site administrator, which provide reasonable access to the students. The student must be presently enrolled in the school and authorship of the material must be identified.

The superintendent, assistant superintendent, or site administrator may prohibit the posting or distribution of any material which:

- materially and substantially interferes or threatens to interfere with the requirements of good order in the operation of a school or schools;
- materially disrupts or threatens to disrupt a class, classes, or class work;
- involves or threatens to involve disorder, violence, or an invasion of the rights of other students; or,
- is libelous, defamatory, or obscene.

A. Students may distribute or post such materials in the building or on school grounds subject to administrative approval and rules published by the site administrator.

B. Students shall have access to specified bulletin boards and/or areas for the posting of notices or other communications concerning school activities or matters of general interest to students. Posted notices shall: (1) be subject to reasonable size and number limitations determined by the administration; (2) be dated; and (3) identify the sponsoring individual organization. School authorities may remove notices in violation of any applicable restriction, outdated or posted for more than ten days.

C. Students who edit, publish, or distribute handwritten, printed, duplicated or other materials among their fellow students assume full responsibility for the content of all material. By accepting the right to participate in school programs on and off school property, the student shall accept the responsibility to conduct him/herself according to the rules, regulations, and provisions of the Uniform Code of Student Conduct.

D. The school principal is the official publisher of school-sponsored publications. Student editors of school-sponsored publications shall be guided by the policies of the school district and shall ensure adherence to accepted standards of journalism, specifically those guarding against libel, intentional distortion, or reckless disregard for the facts.

Authorship shall be disclosed, and opinions shall be identified as such. Student editors of school-sponsored publications shall have an obligation to provide opportunities for fellow students, teachers, and administrators to express views, which differ from editorial policy. All articles to be published in school-sponsored publications shall be submitted for approval to the faculty sponsor before publication. Articles may be rejected by the faculty sponsor who shall prepare a written explanation to the student editor of the reasons for rejection. Within five school days after receipt of such written explanation, the rejection may be appealed in writing to the school principal, who may affirm, reverse or modify the action of the faculty sponsor.

9. RIGHT TO SPECIAL PROGRAMS

A. All children identified as qualifying for special education under the Individuals with Disabilities Education Act (IDEA), shall receive special education commensurate with their abilities and needs.

B. All children identified as qualifying for gifted services shall receive education commensurate with their abilities and needs.

C. Any student qualified according to conditions described under Section 504 of the Rehabilitation Act of 1973 shall receive accommodations prescribed by the 504 Team at his or her school.

D. An alternative education program may be available for those students who are unable to benefit from the regular school curriculum and environment, or who are in need of discipline greater than short-term suspension, but short of expulsion.

10. RIGHT TO USE EDUCATIONAL RESOURCES

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

A. The site administrator shall be responsible for establishing and enforcing procedures to make the building, equipment, and materials available to students. Students should have had prior experience or instruction before using equipment.

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

11. STUDENT EXERCISE OF RIGHTS AND PRIVILEGES

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

A student shall not be punished or penalized by any member of the school faculty or administration solely because that student exercised any of the rights or privileges described in this code. Any student who deems him/herself aggrieved by a violation of this regulation may appeal, in writing, to the administrator of the building in which he/she is enrolled. The site administrator shall promptly hear and consider the request and respond appropriately.

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

GENERAL BEHAVIOR EXPECTATION

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

In addition to any specifically enumerated consequences, any violation of the General Behavioral Expectation or of any Specifically Prohibited Behaviors listed below may result in the following consequences:

A. The student may be retaught with the proper behavior expectation.

B. The student may be isolated from other students.

C. The student's parents will be informed of inappropriate behavior and reminded of school policy and disciplinary procedures.

D. The student may be required to make use of counseling/intervention services.

E. The student may be removed from the aggrieved teacher's class with loss of credit.

F. The student will make restitution for damages, if appropriate.

G. The student may be assigned detention, work detail, and/or in-school suspension.

H. The student may be suspended from school premises and activities.

I. For repeated or serious violations, the student may be removed from the regular school program or recommended for expulsion.

J. Administration may involve police. Legal action may be taken.

Consistent with the general behavioral expectations, the following specified behaviors are prohibited on school property (including school buses and bus stops), in the vicinity of the school, at school-sponsored activities, and on the way to and from school unless otherwise required by the Scottsdale Uniform Code of Conduct or Board Policy. Disciplinary decisions are at the discretion of the administrator and are expected to be connected to the misconduct in a logical and timely manner.

The violations and definitions listed on the next several pages are not to be viewed as all-inclusive. School administrators have the discretion to assign a violation category to a student's misconduct based on all evidence collected and in alignment with normal practice. While students will receive consequences for committing violations, students may also receive consequences for attempting to commit a violation or knowingly assisting or provoking a violation of the Scottsdale Uniform Code of Conduct.

At the school administrator's discretion, students may be referred to MTSS team and receive a student support strategy for Level 1 violations to reteach school expectations. Discipline is progressive as outlined by minimum and maximum consequences.

Student Support Strategies may include:

- Participating in a community building circle
- Participating in a restorative conversation
- Participating in a behavioral intervention
- Participating in a student support group with a community agency, counselor, or social worker
- Writing a reflection/apology letter
- Performing community service to restore the harm caused

Violations such as those involving alcohol, drugs, firearms possession, sexual abuse or other abuse and other serious incidents including threats, require a report to law enforcement. Schools also have the discretion to notify police of other incidents depending on the circumstances of the misconduct.

Students with disabilities are expected to follow the SUSD Code of Conduct. All disciplinary actions will be implemented in accordance with applicable state and federal laws, including consideration of the student's disability when required.

VIOLATIONS (LEVEL I)

Violation	Definitions		K - 2nd	3rd - 5th	6th - 8th	9th - 12th
Academic Dishonesty (Cheating / Plagiarism)	*Making use of something valuable by the use of deceit or fraud; is to influence or lead by deceit, trick or artifice. Cheating on schoolwork is presenting the work of another as one's own. This includes but is not limited to: copying an examination, assignment, or other school work; working with others on projects and assignments that are meant to be done individually; looking at or copying another student's test, quiz or homework answers; the use of cheat sheets or other forms of visual prompts including the use of electronic devices, calculators, cell phones, and/or text messages; taking papers (or any portions thereof) from other students, publications, misuse of AI, or the internet; viewing a video, reading a summary, or consulting study aids (Cliffs Notes or equivalent, internet sources) of a book in place of reading the book; falsifying grades; aiding Academic Dishonesty violations and inappropriately collaborating.*	*Min.*	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*
		Max.	*Student Support Strategy and Parent Contact*	*Loss of Assignment Credit*	*ISS/OSS 3-5 days and Loss of Assignment Credit* ***Note:*** *M.S. students taking H.S. course may lose class credit*	*ISS/OSS 3-5 days and Loss of Assignment Credit and/or loss of class credit class credit*
Attendance Policy Violation	***Refer to Article E:*** *Attendance Regulations*					
Bus Misconduct ***(continues)***	*"Bus Misconduct" includes:* *A. Failure to abide by the Code of Conduct while being transported in a vehicle owned or operated by the District,* *B. Riding on a bus without permission, or* *C. Failure to observe any of the following specific rules while riding in a vehicle owned or operated by the District:* *1. Provide proper identification when loading bus. School ID Required.* *2. Keep the aisles clear.* *3. Remain seated.* *4. Keep all body parts inside the vehicle.* *5. Do not throw anything inside the vehicle or from the vehicle.*	**1st offense**	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*
		2nd offense	*Loss of Bus Privileges for 5 days*	*Loss of Bus Privileges for 5 days*	*Loss of Bus Privileges for 5 days*	*Loss of Bus Privileges for 5 days*
		3rd offense	*Loss of Bus Privileges for 10 days*	*Loss of Bus Privileges for 10 days*	*Loss of Bus Privileges for 10 days*	*Loss of Bus Privileges for 10 days*
		4th offense	*Loss of Bus Privileges for Remainder of School Year*	*Loss of Bus Privileges for Remainder of School Year*	*Loss of Bus Privileges for Remainder of School Year*	*Loss of Bus Privileges for Remainder of School Year*

Violation	Definitions		K - 2nd	3rd - 5th	6th - 8th	9th - 12th
Bus Misconduct *(continued)*	*6. Do not eat or drink. (Plastic water bottles are acceptable.* *7. Do not transport animals, insects, glass containers, and/or other prohibited items* *8. Skateboards or Longboards over 33 inches shall not be transported on a bus.* *9. Maintain orderly conduct on the bus and at designated bus stops.* *10. When instruments or equipment related to musical or athletic events, including skateboards and rollerblades, are transported on a school bus, such instruments or equipment:* *a. Shall be transported in a manner which restrains the equipment in the event of an accident;* *b. Shall not occupy seating space if needed for a passenger;* *c. Shall not be placed in the school bus driver's compartment or step well;* *d. Shall be placed under the passenger's control at all times or secured in the school bus; and* *e. Shall not block an aisle or emergency exit of school bus at any time.*	**1st offense**	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*
		2nd offense	*Loss of Bus Privileges for 5 days*	*Loss of Bus Privileges for 5 days*	*Loss of Bus Privileges for 5 days*	*Loss of Bus Privileges for 5 days*
		3rd offense	*Loss of Bus Privileges for 10 days*	*Loss of Bus Privileges for 10 days*	*Loss of Bus Privileges for 10 days*	*Loss of Bus Privileges for 10 days*
		4th offense	*Loss of Bus Privileges for Remainder of School Year*	*Loss of Bus Privileges for Remainder of School Year*	*Loss of Bus Privileges for Remainder of School Year*	*Loss of Bus Privileges for Remainder of School Year*
Closed Campus Violation (Leaving School Grounds Without Permission)	*Occurs when a student leaves campus in violation of the District's closed campus policy (listed below):* *A. Elementary and Middle Schools are closed campuses from time of student drop-off to pick up. Consequences for violation are determined by the administration in accordance with Article B, Behavior.* *B. High School campuses are closed to all students throughout their scheduled day, including lunchtime. Students who need to leave for medical reasons or special circumstances must obtain administrative permission in advance and may not leave campus without a pass from the front office or the nurse's office. The principal or designee will have discretion to grant students permission to leave the campus during the school day.*	**1st offense**	*Student Support Strategy and Parent Contact*	*ISS/OSS 1 day*	*ISS/OSS 1 day*	*ISS/OSS 1 day*
		2nd offense	*ISS/OSS 1 day*	*ISS/OSS 3 days*	*ISS/OSS 3 days*	*ISS/OSS 3 days*
		3rd offense	*ISS/OSS 2 days*	*ISS/OSS 4-9 days*	*ISS/OSS 4-9 days*	*ISS/OSS 4-9 days*
Computer/ Network Infraction	*Includes any violation of the Acceptable Use Guidelines, as set forth in the Student and Parent Computer and Network Resource Policy.*	**Min.**	*Student Support Strategy, Parent Contact, and Possible Restriction of Use from Computer and/ or Network*	*Student Support Strategy, Parent Contact, and Possible Restriction of Use from Computer and/ or Network*	*Student Support Strategy, Parent Contact, and Possible Restriction of Use from Computer and/ or Network*	*Student Support Strategy, Parent Contact, and Possible Restriction of Use from Computer and/ or Network*
		Max	*ISS/OSS 1 day*	*ISS/OSS 1-3 days*	*ISS/OSS 3-5 days*	*ISS/OSS 3-5 days and possible loss of credit*

ISS – In School Suspension, OSS – Out of School Suspension
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* Reported to ADE, may also be reported to law enforcement ** Mandated to report to local law enforcement, also ADE

Violation	Definitions		K - 2nd	3rd - 5th	6th - 8th	9th - 12th
Contraband	*Items stated in District policy as prohibited because they may disrupt the learning environment (stink bombs, pop-its, toys, etc).*	**Min.**	*Confiscation, Student Support Strategy, and Parent Contact*	*Confiscation, Student Support Strategy, and Parent Contact*	*Confiscation, Student Support Strategy, and Parent Contact*	*Confiscation, Student Support Strategy, and Parent Contact*
		Max.	*ISS/OSS 1 day*	*ISS/OSS 1-3 days*	*ISS/OSS 1-3 days*	*ISS/OSS 1-3 days*
Defiance, Disrespect Towards Authority	*Student engages in refusal to follow directions, talks back, or delivers socially rude interactions.*	**Min.**	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*
		Max.	*ISS/OSS 1 day*	*ISS/OSS 1-3 days*	*IISS/OSS 3-5 days*	*ISS/OSS 3-5 days*
Disruption	*Student engages in behavior causing an interruption in a class or activity. Disruption includes sustained loud talking, yelling, or screaming; noise with materials, horseplay or roughhousing; sustained out-of-seat behavior, running in the building, hallways, or corridors, repeated dress code violations, etc*	**Min.**	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*
		Max.	*ISS/OSS 1 day*	*ISS/OSS 1-3 days*	*ISS/OSS 3-5 days*	*ISS/OSS 3-5 days*
Dress Code Violation and Student ID Violation	*Student wears clothing that does not fit within the dress code guidelines stated by school or District policy or refuses to comply with student ID card policy.*	**Min.**	*Change clothes, Student Support Strategy and Parent Contact*	*Change clothes, Student Support Strategy and Parent Contact*	*Change clothes, Student Support Strategy and Parent Contact*	*Change clothes, Student Support Strategy and Parent Contact*
		Max.	*Change clothes, Student Support Strategy and Parent Contact*	*ISS/OSS 1-3 days*	*ISS/OSS 1-3 days*	*ISS/OSS 1-3 days*
Electronic and Telecommunicatio n Devices	*Electronic and Telecommunication Devices are to be **Away for the Day** for students in grades PreK-8. Students in grades 9-12 may only use electronic devices with the permission of the teacher for instructional purposes only. Inappropriate possession or use of an electronic device or toy occurs when such device is possessed or used in a way that interferes with the orderly operation of the school or otherwise constitutes disruptive behavior. "Electronic Device" includes, without limitation, , smart glasses, music player of any kind, cell phones, electronic games, smart devices, digital cameras, smart watches, etc.*	**Min.**	*Student Support Strategy, Parent Contact, and loss of technology privileges*	*Student Support Strategy, Parent Contact, and loss of technology privileges*	*Student Support Strategy, Parent Contact, and loss of technology privileges*	*Student Support Strategy, Parent Contact, and loss of technology privileges*
		Max.	*ISS/OSS 1 day and loss of technology privileges*	*ISS/OSS 1-3 days and loss of technology privileges*	*ISS/OSS 1-3 days and loss of technology privileges*	*ISS/OSS 1-3 days and loss of technology privileges*
Forgery	*Is falsely and fraudulently making or altering a document.*	**Min.**	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*	*Student Support Strategy and Parent Contact*
		Max.	*Student Support Strategy and Parent Contact*	*ISS/OSS 1-3 days*	*ISS/OSS 1-3 days*	*ISS/OSS 1-3 days*
Gambling	*To play games of chance for money or to bet a sum of money.*	**Min.**	*Confiscation, Student Support Strategy, and Parent Contact*	*Confiscation, Student Support Strategy, and Parent Contact*	*Confiscation, Student Support Strategy, and Parent Contact*	*Confiscation, Student Support Strategy, and Parent Contact*
		Max.	*Confiscation, Student Support Strategy, and Parent Contact*	*ISS/OSS 1-5 days*	*ISS/OSS 1-5 days*	*ISS/OSS days, may be recommended for Expulsion Hearing*

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Violation	Definitions		K - 2nd	3rd - 5th	6th - 8th	9th - 12th
Graffiti or Tagging	Writing on walls, drawings or words that are scratched painted or sprayed on walls or other surfaces in public places. See also negative group affiliation.	**Min.**	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact
		Max.	ISS/OSS 1-2 days	ISS/OSS 1-5 days	ISS/OSS 5-9 days	ISS/OSS 5-9 days
Language, Inappropriate	Student delivers verbal, or non-verbal messages that include swearing, profanity, racial slurs, name-calling or use of words in an inappropriate way but not rising to the level of threatening or intimidating.	**Min.**	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Conference ISS/OSS 1-4 days	Student Conference ISS/OSS 1-4 days
		Max.	ISS/OSS 1 day	ISS/OSS 1-3 days	ISS/OSS 5-9 days	ISS/OSS 5-9 days
Lying	Student makes an untrue statement with intent to deceive; is to create a false or misleading impression.	**Min.**	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact
		Max.	ISS/OSS 1 day	ISS/OSS 1-3 days	ISS/OSS 1-3 days	ISS/OSS 1-3 days
Minor Aggressive Act	Student engages in non-serious but inappropriate physical contact, (i.e., hitting, poking, pulling, or pushing). Other behaviors that may be considered under this violation are pulling a chair out from underneath another person, or other behaviors that demonstrate low-level hostile behaviors. ***(See Disruption for additional prohibited behavior)***	**Min.**	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact
		Max.	ISS/OSS 1-2 days	ISS/OSS 1-3 days	ISS/OSS 1-3 days	ISS/OSS 1-3 days
Non-Compliance with Assigned Consequences	Student does not comply with assigned consequence	**Min.**	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact
		Max.	ISS/OSS 1 day	ISS/OSS 1-3 days	ISS/OSS 3-5 days	ISS/OSS 3-5 days
Other Violation of School Policy	(Administration Discretion)	**Min. & Max.**	Administration Discretion	Administration Discretion	Administration Discretion	Administration Discretion
Parking Lot/ Vehicle Violation	Includes any use of a vehicle, including parking, that violates school rules or driving laws or that endangers property or personal safety.	**Min.**	Not Applicable	Not Applicable	Not Applicable	Loss of parking permit privileges 1-3 days
		Max.	Not Applicable	Not Applicable	Not Applicable	Towing of the vehicle, Loss of parking permit privileges for remainder of school year ISS/OSS 5-9 days
Petty Theft	Arizona law does not differentiate between petty and grand theft, but school administrators may want to consider thefts under $100 as petty.	**Min.**	Student Support Strategy, Parent Contact, Pay Restitution, and/or Return Stolen Items	Student Support Strategy, Parent Contact, Pay Restitution, and/or Return Stolen Items	Student Support Strategy, Parent Contact, Pay Restitution, and/or Return Stolen Items	Student Support Strategy, Parent Contact, Pay Restitution, and/or Return Stolen Items
		Max.	ISS/OSS 1 day and may pay restitution and/or return stolen items	OSS 1-3 days and may pay restitution and/or return stolen items	OSS 3-5 days and may pay restitution and/or return stolen items	OSS 3-5 days and may pay restitution and/or return stolen items

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Violation	Definitions		K - 2nd	3rd - 5th	6th - 8th	9th - 12th
Pranks, Including Interschool Rivalry	"Pranks" include any act of mischief that; A. Causes a negative public image of the school; B. Is intended to, or could reasonably be interpreted as intending to, taunt or create excessive tension between groups within one school or between two or more schools; C. Disrupts or distracts from a school event (such as a homecoming parade, school assembly, etc.); or D. Is intended to stimulate similar acts of mischief by other students	**Min.**	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact
		Max.	ISS/OSS 1 day	ISS/OSS 1-3 days	ISS/OSS 1-5 days	ISS/OSS 5-9 days, may be recommended for Expulsion Hearing with loss of participation in related activities (i.e. extra curricular events, graduation activities and ceremony)
Public Display of Affection	Holding hands, kissing, sexual touching or other displays of affection in violation of school policy.	**Min.**	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact
		Max.	ISS/OSS 1 day	ISS/OSS 1-3 days	ISS/OSS 1-3 days	ISS/OSS 3-5 days
Recklessness	Unintentional, careless behavior that may pose a safety or health risk for others.	**Min.**	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact
		Max.	ISS/OSS 1 day	ISS/OSS 1-3 days	ISS/OSS 3-5 days	ISS/OSS 3-5 days
Verbal Provocation	Use of language or gestures that may incite another person or other people to fight.	**Min.**	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact
		Max.	ISS/OSS 1 day	ISS/OSS 1-3 days	ISS/OSS 3-5 days	ISS/OSS 3-5 days
****Alcohol Violation**	The violation of laws or ordinances prohibiting the manufacture, sale, sharing, purchase, transportation, possession or use of intoxicating alcoholic beverages or substances represented as alcohol or otherwise listed in Appendix A. This includes being intoxicated at school, at school-sponsored events or on school-sponsored transportation. **Level 1:** First Offense **Level 2:** Second Offense within 365 days; distribution; offense combined with other aggravating factors.	**Min (Level 1)**	OSS 5-9 days and Substance Awareness Program class	OSS 5-9 days and Substance Awareness Program class	OSS 5-9 days and Substance Awareness Program class	OSS 5-9 days and Substance Awareness Program class
		Max (Level 2)	OSS 9 days and Student may be recommended for alternative program	OSS 9 days and Student may be recommended for Expulsion Hearing	OSS 9 days and student may be recommended for Expulsion Hearing	OSS 9 days and Student may be recommended for Expulsion Hearing

VIOLATIONS (LEVEL II)

Violation	Definitions		K - 2nd	3rd - 5th	6th - 8th	9th - 12th
****Armed Robbery**	**A.R.S. §13-1904(A). Armed robbery.** A person commits armed robbery if, in the course of committing robbery as defined in section 13-1902, such person or an accomplice: A. Is armed with a deadly weapon or a simulated deadly weapon; or B. Uses or threatens to use a deadly weapon or dangerous instrument or a simulated deadly weapon.	**Min.**	OSS 9 days, and Student may be recommended for alternative program	OSS 9 days, and Student may be recommended for Expulsion Hearing	OSS 9 days, and Student may be recommended for Expulsion Hearing	OSS 9 days, and student may be recommended for Expulsion Hearing

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* Reported to ADE, may also be reported to law enforcement ** Mandated to report to local law enforcement, also ADE

Violation	Definitions		K - 2nd	3rd - 5th	6th - 8th	9th - 12th
**Arson of a Structure or Property	**A.R.S. §13-1703(A).Arson of a structure or property.** A person commits arson of a structure or property by knowingly and unlawfully damaging a structure or property by knowingly causing a fire or explosion.	Min.	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days
		Max.	OSS 5-9 days, threat assessment, and Student may be recommended alternative program	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing
**Arson of an Occupied Structure	**A.R.S. §13-1704(A). Arson of an occupied structure.** A person commits arson of an occupied structure by knowingly and unlawfully damaging an occupied structure by knowingly causing a fire or explosion. "Occupied structure" means any structure as defined in A.R.S. § 13- 1701(4), in which one or more human beings either is or is likely to be present or so near as to be in equivalent danger at the time the fire or ex plosion occurs. The term includes any dwelling house, whether occupied, unoccupied, or vacant. A.R.S. §13-1701(2).	Min.	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days
		Max.	OSS 5-9 days and Students may be recommended for alternative program	OSS 5-9 days and student may be recommended for Expulsion Hearing	OSS 5-9 days and student may be recommended for Expulsion Hearing	OSS 5-9 days and student may be recommended for Expulsion Hearing
**Assault and Aggravated Assault	**A.R.S. §13-1203(A). Assault.** A person commits assault by: A. Intentionally, knowingly, or recklessly causing any physical injury to another person; or B. Intentionally placing another person in reasonable apprehension of imminent physical injury; or C. Knowingly touching another person with the intent to injure, insult or provoke such person. **A.R.S. §13-1204(A). Assault.** A person commits aggravated assault if the person commits assault as prescribed by section 13-1204 under 11 different circumstances	Min.	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days
		Max.	OSS 5-9 days, threat assessment, and Student may be recommended alternative program	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing
*Bullying	Bullying is repeated acts over time that involve a real or perceived imbalance of power with the more powerful child or group attacking those who are less powerful. Bullying can be physical in form (e.g., pushing, hitting, kicking, spitting, stealing); verbal (e.g., making threats, taunting, teasing, name-calling); or psychological (e.g., social exclusion, spreading rumors, manipulating social relationships). This includes cyber bullying. (Paraphrased from: Ericson Nels, 2001, Addressing the Problem of Bullying, U.S. Dept. of Justice, Fact Sheet #FS-200127). ***Note:*** *Also see Article A#6, pg. 15*	Min.	ISS/OSS 1-2 days	ISS/OSS 1-4 days	ISS/OSS 1-4 days	ISS/OSS 1-4 days
		Max.	ISS/OSS 3-5 days	ISS/OSS 5-9 days, threat assessment	ISS/OSS 5-9 days threat assessment, and student may be recommended for Expulsion Hearing	ISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing
**Burglary (First Degree)	**A.R.S. §13-1508. Burglary in the first degree; classification.** A. A person commits burglary in the first degree if such person or an accomplice violates the provisions of either section 13-1506 or 13-1507 and knowingly possesses explosives, a deadly weapon or a dangerous instrument in the course of committing any theft or any felony. B. Burglary in the first degree of a non-residential structure or a fenced commercial or residential yard is a class 3 felony. It is a class 2 felony if committed in a residential structure.	Min.	OSS 9 days and student may be recommended for alternative program	OSS 9 days and student may be recommended for Expulsion Hearing	OSS 9 days and student may be recommended for Expulsion Hearing	OSS 9 days and student may be recommended for Expulsion Hearing

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Violation	Definitions		K - 2nd	3rd - 5th	6th - 8th	9th - 12th
***Burglary or Breaking and Entering (third degree only - second degree does not apply to schools)**	**A.R.S. §13-1506. Burglary in the third degree; classification**. A. A person commits burglary in the third degree by: 1. Entering or remaining unlawfully in or on a non-residential structure or in a fenced commercial or residential yard with the intent to commit any theft or any felony therein. 2. Making entry into any part of a motor vehicle by means of a manipulation key or master key, with the intent to commit any theft or felony in the motor vehicle. B. Burglary in the third degree is a class 4 felony.	**Min.**	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days
		Max.	OSS 5-9 days and Students may be recommended for alternative program	OSS 5-9 days and student may be recommended for Expulsion Hearing	OSS 5-9 days and student may be recommended for Expulsion Hearing	OSS 5-9 days and student may be recommended for Expulsion Hearing
***Combustibles**	Student is in possession of a substance or object that is readily capable of causing bodily harm or property damage, i.e. matches, lighters, firecrackers, gasoline, and lighter fluid.	**Min.**	ISS/OSS 1-2 days	ISS/OSS 1-4 days	ISS/OSS 1-4 days	ISS/OSS 1-4 days
		Max.	ISS/OSS 3-5 days, threat assessment, and Student may be recommended for alternative program	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	ISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	ISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing
***Dangerous Items**	The use, possession, sale, purchase, manufacture, or transportation of dangerous items such as air soft gun, BB gun, multi-tool, knife with a blade length of less than 2.5", laser pointer, letter opener, mace, paintball gun, pellet gun, razor blade or box cutter, simulated knife, Taser or stun gun, tear gas, or other dangerous items. A dangerous item used to cause bodily injury to, threaten, or intimidate another person may be classified as a dangerous instrument as defined below and must be reported to law enforcement. **A.R.S. §13-105(12). Dangerous instrument.** Anything that under the circumstances in which it is used, attempted to be used or threatened to be used is readily capable of causing death or serious physical injury.	**Min.**	ISS/OSS 1- 4 days	ISS/OSS 1- 4 days	ISS/OSS 1- 4 days	ISS/OSS 1- 4 days
		Max.	ISS/OSS 5-9 days, threat assessment, and Student may be recommended for alternative program	ISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	ISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	ISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing
***Disorderly Conduct**	A.R.S. §13-2904. Disorderly conduct. A person commits disorderly conduct if, with intent to disturb the peace or quiet of a person, or with knowledge of doing so, such person: 1. Engages in fighting, violent or seriously disruptive behavior; or 2. Makes unreasonable noise; or 3. Uses abusive or offensive language or gestures to any person present in a manner likely to provoke immediate physical retaliation by such person; or 4. Makes any protracted commotion, utterance or display with the intent to prevent the transaction of the business of a lawful meeting, gathering or procession; or refuses to obey a lawful order to disperse issued to maintain public safety in dangerous proximity to a fire, a hazard, or any other emergency; or 5. Refuses to obey a lawful order to disperse issued to maintain public safety in dangerous proximity to a fire, a hazard, or any other emergency; or 6. Recklessly handles, displays, or discharges a deadly weapon or dangerous instrument. (Possession of a deadly weapon or dangerous instrument must also be reported as a weapons violation to ADE and to local law enforcement).	**Min.**	ISS/OSS 1-2 days	ISS/OSS 1-4 days	ISS/OSS 1-4 days	ISS/OSS 1-4 days
		Max.	ISS/OSS 3-5 days, threat assessment, and Student may be recommended for alternative program	ISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	ISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	ISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing

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**Drug Violation	The unlawful use, cultivation, manufacture, distribution, sale, sharing, purchase, possession, transportation or importation of any controlled/ prescription drug or narcotic substance or equipment and devices used for preparing or taking drugs or narcotics. Includes being under the influence of drugs at school, school sponsored events or on school-sponsored transportation. Category includes over-the-counter medications if abused by the student. This category does not include tobacco or alcohol. "Drug "means any narcotic drug, dangerous drug, marijuana or peyote (A.R.S. §13-3415), or otherwise defined in Appendix A. ***Note:*** *See Appendix A for drug paraphernalia.* **Level 1**: First Offense **Level 2**: Second Offense within 365 days; distribution; offense combined with other aggravating factors	**Min. (Level 1)**	OSS 5-9 days and Substance Awareness Program class	OSS 5-9 days and Substance Awareness Program class	OSS 5-9 days and Substance Awareness Program class	OSS 5-9 days and Substance Awareness Program class
		Max. (Level 2)	OSS 9 days and Student may be recommended for alternative program	OSS 9 days and student may be recommended for Expulsion Hearing	OSS 9 days and student may be recommended for Expulsion Hearing	OSS 9 days and student may be recommended for Expulsion Hearing
**Endangerment	**A.R.S. §13-1201. Endangerment; classification**. A. A person commits endangerment by recklessly endangering another person with a substantial risk of imminent death or physical injury. B. Endangerment involving a substantial risk of imminent death is a class 6 felony. In all other cases, it is a class 1 misdemeanor.	**Min.**	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days
		Max.	OSS 5-9 days, threat assessment, and Student may be recommended for alternative program	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing
*Extortion	**A.R.S. §13-1804(A).Theft by extortion; classification.** A person commits theft by extortion by knowingly obtaining or seeking to obtain property or services by means of a threat to do in the future any of the following: A. Cause physical injury to anyone by means of a deadly weapon or dangerous instrument. B. Cause physical injury to anyone except as provided in paragraph one of this subsection. C. Cause damage to property. D. Engage in other conduct constituting an offense. E. Accuse anyone of a crime or bring criminal charges against anyone. F. Expose a secret or an asserted fact, whether true or false, tending to subject anyone to hatred, contempt or ridicule or to impair the person's credit or business. G. Take or withhold action as a public servant or cause a public servant to take or withhold action. H. Cause anyone to part with any property.	**Min.**	OSS 1-2 days	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days
		Max.	OSS 3-5 days, threat assessment and student may be recommended for alternative program	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing
*Fighting	Mutual participation in an incident involving physical violence where there is no major injury. Verbal confrontation alone does not constitute fighting.	**Min.**	ISS/OSS 1-2 day	ISS/OSS 1-4 days	ISS/OSS 1-4 days	ISS/OSS 1-4 days
		Max.	ISS/OSS 1-2 days, threat assessment, and Student may be recommended for alternative program	ISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	ISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	ISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing

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Violation	Definitions		K - 2nd	3rd - 5th	6th - 8th	9th - 12th
**Fire Alarm Misuse	Intentionally causing the fire alarm, lock down or shelter in place system to activate when there is no perceived threat	Min.	ISS/OSS 1-2 days	ISS/OSS 1-4 days	ISS/OSS 1-4 days	ISS/OSS 1-4 days
		Max.	ISS/OSS 3-5 days	ISS/OSS 5 9 days	ISS/OSS 5 9 days	ISS/OSS 5 9 days
**Firearm (Including Destructive Devices) (continues)	**A.R.S. §13-3111(A). Minors prohibited from carrying or possessing firearms; exceptions; seizure and forfeiture; penalties**. Except as provided in subsection B, an emancipated person who is under eighteen years of age and who is unaccompanied by a parent, grandparent or guardian, or a certified hunter safety instructor or certified firearms safety instructor acting with the consent of the un-emancipated person's parent or guardian, shall not knowingly carry or possess on his person, within his immediate control, or in or on a means of transportation a firearm in any place that is open to the public or on any street or highway or on any private property except private property owned or leased by the minor or the minor's parent, grandparent or guardian. **A.R.S. §13-3101(4). Definitions:** "Firearm" means any loaded or unloaded handgun, pistol, revolver, rifle, shotgun or other weapon that will expel, is designed to expel or may be readily converted to expel, a projectile by the action of an explosive. Firearm does not include a firearm in permanently inoperable condition. **The following is paraphrased from 18 U.S.C. § 921:** Firearm: Any weapon, including a starter gun, which will be or is designed to or may be readily converted to expel a projectile by the action of an explosive. This includes the frame or receiver of any such weapon, any firearm muffler or silencer or any destructive device. This definition does not include antique firearms. Other Firearms: Firearms other than handguns, rifles or shotguns including: A. Any weapon (including a starter gun) which will or is designed to or may readily be converted to expel B. The frame or receiver of any weapon described above; a projectile by the action of any explosive; C. Any firearm muffler or firearm silencer; D. Any destructive device, which includes: Any explosive, incendiary, or poison gas; bomb; grenade; rocket having a propellant charge of more than 4 oz.; missile having an explosive or incendiary charge of more than one-quarter E. Any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter; F. Any combination or parts either designed or intended for use in converting any device into any destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled. (This definition does not apply to items such as toy guns, cap guns, BB guns, and pellet guns. ***See Dangerous Items and Simulated Firearms***)	Min. & Max.	OSS 9 days, threat assessment, Expulsion Hearing or Student may be recommended for alternative program	OSS 9 days, threat assessment, Expulsion Hearing	OSS 9 days, threat assessment, Expulsion Hearing	OSS 9 days, threat assessment, Expulsion Hearing

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**Firearm (Including Destructive Devices) (continued)	Destructive Device: A category of firearm that includes an explosive, combustible or poisonous gas. This includes bombs, grenades, mines and rockets. Any type of weapon (other than a shotgun or a shotgun shell which is generally recognized as particularly suitable for sporting purposes) which will, or which may be readily converted to expel a projectile by the action of an explosive or other propellant; and which has any barrel with a bore of more than one-half inch in diameter, and any combination of parts either designed or intended for use in converting any device into a destructive device or from which a destructive device may be readily assembled. The term "destructive device" shall not include any device, which is designed or redesigned for use as a weapon.	**Min. & Max.**	OSS 9 days, threat assessment, Expulsion Hearing or Student may be recommended for alternative program	OSS 9 days, threat assessment, Expulsion Hearing	OSS 9 days, threat assessment, Expulsion Hearing	OSS 9 days, threat assessment, Expulsion Hearing
*Harassment, Non-Sexual	A.R.S. §13-2921(A). Harassment; definition. A person commits harassment if, with intent to harass or with knowledge that the person is harassing another person, the person: A. Anonymously or otherwise communicates or causes communication with another person by verbal, electronic, mechanical, telegraphic, telephonic or written means in a manner that harasses. B. Continues to follow another person in or about a public place for no legitimate purpose after being asked to desist. C. Repeatedly commits an act or acts that harass another person. D. Surveils or causes another person to surveil a person for no legitimate purpose. E. On more than one occasion makes a false report to a law enforcement, credit or social service agency. F. Interferes with the delivery of any public or regulated utility to a person. A.R.S. § 13-2921(E). Definitions. For the purposes of this section, "harassment" means conduct that is directed at a specific person and that would cause a reasonable person to be seriously alarmed, annoyed or harassed and the conduct in fact seriously alarms, annoys or harasses the person. Note: Bullying, hazing and sexual harassment are types of harassment. Indicate harassment if the violation is not specifically bullying, hazing or sexual harassment, or if the specific type of harassment is not known.	Min.	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact	Student Support Strategy and Parent Contact
		Max.	ISS/OSS 1-2 days	ISS/OSS 1-5 days	ISS/OSS 1-5 days	ISS/OSS 5-9 days and student may be recommended for Expulsion Hearing
**Harassment, Sexual (continues)	U.S. Department of Education, Office of Civil Rights, Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, Title IX, January 2001: Sexual harassment is unwelcome conduct of a sexual nature that denies or limits a student's ability to participate in or to receive benefits, services, or opportunities in the school's program. It can include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Because sexual harassment of students is a form of sex discrimination prohibited by Title IX of the Education Amendments of 1972, it is governed by this statute and corresponding guidance. Title IX applies to any public or private school receiving federal funding.	Min.	OSS 1-2 days	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days
		Max.	OSS 5-9 days, threat assessment, and student may be recommended alternative program	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing

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****Harassment, Sexual (continued)**	Does not include legitimate nonsexual touching or other non- sexual conduct, for example, a high school athletic coach hugging a student who made a goal or a kindergarten teacher's consoling hug for a child with a skinned knee. Relevant factors in determining whether behavior rises to the level of sexual harassment include: • The degree to which the conduct affected one or more students' education. • The type, frequency and duration of the conduct; • The identity of and relationship between the alleged harasser and the subject or subjects of the harassment; • The number of individuals involved; • The age and sex of the alleged harasser and the subject or subjects of the harassment; • The size of the school, location of the incidents, and the context in which they occurred; other incidents at the school. ***Note:*** *Sexual harassment includes but is not limited to students, staff, parents, and community members*	**Min.**	OSS 1-2 days	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days
		Max.	OSS 5-9 days, threat assessment, and student may be recommended alternative program	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing
****Harassment, Sexual with Contact**	Sexual harassment that includes unwanted physical contact of non-sexual body parts. (Includes areas not covered in Arizona Revised Statutes). ***Note:*** *Sexual harassment includes but is not limited to students, staff, parents, and community members.*	**Min.**	OSS 1-2 days	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days
		Max.	OSS 3-5 days and Student may be recommended for alternative program	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing
***Hazing**	***(See Article A and/or Appendix A)***	**Min.**	ISS/OSS 1-2 days	ISS/OSS 1-4 days	ISS/OSS 1-4 days	ISS/OSS 1-4 days
		Max.	IISS/OSS 3-5 days	ISS/OSS 5-9 days	ISS/OSS 5-9 days and student may be recommended for Expulsion Hearing	ISS/OSS 5-9 days and student may be recommended for Expulsion Hearing
****Indecent Exposure or Public Sexual Indecency (continues)**	***See A.R.S. § 13-1401 for definitions.*** **A.R.S. §13-1402. Indecent exposure; exception.** A. A person commits indecent exposure if he or she exposes his or her genitals or anus or she exposes the areola or nipple of her breast or breasts and another person is present, and the defendant is reckless about whether the other person, as a reasonable person, would be offended or alarmed by the act. B. Indecent exposure does not include an act of breast- feeding by a mother.	**Min.**	OSS 1-2 days	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days
		Max.	OSS 3-5 days and Student may be recommended for alternative program	OSS 5-9 days and student may be recommended for Expulsion Hearing	OSS 5-9 days and student may be recommended for Expulsion Hearing	OSS 5-9 days and student may be recommended for Expulsion Hearing

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****Indecent Exposure or Public Sexual Indecency (continued)**	**A.R.S. §13-1403. Public sexual indecency; public sexual indecency to a minor.** A. A person commits public sexual indecency by intentionally or knowingly engaging in any of the following acts, if another person is present, and the defendant is reckless about whether such other person, as a reasonable person, would be offended or alarmed by the act: 1. An act of sexual contact. 2. An act of oral sexual contact. 3. An act of sexual intercourse. 4. An act of bestiality. B. A person commits public sexual indecency to a minor if the person intentionally or knowingly engages in any of the acts listed in sub-section A and such person is reckless about whether a minor under the age of fifteen years is present.	**Min.**	OSS 1-2 days	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days
		Max.	ISS/OSS 3-5 days, threat assessment, and student may be recommended alternative program	ISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	ISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	ISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing
***Negative Group Affiliation**	Specific attitudes and actions of a student affiliated with a negative group typically include most of the following: A. May or may not have a recognized leader. Do most things together, especially socially. B. Stick together on issues. C. Loitering in a restroom/location or in a group without cause or permission D. Involve themselves in each other's problems; therefore, perpetuate each other's problems. E. Claim loyalty and righteousness if reprimanded. F. All the interference they cause is in the name of friendship. G. Likely to confront authority as a group when one member has been disciplined. H. Usually uncooperative and possibly hostile. I. Conduct themselves as though no other individuals exist in the school, including other students.	**Min.**	ISS/OSS 1-2 days	ISS/OSS 1-4 days	ISS/OSS 1-4 days	ISS/OSS 1-4 days
		Max.	ISS/OSS 3-5 days, threat assessment, and student may be recommended for alternative program	ISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	ISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	IISS/OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing
****Other Weapons**	Use, possession, sale, purchase, manufacture, or transportation of other weapons such as belly club, brass knuckles, multi-tool, nun chucks, or a knife with a blade length of at least 2.5". In cases where a student is in possession of a gun, unloaded or loaded, switchblade, and/or a knife with a blade which is 2.5" or longer in length, there will be an automatic 9-day OSS and a recommendation for an expulsion hearing as per **A.R.S. §15-841(B).**	**Min.**	OSS 1-2 days	OSS 1-3 days	OSS 3-5 days	OSS 3-5 days
		Max.	OSS 3-5 days, threat assessment, and student may be recommended alternative program	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing

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***Over-the Counter and Prescription Drugs**	"Unauthorized possession or Use of Medication" occurs when a student, without previously obtaining authorization pursuant to the District's medication policy (see General Information "Medication"), possesses or uses a prescription or over-the-counter medication in accordance with the physician's written directions (prescription medications) or the manufacturer's written directions (over-the-counter medications). ***Note:** Any other possession, use, or distribution of a prescription or over-the-counter medication will be treated as a violation of the drug and alcohol policy.*	**Min.**	Student Support Strategy, Parent Contact, OSS 1-2 days and Substance Awareness Program Class	Student Support Strategy, Parent Contact, OSS 1-4 days and Substance Awareness Program Class	Student Support Strategy, Parent Contact, OSS 1-4 days and Substance Awareness Program Class	Student Support Strategy, Parent Contact, OSS 1-4 days and Substance Awareness Program Class
		Max.	OSS 3-5 days and student may be recommended for alternative program	OSS 5-9 days and student may be recommended for Expulsion Hearing	OSS 5-9 days and student may be recommended for Expulsion Hearing	OSS 5-9 days and student may be recommended for Expulsion Hearing
****Pornography**	Pornography is the sexually explicit depiction of persons, in words or images, created with the primary, proximate aim, and reasonable hope, of eliciting significant sexual arousal on the part of the consumer of such materials.	**Min.**	OSS 1-2 days	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days
		Max.	OSS 3-5 days and student may be recommended for alternative program	OSS 5-9 days and student may be recommended for Expulsion Hearing	OSS 5-9 days and student may be recommended for Expulsion Hearing	OSS 5-9 days and student may be recommended for Expulsion Hearing
***Robbery**	Using force or threatening to use force to commit a theft or while attempting to commit a crime. A.R.S. §13-1902(A). Robbery. A person commits robbery if, in the course of taking any property of another from his person or immediate presence and against his will, such person threatens or uses force against any person with intent either to coerce surrender of property or to prevent resistance to such person taking or retaining property.	**Min.**	OSS 1-2 days	OSS 1-4 days	OSS 1-4 days	OSS 1-4 days
		Max.	OSS 3-5 days and student may be recommended for alternative program	OSS 5-9 days and student may be recommended for Expulsion Hearing	OSS 5-9 days and student may be recommended for Expulsion Hearing	OSS 5-9 days and student may be recommended for Expulsion Hearing
****School Threat**	Threatening to use a bomb, chemical, or biological agent, or other school threat.	**Min. & Max.**	OSS 9 days and student may be recommended for alternative program	OSS 9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 9 days, threat assessment, and student may be recommended for Expulsion Hearing	OSS 9 days, threat assessment, and student may be recommended for Expulsion Hearing

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**Sexual Abuse or Sexual Conduct with a Minor or Child Molestation	**A.R.S. §13-1404(A). Sexual abuse.** *A person commits sexual abuse by intentionally or knowingly engaging in sexual contact with any person who is fifteen or more years of age without consent of that person or with any person who is under fifteen years of age if the sexual contact involves only the female breast.* **A.R.S. §13-1405(A). Sexual conduct with a minor.** *A person commits sexual conduct with a minor by intentionally or knowingly engaging in sexual intercourse or oral sexual contact with any person who is under eighteen years of age.* **A.R.S. §13-1410(A). Molestation of a child.** *A person commits molestation of a child by intentionally or knowingly engaging in or causing a person to engage in sexual contact, except sexual contact with the female breast, with a child under fifteen years of age.*	Min. & Max.	*OSS 9 days and student may be recommended for Expulsion Hearing*	*OSS 9 days and student may be recommended for Expulsion Hearing*	*OSS 9 days and student may be recommended for Expulsion Hearing*	*OSS 9 days and student may be recommended for Expulsion Hearing*
**Sexual Assault	**A.R.S. §13-1406(A). Sexual assault; increased punishment.** *A person commits sexual assault by intentionally or knowingly engaging in sexual intercourse or oral sexual contact with any person without consent of such person.*	Min. & Max.	*OSS Students may be recommended for alternative program*	*OSS 9 days and student may be recommended for Expulsion Hearing*	*OSS 9 days and student may be recommended for Expulsion Hearing*	*OSS 9 days and student may be recommended for Expulsion Hearing*
**Simulated Firearm	*Any simulated firearm made of plastic, wood, metal or any other material, which is a replica, facsimile, or toy version of a firearm or any object such as a stick or finger concealed under clothing and is being portrayed as a firearm.*	Min.	*ISS/OSS 1-2 days*	*ISS/OSS 1-3 days*	*ISS/OSS 3-5 days*	*ISS/OSS 3-5 days*
		Max.	*ISS/OSS 3-5 days, Students may be recommended for alternative program*	*ISS/OSS 3-5 days, threat assessment, may be recommended for Expulsion Hearing*	*ISS/OSS 6-9 days, threat assessment may be recommended for Expulsion Hearing*	*ISS/OSS 6-9 days, threat assessment, may be recommended for Expulsion Hearing*
**Theft (continues)	*Taking or attempting to take money or property belonging to another person or the school with the intent to permanently deprive the victim of his or her possessions.* *A.R.S. §13-1802(A). Theft; definitions.* *A person commits theft if, without lawful authority, the person knowingly: Controls property of another with the intent to deprive the other person of such property; or* *Converts for an unauthorized term or use services or property of another entrusted to the defendant or placed in the defendant's possession for a limited, authorized term or use; or* *Obtains services or property of another by means of any material misrepresentation with intent to deprive the other person of such property or services; or* *Comes into control of lost, mislaid or misdelivered property of another under circumstances providing means of inquiry as to the true owner and appropriates such property to the person's own or another's use without reasonable efforts to notify the true owner; or*	Min.	*OSS 1-4 days Student Conference Parent contact, and may pay restitution and /or return stolen items*	*OSS 1-4 days Student Conference Parent contact, and may pay restitution and /or return stolen items*	*OSS 1-4 days Student Conference Parent contact, and may pay restitution and /or return stolen items*	*OSS 1-4 days Student Conference Parent contact, and may pay restitution and /or return stolen items*
		Max.	*OSS 5-9 days and Students may be recommended for alternative program*	*OSS 5-9 days and student may be recommended for Expulsion Hearing*	*OSS 5-9 days and student may be recommended for Expulsion Hearing*	*OSS 5-9 days and student may be recommended for Expulsion Hearing*

ISS – In School Suspension, OSS – Out of School Suspension
Nothing in this handbook is intended to restrict the District from imposing more or less severe consequences or using restorative practices if, in the discretion of the District, the severity of harm, danger, damage or the potential for harm, danger or damage warrants it, or if one incident involves more than one infraction. In addition, based upon the facts, long-term suspension or expulsion may be imposed, even if not necessarily listed as a potential consequence on the grid for a particular behavior. Progressive discipline applies for repeat offenses.

* Reported to ADE, may also be reported to law enforcement ** Mandated to report to local law enforcement, also ADE

Violation	Definitions		K - 2nd	3rd - 5th	6th - 8th	9th - 12th
**Theft (continued)	*Controls property of another knowing or having reason to know that the property was stolen; or* *Obtains services known to the defendant to be available only for compensation without paying or an agreement to pay the compensation or diverts another's services to the person's own or another's benefit without authority to do so.* ***Note:** see petty theft for lesser offense.*	Min.	*OSS 1-4 days Student Conference Parent contact, and may pay restitution and /or return stolen items*	*OSS 1-4 days Student Conference Parent contact, and may pay restitution and /or return stolen items*	*OSS 1-4 days Student Conference Parent contact, and may pay restitution and /or return stolen items*	*OSS 1-4 days Student Conference Parent contact, and may pay restitution and /or return stolen items*
		Max.	*OSS 5-9 days and Students may be recommended for alternative program*	*OSS 5-9 days and student may be recommended for Expulsion Hearing*	*OSS 5-9 days and student may be recommended for Expulsion Hearing*	*OSS 5-9 days and student may be recommended for Expulsion Hearing*
**Threat or Intimidation	*When a person indicates by word or conduct the intent to cause physical injury or serious damage to a person or their property.* **A.R.S. §13-1202. Threatening or intimidating; classification.** *A. A person commits threatening or intimidating if the person threatens or intimidates by word or conduct:* *1. To cause physical injury to another person or serious damage to the property of another; or* *2. To cause, or in reckless disregard to causing, serious public inconvenience including, but not limited to, evacuation of a building, place of assembly or transportation facility; or* *3. To cause physical injury to another person or damage to the property of another in order to promote, further or assist in the interests of or to cause, induce or solicit another person to participate in a criminal street gang, a criminal syndicate or a racketeering enterprise.* *B. Threatening or intimidating pursuant to sub-section A, paragraph 1 or 2 is a class 1 misdemeanor, except that it is a class 6 felony if:* *1. The offense is committed in retaliation for a victim's either reporting criminal activity or being involved in an organization, other than a law enforcement agency that is established for the purpose of reporting or preventing criminal activity.* *2. The person is a criminal street gang member.* *3. Threatening or intimidating pursuant to subsection A, paragraph 3 is a class 4 felony*	Min.	*OSS 1-4 days Student Conference Parent Contact*	*OSS 1-4 days Student Conference Parent Contact*	*OSS 1-4 days Student Conference Parent Contact*	*OSS 1-4 days Student Conference Parent Contact*
		Max.	*OSS 5-9 days and Students may be recommended for alternative program*	*OSS 5-9 days and student may be recommended for Expulsion Hearing*	*OSS 5-9 days and student may be recommended for Expulsion Hearing*	*OSS 5-9 days and student may be recommended for Expulsion Hearing*

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Violation	Definitions		K - 2nd	3rd - 5th	6th - 8th	9th - 12th
***Tobacco Violation**	*The possession, use, distribution or sale of tobacco or tobacco-like products (including, but not limited to, e-cigarettes) on school grounds, at school-sponsored events or on school- sponsored transportation.* **A.R.S. §36-798.03.** *A person, who knowingly sells, gives or furnishes a tobacco product, a vapor product or any instrument or paraphernalia that is solely designed for the smoking or ingestion of tobacco or shisha, including a hookah or water pipe, to a minor is guilty of a petty offense.* **A.R.S. §13-3622**.	**Min.**	*ISS/OSS 1-4 days and referral to Substance Awareness Program class*	*ISS/OSS 1-4 days and referral to Substance Awareness Program class*	*ISS/OSS 1-4 days and referral to Substance Awareness Program class*	*ISS/OSS 1-4 days and referral to Substance Awareness Program class*
		Max.	*OSS 5-9 days and referral to Substance Awareness Program class and possible alternative program*	*OSS 5-9 days and referral to Substance Awareness Program class*	*OSS 5-9 days and referral to Substance Awareness Program class*	*OSS 5-9 days and referral to Substance Awareness Program class*
****Trespassing**	*Includes the unauthorized presence of an individual on school property, including presence in an area closed to that individual.* *In addition, "trespassing" includes:* *The unauthorized presence of a Scottsdale student on a campus other than his or her own;* *The unauthorized presence on campus of a student during a period in which the student is serving an out-of-school suspension or has been expelled;* *The presence on campus without a visitor's pass of a student who has withdrawn from a Scottsdale Unified School District School.*	**Min.**	*Student Conference and Parent Contact*	*Student Conference and Parent Contact*	*Student Conference and Parent Contact*	*Student Conference and Parent Contact*
		Max.	*OSS 1-2 days*	*OSS 3-5 days*	*OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing*	*OSS 5-9 days, threat assessment, and student may be recommended for Expulsion Hearing*
***Vandalism of School Property**	*Willful destruction or defacement of school property.* ***Note:** (Parent Liability) A.R.S. 15-842 (B) The parents of minors who cut, deface, or otherwise damage school property shall be responsible for all damages caused by their children.*	**Min.**	*Student Conference and Parent Contact*	*Student Conference and Parent Contact*	*Student Conference and Parent Contact ISS/OSS 1-4 days*	*Student Conference and Parent Contact ISS/OSS 1-4 days*
		Max.	*ISS/OSS 3-5 days*	*ISS/OSS 3-5 days*	*ISS/OSS 5-9 days*	*ISS/OSS 5-9 days*

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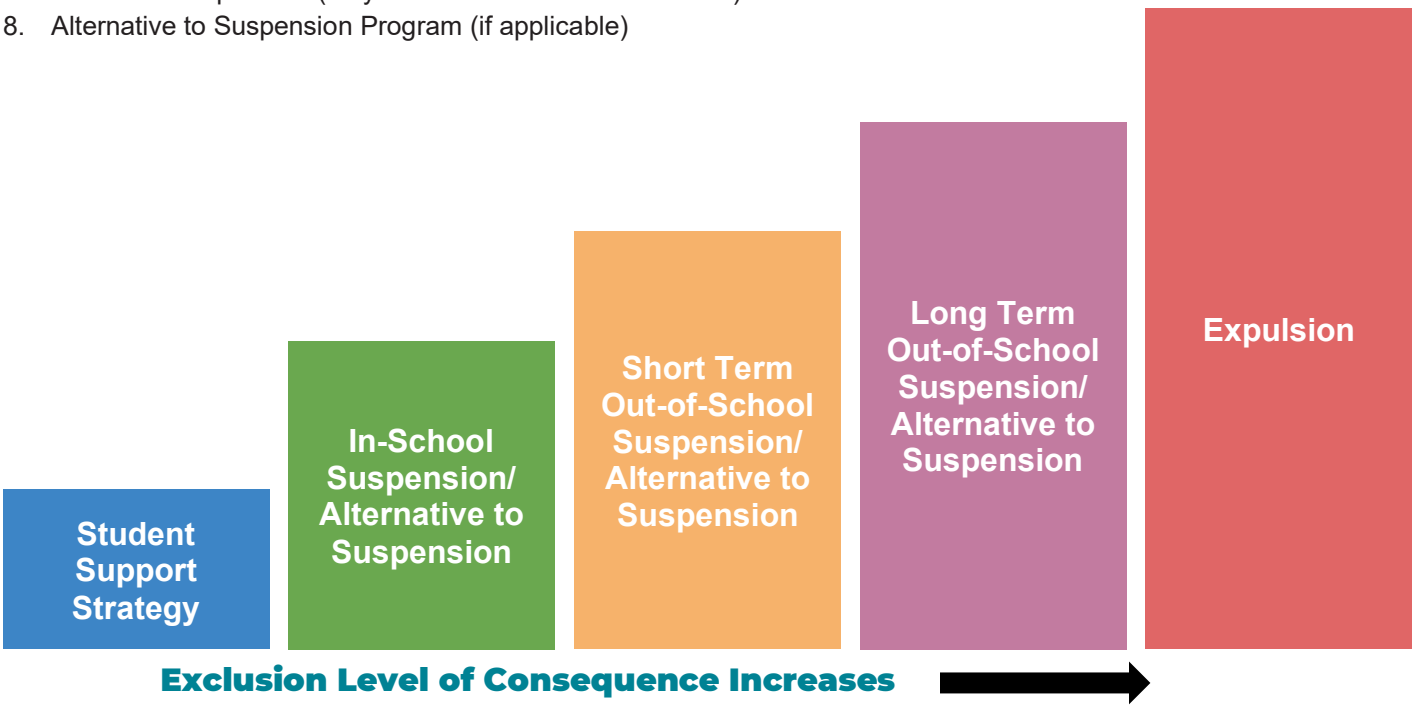
ARTICLE C: SUSPENSION AND APPEAL PROCEDURE

The Governing Board regards the use of out-of-school suspension or expulsion as an extraordinary step, which shall be utilized only when other means of bringing acceptable behavior have failed, or the nature of the offense is so serious it endangers the health, welfare, or safety of other students or school personnel.

If appropriate, administration shall first attempt to address issues with support strategies such as:

1. Reteach the proper expectation
2. Phone call home
3. Student conferences and/or intervention or mediation
4. Loss of privileges
5. Detention
6. Behavior contracts/behavior management plan
7. In-School Suspension (May not be available at all schools)
8. Alternative to Suspension Program (if applicable)



Out of school suspension shall be a last resort when strategies from the list above have been implemented and the behaviors do not improve or unless the infraction poses a threat to the safety of any student, the campus in general, or the student him/herself.

Scottsdale Unified School District adheres to HB 2131 which states:

Schools may suspend or expel K-4 students only if ALL of the following are true:

1. The behavior occurred on school grounds and:
    a. Involves possession of a dangerous weapon; or
    b. Involves possession, use, or sale of a dangerous drug or narcotic drug; or
    c. Immediately endangers the health or safety of others; or
    d. The behavior involves “aggravating circumstances” as defined by the law and Governing Board

**Please note that students age 7 and under can only be suspended for up to two days in a row.*

ARTICLE C: SUSPENSION AND APPEAL PROCEDURE

1. AUTHORITY TO SUSPEND

A. A principal or designee has authority to impose a short-term suspension, following appropriate due process. A principal or designee also has authority to recommend to the Director of Support Services that a long-term suspension be imposed.

B. The Director of Support Services has authority to impose a long-term suspension, following appropriate due process and subject, upon request, to be reviewed by an independent hearing officer and the Governing Board. The Director of Support Services also has authority to reassign students to an alternative educational program in place of a long-term suspension.

2. SHORT-TERM SUSPENSION PROCEDURES

A. Before imposing a short-term suspension, the principal or designee will inform the student of the alleged violation. If the student denies the allegation, the principal or designee will explain the evidence against the student and give the student an opportunity to present his or her side of the story. If a student's presence endangers persons or property, or otherwise threatens disruption of the academic process, the student may immediately be removed from school, with the above procedure to be implemented following as soon as practicable. There is no legal right to appeal a short-term suspension.

B. If a decision is made to suspend, the principal or designee will inform the student of the suspension, including the length of the suspension and the conditions applicable to the suspension. (Form HMES-208 Student Suspension Notification). Before returning to school, the student will be required to meet with the principal or designee and sign a readmission contract.

3. ALTERNATIVE TO SUSPENSION PROGRAM/DIVERSION PROGRAM

A. A student who would otherwise be subject to a suspension, and who meets the District's requirements for participation, may participate in an alternative to suspension program in place of serving a suspension

B. Students are eligible for participation in the alternative to suspension program if the following requirements are met:

1. No additional disciplinary action (i.e., long-term suspension, expulsion) is pending or contemplated in conjunction with the misconduct.
2. The suspension was not due to (a) fighting or violent behavior; (b) threatening an educational institution; (c) sale, use or possession of weapons, firearms, explosives, or dangerous instruments; (d) possessing, using, distributing, or being under the influence of drugs or alcohol; (e) making a bomb threat, or; (f) engaging in arson.
3. The student has not served more than one short-term suspension or alternative to suspension during the current year.
4. The student has admitted to and taken responsibility for the misconduct, precipitating the short-term suspension in a written statement signed by the student and attested to by the student's parent or guardian.
5. The student and parent or guardian have received a written admonition that the suspension as originally determined will be imposed summarily and, in its entirety, should the student violate the conditions or requirements of the alternative to suspension program.
6. The parent or guardian agrees to participate by (a) providing transportation as necessary to and from the program location; (b) furnishing pre-packaged meals or purchasing it for the student, and (c) establishing and monitoring, in consultation with the school, a supervisory routine limiting the student's contact to that which is necessary with other students and friends during the program.

C. Students participating in the alternative to suspension program may be transferred to a location on school premises that is isolated from other pupils or transferred to a location that is not on school premises. The alternative to suspension program shall be discipline intensive and require academic work, and may require community service, grounds keeping and litter control, parent supervision, and evaluation or other appropriate activities. Within these parameters, and those listed in Board Policy JKD (available upon request at any school or the Superintendent's office), the protocols for implementation of the alternative to suspension program may be established by the principal or designee.

4. ALTERNATIVE EDUCATIONAL PROGRAM

A. The Director of Support Services may, pursuant to the procedures set forth below, reassign a student to an alternative educational program if the Director of Support Services finds that good cause exists for a long-term suspension.

B. The District may also reassign a student to an alternative educational program if the student refuses to comply with the rules, refuses to pursue the required course of study or refuses to submit to the authority of teachers, administrators or the Governing Board.

5. LONG-TERM SUSPENSION PROCEDURES

A. In addition to imposing a short-term suspension, the principal or a designee may recommend that a long-term suspension be imposed. The Director of Support Services has the authority to impose a long-term suspension, following appropriate due process.

B. Notice shall be given to the student and parent that the principal or a designee is recommending to the Director of Support Services that the student be suspended for nine school days or more. The student and parent may request a meeting with the Director of Support Services to discuss the situation in an informal setting. Any such request must be made in writing to the Director of Support Services within two school days after receiving notice that the principal has recommended long-term suspension.

C. The Director of Support Services will determine (after meeting with the student and parent, if requested) whether a long-term suspension should be imposed or, if good cause exists for a long-term suspension, whether the student should be assigned to an alternative educational program of the District in place of long-term suspension.

D. If a student is assigned to an alternative educational program in place of long-term suspension, there is no right to a formal hearing. If the Director of Support Services imposes a long-term suspension, a formal disciplinary hearing may be requested by the parent. Any such request must be made in writing to the Director of Support Services within two school days after notification that a long-term suspension has been imposed.

E. If a formal disciplinary hearing is requested, an appointed hearing officer will hold the hearing at the District level. The parent and student shall be given written notice of the time and place for the hearing at least five school days before the hearing. The hearing officer shall deliver his or her written decision to the Governing Board within five school days of the hearing.

6. RECORDS AND REPORTS

A. Documentation shall be sent to the student's parents, or to an adult student, stating the reason(s) for the length of suspension, where appropriate.

B. Counting Suspension Days: Suspension days will be counted starting on the day the student is denied participation in school activities.

1. The day the student is removed from school should be counted as a day of suspension, providing he/she was denied class participation for more than one-half of his/her scheduled classes.
2. Times when school is not officially scheduled are not to be counted as part of the suspension.

ARTICLE D: EXPULSION AND APPEAL PROCEDURE

Expulsion is the permanent withdrawal of the privilege of attending a school unless the Governing Board reinstates the privilege of attending school [A.R.S. §15-840(1)]. Administration may deny attendance to any school function on any school campus in the Scottsdale Unified School District, or at any school-sponsored activity during the time of the expulsion. Expulsion is an extremely serious sanction that may be imposed only by the Governing Board [A.R.S. §15-342(1)].

1. AUTHORITY TO EXPEL

The Governing Board may expel a student for misconduct [A.R.S. §15-342(1)]. Expulsion proceedings may be initiated by the principal or designee under any of the following circumstances:

A. When repeated discipline for the same or similar infractions fails to correct the student's behavior. Such behavior includes, without limitation, continued open defiance of authority, or continued disruptive or disorderly behavior [A.R.S. §15-841(B)].

B. When the student's initial violation has been so severe as to warrant such action. Such violations may include, without limitation, use or possession of a gun, or violent behavior that includes use or display of a dangerous instrument or a deadly weapon as defined in A.R.S. §13-105 [A.R.S. §15-841(B)].

C. When the health, safety, welfare, or educational opportunities of other members of the school community are affected by the student's behavior. Such behavior includes, without limitation, threatening an educational institution as defined in A.R.S. §13-2911, or possessing, using, distributing, or being under the influence of drugs or alcohol [A.R.S. §15-841(B), (H)].

D. When the student is excessively absent and has reached the age or completed the grade after which school attendance is not required by statute [A.R.S. §15-841(B)].

E. When the District otherwise deems expulsion appropriate, as specified in Board Policies or the Uniform Code of Student Conduct [A.R.S. §15-841(B)].

2. PROCEDURE FOR EXPULSION

FOR ALL REGULAR EDUCATION STUDENTS:

The law requires that certain procedural rights be recognized prior to any expulsion. The District has adopted the following steps to ensure compliance with the due process rights of students who are subject to expulsion.

STEP 1 (INFORMAL HEARING):

When there is an accusation of wrongdoing or evidence of alleged misconduct, the student will be granted an informal hearing with the school administration. The administration will give the student oral or written notice of the alleged misconduct. If the student denies the charges, the administration will explain the evidence that it has of the alleged misconduct and will give the student an opportunity to explain his/her side of the story. The administration will make reasonable efforts to verify all facts and statements prior to making a judgment.

STEP 2 (TEMPORARY SUSPENSION PENDING EXPULSION HEARING):

If, based on the informal hearing, the student appears to be guilty of misconduct, the administration may suspend the student for up to nine days (school days) pending a formal expulsion hearing.

If the student presents a danger to himself/herself, to others, or to school property, the administration may immediately suspend the student, with the necessary notice and informal hearing requirements to follow as soon as practicable.

STEP 3 (PARENT NOTIFICATION/RELEASE OF STUDENT):

Before the student is allowed to leave campus, the principal or designee will (a) notify a parent of the terms of the

suspension (including the fact that expulsion is being recommended), (b) explain the reasons for the suspension and recommendation for expulsion, and (c) request a student/parent conference with the principal or designee. If the principal or designee is unable to locate a parent, the student will be isolated until the regular dismissal time and then given a written notification, including the above-described information, to deliver to the parent. In either case, a copy of the written notification will also be mailed to the parent.

STEP 4 (STUDENT/PARENT CONFERENCES):

The principal or designee will convene a student/parent conference to review the incident with the parent. During the student/parent conference, the principal or designee will review the expulsion procedures and the student's due process rights, as set forth in the Uniform Code of Conduct.

STEP 5 (FORMAL LETTER REGARDING EXPULSION PROCEDURE):

A formal letter from the Director of Support Services will be hand delivered by school staff to the parent at least five school days prior to the formal expulsion hearing. The parent will sign for receipt of the letter. If the parent cannot be located for hand delivery, the letter will be sent by certified mail with a return receipt requested. The letter will contain the following:

A. A statement of charges and copies of the policy (policies), rule(s), or regulation(s) violated.

B. The date, time, and place of the hearing.

C. If a hearing officer has been appointed, the name of the hearing officer and how the hearing officer may be contacted, or a statement that the Governing Board will preside at the hearing.

D. Notification that the student may be represented by counsel at the student's expense. If the student intends to exercise this option, the District must be notified in writing at least three days prior to the hearing. If counsel is present without notification, the expulsion hearing will be rescheduled, at the District's discretion.

E. Notification that the hearing will be a closed hearing (i.e., the public will not be present) unless the parent requests the hearing be open to the public pursuant to A.R.S. §15-843(G).

F. Notification that the student may present witnesses, written statements, and other evidence at the hearing. If the student intends to exercise this option, the student must provide the District with a witness list and copies of all written statements at least three days prior to the hearing.

G. Notification that the student may cross-examine witnesses presented on behalf of the District, and that the District may cross-examine witnesses presented on behalf of the student.

H. Notification that the hearing officer or Governing Board will be asked to consider expulsion of the student.

I. A list of the District's potential witnesses and, unless such information is included in a witness statement or incident report provided to the student, a brief description of the information to which the witness will testify.

J. A copy of A.R.S. §15-840 and §15-843, District Policy, and Code of Conduct provisions related to expulsion and appeal procedures.

STEP 6 (FORMAL EXPULSION HEARING):

The Governing Board has decided, pursuant to A.R.S. §15-843, that expulsion hearings will generally be conducted by a hearing officer, selected by the District, who shall hear the evidence, prepare a record and bring a recommendation to the Governing Board. A formal expulsion hearing must comply with the following requirements:

General Requirements

A. The hearing will be a closed hearing (i.e., the public will not be present) unless the parent requests the hearing be open to the public.

B. The hearing will be recorded by tape or by an official record kept in some other appropriate manner.

C. The following participants may be present, as applicable: the hearing officer, the superintendent or designee, principal, assistant principal, school staff, school resource officer, parent/guardian, student, other witnesses, attorney for the District, and attorney for the student.

D. The burden of proof lies with the District.

Presentation by the Administration

A. The District (through counsel, if present) will be given an opportunity to present its case through presentation of witnesses and introduction of documentary or other evidence.

B. The student (through counsel, if present) will be given an opportunity to cross-examine the District's witnesses.

C. The hearing officer will be given an opportunity to ask questions of the District's witnesses.

Presentation by the Student

A. The student (through counsel, if present) will be given an opportunity to respond to the District's presentation through presentation of witnesses and introduction of documents or other evidence.

B. The District (through counsel, if present) will be given an opportunity to cross-examine the student's witnesses.

C. The hearing officer will be given an opportunity to ask questions of the student's witnesses.

STEP 7 (DISPOSITION):

Upon conclusion of the hearing, the hearing officer will consider the matter outside the presence of the student, his or her parent(s), or any other person who participated in the hearing. The hearing officer will prepare a record and bring a written recommendation to the Governing Board within five school days after the hearing. If the time of suspension exceeds the initial nine days, the student will be referred for alternative educational services, pending the final decision of the Hearing Officer and/or the Governing Board.

The administration will comply with the hearing officer's recommendation pending final consideration by the Governing Board. However, if the hearing officer recommends expulsion, the District shall provide alternative educational services pending final consideration by the Governing Board.

A formal letter will be mailed to the parent, indicating the recommendation that will be made to the Governing Board. In addition, the letter should explain the following:

A. The student may contest the hearing officer's recommendation before the Governing Board;

B. Any appeal must be submitted to the District in writing within 5 school days after receiving the hearing officer's recommendation and at least twenty-four hours before the meeting at which the Governing Board considers the hearing officer's recommendation;

C. The written appeal must set forth any objections the student wishes to raise, must designate a spokesperson for the student, and must indicate whether an open hearing is requested;

D. The spokesperson will be given an opportunity to address the Governing Board on appeal;

E. The Governing Board may accept the hearing officer's recommendation or reject the recommendation and impose a different disciplinary action, including assignment to an alternative educational program. The Governing Board may grant a new hearing, take the matter under advisement, or take any further action deemed necessary. If the Governing Board decides to expel the student, the expulsion will become effective the day after the Governing Board's decision; and

F. The decision of the Governing Board is final.

STEP 8 (REVIEW BY THE GOVERNING BOARD):

If the student does not wish to contest the hearing officer's recommendation, the recommendation will be considered at the next regularly scheduled meeting of the Governing Board. Parents of the student are welcome to attend the Governing Board meeting whether or not they object to the recommendation of the hearing officer. However, a parent who has filed no written objections to the hearing officer's recommendation will not be allowed to speak to the Governing Board during the meeting, except where, at the Governing Board's sole discretion, the circumstances warrant otherwise.

If the student wishes to contest the hearing officer's recommendation before the Governing Board, the following procedures will apply:

A. The parent must notify the District in writing of (I) his or her intent to contest the hearing officer's recommendation, (2) any objections he or she wishes to raise, (3) whether he or she wishes the review hearing to be open to the public. The parent must provide such notification to the District within five days of receiving the hearing officer's recommendation.

B. Upon receipt of such notification, the District will schedule a review hearing before the Governing Board. The District will notify the parent of the time and place of the review hearing at least five days prior to the review hearing.

C. At the review hearing, the Governing Board will consider the hearing officer's recommendation during executive session unless the parent requests that the hearing be open to the public.

D. The Governing Board may uphold, modify, or reject the conclusions or recommendation of a hearing officer. While the Governing Board will generally be bound by the findings of fact, it may reject findings of fact where there is no substantial evidence to support them. The Governing Board reserves the right to reach its own conclusions based upon the findings of fact. The Governing Board will render the final decision relative to any recommendation of expulsion.

E. Written confirmation of the Governing Board's decision shall be mailed to the student's parent within two days after the Governing Board's meeting.

F. The decision of the Governing Board is final.

FOR STUDENTS PLACED IN SPECIAL EDUCATION PROGRAMS:

1. Change in Special Education placement procedures must include: (A) Written notice to parent/guardian, (B) Review of placement, including the opportunity for a Special Education due process hearing with the Multidisciplinary Team, and (C) Provision for a continuum of alternative placements, including a provision of a free, appropriate education in the least restrictive environment.

2. Procedural and due process rights required by the Individuals with Disabilities Act (IDEA) and Section 504 of the Rehabilitation Act of 1973 are to be followed.

FOR STUDENTS PROTECTED UNDER SECTION 504 OF THE REHABILITATION ACT OF 1973:

Removal from school for ten (10) or more consecutive school days constitutes a ‘’significant change in placement”. Cumulative removals of more than ten school days within the school year may also constitute a similar change in placement. Both actions trigger procedural safeguards including the right to remain in the current educational placement, appeals, and the need for a District reevaluation to determine if there is a nexus between the student’s disability and the alleged misconduct.

If the reevaluation team determines the misconduct is a manifestation of the student’s disability, the student may not be suspended or expelled, and the team must continue with its evaluation to determine whether the current educational placement is appropriate.

If no causation is found, the student may be excluded from school on the same basis as a non-disabled student. The District need not continue to provide educational services during the period of long-term suspension or expulsion. The school must provide the parent or guardian with prior written notice of the District’s intended action.

Section 504(a) of the American with Disabilities Act amended Section 504 to allow schools to take disciplinary action against disabled students to the same extent as action taken against regular education students in areas pertaining to the use or possession of illegal drugs or alcohol, or possession of a weapon.

3. READMISSION FOLLOWING EXPULSION

A student expelled from the District may request readmission by making a written application to the Governing Board pursuant to Board Policy. Readmission is at the discretion of the Governing Board and will not be granted or considered until at least one calendar year has passed since the expulsion became effective [Board Policy JKE].

ARTICLE E: ATTENDANCE REGULATIONS

Arizona law requires students between the ages of six and sixteen to attend a school. The right and privilege of attending public school carries with it certain responsibilities on the part of both parents and students.

School attendance is ultimately the responsibility of the student and his/her family. Students should be absent from school only when absolutely necessary, as much of the classroom activity cannot be made up; the benefit of lectures, discussion and participation is lost forever to those who are absent. It is the responsibility of school personnel to keep the parents informed of actions that might have a detrimental effect upon the educational growth of the student. Regular attendance is the key to much of the success a student may gain from his/her educational program.

1. DEFINITIONS AND PROCEDURES

A. Absence (Elementary, K-8 and Middle School) - is defined as an elementary and K-8 student not being present in his/her assigned classroom during the assigned period or an elementary student missing 25% or more of the school day.

B. Absence (High School Students) - is defined as missing one period during the school day. No absence will be excused without the student checking in or out at the school office. Written verification of an appointment (i.e., medical, dental, or legal) must be provided upon return to campus.

C. Emancipated Students - Eighteen-year-old students may assume the responsibility of notifying the school of an absence with approval of the administration and appropriate emancipation documentation.

D. Excessive Absences - Per A.R.S. §15-803(B), absences may be considered excessive when the number of absent days (excused and unexcused absences combined) exceeds ten percent (18 days) of the number of required attendance days prescribed in A.R.S. §15-802(B)(1). Students absent for ten consecutive school days (or in the case of Scottsdale Online Learning- 10 consecutive days with failure to login and complete work), except for excused absences identified herein, shall be withdrawn from the school effective the last day of attendance or reported excused absence, pursuant to A.R.S. 15-901(A). The governing board may take disciplinary action that may lead to expulsion pursuant to A.R.S. 15-342. Pursuant to A.R.S. 15-805(B)(1) at attendance officer may issue a citation to the guardian or the child that is in violation of A.R.S. 15-803.

E. Excused Absence - Pursuant to A.R.S. 15-901(A)(1), excused absences are identified by the Arizona Department of Education (ADE). ADE defines an excused absence as an absence due to illness, doctor appointment, mental or behavioral health, homelessness, bereavement, family emergencies, time necessary to process for the armed forces, out-of-school suspensions, religious holidays and pre-arranged family vacation. No student may be excused from class by a parent/guardian and still remain on campus. ARS 15-807(B) states that in order for absences to be counted as excused, the Elementary, K-8, Middle, or High school must be notified in advance or by the end of the school day of any absence by the parent or other person who has custody of the student. When excusing an absence, the parent or other person who has custody of the student is expected to verify the reason for and date(s) of the absence. The school will document the date, reason, and person reporting the absence. If an absence occurs relating to any other term or condition that is not specifically designated herein, the absence shall be counted as unexcused. When a parent wishes to have a student excused before the close of the school day, the attendance office must be informed prior to the student's departure, and administrator or designee must provide permission. The parent/student must sign out at the front desk with exact time for the leave to be excused.

F. Habitually Truant - means a child between the ages of six and sixteen who is truant for at least five days during a single school year (A.R.S. §15-803(C)(1)). Arizona law states that it is unlawful for any child between the ages of six and sixteen to fail to attend school during the hours school is in session, unless exempt under section 15-803(A). If a parent fails to ensure that the child attends school, the law states that they are guilty of a Class III (3) Misdemeanor (A.R.S. §15-802(E)).

G. **Religious Purposes -** Pursuant to A.R.S., 15-806(A) Students may be granted release time to attend religion classes near the school campus. Specific to religious purposes, pursuant to A.R.S. 15-806(A) (1-2), these conditions will include a written consent from the person who has legal custody of the student and said religious exercises must take place at a suitable place away from school property.

H. **Tardy (Elementary, K-8 and Middle School) -** is defined as arriving after the start of the regular school day at the assigned location ready for classroom activity. The teacher must admit all tardy students upon arrival to class. If a middle school or elementary student misses more than 25% of the day, that student will be assigned an absence.

I. **Tardy (High School) -** is defined as arriving after the start of the class period at the assigned location ready for classroom activity. The teacher must admit all tardy students upon arrival to class. If a high school student is more than ten minutes late to class that student will be assigned an absence.

J. **Truant -** is an unexcused absence for at least one class period during the day (A.R.S. §15-803(C)(2)). This includes skipping class.

K. **Unexcused Absence -** is any absence from one or more class periods, which has not been excused by a parent or guardian. Students absent for 10 (ten) consecutive days, except for excused absences identified herein, shall be withdrawn from the school effective the last day of attendance, or reported unexcused absence, pursuant to A.R.S. 15-901(a).

L. **Withdrawals -** includes students formally withdrawn from schools and students absent for ten consecutive school days, except for excused absences as identified by the department of education. For computation purposes, the effective date of withdrawal shall be retroactive to the last day of actual attendance or excused absence of the student. For computation purposes, the effective date of withdrawal shall be retroactive to the last day of actual attendance of the student.

2. DISCIPLINE

The District will publish attendance and/or excessive tardiness and discipline procedures and disseminate them to all students and parents. Unexcused absences and/or excessive tardiness may result in the student receiving disciplinary action. Actions taken by site may include, but are not limited to:

1. Phone and/or written notification to parents.
2. Exclusion from extracurricular activities, i.e., dances, sports, clubs.
3. School detentions, i.e., morning, lunch, after school, and/or Saturday.
4. In-school suspension.
5. Loss of credit and/or audit status.
6. Withdrawal and re-enrollment process through each school office.
7. Citation by a law enforcement officer in accordance with Arizona truancy laws.
8. Alternative placement, adjustment of student schedule.

It is unlawful under Arizona law for any child who is between six and sixteen years of age to fail to attend school during the hours school is in session. If a child is habitually truant or has excessive absences, the parent and/or child could be issued a citation for a violation of A.R.S. §15-802 and/or §15-803. The citation could require both you and your child to appear in court regarding this matter.

3. MAKE-UP WORK

We believe that student attendance in class is critical to high levels of student learning. Thus, any absence from class has natural consequences and some (unexcused absences/truancies) have behavioral consequences.

A student who is absent for the following reasons will be permitted the same amount of time he/she was absent to complete make-up work. All work must be made up; all work will be assessed on the quality of work. Full credit will be given if full credit is earned based upon the content and standards being assessed. The reasons that qualify for make-up work are:

A. Work missed due to excused absence.

B. Work missed due to suspension.

3. GRADES

Grades in a course will not be reduced, per se, by excused absences from the class. However, since absences will affect the learning of the student, the interaction during class discussions, and the learning of the ability to function successfully in the business world, the overall evaluation of the student may be affected adversely. The absent student is expected to make up his/her schoolwork. Please note that tardiness may affect classroom participation credit.

HIGH SCHOOL - ABSENCES

Number of Absences per Class Period	First Semester	Second Semester
Any unexcused absence	- Auto call to parents. - Teacher contact.	- Auto call to parents. - Teacher contact.
5 absences in total a single semester	- Parent notification. - If four or more are unexcused, then disciplinary consequences may occur. - If five or more are unexcused, then possible referral to SRO for habitual truancy.	- Parent notification. - If four or more are unexcused, then disciplinary consequences may occur. - If five or more are unexcused, then possible referral to SRO for habitual truancy.
10 total absences in a single semester	- Parent notification and administrator contact completion of loss of credit contract. - Students dropped from class (es) and/or placed on audit status for the remainder of the semester. - If four or more are unexcused, then disciplinary consequences may occur. - If five or more are unexcused, then possible referral to SRO for habitual truancy.	- Parent notification and administrator contact. - Completion of loss of credit contract. - Students dropped from class (es) and/or placed on audit status for the remainder of the semester. - If four or more are unexcused, then disciplinary consequences may occur. - If five or more are unexcused, then possible referral to SRO for habitual truancy.
Total Absences During the Entire School Year		
15 total absences per year	- Parent notification and administrator contact. - Notification of state law. - Students with excessive excused absences may be required to provide medical documentation to remain in class and excuse any further absences.	
18 total absences per year	- Parent notification and administrator contact. - Refer to law enforcement for citation. - Possible placement in an alternative educational environment. - Students with excessive excused absences will be required to provide medical documentation to remain in class and excuse any further absences.	

HIGH SCHOOL - TARDIES

Number of Unexcused Tardies Per Class Period	First Semester	Second Semester
1 to 4 tardies	- Auto call to parents. - Teacher contact and intervention.	- Auto call to parents. - Teacher contact and intervention.
5 total tardies per class in a single semester	- Parent notification. - Disciplinary consequences, such as lunch detention, etc., may occur. - Notification of future consequences.	- Parent notification. - Disciplinary consequences, such as lunch detention, etc., may occur. - Notification of future consequences.
10 total tardies per class in a single semester	- Parent notification. - Completion of loss of credit contract. - Students may be dropped from class (es) and/or placed on audit status for the remainder of the semester.	- Parent notification. - Completion of loss of credit contract. - Students may be dropped from class (es) and/or placed on audit status for the remainder of the semester.
Total Unexcused Tardies Per Semester		
15 total absences per year	- Parent notification and administrator contact. - Notification of state law. - Students with excessive excused absences may be required to provide medical documentation to remain in class and excuse any further absences.	
18 total absences per year	- Parent notification. - Disciplinary consequences, such as lunch detention, in-school suspension, etc., may occur. - Possible referral to law enforcement for citation.	

MIDDLE SCHOOL – ABSENCES

Number of Absences per Class Period	First Semester	Second Semester
Any unexcused absence	- Auto call to parents. - Teacher contact.	- Auto call to parents. - Teacher contact.
5 absences in total a single semester	- Parent notification. - If four or more are unexcused, then disciplinary consequences may occur. - If five or more are unexcused, then possible referral to SRO for habitual truancy.	- Parent notification. - If four or more are unexcused, then disciplinary consequences may occur. - If five or more are unexcused, then possible referral to SRO for habitual truancy.
10 total absences in a single semester	- Parent notification and administrator contact. - Completion of loss of credit contract. - Students dropped from class (es) and/or placed on audit status for the remainder of the semester. - If four or more are unexcused, then disciplinary consequences may occur. - If five or more are unexcused, then possible referral to SRO for habitual truancy.	- Parent notification and administrator contact. Completion of loss of credit contract. Students dropped from class (es) and/or placed on audit status for the remainder of the semester. - If four or more are unexcused, then disciplinary consequences may occur. - If five or more are unexcused, then possible referral to SRO for habitual truancy
Total Absences During the Entire School Year		
15 total absences per year	- Parent notification and administrator contact. - Notification of state law. - Students with excessive excused absences may be required to provide medical documentation to remain in class and excuse any further absences.	
18 total absences per year	- Parent notification and administrator contact. - Refer to law enforcement for citation. - Withdrawal and re-enrollment process through the student's corresponding school. - Possible placement in an alternative educational environment. Students with excessive excused absences will be required to provide medical documentation to remain in class and excuse any further absences.	

ARTICLE E: ATTENDANCE REGULATIONS

MIDDLE SCHOOL - TARDIES

Number of Unexcused Tardies Per Class Period	First Semester	Second Semester
1 to 4	- Auto call to parents. - Teacher contact and intervention.	- Auto call to parents. - Teacher contact.
5 total tardies per class in a single semester	- Parent notification. - Disciplinary consequences, such as lunch detention, etc., may occur. - Notification of future consequences. - If five or more are unexcused, then possible referral to SRO for habitual truancy.	- Parent notification. - If four or more are unexcused, then disciplinary consequences may occur. - If five or more are unexcused, then possible referral to SRO for habitual truancy.
10 total tardies per class in a single semester	- Parent notification. - Disciplinary consequences, such as lunch detention, etc., may occur. - Possible in-school suspension. - Possible referral to SRO for habitual truancy.	- Parent notification. - Disciplinary consequences such as lunch detention, etc., may occur. - Possible in-school suspension. - Possible referral to SRO for habitual truancy.
Total Unexcused Tardies Per Semester		
15 total absences per year	- Parent notification. - Disciplinary consequences, such as lunch detention, in-school suspension, etc., may occur. Notification of future consequences - Possible referral to SRO for habitual truancy.	
18 total absences per year	- Parent notification. - Disciplinary consequences, such as lunch detention, in-school suspension, etc., may occur. - Possible referral to law enforcement for citation.	

ELEMENTARY (K-8) SCHOOL - ABSENCES

Number of Absences	Consequence
Any unexcused absence	- Teacher contact. - Auto call to parents.
5 total absences	- Parent notification. - If five or more are unexcused, then possible referral to SRO for habitual truancy.
10 total absences	- Parent notification. - If five or more are unexcused, then possible referral to SRO for habitual truancy.
15 total absences	- Parent notification and administrator contact. - If five or more are unexcused, then possible referral to SRO for habitual truancy. - Possible attendance contract.
18 total absences	- Parent notification and administrator contact. - Refer to law enforcement for citation. - Withdrawal and re-enrollment process. - Students with excessive excused absences will be required to provide medical documentation to remain in class and excuse any further absences.

ELEMENTARY (K-8) SCHOOL - TARDIES

Number of Tardies	Consequence
1 to 4	- Administrator discretion.
5 total tardies	- Parent notification. - Disciplinary consequences, such as lunch detention, etc., may occur (administrator's discretion). If five or more are unexcused, then possible referral to SRO for habitual truancy.
10 total tardies	- Parent contact by administrator. - Disciplinary consequences, such as lunch detention, etc., may occur. - Possible referral to SRO for habitual truancy.
15 total tardies	- Parent meeting. - Disciplinary consequences, such as lunch detention, etc., may occur. - Notification of future consequences. - Possible referral to SRO for habitual truancy.
18 (or above) total tardies	- Parent meeting. - Disciplinary consequences, such as lunch detention, etc., may occur. - Possible referral to law enforcement for citation.

5. COURSE WITHDRAWAL (PER RECORD KEEPING GUIDELINES/SUSD HIGH SCHOOL PLANNING GUIDE)

Students who withdraw from a course after the first quarter mid-grade of each semester will receive a WP (athletically eligible) or WF (athletically ineligible). Credit recovery courses (online CR courses) cannot be taken to replace a WP or WF on a transcript. WP and WF do not impact the student's grade point average. Students who withdraw from a course after quarter 1 and quarter 3 will receive a mark of F (athletically ineligible) on their transcript, regardless of the current grade in the course. This policy may be waived by administration where emergencies or legitimate education plans exist.

A. Definition of People

Students	
Inactive student	A student who previously attended and graduated, dropped out, withdrew, or was expelled
Other student	Student not enrolled at the school (this includes students currently enrolled at a different school)
Student not verified in SAIS	A student who is currently enrolled at the school, but does not yet have a known SAIS ID due to technological delay (Note: student must be verified at a later date)
Student verified in SAIS	A student who is currently enrolled at the school and has a known SAIS ID
Non-Students	
ADE	Arizona Department of Education
Administrator	School or District administrative personnel
Cafeteria Staff	School or District personnel employed to assist in the preparation and serving of meals at the school
General Public	All persons not otherwise herein defined as a student, employee, or member of the faculty or staff
Governing Board	Governing Board, Scottsdale Unified School District No. 48
MTSS A/B Team	A collaborative problem solving and systematic process to address student academic and/ or behavior needs Team may be comprised of Psychologist, Administrator, Counselor, Teacher, Parent(s)/Guardian(s)
Juvenile Probation Officer (JPO)	A court appointed juvenile probation officer assigned to school(s)
LEA	Local Education Agency
Maintenance Staff	School or District personnel responsible for the upkeep and repair of school or District property or grounds
Multi-Disciplinary Team	Teams may be comprised of Psychologist, Administrator, Counselor, Teacher, Parent(s)/ Guardian(s)
Nurse or other Health Care Professional	Medical personnel (including RNs and Health Assistants)
Office Staff	School or District personnel who provide clerical or office support
Other	Defined by LEA
Parent or Guardian	A parent or guardian of a student at the school
School Counselor	A school or District employee who assists students with academic achievement, personal or social development, and career development (American School Counselor Association)
Security Personnel	Personnel who ensure the safety and security of the school district's buildings and their occupants
School Social Worker	A school or District employee who can assist with individual counseling with students with mental health difficulties and meeting with parents, teachers, and school support personnel (National Association of Social Workers)
School Psychologist	A school or District employee who supports students' ability to learn and teachers' ability to teach. They apply expertise in mental health, learning and behavior to help children and youth succeed academically, socially, behaviorally, and emotionally (National Association of School Psychologists)

School Resource Officer (SRO)	A law enforcement officer with sworn authority to maintain public order and make arrests with an assignment to a school or schools within that district
Student Teacher	Personnel who assist the instructor in the classroom to fulfill course requirements (includes Interns)
Substitute Teacher	A teacher employed by the school or District to temporarily provide instruction to students
Teacher	A teacher employed by the school or District to provide instruction to students
Teacher's Aide	A school or District employee who assists the instructor at the school
Transportation Staff	District personnel responsible for the delivery of students to and from school and school related events
Trespasser	Any person on school property during business or non-business school hours without permission from the school administration or District
Vendor	A business representative conducting business on school site
Visitor	A person authorized to be present on school grounds for legitimate purposes

B. Definition of Actions

A.R.S.	Arizona Revised Statute
Make-up work	1) Class work – work that is initiated or completed on the day of excused absence i.e.: lab, group assignment, etc. Alternative assignment may be given 2) Long Term Homework – long term work that has been assigned prior to the absence and the due date given at time of assignment; make-up will not be allowed unless there are extenuating circumstances with administrative approval 3) Daily Homework – homework assigned the day prior to the absence.
No Action Taken	No action was taken by the LEA in response to the incident
Property	Real property, and the improvements thereupon, owned by Scottsdale Unified School District No. 48
Restorative Practices	Restorative Practices can be used by administrators and teachers to resolve problems between parties that have experienced harm. These practices focus on repairing the harm that has been done. This is a non-traditional way of dealing with problems between students, as well as between staff and students. The goal is for students to come to an understanding of the root cause of the problem and to talk about it with an administrator or teacher trained in using Restorative Practices. These student support strategies have proven to reduce suspensions, expulsions, and repeat behavior between the parties involved. Restorative Practices can also be used in conjunction with traditional disciplinary consequences.
Actions Within Due Process The right to due process in disciplinary proceedings is applicable in all instances where the behavior of the student is being evaluated for possible suspension or expulsion. The student must always be treated with fundamental fairness, has a right to be fully informed about his/her alleged breach of behavior and must be provided with an opportunity to respond to such charges.	
Appeal Review	When an appeal under section 615(k)(3) of the IDEA has been requested by either the parent or the LEA, the state or LEA shall arrange for an expedited hearing, which shall occur within 20 school days of the date the hearing is requested and shall result in a determination within ten school days after the hearing. IDEA 2004 [615(k) (4) (B)].

Disciplinary Hearing	An official meeting that is held to gather facts about a disciplinary action imposed on a student. This hearing is often done with a designated disciplinary hearing committee, one or more hearing officers, or school board.
Individualized Education Program (IEP) Team Meeting	The IDEA federal regulations mandate that certain disciplinary actions by schools trigger the need for an IEP team meeting when: • A student is suspended for more than ten consecutive or cumulative days in a school year. • A student is considered for expulsion. • The IDEA regulations are not fully included here, but in brief, they require that IEP team meetings held to address disciplinary issues must perform these tasks: » Review the child's IEP to determine if it contains all the required parts. » Determine if the IEP is appropriate, given the child's behavioral needs. » If the IEP is not appropriate, the team must develop appropriate goals, objectives, a behavior intervention plan, and support services such as counseling, referral to area mental health services, or other appropriate service to address any deficient areas on the plan. » Determine if the educational setting is appropriate for the child. » Does he need a more structured environment, an alternative program, day treatment, or other program? If the setting is not appropriate, the team must provide an appropriate placement. » Determine if the child's behavior is related to the disability. If the child's behavior is related to the disability, schools are not to continue suspending or expelling the student without providing special education services that are required by the IEP. Instead, they must focus on providing an appropriate program to accommodate the disability. Schools are required to provide a full continuum of educational placements to meet a broad range of needs. Schools must ensure that regardless of suspensions or expulsions: • Special education students receive the same services that regular education students receive during suspension or expulsion. • Special education students receive services required by the IEP; and • Services are provided in appropriate settings. Special circumstances exist when students are disciplined for weapons, assault with serious bodily injury or drugs, and different rules will apply.
Manifestation Determination	Within 10 school days of any decision to change the placement of a child with a disability because of a violation of a code of student conduct, the LEA, the parent, and relevant members of the child's IEP team(as determined by the parent and the LEA) must review all relevant information in the student's file, including the child's IEP, any teacher observations, and any relevant information provided by the parents to determine: • If the conduct in question was caused by, or had a direct and substantial relationship to the child's disability; or • If the conduct in question was the direct result of the LEA's failure to implement the IEP per the Office of Special Education Programs (OSEP).

Placement Review Committee	**A.R.S. §15-841**. Responsibilities of pupils; expulsion; alternative education programs; community service; placement review committee. Each school shall establish a placement review committee to determine the placement of a pupil if a teacher refuses to readmit the pupil to the teacher's class and to make recommendations to the Governing Board regarding the readmission of expelled pupils. The process for determining the placement of a pupil in a new class or replacement in the existing class shall not exceed three business days from the date the pupil was first removed from the existing class. The principal shall not return a pupil to the classroom from which the pupil was removed without the teacher's consent unless the committee determines that the return of the pupil to that classroom is the best or only practicable alternative. The committee shall be composed of two teachers who are employed at the school and who are selected by the faculty members of the school and one administrator who is employed by the school and who is selected by the principal. The faculty members of the school shall select a third teacher to serve as an alternate member of the committee. If the teacher who refuses to readmit the pupil is a member of the committee, that teacher shall be excused from participating in the determination of the pupil's readmission and the alternate teacher member shall replace that teacher on the committee until the conclusion of all matters relating to that pupil's readmission.
Board Review	School boards have the right to review student disciplinary actions imposed by a disciplinary hearing committee.

Expulsion:

A.R.S. §15-840(1). "Expulsion" means the permanent withdrawal of the privilege of attending a school unless the Governing Board reinstates the privilege of attending the school.

A.R.S. §15-841. Responsibilities of pupils; expulsion; alternative education programs; community service; placement review committee.

A pupil may be expelled for continued open defiance of authority, continued disruptive or disorderly behavior, violent behavior that includes use or display of a dangerous instrument or a deadly weapon as defined in section 13-105, use or possession of a gun, or excessive absenteeism. A pupil may be expelled for excessive absenteeism only if the pupil has reached the age or completed the grade after which school attendance is not required as prescribed in section 15-802. A school district may expel pupils for actions other than those listed in this subsection, as the school district deems appropriate.

A school district or charter school shall expel from school for a period of not less than one year a pupil who is determined to have brought a firearm to a school within the jurisdiction of the school district or the charter school, except that the school district or charter school may modify this expulsion requirement for a pupil on a case-by case basis. This subsection shall be construed consistently with the requirements of the Individuals with Disabilities Education Act (20 U.S.C. §§ 1400 - § 1420).

***Expulsion with Services**	The student was expelled from and is no longer enrolled in his or her regular school setting. Arrangements made for the provision of educational services.
***Expulsion without Services**	The student was expelled from and is no longer enrolled in his or her regular school setting. Total cessation of educational services.

Suspension:

A.R.S. §15-840(2). "Suspension" means the temporary withdrawal of the privilege of attending a school for a specified period of time.

***In School Suspension (ISS)**	Instances in which a child is temporarily removed from his/her regular classroom(s) for disciplinary purposes but remains under the direct supervision of school personnel. Direct supervision means school personnel are physically in the same location as students under their supervision. (OSEP)
***Out of School Suspension (OSS)**	Instances in which a child is temporarily removed from his/her regular school for disciplinary purposes to another setting (e.g., home, behavior center). (OSEP)
***Long Term Suspension**	Instances in which a child is temporarily removed from his/her regular school for disciplinary purposes for a period of eleven days or more. (OSEP)
***Short Term Suspension**	Instances in which a child is temporarily removed from his/her regular class. This includes both removals in which no IEP services are provided because the removal is 10 days or less as well as removals in which the child continues to receive services according his or her IEP. (OSEP)
***Suspension With Services**	Instances in which a child is suspended and receives educational services.
***Suspension Without Services**	Instances in which a child is suspended and does not receive educational services.

ALTERNATIVE EDUCATIONAL PROGRAMS

The District may reassign students who refuse to comply with District rules, refuse to pursue a required course of study, or refuse to submit to the authority of teachers, administrators, or the Governing Board to an alternative educational program. A student may also be reassigned to an alternative educational program in lieu of long-term suspension or expulsion. A student who has been placed in an alternative program may not participate in any activities of the regular school program, including the regular summer school program, and/or return to the regular school program without the approval of the District.

ATHLETICS AND EXTRA-CURRICULAR ACTIVITIES

The District offers a wide range of opportunities for students to participate on athletic teams at the high school and middle school level. Several sports offer competition at the freshman, junior varsity, and varsity levels. The District is a member of the Arizona Interscholastic Association and has high schools in the 6A, 5A, 4A, and 3A Conferences. For information regarding athletic policies, eligibility, and participation requirements, refer to the Athletic Code of

Conduct, which is provided to every athlete at the beginning of the sports season. The Athletic Code of Conduct is complete in its entirety, applies during the school year, and is not inclusive of summer activities sponsored by the District. The Athletic Code of Conduct states the following requirements.

1. Athletic Code of Conduct: This document must be electronically signed and agreed to by all participants.
2. Birth Certificate: Must be recorded and on file with the school administrative office.
3. Brainbook: All athletes must complete the concussion education course Brainbook. This is only required once in a high school career and is available at nfhs.org or within Register My Athlete (AIA Bylaw 41.3).
4. Opioid: All athletes must complete an opioid education course. This is only required once in a high school career and is available at nfhs.org or within Register My Athlete (AIA Bylaw 41.2).
5. Enrollment: Only students enrolled in SUSD AIA member school in grades 9 through 12, inclusive, shall be eligible for interscholastic competition at that school. A home-schooled student may be eligible if said student follows A.R.S. 15-802.01(A) and has documentation provided by the office of the Arizona State Superintendent of Public Education. Students enrolled full time in Scottsdale Online (SOL) or SUSD Alternative Education are eligible to participate at their home school as long as they meet all other participation requirements.
6. Insurance: All athletes must be insured by his/her parent or guardian and evidence of insurance provided including insurance company and policy number into Register My Athlete.
7. Physical Examination and Parent Consent: Current yearly physical examination and parent consent must be on file prior to participation in the first practice. The physical examination for the following school year shall be given on or after March 1 (AIA Bylaw 15.7.1).
8. Academics and Scholarship: To Participate a student must be enrolled in a minimum of six credit courses or the equivalent in the first six semesters of high school. Graduating seniors need a minimum of five credit courses in their senior year (4 classes with administrative approval). Any course for which the Scottsdale Unified School District issues credit or dual credit (3+ hours of college credit) qualify.

Eligibility Requirements

SUSD has established a 2.0 current GPA as the minimal standard for participation.

- State No Pass/No Play requirements are determined by no Fs at the most recent marking period.
- Students below a 2.0 GPA or with an F in the current marking period will be ineligible for interscholastic competition.
    - Require frequent grade checks **weekly** to determine current GPA and any Fs.
- If a student has below a 2.0 GPA and participates in AIA sanctioned athletics, the following applies:
    - Students are eligible to practice before the next grade check.
    - Students who become academically ineligible are ineligible for one week and can compete when the student presents evidence to administration that he/she has a current GPA of above a 2.0 and no Fs after that week as prescribed by the SUSD Grade Check Calendar.
    - Transfer students will be evaluated based on their current transfer grades.
- The general standards shall apply to special education students, except that such eligibility shall be determined by a case-by-case basis in relation to the respective students' Individual Education Program. The general standards shall apply to English language learners determined by a case-by-case basis in relationship to their Individual Language Learning Plan.
- Students who withdraw from a brick and mortar or full semester eLearning course after the first quarter mid-grade of a semester will receive a mark of WP (athletically eligible) or WF (athletically ineligible SUSD HSPG).
- Students who withdraw from a brick and mortar or full semester eLearning course after quarter 1 and quarter 3 will receive a mark of F on their transcript, regardless of the current grade in the course (SUSD HSPG).

BIRTHDAY, OTHER CELEBRATION AND NUTRITIONAL STANDARDS

We understand that parents and friends like to celebrate various occasions. However, balloons, cakes, candy, flowers, etc. cause many distractions and are not allowed on the bus. These items are disruptive in the classroom and are a safety concern on the bus. If they are delivered, they will be kept in the office. This helps ensure that instructional time is protected and that all students are treated equally.

When planning snacks for classroom parties/celebrations, state law requires that no home-cooked food be distributed to students during school hours. This practice is intended to protect students from the spread of communicable disease. For parties/celebrations/activities during the school day that include food for students, foods must comply with the Arizona Nutrition Standards (Policy reference JL and regulation JL-R). For more detailed information on the state nutrition standards, please refer to **www.ade.az.gov/health-nutrition**.

BUS ASSIGNMENTS

Students in grades 2-12 may be required to carry and/or wear a school identification card issued by the administration in order to utilize busing services. Students not previously assigned to ride a particular bus must seek permission to do so. Parents must request such permission from school administration and/ or designee, who will communicate to the driver accordingly. Students shall observe District policies, regulations and rules, including those outlined in Article B, while being transported.

CHILD ABUSE REPORTING

Per state law, and Governing Board policy, school employees and certain volunteers who reasonably believe that a child has been the victim of neglect, abuse, and/or non-accidental injury, or sexual offenses must report suspected activity to the Department of Child Safety (DCS) and local law enforcement agencies. Where a parent or guardian is the alleged abuser, school personnel are not to notify parent or guardian. DCS and law enforcement agencies are responsible for notification. Should the alleged perpetrator be other than a member of the child's family, volunteer and school personnel shall follow reasonable notification procedures.

Individuals required to report reasonable suspected abuse are protected by state law from civil or criminal liability.

Schools shall comply with requests by DCS or the Police Department to question any child who is a suspected abuse victim. The investigating agency will determine whether school personnel should be with the child during questioning. The DCS worker and/or the police may interview the child and all other children residing in the home, on school grounds outside of the presence of school personnel. They may conduct interviews of the child without permission or notice to the parents where the suspected perpetrator is a family member. DCS also has the authority, upon written request, to obtain school records. (A.R.S. §13-3620).

CLOSED CAMPUS

A. Elementary and Middle Schools are closed campuses and use the "gate to gate" system from time of student drop off to pick up. Consequences for violation are determined by the administration in accordance with Article B, Behavior.
B. High School campuses are closed to all students throughout their scheduled day, including lunchtime. Students who need to leave for medical reasons or special circumstances must obtain administrative permission in advance and may not leave campus without a pass from the front office or the nurse's office.
C. Visitors are required to enter through the main office.

The principal (or designee) will have discretion to grant students permission to leave the campus during the school day. Consequences for violation are determined by the administration in accordance with Article B, Behavior.

COMMUNICATION IN LANGUAGES OTHER THAN ENGLISH

Written translation services are provided upon request in Spanish. Oral interpretation services are provided upon request in Spanish by Translation Services and in languages other than Spanish through the Language Line. For further assistance, call 480-484-5060.

Español:

Este documento y otra información se encuentra disponible en la oficina de su escuela o en la página Web del Distrito www.susd.org. Si necesitan servicios de interpretación, por favor comuníquense con la oficina de su escuela o llamen a Servicios de Traducción al 480-484-5060.

Francés:

Si vous avez des questions sur des parties du présent document ou si vous désirez obtenir des explications verbales sur des renseignements concernant l'école, veuillez communiquer avec les services de traduction au 480-484-5060.

Árabe:

يشرفها دنسزيا [فـتتخم] ىاه تحصة دروم رد كى يتروصم رد ىهاقش تروصم هسردم هم طوبرم تاعلاطا دينشاد زاين ابو دينشاد مراشم هم هجرة تامدخ زكرم باقطا دوش هجرة دوريگ سماة 480-484-5060

Ruso:

Если у Вас возникли вопросы по поводу информации, указанной вразделах данного документа, или Вам необходим устный перевод информации о школе, обратитесь в Службу переводов по телефону 480-484-5060.

Farsi:

برای دسترسی به اطلاعات ذکر شده در بخش های مختلف این سند، اگر سوالی دارید یا به ترجمه شفاهی اطلاعات نیاز دارید، لطفاً با بخش ترجمه تماس بگیرید 480-484-5060

COMMUNITY SERVICE

It is the parent/guardian/student's responsibility to find appropriate Community Service opportunities when given as a school consequence. Student must receive school site administrative approval before beginning service and provide documentation of completed service to site administration.

COMPUTER AND NETWORK RESOURCES

Please refer to Technology and Network Resource Policy.

CURFEW

Both the City of Scottsdale and City of Phoenix have curfew hours of 10:00 p.m. to 5:00 a.m. for minors fifteen years old or under, and midnight to 5:00 a.m. for minors who are sixteen or seventeen years old.

CUSTODY

In cases where custody/visitation affects the school, the school shall follow the most recent court order on file with the school. It is the responsibility of the custodial parent, or parents having joint custody, to provide the school with the most recent court order.

DRESS CODE/GROOMING

Student dress and grooming are generally a matter of personal choice. Therefore, unless a campus has a school uniform, the District allows for students to express their individual style and preference as long as students' dress and/or grooming do not pose a risk to the health, safety, or general welfare of students, staff or others.

The Scottsdale Unified School District's Guidelines for Dress are as follows:

Students *Must* Wear:

- Clothing that covers private body parts (genitals, buttocks, chest, nipples, and entire midriff) with non-see-through material
- Tops
- Bottoms
- Shoes, must have hard soles **
- School IDs* all students in grades K-12 (students in grades 2-12 are required to wear ID during the school day)

Students *May* Wear:

- Clothing with images/logos that adhere to dress code guidelines
- Dresses, pants, shorts, skirts, sweatpants
- Fitted or tight pants including skinny jeans, non-see-through leggings or yoga pants
- Hats and any other head coverings that allow the face and ears to be visible to school staff are allowable, except when asked for it to be removed by a staff member

- Hoodie sweatshirts (no hoods worn inside classrooms or buildings)
- Religious headwear and other religious head/face coverings
- Ripped jeans, as long as underwear is not exposed
- Strapless, sleeveless, or off-the-shoulder tops or dresses, if worn under a non-see-through garment
- Tank tops, including those with spaghetti straps

Students *Cannot* Wear:

- Gang-identifying clothing or tattoos
- Hate speech, profanity, nudity, or pornography
- Images or language depicting alcohol, drugs, drug paraphernalia (or any illegal item or activity)
- Violent images or language
- Visible underwear
- Shoes with wheels or rollerblades
- Some specialized programs may require specialized attire

Consequences for Violation:

In addition to any disciplinary action taken pursuant to Article B, students who do not adhere to the District's Guidelines for Dress may be asked to do any of the following: turn inappropriate clothing inside out, change into clothing that may be provided by the school, have other clothing brought to school, or remove the accessory.

** Elementary-aged students must wear closed-toe shoes*

FOOD DELIVERY

Due to food allergies and safety concerns, food for students may only be delivered to the front office by a parent/guardian for their child only. Outside delivery services are not permitted at any time.

GRADUATION REQUIREMENTS

Please refer to High/Middle School Planning Guides for SUSD graduation requirements.

IDENTIFICATION CARDS

During the school day, all 2nd-12th grade school students are required to wear their school identification in such a manner that it is always clearly visible. Elementary students may be required to wear their school identification at certain times throughout the day as deemed appropriate based on grade level, nature of the activity, etc. Students must surrender their school identification card to any school employee upon request. Students must be in possession of their identification card at all school related functions (e.g., dances, activities, and athletics.) School identification is required to ride the school bus, purchase food on a lunch account, check out a library book or access an account at the bookstore. Identification cards must be from the current school year and may not be altered.

Initial identification cards are provided free of charge. Students are required to pay $5.00 for a replacement identification card.

IMMUNIZATIONS

Arizona law requires documentary proof of immunity against certain childhood diseases for students attending Arizona schools for the first time. Students subject to this requirement who lack documentary proof of immunizations may enroll but not attend classes until proof is provided. If required, immunizations become due during attendance, failure to comply will result in exclusion from school, in accordance with state law. Exemption from immunization requirements for medical reasons or personal beliefs is available. A detailed list of immunizations required, or further immunization information is available from the school nurse or on the SUSD website (**Student Services – Health Services**). *See A.R.S. §15-872.*

INSURANCE

The District does not carry insurance for students' medical or dental costs if they are injured during school activities. Parents are responsible for their child's insurance. Insurance is required to participate in SUSD Athletics and options for purchase are available through SUSD.

An optional school day or 24-hour accident policy is available at school through a private agency. Like most insurance policies, there are some coverage limitations and exclusions. Information on the policy is available from each school's office. The schools issue these forms or provide contact information as a service to students and parents; the District has no other connection with the insurance company. Parents may pick up additional forms and purchase insurance at any time throughout the school year.

In an emergency, the school may call paramedics who may decide that an ambulance should be called. The parent pays for these services.

LAW ENFORCEMENT OFFICERS

If a law enforcement officer requests an interview with a student regarding a criminal investigation, the school administrator shall make reasonable efforts to notify the student's parent of the interview request, unless the law enforcement officer deems that notification would interfere with the investigation.

If the law enforcement officer refuses to allow notification prior to the interview, either the law enforcement officer or a representative of the District will notify the student's parent within a reasonable time after the interview. Unless otherwise directed by the law enforcement officer, a school official may be present during the interview.

If a student is taken into custody (arrested) while on campus, the arresting officer will be asked to notify the student's parent or legal guardian. In addition, the school administrator shall make reasonable efforts to ensure the student's parent has been notified that the student has been taken into custody. The personnel of the District shall cooperate fully with law enforcement officers. When the arrest is formally made, the District and its employees no longer exercise jurisdiction over the student.

No student will be surrendered to a special police officer serving a private organization.

MEDICATIONS

When it is necessary for a student to take medication during school hours, school personnel may cooperate if the following conditions are met:

All Medications:

A. All medication administered by school personnel must be approved by the U.S. Food and Drug Administration (FDA). Information on dosage, side effects and contraindications of any medication or medicinal like substance, e.g., homeopathic and herbal remedies, given by school personnel must be readily available from a professionally acknowledged resource (Physician' Desk Reference or other U.S. published drug reference book, FDA or USP

website, etc.).

B. A student with special written request of the physician, parent / guardian and student *(See "Special Consent to Carry Medication")* below shall keep all medication in secured storage in the Health Center with the exception of emergency medications that may be carried.

C. Before the end of the school year, the parent or legal guardian will be notified to pick up any leftover personal medication from the Health Center. Medications not returned to the family will be discarded in an appropriate and legal manner.

Prescription Medications:

A. No student will be given prescription medication except upon order from a U.S. licensed physician, nurse practitioner, physician assistant or dentist who has the responsibility for medical management of the student.

B. Written parent/guardian request and consent (Form HMES-503) is required for the administration of prescription medication. Parent/guardian consent must be renewed annually.

C. Prescription medication must be in the original container with a pharmacy label listing the student's name, medication name, dosage and the prescriber's name. (Prescriber's phone number must be on the label or on file in the Health Center)

D. A written order from the prescriber must accompany any change in medication dosage.

E. No sample medication will be given unless accompanied by a written note from the prescribing physician/ healthcare provider.

F. Administration of the medication during the school day must be medically necessary. The school nurse will determine the schedule for medication administration unless specified by the prescriber.

G. The parent/guardian assumes full responsibility for the supply, appropriate transportation and maintenance of prescription medication.

H. Reasonable efforts will be made to ensure that the student receives his/her medication. If a student persistently skips medication doses, the parent will be notified.

I. Pursuant to the Arizona Medical Marijuana Act, ARS 36-2801, et seq., the District will not refuse to enroll a student or otherwise penalize a student for being a medical marijuana cardholder unless failure to do so would cause the school to lose a monetary or licensing benefit under federal law or regulations. A student medical marijuana cardholder shall not possess or engage in the use of marijuana on District property, in a District vehicle, or at a District-sponsored event.

Special Consent to Carry and Self-Administer Medication:

A. In cases of life-saving medication when time is of the essence, particularly asthma inhalers and self-injectable epinephrine, students may be allowed to carry and self-administer such medication on school grounds and/or at school functions.

B. Such situations require a release form signed by the healthcare provider, the parent/guardian and the student.

C. The above policy shall not be interpreted to allow a student to carry any medication a physician and parent should decide upon. This policy gives authorization for life saving/emergency medication only.

D. Students who have obtained permission for self-administration as set forth above must take extraordinary precautions to keep the medication secure, and must not, under any circumstances, make available, provide, or give the medication to another person. The student must immediately report the theft or loss of any medication brought on campus.

Non-prescription/Over the Counter (OTC) Medications:

A. If a parent/guardian wishes administration of an OTC medication, the parent/guardian will complete a "Parent Request for Administration of Medication" Form HMES-503 and supply the school with the medication.

B. Parent-supplied OTC medication must meet the guidelines of paragraph A of "All Medications" set forth above and must be in its original, unopened container and labeled with the student's name.

C. Administration of parent-supplied medication will be at the discretion of the school nurse and at a dosage in keeping with manufacturer's recommendations.

OPEN ENROLLMENT

Students accepted to Scottsdale Unified School District (SUSD) must comply with all SUSD rules and policies as stated in the Student Code of Conduct, as well as demonstrate evidence of academic success. Failure to comply with District rules and policies is cause for revocation of the Open Enrollment privilege per Governing Board Policy JFB-R.

PARENT LIABILITY

Under Arizona law, upon complaint of the Governing Board, the parents of minors who cut, deface, or otherwise damage any school property shall be liable for all damages caused by their children. *See A.R.S. § 15-842(B)*.

PAYMENT FOR OPTIONAL MATERIALS/SERVICES AND/OR LOST AND DAMAGED ITEMS

When students enroll in school, there are some required and non-required materials and services. Basic course materials, identification cards, and some lockers are required and are provided free of charge. No student will be denied an education because of an inability to pay these supplementary charges. Some lockers and locks, activity cards, parking permits, yearbooks, and supplemental course materials and services are not required and are not provided free of charge.

Students are required to pay for any lost or damaged textbooks, identification cards, and/or other course materials. If students do not meet their financial obligations for lost or damaged materials, they may not be allowed to participate in extracurricular activities or graduation exercises.

PESTICIDES

Schools periodically apply pesticides. Information concerning these applications may be obtained by calling your school office.

PRE-K PROGRAM

Pre-K students are expected to adhere to district and program expectations. Students whose behavior significantly disrupts the learning environment, jeopardizes safety, or repeatedly fails to meet program guidelines may be subject to removal from the program

PRODUCT SALES

Groups wishing to sell products on campus must be officially recognized school organizations and must have the sale approved by the principal and student council. All funds collected must be deposited in the school's student funds account.

SCIENCE/PERFORMING ARTS/VISUAL ARTS SAFETY

The Scottsdale Unified School District prioritizes safety for all students while providing hands-on technical experience in science, performing arts and visual arts. It is imperative that all students comply with Science and Fine Arts Safety Contracts based on Occupational Safety and Health Administration (OSHA) Safety Standards within the Science, Visual Arts Photography, Auditorium and Theater Labs. In general, all students must (a) follow the teacher's instructions and safety procedures on the operation of lighting equipment, power saws and any additional electrical machinery; (b)understand the labels and the information of chemicals based on Material Safety Data Sheets posted in the classrooms; (c) protect their eyes, face, and hands during equipment manipulation and labs; (d) conduct themselves in a responsible manner at all times in the classroom, labs and on the stage; (e) abide by all of the safety regulations specified by OSHA Safety Standards.

SCOOTERS, SKATEBOARDS, OR ROLLERBLADES/SHOES

In order to protect the safety and well-being of students, faculty and others, students are prohibited from using scooters, electronic bikes, skateboards, roller blades/shoes, hover-boards or similar devices used as a means of transportation on campus at any time. Violation of this rule will subject the student to discipline as set forth in Article B.

SEARCH AND SEIZURE

School administrators have the right to search students and seize property when administrators have a reasonable suspicion that the search will turn up evidence that the student has violated or is in violation of either the law or the rules of the school. District Security staff may also conduct student searches at the direction of a school or district administrator. Any search will be reasonable in scope and not excessively intrusive on the student, considering the age, sex of the student, and nature of the infraction. Inspections of school-provided storage space are not subject to the reasonable suspicion standard, and canines and/or other detection resources may be used to assist in these inspections. Application of this policy in selected contexts is discussed below, Board Policy JIH.

1. School-Provided Storage Space: Students have no reasonable expectation of privacy in school-provided storage space, such as lockers and desks. Such storage space, which is provided only as a convenience to students, remains the property of the school and is subject to its control and supervision. Thus, school authorities may inspect randomly at any time, with or without reason, without notice, without student consent, and without a search warrant, lockers, desks, and other school-provided storage space. However, personal belongings contained in backpacks or purses and stored in school-provided storage will be searched only if reasonable suspicion exists for such a search as provided below.
2. Students who accept lockers or desks assume full responsibility for the security of their lockers or desks. Whenever a student is required to or exercises an option to provide his or her own lock to secure a school-provided storage space, the student must provide the combination or key to the school authority who issued the storage space.
3. Students' Person and Personal Belongings: Students have a reasonable expectation of privacy in the personal belongings they carry with them at school on their person or in items such as backpacks and purses. However, a search of a backpack, purse, or similar item is permissible when school authorities have a reasonable suspicion that the search will turn up evidence that the student has violated or is violating either the law or the rules of the school. Searches of a student's person are also permitted, based upon reasonable suspicion. Such searches may include a request to empty one's pockets or a request to remove outer garments, such as jackets or sweaters, but such a search will not include removal of other clothing. Strip searches are prohibited.
4. Vehicles in School Parking Lots: The school retains authority to conduct routine patrols of student parking lots and inspections of the exteriors of student automobiles on school property. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant. The interiors of student vehicles may be inspected whenever a school authority has a reasonable suspicion the search will turn up evidence that the student has violated or is violating either the law or the rules of the school, Board Policy JLIE-R. The school is not liable for items left in vehicles.

STUDENT CELL PHONES

While on campus, students will keep cell phones and wearable devices/smart watches must be turned off and stored unless use is permitted by an administrator or teacher. If the use of the cell phone is permitted, it must remain on silent mode. The cell phone may not make any sounds that disrupt learning, cause a disturbance, or jeopardize the safety of students. Students will be responsible for their own cell phone. Students will be responsible for the daily storing, carrying, and taking home of their cell phone. The school/district is not responsible for lost, stolen or damaged cell phones. Students will charge their cell phone prior to use on campus. Student cell phone numbers may be requested as part of the registration process. Student cell phone numbers will be used by administrators only for emergencies, safety issues, etc. Teachers will not use student cell phone numbers for any reason.

Elementary and middle schools follow “away for the day” cell phone guidelines. Students that do not adhere to cell phone guidelines are subject to disciplinary action. Additional information can be found on your school’s website.

SURVEILLANCE

Scottsdale Unified School District authorizes the use of surveillance cameras in school buses and on District property to ensure the health, welfare and safety of all students, employees and visitors, and to safeguard District facilities, vehicles and equipment. Video and/or audio recordings may be used as evidence in any disciplinary action, administrative proceeding or criminal proceeding, and, during certain circumstances, may become a part of a student’s educational record.

TECHNOLOGY & NETWORK RESOURCE PROTOCOLS

(Applies to District-Owned and Personal Devices)

When enrolling in Scottsdale Unified School District (SUSD), students and parents/guardians agree to follow the Uniform Code of Student Conduct, including all technology use expectations.

Students in grades K–12 are issued:

- An SUSD email account
- A district-issued laptop and charger

The district-issued laptop is **required** for classroom instruction and testing

SUSD does not support Bring Your Own Device (BYOD)

All district-issued and personal devices used on campus are subject to these protocols.

A. Scope of Protocols

These protocols apply to:

- All district-issued technology and network resources
- All computers located within SUSD
- All personal electronic devices brought to campus (including but not limited to cell phones, laptops, tablets, smart watches, eReaders, drones, VR equipment, gaming devices, smart glasses, etc.)
- All access to SUSD network resources

B. Student Responsibilities

Personal Responsibility

Students *must*:

- Use technology and network resources for educational purposes only
- Report misuse of district technology or network resources
- Accept responsibility for devices issued to them
- Understand that SUSD is not responsible for loss, damage, or expenses related to personal devices
- Comply with **SUSD Artificial Intelligence Guidelines**

Misuse includes but is not limited to:

- Pornographic, violent, illegal, abusive, or discriminatory content
- Racism, sexism, harassment, cyberbullying
- Unethical or illegal behavior

B. Acceptable & Responsible Use

Students *will*:

- Use district devices only for school-appropriate purposes
- Follow all copyright and trademark laws
- Work only with materials they created or have permission to use
- Keep logins, passwords, and personal information confidential
    - SUSD recommends changing passwords at a minimum, annually
    - Password reset link: https://pwreset.susd.org/
- Access the internet on campus only through SUSD Secure Wi-Fi
- Report misuse to a teacher or administrator

Students *will not:*

- Attempt to access, modify, or delete accounts or unauthorized files
- Attempt to bypass content filtering (including proxy sites/software)
- Upload or create viruses
- Damage, modify, or personalize district devices (including applying stickers to devices)
- Use devices for gaming, credit card purchases, or earning money
- Disrupt network access for others
- Share home addresses, phone numbers, or personally identifiable information (PII) or data without authorization

Students should remember: Electronic communication is not private, and digital footprints are permanent.

Personal Electronic Devices on Campus

SUSD provides necessary instructional technology. Students are prohibited from using a personal laptop for learning.

If brought to campus:

Respectful Use:

1. Devices must be off and stored unless permitted by a teacher or administrator.
2. When permitted, devices must be on silent mode.
3. Media, messaging, and apps must be course related.
4. Students may not use another person's device without permission.
5. Photos, videos, or recordings of others require prior approval from the individuals involved and a teacher/administrator.

Responsible Use

- Students are responsible for storing, carrying, and charging devices.
- Students are responsible for lost, stolen, or damaged property.
- Harassment, cheating, plagiarism, bullying (including cyberbullying), or inappropriate social media use will result in disciplinary consequences.

District Device Care & Financial Responsibility

Students *must*:

- Treat district devices with care.
- Return devices in the same condition received.
- Accept responsibility for lost or damaged devices.

SUSD offers an **Optional Device Protection Plan**.

Repair & Replacement Costs
Chromebook Protection Plan — $30/year

Component	With Plan	Without Plan
Device Replacement	$150	$300
Screen Replacement	$50	$180
Power Cord	$20	$40
Cover (Top/Bottom/Palm Rest)	$10	$25
Keyboard	$10	$25
Case (if issued)	$10	$25

Windows Student Device Protection Plan — $50/year

Component	With Plan	Without Plan
Device Replacement	$250	$500
Screen Replacement	$50	$180
Power Cord	$20	$40
Cover (Top/Bottom)	$10	$25
Keyboard/Palm Rest Assembly	$20	$40
Case (if issued)	$10	$25

Privilege & Monitoring

- Use of district technology and network resources is a privilege, not a right, and may be revoked at any time.
- SUSD reserves the right to monitor all device and network activity.
- Email and electronic communications are not private.
- Files may be reviewed or deleted if necessary.
- All files are public records. Some information may be protected as confidential under the Family Education Rights and Privacy Act (FERPA).
- SUSD is not liable for service interruptions or system changes.

Consequences

Violations of these protocols may result in:

- Suspension or termination of technology privileges
- School disciplinary action

- Financial responsibility for damages
- Legal consequences
- Suspension or expulsion (when applicable)

Technology Use Agreement

Parents/guardians acknowledge the Uniform Code of Student Conduct and the Technology & Network Resource Protocols, including:

- Technology access is for educational purposes only.
- Students must use the district-issued laptop for classroom instruction and testing.
    - SUSD does not support Bring Your Own Device (BYOD)
- Students must not send or receive illegal or offensive material.
- Students must not circumvent content filters.
- Parents are responsible for supervising student technology use outside school.
- Permission is granted for their child to access SUSD network resources.
- Student/Parent/Guardian accepts responsibility for lost/stolen/damaged devices.
- District is not responsible for any personal device brought to campus.

Signature _____

TELEPHONE MESSAGES

Due to the disruptive impact on staff and the operations of the school, except in emergencies, telephone messages for students will not be accepted.

TRIP REDUCTION

As required by the Maricopa County Trip Reduction Plan, this serves as formal notification that SUSD supports ride sharing. For more information go to: **www.sharetheride.com**.

UNIVERSAL PRECAUTIONS (COMMUNICABLE/ INFECTIOUS DISEASES)

To prevent the spread of communicable diseases, the District has instituted "universal precautions" which are recommended by the Center for Disease Control **http://www.cdc.gov** and Maricopa County Department of Health http://www.maricopa.gov/publichealth/.

To safeguard students and staff, school-based employees regard all body fluids as potentially infectious. They are trained to avoid direct contact, if possible, to wear gloves, if necessary, to wash hands thoroughly and to report injuries to the nurse immediately.

Students are not to touch blood or body fluids and should seek adults for assistance.

VISITOR/GUEST PASSES

All visitors to any school during the school day must report to the school office upon arrival, must sign in using the district's electronic visitor management program and must obtain a visitor's pass. Visitors must provide identification upon request in order to obtain a visitor's pass. "Visitors" include (1) persons not enrolled in or employed by the District (including relatives of District employees), (2) District employees, when not working on District business, and (3) District students, when they are not at the site at which they are enrolled. Scottsdale Unified School District does not allow on-campus visitations by minors and non-students. Visitors who fail to comply with this rule may be in violation of criminal trespass laws, student behavioral expectations, or both. *See A.R.S. §13-1502(A)(1); see also Article B, Behavior ("Trespassing")*.

WITHDRAWN STUDENTS

Students who have been withdrawn from school and who are present on the school campus are in violation of District policies and procedures regarding visitors are considered to be trespassing.

DRUG AND ALCOHOL USE BY STUDENTS

PROHIBITED CONDUCT

Students are prohibited from:

- Possessing, using, or distributing, alcohol or other drugs within the District's drug free school zone, regardless of whether the violation is sufficient to support prosecution under relevant criminal laws;
- Being under the influence of alcohol or other drugs within the District's drug free school zone, regardless of whether the level of intoxication is sufficient to support prosecution under relevant criminal laws, and regardless of whether the alcohol or drugs were consumed prior to entering the District's drug free school zone;
- Possessing, using, or distributing drug paraphernalia within the District's drug free school zone.

CONSEQUENCES

Students who violate this policy shall be subject to disciplinary actions in accordance with the Uniform Code of Conduct. In addition, students who violate this policy may be subject to prosecution in accordance with the provisions of law. If the student is a graduating senior and the offense occurs during the last 60 days of second semester, the student may participate in the graduation ceremony only. A diploma will be granted only after drug/alcohol classes and community service hours are completed, with the following conditions:

- Student must be accompanied to the ceremony by a parent/guardian.
- Student will not be allowed to participate in other graduation activities
- Student's diploma will be held until all aforementioned requirements have been completed.

DEFINITIONS

"Distribution"

For purposes of this policy, the term "distribution" includes any transfer or attempted transfer of drugs or alcohol from one individual to another.

"Drugs"

For purposes of this policy, the term "drugs" means any potentially mind-altering substance or substance capable of producing a change in behavior, and includes, without limitation, the following substances:

- Any "controlled substance" as defined in A.R.S. §§ 36-2501 through 2516 (Controlled Substances, Schedules I-V);
- Any substance that may subject a person to criminal prosecution under A.R.S. §§13-3402 (Peyote), 13-3405 (Marijuana), 13-3407 (Dangerous Drugs), 13-3408 (Narcotic Drugs), and 13–3411(Possession, Use, Sale, Transfer of Drugs in a Drug Free School Zone);
- Any vapor releasing substance containing a toxic substance, as defined in A.R.S. §13–3401(38), except such vapor releasing substances properly used under the direct supervision of a District employee in connection with a school-related activity.
- Any prescription or over-the-counter medication not otherwise exempt from this definition. A prescription or over-the-counter medication is exempt from this definition if:
    - Permission for possession and use of the prescription or over-the-counter medication in school has been granted pursuant to Board Policy JLCD (see also Code of Conduct, General Information, "Medications"); or
    - Despite failure to obtain permission pursuant to Board Policy JLCD, the prescription or over-the-counter medication is:
        1. Prescribed for personal use and is used in accordance with the physician's written directions

(prescription medication), or

2. Possessed for personal use and is used in accordance with the manufacturer's written directions (over-the-counter medication).

NOTE: Such violations of Board Policy JLCD may still result in discipline under the District's "Medications" policy.

See Code of Conduct, Article B, "Medications (Unauthorized Possession, Use)".

- Any substance that the user possesses, transfers, or represents to be a substance otherwise covered by this definition.
- Any alcoholic beverages.

"Drug Paraphernalia"

For purposes of this policy, the term drug paraphernalia includes, without limitation, items defined in A.R.S. § 13-3415, and any equipment, product, or material of any kind that is used, intended for use, or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, inhaling, or otherwise introducing into the human body a drug in violation of the law or this policy.

"Drug Free School Zone"

For purposes of this policy, the term "drug free school zone" includes, without limitation,

- Any property owned or leased by the District, including, without limitation, school grounds, school buildings, school parking lots, and school playing fields.
- The area within 300 hundred feet of a school or its accompanying grounds, and any public property within one thousand feet of a school or its accompanying grounds.
- Any off-campus property when used for a District function or school-related activity.
- School buses and other vehicles used by District employees to transport students to and from school or school-related activities, School bus stops.
- Any violation of this policy that occurs on the way to or from school.
- Any violation of this policy that is deemed to have a direct impact on the safety or general welfare of the school, staff, or students, or that otherwise adversely affects the school order, regardless of where or when the violation occurs.

"Possession"

For purposes of this policy, "possession" includes, without limitation, (1) having under one's control (e.g., on one's person, in one's personal belongings, in one's locker, in one's car), (2) purchasing, or (3) otherwise receiving drugs or alcohol.

"Under the Influence"

For the purposes of this policy, a student is "under the influence" if he or she exhibits one or more commonly accepted signs of intoxication. Students suspected of being under a controlled substance will be assessed by the school nurse and abnormalities will be reported to administration and parents.

LEGAL REFERENCES:

A.R.S. 4-241 and 4-244, 15-345

13-3401 through 13-3408,13-3411

36-2501 through 36-2516, 36-2802

CROSS REFERENCES:

JICH – Drug and Alcohol Use by Students
JLC – Students Health Services and Requirements
JLCD – Administering Medicines to Students
KF – Community Use of School Facilities

HAZING

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

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

The act was committed in connection with an initiation into, an affiliation with, or the maintenance of membership in any organization that is affiliated with an educational institution.

- The act contributes to a substantial risk of potential physical injury, mental harm or degradation, or causes physical injury, mental harm or personal degradation.

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

It is not a defense to a violation of this policy that the act occurs during either of the following cases:

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

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

Students and others may report hazing to any professional staff member.

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

School District Action

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

Upon receipt of a complaint or report of hazing, the District shall undertake or authorize an investigation by District officials or a third party designated by the District.

The School District may take immediate steps to protect the complainant, reporter, student(s), or others pending completion of an investigation of hazing.

Upon completion of the investigation, if the District determines that this policy has been violated, the District shall take appropriate action, which may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, or remediation (Ref. Code of Conduct, Article B). Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline prohibited behavior. District action taken for violation of this policy will be consistent with District policies and regulations and statutory authority.

If the investigation reveals that a group, club, or association knowingly permitted, authorized, or condoned the hazing activity, the entity's permission to conduct operations at the school in which the student victim was enrolled shall be revoked or suspended.

If the investigation reveals either direct violation of federal or state law, or that a student was caused or required to perform a task that violated federal or state law, the District will notify the local police department or the appropriate federal law enforcement agency.

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

APPENDIX C

HARASSMENT/INAPPROPRIATE LANGUAGE/VERBAL PROVOCATION

Students shall not harass or intimidate others because of race, color, religion, sex, age, national origin, ancestry, gender identity, sexual orientation or on the basis of a disability. Students shall not harass or intimidate others by name calling, using racial or derogatory slurs, or by wearing or possessing items depicting or implying racial prejudice or hatred. Students shall not wear or have in their possession any written material, either printed or in their own handwriting, that is racially divisive or creates ill will or hatred. Examples: any item that denotes the Ku Klux Klan, Aryan Nation, white supremacy, Confederate flags, Neo-Nazi groups, or any other similar groups. This list is not intended to be all-inclusive.

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